

West Texas A&M University 2006–2007 Catalog



From the President

The world of today, and surely that of tomorrow, is characterized as one of constant change, uncertainty and greater connectivity through technology. It is also a world of great beauty and bounty; a world that has forever been impacted by the creativity of humans. Programs at West Texas A&M University have been designed to prepare individuals to thrive in this dynamic, global environment, to appreciate the creativity of humans, and to acquire the skills to contribute to ongoing creative processes.

At WTAMU, we provide a distinctive mix of faculty excellence and individualized attention to create a superb learning environment in which you can excel. By studying with us, you will learn to critically analyze issues, appropriately apply technology and effectively communicate your ideas. You will have the opportunity to study agriculture, business, education, the fine arts, nursing, political science, the natural sciences or any of the dozens of other fields we offer.

At West Texas A&M University you will be challenged to learn, to develop an appreciation of the arts, literature and different cultures, to grow intellectually and socially. At WTAMU, your intellectual and personal growth will take place not only in the classroom but also in the full array of social, athletic and extracurricular activities that are provided on campus.

I invite you to join our community of learners: West Texas A&M University.

Sincerely,

A handwritten signature in black ink, reading "J. Patrick O'Brien". The signature is written in a cursive, flowing style.

J. Patrick O'Brien, Ph.D.
President
West Texas A&M University

Contents

Academic Calendar	5
WTAMU at a Glance	8
Admissions	10
Fees, Expenses and Financial Assistance	17
University Housing and Meals	23
Campus Life	24
Student Services and Support	26
Procedures and Policies	29
Degree and Program Offerings	35
Honors Program	38
University Core Curriculum	39
Requirements for Baccalaureate Degrees	40
College of Agriculture, Nursing, Science and Engineering	43, 143
Division of Agriculture	43, 143
Department of Life, Earth and Environmental Sciences	49, 145
Department of Mathematics, Physical Sciences and Engineering	56, 147
Division of Nursing	65, 149
College of Business	69, 151
Department of Accounting, Economics and Finance	70, 152
Department of Computer Information Systems	74, 155
Department of Management, Marketing and General Business	76, 155
College of Education and Social Sciences	80, 156
Department of Behavioral Sciences	80, 156
Division of Education	84, 157
Department of History, Political Science and Criminal Justice	91, 162
Department of Sports and Exercise Sciences	100, 164
Sybil B. Harrington College of Fine Arts and Humanities	106, 165
Department of Art, Communication and Theatre	108, 165
Department of English and Modern Languages	122, 170
Department of Music and Dance	125, 172
Graduate School	136
Academic Courses and Abbreviations	174
Course Descriptions	175
Common Course Numbering	257
Administration and Faculty	259
Financial Aid and Scholarships	266
Glossary	295
Index	300
Campus Map	inside back cover

Academic Calendar

2006	S	M	T	W	T	F	S
August			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		
September				1	2		
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
October	29	30	31				
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
November			1	2	3	4	
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		
December	31				1	2	
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30

2007	S	M	T	W	T	F	S
January			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		
February				1	2	3	
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28			
March				1	2	3	
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
April	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30					
May			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		
June				1	2		
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
July	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				
August				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	

August 2006

- 1** 2006 fall semester housing cancellation deadline
- 6** 2006 fall semester priority registration closes midnight
- 7** 2006 fall semester registration closed
- 8** 2006 fall semester late registration opens for all but first-time freshmen
- 9** 2006 summer session II last class day
2006 summer session II night class final exams
- 10** 2006 summer session II day-class final exams
Dining Hall closes noon
Residence halls close 5 p.m.
- 11** Graduation 7 p.m.
- 14** 2006 fall semester priority registration payment deadline 5 p.m.
2006 summer session II grades due by 9 a.m.
- 21** 2006 fall semester late registration opens to first-time freshmen who did not attend New Student Conference
- 23** 2006 fall semester Dining Hall opens noon
2006 fall semester residence halls open 10 a.m.
- 24** 2006 fall semester New Transfer Student Orientation 9–10:30 a.m.
- 25** 2006 fall semester 100% refund if withdrawing from WTAMU
- 25–26** Buff Branding
- 28** 2006 fall semester classes begin
2006 fall semester offices open for late registration 8 a.m.–6 p.m.
- 31** 2006 fall semester last day to add or register for classes

September 2006

- 1–4** 2006 fall semester 80% refund if withdrawing from WTAMU
- 4** University open; no classes
- 5–11** 2006 fall semester 70% refund if withdrawing from WTAMU
- 5** 2006 fall semester late registration payment deadline 5 p.m.

- 12–18** 2006 fall semester 50% refund if withdrawing from WTAMU
- 13** 2006 fall semester 12th class day (census)
2006 fall semester last day to drop a class (not withdraw) and be eligible for a refund
- 19–25** 2006 fall semester 25% refund if withdrawing from WTAMU
- 26** 2006 fall semester no refunds
- 29** 2006 fall Optional Payment Plan first payment due

October 2006

- 1** December graduation application deadline
2007 spring application deadline for international students
- 7** Homecoming
- 13** 2006 fall semester midterm—last day to drop or withdraw with guaranteed “X”
- 31** 2006 fall semester last day to drop or withdraw

November 2006

- 1** 2007 January intersession and spring semester priority registration opens by classification: graduates and seniors
- 3** 2006 fall semester Optional Payment Plan second payment due
- 6** 2007 January intersession and spring semester priority registration opens by classification: juniors
- 9** 2007 January intersession and spring semester priority registration opens by classification: sophomores
- 13** 2007 January intersession and spring semester priority registration opens by classification: freshmen
- 20** 2007 January intersession and spring semester priority registration opens by classification: all students
- 22** 2006 fall semester classes dismiss noon
Residence halls close 2 p.m.
Dining Hall closes 1:30 p.m.
- 23–24** University closed—Thanksgiving holiday
- 26** Residence halls open 2 p.m.

Academic Calendar

- 27 2006 fall semester classes resume
Dining Hall opens 7 a.m.
- 29 2006 fall semester deadline for graduate degree candidates to submit final thesis copy to dean

December 2006

- 6 2006 fall semester last class day
- 7 2006 fall semester Dead Day
- 8–14 2006 fall semester final exams
- 13 2006 fall deadline for degree candidates: finish residence credit; provide official transcripts; remove incomplete grades
- 14 2006 fall semester Dining Hall closes 7 p.m.
- 15 2007 spring semester housing cancellation deadline
2006 fall residence halls close noon
Graduation 7 p.m.
- 18 2006 fall semester grades due by 9 a.m.
2007 January intersession classes begin
2007 spring semester priority registration payment deadline 5 p.m.
- 19 2007 January intersession last day to register
2007 January intersession payment deadline 5 p.m.

25–29 University closed

January 2007

- 1 University closed
- 2 2007 January intersession last day to drop or withdraw (granted automatic "X")
- 11 2007 January intersession last class day
- 12 2007 January intersession final exams
- 15 University closed—Martin Luther King Day
- 16 2007 January intersession grades due 9 a.m.
2007 spring semester 100% refund if withdrawing from WTAMU
New Transfer Student Orientation 9–10:30 a.m.
2007 spring semester residence halls open 10 a.m.

- 17 2007 spring semester classes begin
2007 spring semester offices open for late registration 8 a.m.–6 p.m.

17–23 2007 spring semester 80% refund if withdrawing from WTAMU

22 2007 spring semester last day to add or register for classes

24 2007 spring semester payment deadline for late registration 5 p.m.

24–30 2007 spring semester 70% refund if withdrawing from WTAMU

31 2007 spring semester 50% refund if withdrawing from WTAMU (through Feb. 6)

February 2007

- 1 2007 spring semester 12th class day (census date)
2007 spring semester last day to drop (not withdraw) and be eligible for a refund
2007 fall semester scholarship application priority deadline
- 1–6 2007 spring semester 50% refund if withdrawing from WTAMU
- 7–13 2007 spring semester 25% refund if withdrawing from WTAMU
- 14 2007 spring semester no more refunds
- 16 2007 spring semester Optional Payment Plan first payment due

March 2007

- 1 2007 May graduation application deadline
2007 summer session I application deadline for international students
- 2 2007 spring semester midterm last day to drop or withdraw with guaranteed "X"
- 9 Dining Hall closes 1:30 p.m.
Residence halls close 2 p.m.
- 12–16 Spring Break no classes
- 18 Residence halls open 2 p.m.
- 19 Dining hall opens 7 a.m.
- 23 2007 spring semester Optional Payment Plan second payment due
- 30 2007 spring semester last day to drop or withdraw

April 2007

- 1 2007 May intersession, summer session I and II, and fall semester priority registration opens by classification: graduates and seniors
2007 summer session II application deadline for international students
- 6 No classes—Good Friday
- 9 2007 May intersession, summer session I and II, and fall semester priority registration opens by classification: juniors
- 12 2007 May intersession, summer session I and II, and fall semester priority registration opens by classification: Sophomores
- 16 2007 May intersession, summer session I and II, and fall semester priority registration opens by classification: Freshmen
2007 fall semester financial aid application priority deadline
- 16–25 STARR Center open for priority registration by appointment
- 20 2007 May intersession, summer session I and II, and fall semester Honors Transfer Day (by invitation only)
- 23 2007 May intersession, summer session I and II, and fall semester priority registration opens by classification: all students (New freshmen for 2007 fall must participate in New Student Conference during the summer to priority register for fall or wait until Aug. 20.)
- 24 2007 spring semester deadline for graduate-degree candidates to submit final thesis copy to dean

May 2007

- 1 2007 fall semester application deadline for international students
2007 summer session I financial aid application deadline
- 2 2007 spring semester last class day
- 3 2007 spring semester Dead Day
- 4–10 2007 spring semester final exams
- 6 2007 May intersession, summer session I priority registration closes midnight
- 7 2007 May intersession, summer session I registration closed
- 8 2007 May intersession, summer session I late registration opens

Academic Calendar

- 9** 2007 spring semester deadline for degree candidates: finish residence credit; provide official transcripts; remove incomplete grades.
- 10** Dining Hall closes 7 p.m.
- 11** Residence halls close noon
- 12** Graduation for College of Agriculture, Nursing, Science and Engineering, and College of Fine Arts and Humanities 10 a.m.
- Graduation for College of Education and Social Sciences and College of Business 1 p.m.
- 14** 2007 spring semester grades due 9 a.m.
- 2007 May intersession classes begin
- 2007 summer session I priority registration payment deadline 5 p.m.
- University offices begin summer hours: 7:30 a.m.–5:30 p.m. Monday–Thursday, 7:30–11:30 a.m. Friday (through Aug. 17, 2007)
- 15** 2007 May intersession payment deadline 5 p.m.
- 2007 May intersession last day to add or register
- 2007 summer session I housing cancellations deadline
- 22** 2007 May intersession last day to drop or withdraw with guaranteed “X”
- 28** 2007 May intersession last class day
- Residence halls open 10 a.m.
- Dining Hall opens noon
- 29** 2007 May intersession final exams
- 30** 2007 summer session I classes begin
- 2007 summer session I offices open for late registration 7:30 a.m.–6:30 p.m.
- 31** 2007 May intersession grades due by 9 a.m.
- 2007 summer session I last day to add or register

June 2007

- 4** 2007 summer session I late registration payment deadline 5 p.m.
- 5** 2007 summer session I fourth class day (census date)
- Summer session I last day to drop (not withdraw) and be eligible for a refund
- 7–8** 2007 fall semester New Student Conference
- 10** 2007 summer session II priority registration closes midnight
- 11** 2007 summer session II registration closed
- 12** 2007 summer session II late registration open
- 14** 2007 summer session I last day to drop or withdraw with guaranteed “X”
- 14–15** 2007 fall semester New Student Conference
- 18** 2007 summer session II priority registration payment due 5 p.m.
- 25** 2007 fall semester transfer student orientation
- 28–29** 2007 fall semester New Student Conference

July 2007

- 2** 2007 summer session I last class day
- 2007 summer session I night-class final exams
- 3** 2007 summer session I final exams
- 2007 summer session I residence halls close 5 p.m.
- 2007 summer session II residence halls open 7 p.m.
- 4** University closed—Fourth of July holiday
- 5** 2007 summer session II classes begin
- 2007 summer session II offices open for late registration 7:30 a.m.–6:30 p.m.
- 5–6** 2007 fall semester New Student Conference
- 9** 2007 summer session II last day to add or register
- 10** Late registration payment deadline 5 p.m.

- 11** 2007 summer session II fourth class day (census date)
- 2007 summer session II last day to drop (not withdraw) and be eligible for a refund
- 23** 2007 summer session II last day to drop or withdraw with guaranteed “X”
- 26–27** 2007 fall semester New Student Conference

August 2007

- 1** 2007 fall housing cancellation deadline
- 5** 2007 fall priority registration closes midnight
- 6** 2007 fall registration closed
- 7** 2007 fall late registration opens
- 8** 2007 summer session II last class day
- 2007 summer session II night class final exams
- 9** 2007 summer session II final exams
- Dining Hall closes noon
- Residence halls close 5 p.m.
- 10** Graduation 7 p.m.
- 13** 2007 summer session II grades due 9 a.m.

Note: Calendar information is tentative and subject to change.

WTAMU at a Glance

West Texas A&M University Mission

West Texas A&M University, a member of The Texas A&M University System, is dedicated to providing high quality baccalaureate and graduate education using traditional delivery and distance learning where appropriate. West Texas A&M University is committed to serving as the principal academic, cultural, technical, service and research center for the multi-state region surrounding Canyon and Amarillo, through the collective and individual efforts of faculty, staff and students. West Texas A&M University's mission is to educate students to be informed, responsible, creative and articulate decision makers who will exercise good citizenship, appreciate diversity and be professionally competitive.

West Texas A&M University's major areas of emphasis include but are not limited to teacher preparation, business, agriculture, fine arts, health care and sciences. All programs shall be built upon a solid foundation of required courses in communication, history and political science, and studies which develop strong critical thinking and problem-solving skills as well as an understanding of cultural diversity and an appreciation for the fine arts and humanities.

History and Organization

A legislative act signed into law March 31, 1909, established the first college in West Texas to be built west of the 98th meridian. West Texas State Normal School opened Sept. 20, 1910, in Canyon City. In 1917, the College became a degree-granting institution. School colors of maroon and white were chosen in 1910, with the buffalo selected as the school mascot in 1921.

Through the years, the institution's name has changed to reflect its growth and expanding role in higher education. In 1923, it became West Texas State Teachers College. In 1932, the institution became the first teachers college in Texas to offer graduate instruction. Called West Texas State College beginning in 1949, the institution became West Texas State University in 1963. On Sept. 1, 1990, West Texas State University became the eighth academic member of The Texas A&M University System, and, once again, the University's name was changed to reflect its expansion and affiliation with the A&M System. On Sept. 25, 1992, the Board of Regents elected to change the name to West Texas A&M University, effective June 1, 1993.

Today, West Texas A&M University is a strong regional university with a quality faculty, selective admissions, small classes averaging 23 students and affordable tuition. With more than 7,000 students, WTAMU is large enough to insure diversity in lifestyles, values and backgrounds. The University is well suited for community college transfers and older students returning to college. An active campus life, with more than 125 recognized student organizations, helps keep students involved in the University beyond the classroom.

West Texas A&M University strives for excellence in every facet of its classes, activities and planning. The broad curriculum offered by the University strikes a balance between solid liberal arts education and professional programs. Within the student population, approximately 80 percent are undergraduates in 61 degree programs of study. Graduate students at the University choose from 43 master's-level and one doctoral degree programs.

West Texas A&M University is the primary source of university education, research and service for the Texas Panhandle and adjacent regions of neighboring states. The University strives to prepare students for professional careers by providing sound baccalaureate and graduate education, including foundations for good citizenship and responsible, effective leadership. As the primary university in this lightly populated and geographically remote region, WTAMU has a special mission to serve as a cultural resource and to develop ties with education, health services, agriculture and industry in order to contribute to the economic development of the region. Although the primary responsibility is teaching, WTAMU actively engages in research, particularly that which will enhance the cultural and economic environment.

West Texas A&M University is organized into four colleges and one school.

- The **College of Agriculture, Nursing, Science and Engineering** includes the Division of Agriculture; Department of Life, Earth and Environmental Sciences; Department of Mathematics, Physical Sciences and Engineering; and Division of Nursing.
- The **College of Business** offers the Department of Accounting, Economics, and Finance; Department of Computer Information Systems; and Department of Management, Marketing and General Business.
- The **College of Education and Social Sciences** is composed of the Department of Behavioral Sciences; Division of Education; Department of History, Political Science and Criminal Justice; and Department of Sports and Exercise Sciences.
- The **Sybil B. Harrington College of Fine Arts and Humanities** includes the Department of Art, Communication and Theatre; Department of English and Modern Languages; and Department of Music and Dance.
- The **Graduate School** is responsible for administration of one doctoral degree, eight master's degrees and 43 graduate-degree programs available in various disciplines.

Each college is administered by a dean who oversees the various degrees and programs of the institution. The Graduate School is administered by the dean of the graduate school and research.

West Texas A&M University is governed by The Texas A&M University System Board of Regents whose nine members are appointed to six-year terms by the governor of Texas. The board appoints the president who directs the operations of the University. The board is responsible for the establishment and control of the University's rules. On the recommendation of the president, the board appoints all faculty and other employees.

Upon recommendation of the faculty and under authority vested by the board, the president confers all degrees.

The Campus

West Texas A&M University is located in the friendly university town of Canyon. With a population of 13,000, the town is big enough to fill basic needs of its residents in the quiet atmosphere characteristic of small West Texas towns. Only 15 miles north of Canyon is the city of Amarillo. With 175,000 residents, Amarillo is the metropolitan center of the Panhandle of Texas, offering shopping and employment opportunities as well as popular night spots and other entertainment centers.

The University is something of an oasis on the wide plains of West Texas with its greenery and large shade trees. The grounds consist of 176 acres in the main campus, 205 acres adjacent and east of campus, 186 acres in the Horse Center, and 2,310 acres in the Nance Ranch—a total of 2,816 acres owned and operated by the University.

Forty-three campus buildings include residence halls, academic buildings with classroom and laboratories and offices, the Jack B. Kelley Student Center, the Virgil Henson Activities Center, the Panhandle-Plains Historical Museum, the Joseph A. Hill Memorial Chapel and the WTAMU Event Center. Frank Kimbrough Memorial Stadium, with a seating capacity of 20,000, is located north of the main campus.

How to Apply for Admission to West Texas A&M University

A student needs to fill out the application for admission and submit a \$25 fee. Applications are available at the Admissions Office in Old Main, Room 124, or students may apply on the Internet at www.applytexas.org. Once the application is received, an acknowledgement will be sent. Correspondence will occur as necessary documents are received and the application is processed.

The \$25 nonrefundable, one time per degree fee should be in the form of a check or money order payable to West Texas A&M University. Credit card payment can be made through the Internet application or by calling toll-free, 1-800-99-WTAMU, or locally at (806)651-2020. MasterCard, Visa or Discover will be accepted.

For additional information or questions, contact the Office of Admissions at (806)651-2020, 1-800-99-WTAMU or www.wtamu.edu/admissions.

Admission Requirements for Undergraduate Applicants

Admission to West Texas A&M University is determined through selective criteria. A full-time or part-time student may obtain admission under any one of the following categories.

First-Time Freshman

First-time freshman applicants, including students who have received college-level credit while in high school, qualify for regular admission when all admissions requirements are met and required documents are on file. Required documents include:

- Application for admission with required fee.
- Official high school transcripts.
- Entrance exam scores on the American College Test (ACT) or Scholastic Assessment Test I (SAT I).
- Texas Success Initiative (TSI)-approved test scores or proof of exemption.
- Signed form for receipt of material about bacterial meningitis.

High School Graduate

Graduating high school students must meet one of the following criteria:

- Graduate from an accredited high school in the top half of the class and submit an ACT or SAT score, or
- Submit a composite score of 20 or higher on the ACT or a combined verbal and math score of 950 on the SAT I.

If a student is graduating from a Texas high school, he or she must take and pass all parts of the TAKS tests (or the equivalent from out-of-state or private schools) to be admitted to the University.

To enhance the possibility of success, students are required to have four credits of English, three credits of math and three credits of science. Students who graduate after 2005 must have completed

the Texas Recommended High School Program or higher. An equivalent diploma from an out-of-state or private school is required.

A student may be admitted conditionally if one or more of the classes required have not been taken, but the student meets the other admission requirements.

Students who fail to meet the regular admission requirements may be offered the Summer Provisional Program. The student must sign a contract and enroll in six hours of coursework at WTAMU. The coursework will include three hours of the course IDS 1071. By completing the summer program with a 4.0, the student may continue into the fall semester on regular admission. If the grade point average is below 4.0 but above 2.5 GPA, the student may continue into the fall semester on probation. The student must make a 2.0 GPA or above in the fall semester to continue at the University. Students with less than a 2.5 GPA in the summer will be denied admission for the fall semester.

General Equivalency Diploma (GED)

Students who have obtained a general equivalency diploma (GED) will be eligible for admission to the University when the following requirements are met:

- Student's high school class would have completed graduation.
- Student submits an ACT composite score of 20 or higher or a combined verbal and math score of 950 or higher on the SAT I.
- Student submits GED test score.
- An official high school transcript is received stating grade level attended.

Home Schooled or Unaccredited High School Graduate

If a student has not graduated from a high school accredited by a recognized state agency, admission will be determined by individual review of high school curriculum. An entrance exam composite score of 20 or higher on the ACT or 950 combined verbal and math score on the SAT I is required for admission. Students will be considered for admission only when their high school class would have graduated (or after that date).

Early Admission of High School Students

Talented high school students may take college courses through WTAMU's Early Admission Program. To be eligible, students must:

- Submit an application for admission with required fee.
- Submit ACT/SAT I test score.
- Provide TSI-approved test scores or proof of exemption.

High school graduation is required prior to the release of credit on the student's official WTAMU transcript.

Pre University Program

The Pre University Program (PUP) provides a university-based, higher-education academic experience for high school students who intend to enroll in a university following high school graduation. High school students may earn credit for both high

school and university courses through their participation in the program. As of May 2006, this program is available only to Canyon Independent School District students.

For more information, contact the Office of Admissions at (806)651-2020.

Transfer Applicants

Transfer students from an accredited college or university (as recognized by the regional Association of Colleges and Universities) will qualify when all admissions requirements are met and required documents are on file.

Required documents include:

- Application for admission with required fee.
- Official college transcripts from all institutions attended.
- Texas Success Initiative (TSI)-approved test scores or proof of exemption.
- Signed form for receipt of material about bacterial meningitis.

Transfer students must:

- Submit an official transcript from each institution attended.
- Be eligible for readmission at the last school attended.
- Meet first-time freshman admission requirements if transferring with fewer than 12 hours of college-level courses.
- Have a minimum composite grade point average of 2.0.

Former WTAMU Students

A former WTAMU student who desires to re-enter the University after leaving for at least one fall or spring semester must:

- Submit an application for admissions (Application fee applies if student has graduated from a degree program and is re-entering for additional coursework or degree).
- Submit an official transcript for each institution attended since last enrollment at WTAMU.
- Be in good standing with the University.

Academic Fresh Start

Senate Bill 1321 entitles residents of Texas to seek admission to public institutions of higher education without consideration of courses taken 10 or more years prior to enrollment. The applicant who elects this option of ignoring coursework completed 10 or more years prior to the starting date of the semester in which the applicant seeks to enroll will be considered for admission without regard to this earlier coursework. The ignored coursework will not be considered in calculation of grade point average. Admission to the University will be based on adult student criteria. A student must make application for Fresh Start at the time of application for admission.

Graduate Student/ Post-Baccalaureate Admission

Students who seek admission for a master's degree at West Texas A&M University must complete the University and Graduate School admission process. Students who hold a bachelor's degree from an accredited college or university (as recognized by a regional Association of Colleges and Universities) will qualify when all admission requirements are met and required documents are on file.

Post-baccalaureate students who wish to take courses but not pursue a master's degree are required to apply for admission to the University and may enroll in undergraduate- or graduate-level courses.

Graduate School admission and graduate entrance exams are not needed for students who do not wish to pursue a master's degree.

Documents needed include:

- Application for admission with required fee.
- Official college transcripts from all institutions attended.
- Degree notation on official transcript as proof of Texas Success Initiative exemption.
- Graduate School admission application, if seeking a master's degree.
- GRE/GMAT scores, if seeking a master's degree.

An applicant seeking a master's degree may refer to the "Graduate School" section of this catalog for further information.

International Student Admission

International students must have the equivalent of a high school education from their prospective country when applying to a bachelor's degree program. International students applying to a master's degree program must have a bachelor's degree from their prospective country equivalent to a U.S. bachelor's degree.

In addition to the above requirement, international students must submit the following:

- Official transcript with school seal (copies will not be accepted). If the transcript is not in English, an official English translation is required along with the official transcript issued in the original language.
- TOEFL (Test of English as a Foreign Language) score of 550 (213 Computer Based) for graduates and 525 (197 Computer Based) for undergraduates. NOTE: Residents of U.S. overseas territories, refugees and permanent residents may be required to submit TOEFL results or other evidence of their English language proficiency.
- Proof of financial support for the period of time necessary to complete degree requirements. NOTE: Students seeking an I-20 for application of an F-1 visa must submit financial verification six months current to the date of enrollment.
- \$75 non-refundable application/evaluation fee.
- SAT-950 or ACT-20 for undergraduates. NOTE: Waiver of these tests may be granted by transferring 12 college credit hours to the University.

Admissions

- GMAT or GRE exceeding 25th percentile in at least one category. See the “Graduate School” section of this catalog for score requirements.
- A summary of educational goal and objectives.

International Transfer Student

Within the United States

International students seeking a transfer to WTAMU must meet admission requirements for the degree program they are applying to, have an overall G.P.A. of 2.0 for undergraduate admission or 3.0 for graduate admission. A transfer form along with a copy of the current I-20, I-94 card (arrival/departure record), passport information page and current visa stamp also is required to determine a student’s immigration status. These items should be submitted along with educational records at the time of application for admission to the University.

Outside the United States

International students transferring from a foreign institution must meet admission requirements for the degree program they are applying to and have the equivalent of an overall “C” average to transfer as an undergraduate student or the equivalent of an overall “B” average as a graduate student. For more information concerning international admissions, contact:

International Student Office
WTAMU Box 60745
Canyon, Texas 79016-0001
Phone (806)651-2073 • Fax (806)651-2071

Texas Success Initiative (TSI)

Effective Sept. 1, 2003, a program known as Texas Success Initiative (TSI) was implemented for all public colleges and universities. TSI is focused on using a statewide standard for assessing college-level readiness skills of all entering undergraduate students at public colleges and universities. New students are assessed on their reading, writing and math skills, then academically advised and placed in developmental level courses if necessary. Approved assessment exams are the Texas Higher Education Assessment (THEA), ACCUPLACER, ASSET or COMPASS. Approved test scores may be accepted when taken at another public college or university, if official documentation of scores is provided. Minimum passing standards for TSI are set by the legislature; however, each area assessed may have higher college-level placement standards determined by that WTAMU department. Assessment for TSI purposes is not required if one of the following exemptions or exceptions is met.

Exemptions/Exceptions to TSI Testing

- TASP Met—A student has met requirements under TASP policies prior to September 1, 2003.
- Students who meet qualifying standards on certain tests, as indicated below:
 - ACT—Composite 23; English and/or math scores of 19 within last five years.
 - SAT—Combined 1070; verbal and/or math scores of 500 within the past five years.
 - TAKS—Math 2200 and/or 2200 on ELA with at least a 3 on the writing sample subscore within the past three years.

Student must meet both the ELA and writing sample to be exempt from reading and writing.
- Coursework—Students from accredited out of state, private or independent institutions of higher education that have satisfactorily completed designated college-level coursework. Graduates with an associate or bachelor’s degree from an accredited private or out-of-state institution of higher education will be exempt from all sections of TSI based on coursework to earn the degree.
- Degree—A graduate from an accredited Texas institution of higher education with an associate or bachelor’s degree.
- Military
 1. A student on active duty as a member of the armed forces of the United States or the Texas National Guard.
 2. A student actively serving in the reserve component of the armed forces of the United States having served at least three years prior to enrollment.
 3. A student has been honorably discharged, retired or released from active duty as a member of the armed forces of the United States, the Texas National Guard or reserve component on or after Aug. 1, 1990.
- Non-degree Seeking—A student taking courses for their personal enrichment, not to seek a degree.
- Previously Exempted—A student has been determined to meet requirements by a college previously attended.

Previous Coursework Exception

Students from accredited institutions of higher education that have satisfactorily completed designated college-level coursework with a grade of “C” or better, or have course credit based on IB, CLEP, AP, ACT or SAT exams, will be complete for TSI purposes in that subject area. This includes dual credit courses and courses taken at Texas accredited institutions of higher education prior to 1989.

- Math—MATH 1314, 1324 or a mathematics course for which one of these is prerequisite. *Exceptions may be allowed for students transferring accepted course credit to WTAMU with a grade of “D” in the only required math course in their degree field.*
- Writing—ENG 1301, 1302, 2311.
- Reading—HIST 1301, 1302 or 2372; POSC 2305 or POSC 2306; PSYC 2301; SOCI 1301; or sophomore or higher literature courses. Additional courses may be

Admissions

substituted on an individual basis, with approval from the related WTAMU academic department.

Test	Reading	Math	Writing
THEA	230	230	220
ACCUPLACER	78	63 Elementary Alegra	6 Essay* Sentence Skills 80
ASSET	41	38 Elementary Algebra	6 Essay* Writing Skills 40
COMPASS	81	39 Algebra	6 Essay* Writing Skills 59

*Minimum passing standard for written essay portion of test is 6. An essay of 5 will meet the standard if the objective writing test standard (sentence or writing skills score) is met.

NOTE: Students seeking admission into the teacher certification program may be required to take a TSI-approved test regardless of exemption or passing scores. For further information, contact the Division of Education, Old Main, Room 416.

For additional information regarding TSI requirements, go to www.wtamu.edu/advising and click on "Texas Success Initiative," or contact the Student Advising, Registration and Retention (STARR) Center at (806)651-5300 or advisingcenter@mail.wtamu.edu. For information regarding testing, contact the Office of Educational Services at www.wtamu.edu/testing or call (806)651-2341.

Residence

The determination of residence classification for tuition purposes is governed by statutes enacted by the Texas Legislature and rules and regulations promulgated by the Texas Higher Education Coordinating Board (THECB). A student's residence status is determined through admission records process prior to enrollment. The student is responsible to register under the proper residence classification. Any change in residence status should be reported to the Office of Admissions.

The following statutes are neither exhaustive nor complete and should not be interpreted as such. Full regulations are in the THECB publication *Rules and Regulations for Determining Residence Statutes*. This publication and further information are available from the Office of Admissions.

Determining Residency

If a student's residency is not easily determined by when and where he or she attended high school, then domicile, a universally recognized and accepted legal concept, becomes the driving factor for determining residency.

Provisions for Most Texas High School Graduates

If a student resided in Texas in the three years preceding high school graduation or receipt of a General Educational Development (GED) Certificate, the student is classified as a Texas resident. Students qualifying under this provision must have lived in Texas the year proceeding the universal census date. If the student is not a citizen or permanent resident of the United States, the student must sign an affidavit declaring intent to apply for permanent residence in the United States as soon as the student is eligible to do so.

Domicile

If a student's residency cannot be determined by when and where he or she attended high school, domicile is used as a driving factor for determining residency. If a dependent student's parent or an independent student lived in Texas no less than 12 consecutive months prior to the universal census date of the academic term in which the student intends to enroll and exhibited an intent to establish a domicile, the student is considered a Texas resident for tuition purposes.

Maintaining residency

A student's classification as a resident will apply to all subsequent semesters at the same or another public institution without the need for the student to provide additional documentation unless (1) the student enrolls after being out of higher education for two or more regular semesters, (2) information relevant to the residency classification was changed or (3) it is discovered that the institution misclassified a student. The residency of transfer students will be based on the residency classification at the prior institution attended unless the student has been out of college for more than one year. On-going transfer students will not have to be re-classified each time they enroll at a different institution.

Credit by Examination

Students may earn credit by examination for satisfactory scores on the American College Test (ACT) or the Scholastic Aptitude Test (SAT), College Board Advanced Placement Examinations (AP), College Level Examination Program (CLEP) and subject tests and challenge examinations. Credit is placed on the transcript the first semester the student enrolls at WTAMU. Credit by examination is exactly the same as successfully passing the equivalent WTAMU course. A letter grade of "S" is assigned if the student achieves the required scores; this grade does not figure into grade point averages.

ACT or SAT credit may be obtained for the following courses and scores.

Course	ACT	SAT I
ENGL 1301	29	580
ENGL 1302	33	680
MATH 1314	27	560

Admissions

International Baccalaureate

West Texas A&M University recognizes credit for international baccalaureate scores. With a minimum exam score of four in each subject area, WTAMU will grant 24 semester hours of college credit to entering freshmen who have successfully completed the International Baccalaureate Diploma Program. Non-IB diploma holders with appropriate higher-level scores will have their courses evaluated for credit eligibility. Credit determinations are made on an individual basis. Contact the Office of Admissions for further information.

Advanced Placement

AP (Advanced Placement) Exam credit may be granted with the following subjects and scores.

Subject	Credit	Minimum
Studio Art	ARTS 1316	4
Art History	ARTS 1303	4
General Biology	BIOL 1406*	3
	BIOL 1406*, 1407*	4
Calculus AB	MATH 1348	3
	MATH 1348, 2413	3
Calculus BC	MATH 1348, 2413	3
	MATH 1348, 2413	3
Chemistry	CHEM 1411*	3
	CHEM 1411*, 1412*	4
Computer Science A	CIS [COSC] 1315	4
Computer Science AB	CIS [COSC] 1315	3
	CIS [COSC] 1315, 2330	4
Economics (Macro)	ECON 2301	4
Economics (Micro)	ECON 2302	4
English	ENGL 1301	3
	ENGL 1301, 1302	4
Environmental Science	Elective	3
French	FREN 1411*	3
	FREN 1411*, 1412*	4
German	GERM 1411	3
	GERM 1411, 1412	4
Government	POSC [GOVT] 2305	4
European History	HIST 2311	4
U.S. History	HIST 1301, 1302	4
World History	HIST 2321 or 2322	4, 5
Music	MUSI 1372	4
	MUSI 1372, 1373	5
Physics B	PHYS 1401*, 1402*	3
Physics C	PHYS 2425, 2426	3
Psychology	PSYC 2301	4
Spanish	SPAN 1411*	3
	SPAN 1411*, 1412*	4
Statistics	Elective	3

*Lecture and lab credits are awarded.

CLEP

CLEP (College Level Examination Program) exams are open to anyone, including high school students. WTAMU grants credit for specific subject exams. WTAMU does not award credit for CLEP general exams.

- The student is responsible for completing tests for lower-level courses in a sufficient time to qualify for enrollment in higher-level courses.
- Awarding of CLEP credit to a student's transcript will be grouped together at the beginning of the transcript.

- Credit by examination may be used to satisfy no more than six of the last 30 hours counted towards a degree.
- Six hours of appropriate science credit by examination may be used to satisfy the laboratory science requirements. (Does not satisfy the 12-hour elementary education requirement.)
- Credit by examination may not be earned for courses in which a student received a grade, including an "I."
- If a student fails to pass a CLEP test, the test may be retaken after a six-month waiting period.

CLEP Subject Exam (WTAMU Course)	Hours of Credit	Required Score
Accounting, Introductory (ACCT 2301, 2302)	6	50
American Government (POSC 2305) [GOVT 2305]	3	50
American History I (HIST 1301)	3	50
American History II (HIST 1302)	3	50
American Literature (ENG 3360, 3361)	6	50
Biology (BIOL 1406*, 1407*)	8	50
Business Law, Introductory (BUSI 3312)	3	50
Calculus with Elementary Functions (MATH 2413, 2414)	8	50
Chemistry, General (CHEM 1411*, 1412*)	8	50
College Algebra (MATH 1314)	3	50
College Algebra/Trigonometry (MATH 1314, 1316)	6	50
College French, Levels I and II (FREN 1411*, 1412*)	8	50
College German, Levels I and II (GERM 1411*, 1412*)	8	50
College Spanish (SPAN 1411*, 1412*)	8	50
English Literature (ENGL 2332, 2333)	6	50
Freshman College Composition (ENGL 1301)	3	50
Human Growth and Development (PSYC 2314) [TECA 1354]	3	50
Information Systems and Computer Applications (CIS 1301) [BCIS 1301]	3	50
Macroeconomics, Principles of (ECON 2301)	3	50
Management, Principles of (MGT 3330)	3	50
Microeconomics, Principles of (ECON 2302)	3	50
Psychology, Introductory (PSYC 2301)	3	50
Sociology, Introductory (SOCI 1301)	3	50
Trigonometry (MATH 1316)	3	50
Western Civilization I (HIST 2311)	3	50
Western Civilization II	3	50

All CLEP required scores and hours granted are subject to revision.

*Lecture and lab credits are awarded.

Challenge Examinations

Students enrolled at WTAMU may earn credit by taking the examinations written and scored by instructors in the department offering the course. Interested students should check with the appropriate department head.

Transfer Credit

All students who are seeking their first baccalaureate degree at WTAMU will be provided an evaluation of completed coursework from previously attended regionally accredited institutions.

Evaluation of Credit

All coursework completed at previously attended regionally accredited colleges and universities will be evaluated and total semester credit hours posted to a WTAMU transcript as part of the admission process to the University. Evaluation will be done when the admissions file is completed. (Complete application, application fee, final official transcripts from all other universities attended and Texas Success Initiative-approved test scores or proof of exemption constitute a complete file.) A transfer evaluation report will be mailed to the permanent home address. Questions regarding transfer of credit can be directed to the transfer officer in the Office of Admissions or to the appropriate academic dean for the student's academic program of study.

Standard credits from colleges and universities approved by regional accrediting agencies are accepted, but only those grades which as a whole average "C" are accepted toward fulfillment of requirements for the bachelor's degree at WTAMU.

A maximum of 66 hours earned at community colleges can be counted toward a degree at WTAMU. Clock hours cannot be converted into credit hours by WTAMU. Any student transferring from a community college or university to WTAMU will have the same choice of catalog designating degree requirements as the student would have had if the dates of attendance at the University had been the same as those of attendance at the community college or other university.

Completion of Core Requirements at Other Texas Public Institutions

West Texas A&M University evaluates transfer of core curriculum in accordance with rules mandated by the Texas Legislature concerning the transfer of core curriculum.

Section 5.402, d. If a student successfully completes the 42 semester credit hour core curriculum at an institution of higher education, that block of courses may be transferred to any other institution of higher education and must be substituted for the receiving institution's core curriculum. A student shall receive academic credit for each of the core courses transferred and may not be required to take additional

core curriculum courses at the receiving institution unless the board has approved a larger core curriculum at that institution.

WTAMU's core curriculum of 42 hours has been approved by the Texas Higher Education Coordinating Board.

WTAMU will accept course credits earned by any student transferring from another accredited Texas public community college or university provided such credits are within the approved transfer curriculum of the student's declared major field at WTAMU. In the event that a credit transfer dispute arises involving lower-division courses, the following procedure shall be followed.

1. If WTAMU does not accept course credit earned by a student at another institution of higher education in the state, WTAMU shall give written notice to the student and to the sending institution that transfer credit is denied;
2. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with the Texas Higher Education Coordinating Board.
3. If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial, the institution whose credit for transfer is denied shall notify the commissioner of higher education of the denial.
4. The commissioner of higher education or the commissioner's designee shall make the final determination about the dispute concerning transfer of course credit and give written notice of determination to the involved student and institution(s).

Associate of Arts in Teaching (A.A.T.) Degree

Associate of arts in teaching (A.A.T.) degrees approved by the Texas Higher Education Coordinating Board (July 15, 2004) do not allow students to count both TECA and EDUC courses on the same A.A.T. degree. Students transferring from a community/junior college to West Texas A&M University will be held to the same standard. Specifically, this means that a student will be allowed to transfer TECA (1311, 1303, 1318 and 1354) or EDUC (1302 and 2301) and count them toward an appropriate degree program at WTAMU. Exceptions may be granted for transferring students who entered a field-of-study program and took TECA courses prior to fall 2005.

ACE (American Council of Education) Recommended Experiences in the Armed Services

Transfer credit may be granted from the military on recommendation of the ACE publication for an undergraduate baccalaureate degree program WTAMU offers. Vocational credit recommendations may be accepted into the bachelor of applied arts and sciences (B.A.A.S.) degree only.

Admissions

Equivalency Guides

Local community colleges, regional and state colleges and universities equivalency guides are available on the Internet at www.wtamu.edu/registrar, in the Office of Admissions or the Office of the Registrar.

Document Retention

Official transcripts, marksheets, grade reports, test scores, or other admission/enrollment-related documents submitted to the University via any office or representative become the property of the University upon receipt and will not usually be returned to the applicant/student. Consideration for return of such documents may be given only to applicants with extenuating circumstances. Notification of extenuating circumstances should be made in writing when the documents are submitted.

Fees, Expenses and Financial Assistance

Office of Accounting and Business
Old Main, Room 104
(806)651-2080

Office of Financial Aid
Old Main, Room 108
(806)651-2055

Office of University Scholarships
Old Main, Room 304
(806)651-2097

Estimated Tuition and Fees

Costs are estimated for 15 semester credit hours. Costs are subject to change without notice by the Texas Legislature and/or The Texas A&M University System Board of Regents.

Tuition

resident (\$50/semester credit hour)	\$ 750.00
border state (\$80/semester credit hour)	1,200.00
out-of-state (\$325/semester credit hour)	4,875.00
Designated Tuition	855.00
Student Service Fee	198.00
Student Center Complex Fee	30.00
Technology Fee	150.00
Health Fee	38.00
Records Fee	15.00
Recreational Sports Fee	70.00
Traffic Administration Fee	1.00
International Education Fee	4.00
Washington, D.C., Internship Fee	1.00
Library Fee	45.00
Course Fees (estimated)	50.00
Books and Supplies (estimated)	350.00
Housing*	
Double Room (\$1,040–\$1,240)	1,141.00
Private Room (\$1,515–\$1,715)	1,616.00
Meals ** (\$1,188–\$1,308)	1,250.00
Total Estimated Average Semester Costs	
In-State Average	\$4,948.00
Border State Average	\$5,398.00
Out-of-State Average	\$9,088.00

*Room rates vary with choice of residence hall; cost is estimated.

**Meal rates depend upon the block plan selected.

Graduate Class Tuition

Students enrolled in 5000- and higher-level classes pay an additional \$20 per semester credit hour. Thesis Only—resident students pay \$70 per semester credit hour (six hour maximum), and non-resident students pay \$345 per semester credit hour (six hour maximum). Thesis/Dissertation Only students pay tuition only and are exempt from payment of fees.

Special Fees

Application Fee	\$25/degree
Audit Fee	\$20/semester credit hour
Distance Learning Fee	\$40/semester credit hour
General Property Deposit	\$10/first-time student
ID Card—Lost Card Fee	\$10/lost card
ID Card—Reactivation Fee	\$3/reactivation
International Student Fee	\$75/semester; \$37.50 summer

Late Fee	\$15/installment paid late
Late Registration Non-Payment/Enrollment Fee	\$100/semester
Parking Fee	\$20 fall; \$18 spring
Payment Plan Fee	\$25/semester
Post Census Enrollment Tuition	out-of-state tuition rate
Reinstatement Fee	\$25/reinstatement
Returned Check	\$25/returned check

Course Repeat Fee

Students are charged a fee for any course attempted for a third or subsequent time at WTAMU other than a non-degree credit developmental course. Courses exempted from the fee are:

- Thesis and dissertation courses;
- Courses that may be repeated for credit because they involve different or more advanced content each time they are taken, including but not limited to, individual music lessons, theatre practicum, music performance, ensembles, certain physical education and kinesiology courses, and studio art;
- Independent study courses, except when the independent study course has the same content as a course the student has already taken two or more times;
- Special topics courses that may be repeated for credit with different content, except when a special topics course has the same content as a course the student has already taken two or more times;
- Continuing education courses that must be repeated to retain professional certification.

Payment of Tuition and Fees

Payment Responsibility

It is the student's responsibility to ensure payment is made in accordance with state mandated payment schedules. Payment should be received in the Office of Accounting and Business by the deadline dates published in the *Schedule of Classes*. Students whose account is not paid as mandated by the University payment schedule will have their enrollment cancelled.

Billing Procedures

Students who priority register by the date published in the *Schedule of Classes* for the current semester will receive a notice at their University-assigned email address that their bill and other payment information is available on Buff Advisor. Students registering after that date will receive reminders that payment is due.

Fees, Expenses and Financial Assistance

Methods of Payment

- Cash—In person only.
- Credit card—MasterCard, Visa and Discover.
 - By Internet—www.wtamu.edu.
 - In person.
 - By mail—return form sent with bill.
 - By telephone—(806)651-2080 8 a.m.–5 p.m. Monday through Friday.
- Cashier's check or money order.
- Check—made payable to West Texas A&M University. Indicate student name and social security number, and account holder's driver's license number on the check.

Payment Plans

The Texas Education Code provides two options for payment of tuition and fees.

Option 1—Payment of total tuition and fees plus room and board by payment deadline published in the *Schedule of Classes*.

Option 2—Payment of 50 percent of all tuition and fees by payment deadline published in the *Schedule of Classes*. The balance is paid in two installments of 25 percent, each due prior to the sixth and 11th weeks of the semester (dates are published in the *Schedule of Classes*). An administrative fee of \$25 is added for Option 2. Option 2 is subject to a late fee of \$15 for payments not received by specified due dates.

Financial Restrictions/Holds

A restriction/hold will be placed on a student's academic record if the student has an outstanding account that is past due to the University. A financial hold will prevent the student from receiving or accessing academic records, transcripts or diplomas, and will not allow future registrations. When the student pays the account in full, financial holds will be removed.

Emergency Loans

If payment cannot be made by published due dates, students can apply for an emergency loan for tuition and fees through Buff Advisor. There is also a loan program for books up to \$300. Other arrangements will have to be made for charges such as room/board, parking and some fees. These loans are short-term loans (due in 90 days, 45 days in summer sessions).

Texas Tomorrow Fund

A student who is a beneficiary of the Texas Tomorrow Fund should notify the Office of Accounting and Business by presenting their identification card. After the 12th class day, the University will bill the fund for tuition and required fees covered by the contract. The fund does not pay for room/board, books, course fees and any other expenses.

Hope Tax Credit

The Hope Tax Credit can be claimed for the qualified tuition and related fees (does not include books, supplies, room or board) of each eligible student in the taxpayer's family who is enrolled at least half time in one of the first two years of post-secondary education in a program leading to a degree or certificate. The amount that may be claimed as a credit is generally equal to 100 percent of the first \$1,000 of tuition and eligible fees and 50 percent on the second \$1,000, for a total maximum benefit per student of \$1,500. The credit is deducted directly from the amount of federal income tax owed.

Graduate Assistantships

Graduate teaching assistantships are available to students pursuing graduate degrees. Interested students should contact the head of the department in which they plan to pursue the graduate degree.

Veterans' Exemptions

Exemptions are offered for some veterans under the Hazelwood Act. To be eligible, a veteran must demonstrate that he or she:

- At the time he or she entered the service, was a citizen of the United States and
 - either resided in Texas as indicated by his or her place of entry on a Certificate of Release or Discharge from Active Duty (DD214); or
 - was a resident of Texas, as determined in accordance with state law in Determining Residency Status for Tuition Purposes.
- Is classified as a resident by West Texas A&M University for the term or semester for which the veteran applies for Hazelwood Act Exemption.
- Has an honorable discharge from service, general discharge from service under honorable conditions or an honorable separation from service.
- Has exhausted his or her federal veteran's education benefits.
- Is not in default on an education loan made or guaranteed by the federal government or by the state of Texas.
- Has attempted fewer than 150 credit hours using the Hazelwood Act Exemption beginning with fall 1995.

To obtain Hazelwood benefits, a qualified veteran must:

- File a copy of his or her DD214 (discharge document) with the registrar.
- Sign a Hazelwood affidavit when fees are to be paid.
- Obtain a letter from the Veteran's Affairs Office in Muskogee, Okla., stating exhaustion of federal benefits.
- Provide documentation of Texas residency at the time the veteran entered the service.

Vocational Rehabilitation

The Texas Rehabilitation Commission offers payment of tuition and other services to students who have qualifying physical or emotional handicaps. The vocational rehabilitation counselor

Fees, Expenses and Financial Assistance

must approve the student's major field of study and any additional services needed, in advance. Information on this program is available through the Texas Rehabilitation Commission, 5809 S. Western Street, Amarillo, Texas 79110 or call (806)353-7491.

Tuition Rates and Definitions

Resident Tuition—State tuition for Texas residents is \$50 per semester credit hour with a minimum of \$120 per semester and \$60 in summer sessions.

Border State Tuition—State tuition for nonresident undergraduate students living in New Mexico, Oklahoma, Kansas and Colorado is \$80 per semester credit hour.

Border County Tuition—State tuition for nonresident undergraduate students living in counties adjacent to Texas who are legal residents of New Mexico and Oklahoma is \$50 per semester credit hour with a minimum of \$120 per semester and \$60 in summer sessions.

Nonresident Tuition—Tuition for nonresident students is \$325 per semester credit hour.

For residency status information, contact the Office of Admissions at (806)651-2020.

Fee Rates and Definitions

Designated Tuition—A mandatory fee (\$57 per semester credit hour) to be used for building upkeep and/or improvements.

Health Fee—A mandatory fee (\$38 per semester, \$19 per summer session) used for operation of the student clinic on campus.

International Education Fee—A mandatory fee of \$4 to be used for international student exchanges and study abroad programs.

Library Use Fee—A mandatory fee (\$3 per semester credit hour) to be used for operational expenses of Cornette Library.

Records Fee—A mandatory fee (\$15 per semester, \$7.50 per summer session) to combine drop/add fees, transcript fees, graduation fee and ID card fees, and to support the offices providing those functions.

Recreational Sports Fee—A mandatory fee (\$70 per semester, \$35 per summer session) to finance, construct, operate, maintain, and improve recreational sports facilities and programs.

Student Center Complex Fee—A mandatory fee (\$3 per semester credit hour—maximum of \$30 per semester, \$15 per summer session) to be used for operation and maintenance of student centers.

Student Service Fee—A mandatory fee (\$16 per semester credit hour—maximum of \$189 per semester, \$94.50 per summer session) to be distributed by the Campus Student Fee Committee for various campus services and organizations.

Technology Fee—A mandatory fee of \$10 per semester credit hour to be used to provide, operate, maintain, and staff facilities

and equipment to promote computer literacy among the entire student body.

Traffic Safety Fee—A mandatory fee (\$1 per semester) to maintain and repair campus traffic safety controls.

Washington, D.C., Intern Fee—A mandatory fee (\$1 per semester) to be used to assist students who participate in approved internships in Washington, D.C.

Tuition/Fee Exemptions and Waivers

AFDC/TANF—Exemption from payment of tuition/fees for one year; must start using exemption within one year of high school graduation.

Blind/Deaf—Exemption from payment of tuition and all fees.

Border County—Waiver of non-resident tuition.

Border State—Reduction of non-resident tuition.

Children of Disabled Firemen/Peace Officers—Exemption from payment of tuition/fees other than room/meals and property deposit.

Competitive Scholarship—Waiver of non-resident tuition for student receiving competitive scholarship of at least \$1,000.

Distance Education—Waiver of certain fees for student not reasonably able to participate in activity.

Early High School Graduate—Exemption from payment of tuition only, not to exceed \$1,000.

Educational Aid Exemption—Exemption from payment of tuition and mandatory fees other than course fees; based on financial need.

Faculty/Dependent—Waiver of non-resident tuition.

Foster Care—Exemption from payment of tuition/fees.

Good Neighbor—Exemption from payment of tuition by students from other nations of the Western Hemisphere (other than Cuba).

Hazelwood Act—Exemption from payment of tuition/fees except student service fee, property deposit and room/meals.

Mexico Student Pilot Program—Waiver of nonresident tuition.

Military Personnel and Dependents—Waiver of nonresident tuition.

Senior Citizens (Golden Ager)—Exemption from payment of tuition only, up to six hours; must be 65 or older.

Teaching Assistant/Graduate Assistant—Waiver of non-resident tuition.

Valedictorian—Exemption from payment of tuition only during the first two regular semesters following high school graduation.

For additional information, contact the Office of Admissions at (806)651-2020.

Fees, Expenses and Financial Assistance

Refund of Tuition and Fees Schedule

Fall and Spring Semesters

Drops: 100%—on or before 12th class day.

Withdrawals: 100%—(less 10% matriculation fee or \$15, whichever is less) before the first class day.
80%—during the first five class days.
70%—during the second five class days.
50%—during the third five class days.
25%—during the fourth five class days.
No refund thereafter.

Summer Sessions

Drops: 100%—one or before fourth class day.

Withdrawals: 100%—(less 10% matriculation fee or \$15, whichever is less) before the first class day.
80%—during the first three class days.
50%—due the second three class days.
No refund thereafter.

Refunds are based on total tuition and fees owed, not amount paid.

Title IV Refunds

Students receiving funds from various federal programs may be subject to the refund policy placed in effect by the U.S. Department of Education.

Tuition Rebates

The purpose of the Tuition Rebate Program is to provide rebates of up to \$1,000 as a financial incentive for students to complete their baccalaureate studies with as few extra courses as possible. The program is available for students who have enrolled for the first time in an institution of higher education since 1997.

To be eligible for the rebate, the student must:

- Have enrolled for the first time in an institution of higher education in the 1997 fall semester or later.
- Graduate within four years of beginning their college courses, if the first enrollment in a Texas public institution of higher education was fall 2005 or later.
- Be requesting a rebate for work related to the first baccalaureate degree received from a Texas public university.
- Have been a resident of Texas, have attempted all coursework at a Texas public institution and have been entitled to pay resident tuition at all times while pursuing a degree.
- Have attempted not more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the applicable catalog. Hours include transfer credit, course credit earned by examination, courses dropped after the 12th class day, credit developmental courses, optional internship and cooperative education courses, and repeated courses.
- Request the rebate when applying for graduation.

Copies of the Tuition Rebate Program guidelines may be obtained at the Office of the Registrar, Old Main, Room 103. Questions concerning the program may be referred to the Office of the Registrar.

Financial Aid

The Office of Financial Aid, located in Old Main, Room 108, advises students and their families about federal and state financial aid programs and awards monetary assistance to eligible students. The Office of Financial Aid acts as the institutional connection between the student and various government agencies in the application, awarding and delivering of financial aid. West Texas A&M University provides a comprehensive program of scholarships, loans, grants and work opportunities to assist students in their academic pursuits.

For more information, call (806)651-2055 or access the website at www.wtamu.edu/financialaid. Questions may be emailed to financial@mail.wtamu.edu.

Application Process

The application process may be either electronic or paper using the Free Application for Federal Student Aid (FAFSA). The student and his or her parent or spouse should complete this application as early as possible at the beginning of each calendar year. Every effort should be made to provide the most accurate and current information at the time of filing. Financial aid application priority deadlines are May 1 for the fall semester, Nov. 1 for the spring semester, and April 1 for summer sessions.

Scholarships

The Office of University Scholarships, located in Old Main, Room 304, oversees the scholarship process at West Texas A&M University. The scholarship program is designed to give tangible encouragement and public recognition to students with superior academic qualifications and skills. Although most University scholarships are awarded based on an applicant's academic record and overall achievements, some are based on demonstration of leadership, campus and community involvement, and financial need. These scholarships are made possible through the generous support of individuals, businesses, and organizations that recognize outstanding contributions made by the University and its alumni.

The scholarship application and award process occurs each spring semester for the following academic year. Application for incoming freshmen, transfer and new graduate students is available at www.applytexas.org. Application for undergraduate and graduate continuing students is available at www.wtamu.edu/scholarships.

Some scholarships may require additional information, interviews, auditions, etc. A complete list of scholarships available and their requirements is in the back of this catalog, in the Office of University Scholarships or on the website. Applications must be received by Feb. 1 to be given first consideration.

Fees, Expenses and Financial Assistance

Grants

Grants are provided by both the federal and state government as well as by individual institutions. These awards are generally made according to the student's need based on the information provided by the federal application. Generally, grants do not have to be repaid unless students fail to meet their obligations.

Numerous grant programs are available to students at WTAMU.

- **Federal Pell Grant Program** is available to all undergraduate students who can prove financial need. Application is made via the FAFSA.
- **Federal Supplemental Educational Opportunity Grant** provides financial assistance to eligible students from families with low incomes.
- **Toward Excellence Access and Success (TEXAS) Grant Program** provides grant money to enable well-prepared eligible students to attend public and private nonprofit institutions of higher education in Texas. Eligible students compete who are Texas residents, who graduated from a public or accredited private high school in Texas no earlier than fall 1998, who have completed the recommended or advanced high school curriculum, who have financial need as determined by completing the Free Application for Federal Student Aid, who enroll at least three-fourths time in an undergraduate program, and who have not been convicted of a felony or crime involving a controlled substance.
- **Texas Public Education Grant** is a state-funded program which provides grants to eligible students who demonstrate need.
- **Leveraging Educational Assistance Partnership/Student Incentive Grant (LEAP/SIG)** is a state/federal program created to provide grants to needy students.
- **Student Deposits Scholarship** is a state-funded program which provides need-based scholarship funds to students who are bona fide Texas residents.

Loans

Student loans allow many students a way to finance their education. Federal loans are low-interest or variable rate loans with an established interest cap and are very accessible.

- **Federal Stafford Loan Program** permits students to obtain low-interest loans from participating lending agencies. A list of recommended lenders is provided by the Office of Financial Aid and Texas Guarantee's "Loans by Web."
- **Federal Parent Loan for Undergraduate Students (PLUS)** is available to parent borrowers through local lenders and is designed to assist students and parents in meeting education costs.
- **Federal Perkins Loan Program** provides low-interest loans which students repay after graduation.
- **Emergency Tuition and Fee Loan** is a state program established to provide students short-term emergency assistance with tuition and fee payments. With an interest rate of five percent per annum, payment is due within 90 days. Applicants should contact the Office of Accounting and Business.

- **Friends of Nursing** is a short-term, low-interest emergency loan program for nursing majors. Students are expected to repay the loans no later than two months following graduation. Applicants should contact the head of the Division of Nursing.
- **Consolidated Loan Fund** is a short-term, emergency loan program with an interest rate of 12 percent per annum. Students are expected to repay the loan within 90 days.
- **College Access Loan** is a state-funded program designed to assist full-time students who have proven to be ineligible for other types of federal and state aid.
- **B-On-Time Loan** is a state-sponsored loan with similar criteria to the TEXAS Grant Program. Students not receiving the TEXAS Grant, due to lack of available funds, may apply. Repayment begins after graduation. Students must be enrolled full time, and amounts parallel TEXAS Grant eligibility.

Employment

Student employment falls under two broad categories: work-study and regular employment.

- **Federal College Work-Study Program** and **Texas College Work-Study Program** are employment programs for students who demonstrate financial need. The Free Application for Federal Student Aid must be completed in order to determine eligibility. Students receiving work-study funding work for departments on the WTAMU campus. A student receiving \$3,000 per school year will typically work 10 hours per week. However, additional hours may be available through work-study or regular employment, if the student needs to work more.
- **Regular Employment**—Student Employment Services attempts to find employment for all students who desire to work while they attend WTAMU. Jobs are on the WTAMU campus and the Canyon/Amarillo area. Students do not need to qualify for work-study for this employment.

If working is a financial necessity, students are encouraged to work approximately 20 hours per week. Working 20 hours per week affords students the time and energy to focus on their studies, to participate in campus activities and still get the rest they need.

Eligibility

The Office of Financial Aid monitors eligibility for financial aid. Students must meet satisfactory academic progress that requires both qualitative (grade point average) and quantitative (hours attempted/completed) progress. Students failing to meet these standards are formally warned or placed on probation for a period of one semester. Failure to attain the standard after that time results in loss of eligibility, usually until the semester after the student meets or exceeds the standard.

Fees, Expenses and Financial Assistance

Return of Title IV Funds

Students receiving funds from various federal programs are subject to this refund policy placed in effect in fall 2000 by the U.S. Department of Education. The policy states that students withdrawing or ceasing to attend classes on or before the 60-percent point of the semester has been completed will be required to return the calculated unused portions of the funds received, including loan funds. Failure to do so could result in ineligibility for further aid consideration at any school as well as being prevented from returning to West Texas A&M University.

Students receiving all "F"s, incompletes or a combination of the two, will be calculated as withdrawn at the 50-percent point of the semester, or last date of attendance, as prescribed by the U.S. Department of Education unless other documentation is provided.

Institutions are required to perform the calculations and to determine that the necessary funds are returned to the proper entities. Programs included are Federal Pell Grant; Federal Supplemental Opportunity Grant (FSEOG); Federal Leveraging Educational Assistance Program (LEAP); Federal Perkins Loan; Federal Subsidized Stafford Loan; Federal Unsubsidized Stafford Loan; and Federal Parent Loan for Undergraduate Students (PLUS).

On-Campus Housing

The University provides eight attractive and comfortable residence halls, which house more than 1,100 residents each semester. Rooms are equipped with cable TV, local phone service and a combination refrigerator/freezer with a microwave unit. All residence hall rooms have Internet access. Each hall has an air-conditioned lobby as well as laundry facilities. Staff members are available 24 hours a day to assist students.

Housing Application

Applications for housing are available from the Department of Residential Living or Office of Admissions. Contact the Department of Residential Living for additional information related to residence halls or access the website at www.wtamu.edu/residentialliving.

On-Campus Housing Requirements

Students who have fewer than 60 semester hours accumulated, are under 21 years of age on the first day of class of each semester and are enrolled in nine or more hours are required to live on campus. Students may file for an exemption to this requirement for the following reasons:

- Living with parent or grandparents.
- Married or housing dependent children.
- Medical reasons.
- Extreme financial hardship.
- Residing in a recognized fraternity house.

It is recommended that students not arrange to live off campus until their request for exemption has been approved through the Department of Residential Living. Exemptions are granted for one academic year and must be renewed if still applicable.

Meal Plan Requirement

Students under 21 years of age living on campus are required to purchase a University meal plan until they have accumulated 45 semester hours. Students may file for a full or partial exemption to this requirement for the following reasons:

- Eating meals with parents.
- Work hours conflicting with dining hall hours.
- Medical condition.
- Extreme financial hardship.

Meal Plan Options

Complete meal services are available in the University Dining Hall through ARAMARK Corporation. Students have four meal plan options to choose from during fall and spring semesters:

- 175 meals/semester with \$175 Dining Dollars.
- 200 meals/semester with \$150 Dining Dollars.
- Unlimited meals/semester with \$85 Dining Dollars.
- 75 meals plan with \$75 Dining Dollars (does not meet meal-plan requirement).

Depending upon the needs of the student, the appropriate meal plan is selected each semester. There are no refunds for meals the student chooses not to eat, and unused Dining Dollars are not refunded.

Off-Campus Housing

Students who qualify to live off campus may visit McCaslin Apartments, located adjacent to Panhandle-Plains Historical Museum. These apartments, located on University land, offer one-, two- and three-bedroom accommodations. Only people attending or working for the University are allowed to live in McCaslin Apartments. For more information, call (806)651-5800.

Rooms in private homes, houses and apartments, both furnished and unfurnished, are available at reasonable rates within the community. A source of information for off-campus housing is:

Canyon Chamber of Commerce
P.O. Box 8
Canyon, Texas 79015

Campus Life

Activities Center—Virgil Henson

The Virgil Henson Activities Center is a 270,000-square-foot facility which houses a weight room, recreational pool, a newly renovated eight-lane bowling alley, 10 racquetball courts, and a 38,000-square-foot all-purpose gymnasium for volleyball and basketball. The renovated weight room has free weights, plate-loaded weight machines, pin-select machines, a cardio area with treadmills, stationary bikes, elliptical machines and Stairmasters. The Activities Center houses the offices of Career and Counseling Services, the Department of Sports and Exercise Sciences, Life Services, Recreational Sports, Educational Services and Intercollegiate Athletics. For more information, access the website at www.wtamu.edu/vhac.

Alumni Association

The WTAMU Alumni Association, located in Buffalo Courts Alumni Center, serves as a positive liaison between the University and its graduates and former students. The Alumni Association represents the alumni constituency in the daily life of the University. The Alumni Association is the exclusive source for the official WTAMU series ring, a tradition unique to West Texas A&M University and its graduates. For more information, call (806)651-2311 or access the website at www.buffalum.com.

Athletics

WTAMU is a member of the National Collegiate Athletic Association (NCAA), Division II, Lone Star Conference and offers 12 men's and women's programs. For more information regarding athletics, access the website at www.gobuffsgo.com.

Campus Media

The campus newspaper, *The Prairie*, is published weekly and informs readers of student activities and voices student opinion. The editor and staff of *The Prairie* are students interested in journalism and work under supervision of mass communications faculty. For more information, access the website at www.wtamu.edu/prairie.

The year-in-review publication, *Eternal Flame*, is a student-staffed magazine that replaces the traditional college yearbook. Students coordinate the writing, photography, graphic design and advertising aspects of the magazine. The magazine is published at the end of the spring semester and provides a yearlong overview of campus events and activities.

WTAMU owns and operates a non-commercial educational radio station, KWTS-FM 91.1, which allows students hands-on experience in the radio field. The student-operated station provides the opportunity for on-air announcing. KWTS prepares daily newscasts as well as broadcasting of WTAMU sporting events. Access the website for more information at www.wtamu.edu/kwts.

Chapel—Joseph A. Hill

Dedicated to the first faculty of the University, the chapel is available as a place of individual worship, from 8 a.m.–6 p.m. Monday through Friday, and to religious student groups for group worship. Facilities of the chapel are also available for weddings and other appropriate services. Arrangements for use of the chapel are made with the Front Desk of the Virgil Henson Activities Center.

Cultural Opportunities

The Formal Art Gallery located in Mary Moody Northen Hall has frequent shows of art created by both students and professional artists. Hundreds of open-to-the-public concerts, recitals, exhibits and theatre performances are staged on campus each year, most free to students. The University boasts its own fully endowed Harrington String Quartet. Qualified students are invited to participate in performance ensembles, including band, jazz band, choir, orchestra, instrumental and vocal ensembles.

For further information, contact the Sybil B. Harrington College of Fine Arts and Humanities at (806)651-2777 or access the website at www.wtamu.edu/academic/fah.

Diversity Programs

Diversity Programs provides culturally diverse student programs that promote a strong sense of campus community and an appreciation of diversity. Monthly programs expose students to a variety of cultures and cultural issues. Events show that diversity is more than just ethnicity. For more information, access the website at www.wtamu.edu/diversity.

Freshman Convocation

Freshman Convocation is a special event to welcome new students, introduce them to the traditions of the University, encourage students to become engaged members of the student body and provide suggestions for successfully completing a degree.

Greek Life

WTAMU hosts nine national fraternities and sororities, groups of women or men who join together for a common purpose or goal. Membership into these organizations is mutually selective. For more information or to register for sorority or fraternity recruitment, contact the CORE Center at (806)651-2313, located in the Jack B. Kelley Student Center, Suite 103, or access the website at www.wtamu.edu/greeklife.

Peer Education

The Peer Education group, PULSE (Peers, Understanding, Listening, Speaking, Educating), receives special training in social issues that affect today's students. PULSE educates the student body on issues such as alcohol awareness and sexual responsibility

to help students make healthy choices. Access the website for more information at www.wtamu.edu/peered.

Recreational Sports

The purpose of Recreational Sports at West Texas A&M University is to provide a comprehensive and varied program of competitive and recreational experiences designed to meet the needs and interests of regularly enrolled undergraduate students, graduate students and faculty/staff members. The program includes intramurals, special events, sport clubs, Camp Tatanka, Wellness Services and the Virgil Henson Activities Center.

- Intramurals is competition offered in sports for women, men, and where men and women are combined on teams (co-rec). Competition is provided in the form of leagues, tournaments and/or special events each semester. Programs offered are based upon student interest and availability of resources and facilities.
- Special events are offered at certain times during the school year for all students and faculty/staff. These activities allow students the opportunity to engage in wholesome activities on campus. Some activities offered are preseason tournaments and Saturday Night Alternative Programming (SNAP). One of the most popular special events is Trash Eastern Night, sponsored by Recreational Sports and CORE.
- Sport clubs provide opportunities for students to engage in wholesome competitive sports beyond the intramural level and in sports not part of the intercollegiate athletic program. Sport clubs at WTAMU include the Bowling Club, Rodeo Club, Wrestling Club, Men's Volleyball Club and Swimming Club.

Recreational Sports, located in the Virgil Henson Activities Center, Room 128, can be contacted at (806)651-2400 or access the website at www.wtamu.edu/recsports.

Religious Activities

Opportunity for continued religious growth and development is provided by student centers supported by Faith Chapel, Islamic Center, and Baptist, Catholic, Christian, Church of Christ, Episcopal, Lutheran, Methodist and Presbyterian churches. Student religious organizations provide opportunities for religious fellowship.

Student Activities

Student Activities provides social, cultural, intellectual, and recreational programs to all on-campus and commuter students. Activities include comedy clubs, free movie nights, concerts and novelty events, to name a few. For more information, contact the CORE Center at (806)651-2313, located in the Jack B. Kelley Student Center, Room 103, or access the website at www.wtamu.edu/core.

Student Center—Jack B. Kelley

The Jack B. Kelley Student Center provides a convenient, central location for students to grab a snack, meet a friend or study. The building provides students with conveniences, including a study area, meeting rooms, large-screen televisions, wireless Internet connections, Food Court, University Bookstore, post office, Office of Student Services, Student Government offices, CORE Center, and Student Employment Services. The building is named in memory of former Amarillo businessman Jack B. Kelley, whose family provided an endowment to be used for the facility. The Jack B. Kelley Student Center Food Court and C Store offer burgers, pizza, Mexican food, deli sandwiches, salads, soups, snacks or specialty coffees. Access the website for more information at www.wtamu.edu/JBK.

Student Government

Student Government's purpose is to voice the beliefs and concerns of the entire student population within the West Texas A&M University community and The Texas A&M University System. Student Government consists of three branches: legislative, executive and judicial. The executive branch consists of the student body president, student body vice president and chief justice. The judicial branch consists of the chief justice and members of the Student Judicial Board. The legislative branch is overseen by the vice president and consists of approximately 40 senators who represent each college, graduate and freshman students. Membership of Student Senate is comprised of a ratio of one senator for every 200 students within each college. Freshman and graduate senators are elected in the fall general election.

For more information, call (806)651-2385 or access the website at www.wtamu.edu/studentgovernment.

Student Organizations

More than 100 organizations are available that students can join at WTAMU. Quality education is preparation for a lifetime of learning. The University fully supports a well-rounded approach to education and encourages involvement in student organizations. While experiences in the classroom are vital, the vast majority of education goes beyond the classroom.

Opportunities for involvement include departmental and professional, honorary, mutual interest, recreation/sport, religious, residence halls, social service and student services organizations. All welcome new members. Student organizations have freedom of choice in membership selection. Although organizations are free to develop standards for membership, these standards may not include provisions for denying membership on any basis that violates the law.

For more information, access the website at www.wtamu.edu/core.

Student Services and Support

Bookstore

Owned and operated by the University, the University Bookstore is located in the Jack B. Kelley Student Center. The bookstore stocks all texts and supplies required for class work, as well as personal and specialty items such as WTAMU clothing.

For more information, access the website at www.wtbookstore.com.

Buffalo Gold Card

Buffalo Gold Card is the ID card system at WTAMU. All students receive an ID card their first semester at the University. Buffalo Gold Card works in the following ways:

- Photo identification.
- Virgil Henson Activities Center (VHAC) access card.
- Hastings Electronic Learning Center (HELIC) access card.
- Library card.
- Copy card.
- Meal card.
- Access card to residence halls (currently Cross Hall, Jones Hall and Shirley Hall only).
- Athletic privilege card—Each student receives one ticket to all athletic events (except playoffs).
- Debit card for use on and off campus—BuffCASH.

For more information, access the website at www.BuffaloGoldCard.com.

Career Services

Career Services, located in the Virgil Henson Activities Center, Suite 210, provides guidance to undergraduate students, graduate students and alumni who seek help in formulating and implementing career plans. Students deciding on a major or needing to know what careers are available for particular majors are encouraged to visit Career Services. Career Services offers graduate job-search assistance, workshops on résumé development, interviewing and job search, on-campus interviewing, job fairs and job announcements.

For more information, call (806)651-2345 or go online at wtcareer.wtamu.edu.

Child Care

Kids Kollege, located in the Virgil Henson Activities Center, Room 110, is a state-licensed child-care facility that serves the University and surrounding communities year-round. Children between the ages of 18 months and five years are eligible to register. Kids Kollege is made up of four classrooms: 18 months to 2 years, 2-year-old children, 3-year-old children and pre-kindergarten (ages 4 and 5). Scheduling options are flexible and discounted rates are available for University students.

For more information regarding availability and registration, call (806)651-2974 or access the website at www.wtamu.edu/administrative/ss/lk/kid/index.htm.

Computer Labs

The Open Access Computer Lab, located in Hastings Electronic Learning Center, is available to all WTAMU students 24 hours per day, five days a week. Weekends and University holiday schedules are different; check with the computer lab for availability. A valid WTAMU ID is required to use the Open Access Lab. The lab contains IBM-compatible and Macintosh computers. Students are assigned a log-in ID and default password on their first visit to the lab. As they log in the first time, students must change their password and use the new password for each subsequent visit. Other services available to students include access to color scanners, color printers, copier and email.

Cooperative Education and Internships

The Cooperative Education/Internship Program, located in the Virgil Henson Activities Center, Suite 210, combines traditional on-campus academic work with practical on-the-job training in a student's major prior to graduation. Students who qualify for the program are placed in paid positions when possible, either full or part-time, that provide hands-on applications of classroom experiences. Academic credit may be available for some work experiences.

For more information, call (806)651-2345 or access the website at wtcareer.wtamu.edu.

Student Counseling Services

Student Counseling Services, located in the Virgil Henson Activities Center, Suite 210, is staffed with licensed counselors who are available for appointments and crisis intervention. Any student who is experiencing academic or emotional difficulties, such as test anxiety, grief or any other mental health issue, is eligible for 10 free sessions per year. Short-term individual or group counseling is available by appointment.

For more information, call (806)651-2340 or access the website at wtcareer.wtamu.edu.

Student Disability Services

Students with documented special needs should contact the Office of Student Disability Services for assistance. Services provided include:

- Books read to tape.
- Interpreters.
- Reading of tests.
- Extended time on tests.
- Secluded location for tests.
- Arrangement for appropriate desks, chairs or other materials.
- Assistance with research.
- Special computer software needs.

For additional information, contact the Office of Student Disability Services at (806)651-2335, located in the Virgil Henson Activities Center, Room 218, or access the website at www.wtamu.edu/SDServices.

Student Services and Support

English as a Second Language International (ESLI) Language Center

The ESLI University Language Center, located in the Old SUB, prepares students in intensive English training for entrance to the University. Students may enroll and begin study in ESLI courses at any time during fall/spring semesters or summer sessions. One I-20 for both intensive English and the University degree program of choice is issued. Students without a TOEFL score have a better chance of obtaining an F1 student visa, because the intensive English program and the degree program are continuous. Upon successful completion of the ESLI program, the student is admitted to the University and does not need a TOEFL score.

The ESLI program is intensive with 25 hours of instruction each week in reading, writing, listening, speaking, grammar and vocabulary. ESLI techniques include cultural context students need by involving them in academic excursions, conversation partners, friendship families and recreational activities. ESLI has caring, empathetic directors and teachers who provide a friendly, professional and individualized learning environment. They also assist students in airport pick up, banking procedures and general orientation. All activities are part of the interactive immersion in the ESLI program. Prospective students should contact the International Student Office for further information and an application.

Judicial Affairs

Due process for students involved in judicial/disciplinary situations is provided through the Office of Judicial Affairs. Hearings are assigned to various hearing bodies, such as the Student Judicial Board, the University Judicial Officer and area coordinators. The *Code of Student Life* includes rules and procedures for students and is available on the website at www.wtamu.edu/codeofstudentlife, or hard copies are available in the Office of Student Services, located in the Jack B. Kelley Student Center, Room 116.

Labs—Writing and Math

To aid in academic success, labs are available in writing and mathematics. Each lab is operated by its academic department and staffed with graduate teaching assistants and upperclassmen who have excelled in their work. The labs are designed to assist students who are having difficulty with class assignments in any classes taught in the department. A combination of computer software, textbooks and one-on-one assistance is used to help students. Hours of operation vary each semester due to teaching and class schedules.

The labs and locations are:

- Writing Center—Department of English and Modern Languages, Classroom Center, Room 424.
- Mathematics Lab—Department of Mathematics, Physical Sciences and Engineering Technology, Classroom Center, Room 318, or through the Virtual Math Lab at www.wtamu.edu/mathlab.

Medical Services

Students are covered for general primary outpatient medical care at the Office of Medical Services, located in the Virgil Henson Activities Center, Suite 104. Medical Services is staffed with a board-certified family physician, two nurse practitioners, two registered nurses and a registered X-ray technician. The clinic is open Monday through Friday; appointments are required. There are minimal charges for lab, X-ray, pharmacy and minor procedures, and no charge for office visits. Emergency care is available 24 hours a day to students at the student's expense through the Family Medicine Center of Canyon.

Student health insurance is available for students at a moderate cost. Information is available through the Office of Medical Services. For more information, access the website at www.wtamu.edu/MedicalServices.

Parking

Any car parked on campus must have a parking permit or risk being ticketed. Parking is enforced 24 hours a day, seven days a week. Permits are good for an entire academic year ending in August. The Office of Parking Services is located in the Old SUB (east of McDonald's).

Police

The University Police Department (UPD) is a full-service police department dedicated to serving the needs of the University community. Highly trained police officers investigate all offenses occurring on University property and have jurisdiction throughout Potter and Randall counties. UPD officers are available to assist with any problem 24 hours a day, seven days a week. Students, faculty and staff members are required to register their vehicles and obtain a parking permit at which time they will be furnished a copy of the University's traffic rules. The Uniform Traffic Act is strictly enforced at WTAMU and blatant moving violations will be issued state citations and handled by courts. UPD may be contacted 24 hours a day at (806)651-2300.

Post Office

The WTAMU Post Office is located in the area between the Jack B. Kelley Student Center Food Court and the University Bookstore. It is a full service post office.

Student Employment Services

The Office of Student Employment Services, located in the Jack B. Kelley Student Center, Room 120, is designed to assist students in finding part-time jobs. Student Employment Services provides posted listings of available jobs, both on and off campus, as well as volunteer opportunities.

For more information or inquires, contact (806)651-2397, email to part-timejobs@mail.wtamu.edu or access the website at wtcareer.wtamu.edu.

Student Services and Support

Student Support Services

As a Department of Education grant-funded program, the Office of Student Support Services is designed to assist students who meet one of the following criteria:

- Income eligible.
- Documented disability.

In addition, a student must be a U.S. citizen or resident alien and an undergraduate to qualify. Services provided include free tutoring, academic advising and other academic support activities. The program office and tutoring classrooms are in the Old SUB, Suite 112 (just past the Office of Parking Services). For more information, call (806)651-2350 or access the website at www.wtamu.edu/sss.

Supplemental Instruction

Supplemental Instruction (SI) is an academic assistance program designed to increase student grades through the use of group study techniques. SI is offered primarily with history, political science and geography core classes. Attendance at SI sessions is open to all students in the class but is strictly voluntary. SI leaders are students who have previously, and successfully, taken the same course under the same professor. These student leaders go through intensive training, attend the course again with the student, take notes, meet regularly with the professor, read the assigned material, and then meet with the student and the student's classmates who are interested in SI. Meeting times are scheduled at least three times a week at times convenient to the majority of students involved. Past experience suggests that regular attendance in SI sessions greatly reduces out-of-class study time, improves study techniques and may increase the final grade from 0.5 to one full grade point.

For more information, contact the Office of Educational Services, Virgil Henson Activities Center, Room 126, call (806)651-2341 or access the website at www.wtamu.edu/SI.

Testing Services

Testing Services, located in the Virgil Henson Activities Center, Room 126, is responsible for coordination and administration of standardized tests. Registration materials for many standardized tests are available in the Office of Educational Services. Tests include ACCUPLACER, ACT, CLEP, GRE, GMAT, LSAT, MCAT, OAT, THEA and the Residual ACT, which is offered at the beginning of each semester to serve students who have not taken the examination or need to improve previous scores for admission purposes. Correspondence examinations are administered through the department for WTAMU students and students needing to take correspondence examinations from other universities.

For more information, contact the Office of Educational Services, Virgil Henson Activities Center, Room 126, call (806)651-2341 or access the website at www.wtamu.edu/testing.

Tutoring

Tutoring is available free of charge through the Office of Educational Services and the Office of Student Support Services. Tutors are generally juniors, seniors or graduate students who have demonstrated exceptional knowledge in their subject area. Tutoring is available primarily in core curriculum courses. Placement with a tutor is not guaranteed, as placement is dependent upon tutor availability.

To apply for tutoring, contact one of the following offices:

- Educational Services, Virgil Henson Activities Center, Room 126, (806)651-2341, www.wtamu.edu/tutoring.
- Student Support Services, Old SUB, Suite 112, (806)651-2350.

Wellness Services

The Office of Wellness Services, located in the Virgil Henson Activities Center, is dedicated to building and encouraging personal health excellence. Services offered include group exercise and special events. Group exercise classes include, but are not limited to, step aerobics, water aerobics and yoga.

For more information, call (806)651-2323 or access the website at www.wtamu.edu/administrative/wellness.

Registration and Enrollment

The way and time a student registers vary according to the student's enrollment status: continuing, freshman or transfer student.

Registration dates are on the academic calendar in the *Schedule of Classes* and in the University Calendar online at www.wtamu.edu.

The University offers two opportunities for registration each semester: priority registration and late registration.

Priority Registration

Priority registration is the early period when students register and make payment prior to classes beginning. Students who priority register save \$4 per semester-credit hour.

Late Registration

Late registration begins immediately after priority registration closes (two to three weeks prior to classes beginning) and extends through the fourth class day in the fall and spring semesters, or second class day of summer sessions, and is billed at \$4 per semester-credit hour more than priority registration.

Continuing Students Priority Registration

Priority is offered beginning April 1 for summer sessions and the fall semester, and Nov. 1 for the spring semester. Currently enrolled students are encouraged to register at this time. Priority registration will occur by student classification:

- First—graduate and senior students only
- Second—sophomore and junior
- Third—freshmen

New Freshman Students

In order for students who recently graduated from high school to priority register for the fall semester, they are required to attend one of the New Student Conferences (NSC) offered throughout the summer. The Office of Admissions sends invitations for students to attend a NSC when they have met requirements to be fully admitted. Students unable to attend a NSC must late register the week prior to the fall semester starting. Any student registering during late registration will be charged a late fee. New freshmen starting college any semester other than fall will be notified by letter when to register.

Transfer Students

Students transferring from another university or college are invited by the Office of Admissions to attend selected priority registration days, if they have completed admission requirements. Students unable to attend at this time may late register prior to fall and spring semester classes starting.

Schedule of Classes

The best source of registration information is the *Schedule of Classes*, published each semester and available at the Office of the Registrar in Old Main, the Student Advising, Registration and

Retention (STARR) Center in the Classroom Center, Room 112, or the Office of Admissions, Old Main, Room 124. The *Schedule of Classes* provides a detailed description of registration procedures; class offerings; tuition, fees, billing and refund information; University services; campus safety and parking; final exam schedule; and academic calendar.

Another source of courses also is available online through Buff Advisor's Search for Classes.

Math Placement

All students registering for college-level math will be required to take the ACCUPLACER elementary algebra exam for math placement, even if they are TSI exempt.

Course Placement

85 or higherMATH 1314, 1324 or 1332

63–84MATH 0302

Below 63MATH 0001

Exemptions to Placement Testing

- Prior ACCUPLACER elementary algebra score within last year of 85 or higher.
- College algebra credit with grade of "C" or higher.
- Credit for college algebra from test scores (i.e., ACT, SAT, AP, CLEP).
- THEA score within last year of 270 or higher.

Academic Advising

In the first semester of enrollment, academic advising and placement is done based on ACT/SAT scores, ACCUPLACER or THEA scores, high school transcripts and previous college credit. Students who have met TSI requirements may still be required to take an assessment for placement purposes. All undergraduate students are required to be advised each semester by their assigned academic adviser in their major department. The purpose of advising each semester is to guide students in their course selection and progression. It is the student's responsibility to know what courses they have completed and to make sure they do not enroll in the same course again.

Students who do not have an adviser or wish to change their major or adviser should contact the department of their major and request an appointment to complete a change of adviser/major form. Once completed, the form should be taken to the Office of the Registrar to update the student record.

During advising, the adviser should "green light" the student, making the student eligible to register in the web registration system, Buff Advisor, for the next semester. Advising and green lighting for the next semester begin approximately one month after the beginning of fall or spring semesters. Students who are advised in the spring for the following fall semester will be "green lighted" for May intersession, both summer sessions and fall semester all at once.

Procedures and Policies

Student Advising, Registration and Retention (STARR) Center

Undecided majors and general studies or B.A.A.S. degree majors with fewer than 60 hours credit are advised and green lighted through the STARR Center. Students who have not passed a section of TSI must first be advised and green lighted by their department academic adviser; then they will be advised regarding TSI compliance and registered in the STARR Center. Students who have not met TSI requirements are not eligible to use Buff Advisor (for registration only) until TSI is completed.

Developmental Education

Students who have not met Texas Success Initiative (TSI) requirements will be advised in their academic department to be green lighted and then in the STARR Center where a plan for academic success will be discussed, outlined in writing and placed on file in the STARR Center. The plan for academic success will include a description of developmental coursework necessary to ensure readiness for college-level coursework.

All students who have not passed or met TSI requirements are required to enroll in developmental education in those areas needing remediation until such time as they pass the developmental course, or pass one of the TSI-approved assessments. Students who have met TSI requirements in all areas, but who according to the developmental education and placement guidelines must complete developmental education to move into the college-level course, may decide what semester they wish to enroll in developmental courses, although they are strongly advised to take the courses early in their academic career.

Students who drop (any time after the 12th class day) or fail the same developmental education course for the third time will be developmentally suspended from the University for future semesters. Students who have been developmentally suspended are encouraged to reapply to WTAMU, once they have successfully completed the required developmental course or course sequence at another college or university. Reinstatement after being developmentally suspended may occur by appeal only.

Restrictions

Students should be sure to check and remove all restrictions from their record prior to attempting to register. Most restrictions will block students from registering for classes. Restrictions should indicate the office involved so the student will know who to contact for more information.

Registration Options

Buff Advisor

The World Wide Web registration system, Buff Advisor, is accessible through the home page of the WTAMU website: www.wtamu.edu. Directions are available through the help screen. To be eligible to web register, students must have attended the

long semester prior or completed admission to the University, completed a change of adviser/major form with their academic adviser and been “green lighted,” met requirements of TSI and cleared their record of any restrictions.

Academic Adviser

All students, including those who have not passed all sections of TSI, are required to visit with their academic adviser to be green lighted each semester. Students who have not met TSI requirements are required to register in the STARR Center. Students who have met TSI requirements and have a major should register through Buff Advisor; however, some courses require special override permission. Faculty may add them during the advising process.

Schedule Changes

Refer to the calendar in the *Schedule of Classes* for the last day to add or drop courses. Students wishing to drop all classes for a semester need to follow the withdrawal process. Classes dropped on or before the 12th class day in regular semesters (fourth class day in summer sessions) will not be reflected on the student transcript. Classes dropped prior to midterm will reflect a grade of “X” (drop passing). After midterm, classes dropped will reflect “X” (drop passing) or “XF” (drop failing), depending on whether the student was passing or failing at the time of dropping or withdrawing. Restrictions will prevent dropping classes on Buff Advisor.

Withdrawal from the University

Withdrawal is the dropping of all classes in a semester. In order to withdraw from classes, a student must notify the Office of the Registrar of that intent in person, by mail or by fax. Withdrawals cannot be done on Buff Advisor. Students who withdraw on or before the 12th class day (fourth class day in summer sessions) will have no record of the semester on their transcript except a notation, “Student withdrew without earning credit (date).” Students withdrawing after the 12th class day, but before midterm, will receive a grade of “X” (withdraw passing). If a student withdraws after midterm, a grade of “X” (withdraw passing) or “XF” (withdraw failing) will be recorded. Students leaving the University without making arrangements to withdraw through the Office of the Registrar will automatically receive an “F” in all classes. The deadline to withdraw is noted each semester in the academic calendar online or in the *Schedule of Classes*. In cases of emergency or medical withdrawal after the applicable deadline noted on the University calendar, contact the Office of Student Services for assistance.

The University may cancel enrollment of a student for reasons, including, but not limited to, the following:

- Failure to comply with TSI and/or the Developmental Education Policy.
- Disciplinary reasons.
- Failure to make timely payment of tuition and fees.
- Failure to remove administrative restrictions from student records (prior to the first class day of the semester).
- Other reasons as deemed appropriate by the University.

Procedures and Policies

Explanation of Course Offerings

Semester Credit Hours

Students receive semester hours of credit for all courses taken at WTAMU. A semester credit hour generally equals one hour of lecture or two to four hours of laboratory per week for 15 weeks.

Course Numbering System

- 0001–0999—developmental courses, do not apply toward a degree.
- 1000–2999—primarily freshman and sophomore level.
- 3000–4999—open to students who have completed more than 30 hours and the departmental prerequisite.
- 5000—graduate stacked with undergraduate.
- 6000—master’s level.
- 7000—master’s/doctoral level.
- 8000—doctoral students only.

Prerequisites

Prerequisites are requirements which must be met before a course can be taken. Individual course descriptions and prerequisites are listed in the “Course Descriptions” section of this catalog. Prerequisite exemptions can be made if approved in advance in writing by the appropriate department head.

Course Availability

Not all courses are offered each semester, summer session or intersession.

Student Classification

A student’s class standing is not measured by the number of years attended but by the number of college-level hours completed.

- 0–29 hours—Freshman
- 30–59 hours—Sophomore
- 60–89 hours—Junior
- 90–plus hours—Senior

Student Course Load

Undergraduate

Fall/Spring Semesters

Full-time enrollment is a minimum of 12 semester hours. A normal semester for freshmen and students with at least a “C” average in college work is 16–17 hours. Sports and exercise science activity courses are considered part of the course load. Fewer semester hours should be taken by students with less than a “C” average. Enrollment in more than 18 hours requires approval from the student’s academic dean.

Summer Sessions

Normal course load is six to seven semester hours per summer session. Full-time enrollment is six hours. Registration of more

hours must be approved by the student’s dean before registration. A total of 15 hours for both summer sessions is the maximum load.

Graduate

Maximum semester load for graduate students is 15 hours, seven hours during summer sessions. Course loads above the maximum may be approved by the candidate’s academic dean. Nine hours is considered a minimum full-time load, six hours minimum to receive financial aid.

Class Attendance

Students are responsible for attending classes in which they have registered. While the University does not have a standard requirement on attendance, individual instructors have the right to set reasonable and clearly explained attendance standards for their classes. For more detailed information, see the *Code of Student Life*.

Students who miss classes for reasons of official University business will be given the opportunity to make up the missed work without penalty. However, students and/or the sponsor/coach of the official University activity must inform individual instructors prior to absence.

Students who miss three or more consecutive days due to illness or emergency should contact the Office of Student Services for assistance. Upon receipt of documentation detailing the illness or emergency, Student Services will contact individual instructors, in writing, explaining the nature of the absence and requesting consideration in making up missed work without penalty. It will be the student’s responsibility to follow-up with the individual instructor on missed work. Documents may be sent to Student Services at WTAMU Box 60775, Canyon, Texas 79016 or fax to (806)651-2926. Call (806)651-2050 for more information.

Residence Credit

Residence credit is granted for all scheduled classes offered by the University for which tuition is paid.

Continuing Student Status

Students who enroll, pay fees and attend classes at WTAMU are in a continuing student status for the current and subsequent semesters. Reapplication to the University is required if a student fails to return for one long (fall or spring) semester. This includes students who enroll, pay registration fees and then withdraw prior to the 12th class day.

Auditing Courses

With permission of the instructor and approval of the department head, certain courses may be audited for noncredit. Individuals must be at least 19 years of age and have a high school diploma or its equivalent to audit a course. An audit fee of \$20 per semester credit hour, or a maximum of \$60, will be charged. Auditing status provides the privilege of class attendance only and does not include taking examinations, submitting papers or participating in laboratories, clinicals or performance activities (e.g., fitness and recreational activity courses, studio art, applied music, dance). If a course is

Procedures and Policies

filled with credit students, no audits will be allowed. No official University record is kept of audited courses. Information about courses for audit is available in the Office of the Registrar. Audit approval forms are available in the Office of Accounting and Business.

Changing Majors

Students wishing to change majors should make an appointment with a faculty adviser in the department of their new major. The adviser will visit with the student about the new major and complete a new change of adviser/major form. A copy of the change of adviser/major form will be sent to the Office of the Registrar to enter the new major and faculty adviser.

Intersession

Intersession is a mini-term of approximately 12–14 days typically offered immediately following the fall and spring semesters. Courses taken during intersession are considered part of the semester they precede for financial aid, grading and registration purposes. Students may take only one course during an intersession. Any student who has not met TSI requirements will not be eligible for intersession classes.

Continuing Education

The continuing education program extends resources of the University to meet specialized needs of a group of people not generally identified as traditional college students. This is accomplished through credit and non-credit seminars, workshops, institutes, short courses, contract training, independent study (correspondence) and other specialized means of delivery. For noncredit activities, continuing education units (CEUs) are awarded, one unit for every 10 contact hours of participation. For further information, call (806)651-2037 or visit the Continuing Education Center located on Victory Drive.

Distance Education

The University is committed to providing learning opportunities to students beyond the conventional classroom.

WTClass

WTClass is a web interface that enables students to search for syllabi by course, instructor or department. Access to syllabi for University courses is unsecured and available to anyone, however, access to additional course information is password protected and available only to students currently enrolled in the course. The WTClass site is located at <http://wtclass.wtamu.edu>.

WTOonline

WTOonline is the virtual learning environment supported by West Texas A&M University. It is the cornerstone for courses offered at a distance. University courses are delivered and completed via the Internet. Students access coursework and interact with their professors and other students in the online classroom. For more information, access the website www.wtonline.wtamu.edu.

Study by Correspondence

Correspondence courses are available through the Continuing Education Center for students unable to enroll in residence courses. A maximum of 18 semester hours of any curriculum leading to a bachelor's degree or certificate may be completed by correspondence. A student in residence must have approval from his or her dean to begin or complete correspondence work. Correspondence courses are counted as part of the student's load for the initial semester in which the enrollment was processed. These courses do not count as residence credit in meeting degree requirements. A student may not repeat by correspondence a course completed at WTAMU for which a grade of "D" or "F" is recorded. Correspondence work will be considered for aid deferments, insurance, athletics, etc.

For a catalog of correspondence courses available, call (806)651-2037 or visit the Continuing Education Center located on Victory Drive.

Email Address

All currently enrolled students will be given a West Texas A&M University email address. The address will consist of the first letter of the student's name, first letter of the student's middle name, the student's full last name, plus a number beginning with 1@go.wtamu.edu. This will be the student's email address for the duration of time the student is at WTAMU plus 18 months. This email address will be deemed the official means of communication with the student.

Foreign Study

Students interested in studying outside the United States should contact their academic dean for more information.

Student Directory Information

Under provisions of the Family Education Rights and Privacy Act of 1974 (FERPA), as amended, students have the right to withhold disclosure of directory information as listed.

(20 U.S.C. 1232g(b)(4)(a)). Directory information consists of student's name, local and permanent address, telephone number, date and place of birth, major field of study, classification, participation in officially recognized activities and sports, height and weight if a member of an athletic team, date of attendance, degrees, awards and honors received, enrollment status (part-time, full-time, undergraduate, graduate), the most recent educational institution attended and other information which would make the student's identity easily traceable.

Students should carefully consider the consequences of a decision to withhold directory information as future requests from noninstitutional persons and/or organizations will be refused. A request form to withhold directory information must be filed in the Office of the Registrar each semester the student is enrolled, no later than the 12th class day of the fall or spring semester or fourth class day of summer sessions.

Procedures and Policies

Personal Information Changes

Students may initiate an official name change by presenting one of the following documents to the Office of the Registrar: birth certificate, court order, marriage license or divorce decree. Local or permanent address, phone or email updates should be done in person at the Office of the Registrar, through Buff Advisor or by accessing the website, www.wtamu.edu/registrar, and following the instructions. A correction in social security number requires the student to bring the social security card to the Office of the Registrar for verification.

Grades

Grading System

The accompanying grade chart indicates grade symbols and their numerical equivalents for evaluating coursework.

Grade Symbol	Explanation	Grade Points
"A"Excellent	4
"B"Good	3
"C"Average	2
"D"Passing	1
"F"Failing	0
"P"Pass grade for developmental courses prior to 2002 fall semester	-
"U"Fail grade for developmental courses prior to 2002 fall semester	-
"I"Incomplete	-
"X"Drop/withdraw prior to midterm (not calculated in GPA)	-
"X"Drop/withdraw passing after midterm (not calculated in GPA)	-
"XF"Drop/withdraw failing after midterm(calculated in GPA)	0
"S"Pass in CLEP, SAT, ACT and other specially approved courses	-
"IP"Thesis/Dissertation in progress	-

Incomplete Grade ("I")

A grade of "I" indicates a portion of required coursework has not been completed and evaluated in the prescribed time period due to unforeseen, but fully justified (i.e. hospitalization, personal injury), reasons and that there is still a possibility of earning credit. It is the student's responsibility to bring pertinent information to the instructor and request the incomplete option. Students electing the incomplete option must normally complete the required coursework within the time designated by the instructor but not to exceed 12 months. If a student fails to complete the required coursework within 12 months, the grade will be changed to an "F." Once a grade of "I" is assigned by the instructor, the student cannot drop the course. Students who are given an incomplete do not re-enroll in the class to complete the "I."

Grade Point Average (GPA)

The grade point average (GPA) is the average of end-of-term grades. A GPA can be figured for one term or, using the same method, a student can calculate the cumulative, or overall, GPA.

As an example, use the following grades for a semester:

3-hour English course	"C"
3-hour computer course	"B"
5-hour math course	"B"
3-hour business course	"A"

To figure the GPA for a semester, first multiply the number of credit hours for each course times the numerical value of the grade ("A"=4, "B"=3, "C"=2, "D"=1, "F"=0). This will give the quality points for each course (e.g., to determine the grade points for English, multiply 3 x 2).

Number of Credit Hours		Numerical Grade Value		Grade Points	Course
3	x	2	=	6	English
3	x	3	=	9	computer
5	x	3	=	15	math
<u>3</u>	x	<u>4</u>	=	<u>12</u>	business
14				42	

Divide the total number of credit hours (14) into the total number of grade points (42) to calculate the GPA (3.0).

$$42 \text{ grade points} \div 14 \text{ credit hours} = 3.0 \text{ GPA}$$

Repeating Coursework

It is the students' responsibility to know what courses they have received credit for and to make sure they do not unintentionally repeat a course. If a student repeats a course at WTAMU, it is with the understanding that the last grade earned is the one to be counted toward fulfillment of requirements. To raise a grade, students may not repeat a course at another college or university, including a grade of "F," received at WTAMU. The transferred work will not affect the grade point average (GPA) on the WTAMU transcript.

Students are charged a fee for any course attempted for a third or subsequent time at WTAMU other than a non-degree credit developmental course or exempted courses. For additional information, refer to the course repeat fee in the "Fee, Expenses and Financial Assistance" section of this catalog.

Excess Undergraduate Credit Hours Rule

The state of Texas will not provide funds to state institutions of higher education for excess semester credit hours earned by a resident student. Because funding will not be provided by the state, and as permitted by state law, West Texas A&M University will charge tuition at the non-resident rate to all students who exceed the semester credit hour limit for their program. Excess semester credit hours are those which accrue after the student exceeds the allowable number of semester credit hours required for completion of the degree program in which the student is enrolled. Students may accumulate up to the allowable hours beyond the degree requirements and not exceed the limitation.

Procedures and Policies

Allowable excess credit hours beyond degree requirements are:

- For students who began fall 1999 through summer 2006, 45 semester credit hours.
- For students who began fall 2006 and after, 30 semester credit hours.

The semester credit hours counted toward the limitation include all hours attempted by the student except:

- Semester credit hours earned by the student before receiving a baccalaureate degree that has been previously awarded.
- Semester credit hours earned by the student by examination or other procedure by which credit is earned without registering for a course for which tuition is charged.
- Credit for developmental education courses, technical courses, work-force education courses funded according to contact hours, or other courses that do not count toward a degree program.
- Semester credit hours earned by the student at a private or an out-of-state institution.

President's List and Dean's List

Each fall semester and spring semester, undergraduate students are recognized for academic achievement if they earn a grade point average (GPA) of 3.50 or higher in at least 12 semester hours of residence credit for which standard letter grades ("A," "B," "C," "D") are given. To receive this recognition, a student must have no grade of "F," "XF" or "I."

President's List—4.00 semester GPA

Dean's List—3.50–3.99 semester GPA

Grade Point Deficiency

A student whose WTAMU cumulative grade point average (GPA) falls below the graduation requirements of "C" ("B" for graduate students) has a grade point deficiency. This alone does not result in suspension from the University, but the deficiency must be removed in order for a student to fulfill degree requirements.

Academic Probation

Academic probation is a warning that the performance level of a student must improve if the student expects to continue in the University. A student whose WTAMU cumulative grade point average (GPA) falls below 2.0 will be placed on academic probation. A student on academic probation may not enroll for more than 14 semester credit hours in a regular semester and six hours in a summer session without prior approval from the academic dean. In addition, the student must continue to seek regularly scheduled advice and counsel from an academic adviser or dean. Notification of probation will appear on a student's general academic information within Buff Advisor. Regaining a 2.0 cumulative GPA on WTAMU coursework will remove the student from probation.

Continued Academic Probation

A student on academic probation who fails to raise the WTAMU cumulative grade point average (GPA) to 2.0 but who earns a semester GPA of 2.0 or above will continue on academic probation. A student on continued academic probation will remain subject to the requirements of probation until the WTAMU cumulative GPA has been raised to 2.0 or greater. Notification of continued academic probation will appear in general academic information within Buff Advisor.

Academic Suspension

A student on academic probation who fails to raise the WTAMU cumulative GPA to 2.0 and who fails to earn a semester GPA of 2.0 will be placed on academic suspension. Notification of suspension will appear in general academic information within Buff Advisor.

- The first academic suspension is for the first long semester after placement on suspension.
- Any appeal for reinstatement, based on extenuating circumstances, may be made to the student's academic dean, who will render a decision on the matter. Deans may, at their discretion, impose conditions regarding course-load limits, specific course enrollments, workload limits, counseling, etc.
- Should a student be reinstated and fail to raise the WTAMU cumulative GPA to 2.0 and fail to earn a semester GPA of 2.0, that student will be suspended for two regular semesters.
- A student who enters WTAMU after having been suspended will be on academic probation until the WTAMU cumulative GPA is raised to 2.0.

NOTE: Summer sessions are not counted as a semester in figuring the number of semesters of suspension. Suspended students may attend summer sessions without requesting reinstatement but must be advised by the appropriate dean in order to register. Students who are suspended from the University after completing registration for the next semester will have their registration canceled and may not attend classes. All students are responsible for knowing their academic status and the rules that apply and may not appeal the cancellation of registration based on lack of such knowledge. Students who do not abide by the rules governing their particular status may be required to reduce their academic load or to withdraw from the University.

Transcripts

Official transcripts (permanent academic record), as well as certificates of good standing, are available free of charge from the Office of the Registrar. Requests for transcripts must be in writing and include student's name, social security number or WTAMU ID number, and signature. Students may request transcripts in person at the Office of the Registrar, located in Old Main, or write: Office of the Registrar, WTAMU Box 60877, Canyon, Texas 79016-0001. Requests may be faxed to (806)651-4949. Printable transcript request forms are available on the WTAMU website at www.wtamu.edu/registrar.

Degree and Program Offerings

Degrees Conferred by West Texas A&M University

Ten bachelor's degrees, eight master's degrees and one doctoral degree are conferred by West Texas A&M University.

Bachelor's Degrees

- Bachelor of Applied Arts and Sciences (B.A.A.S.)
- Bachelor of Arts (B.A.)
- Bachelor of Business Administration (B.B.A.)
- Bachelor of Business Administration/Master of Professional Accounting (B.B.A./M.P.A.)
- Bachelor of Fine Arts (B.F.A.)
- Bachelor of General Studies (B.G.S.)
- Bachelor of Music (B.M.)
- Bachelor of Science (B.S.)
- Bachelor of Science in Medical Technology (B.S.M.T.)
- Bachelor of Science in Nursing (B.S.N.)

Master's Degrees

- Master of Arts (M.A.)
- Master of Business Administration (M.B.A.)
- Master of Education (M.Ed.)
- Master of Fine Arts (M.F.A.)
- Master of Music (M.M.)
- Master of Professional Accounting (M.P.A.)
 - Bachelor of Business Administration/Master of Professional Accounting (B.B.A./M.P.A.)
- Master of Science (M.S.)
- Master of Science in Nursing (M.S.N.)

Doctoral Degree

- Doctor of Philosophy (Ph.D.)

Undergraduate Degree Programs

(B.A. or B.S., unless otherwise indicated) (61)

College of Agriculture, Nursing, Science and Engineering

Division of Agriculture

- Agribusiness (B.S.)
- Agribusiness/Equine Industry and Business (B.S.)
- Agriculture (B.S.)
- Agriculture/Agricultural Business and Economics (B.S.)
- Agriculture/Animal Science (B.S.)
- Agriculture/Integrated Pest Management (B.S.)
- Agriculture/Plant, Soil and Environmental Science (B.S.)

Department of Life, Earth and Environmental Sciences

- Biology
- Biotechnology (B.S.)

- Environmental Science (B.S.)
- Geology
- Medical Technology (B.S.M.T.)
- Wildlife Biology

Department of Mathematics, Physical Sciences and Engineering

- Chemistry
- Engineering Technology (B.S.)
- Mathematics
- Physics
- Mechanical Engineering (B.S.)

Division of Nursing

- Nursing (B.S.N.)

College of Business

Department of Accounting, Economics and Finance

- Accounting (B.B.A.)
- Economics (B.A., B.B.A., B.S.)
- Finance (B.B.A.)

Department of Computer Information Systems

- Computer Information Systems (B.B.A.)
- Computer Science (B.S.)

Department of Management, Marketing and General Business

- General Business (B.B.A.)
- Management (B.B.A.)
- Marketing (B.B.A.)

College of Education and Social Sciences

Division of Education

- Interdisciplinary Studies (Elementary)
- Certification Programs:
 - Elementary
 - EC-4 Bilingual Generalist
 - EC-4 Generalist
 - EC-4 ESL Generalist
 - 4-8 English Language Arts/Social Studies
 - 4-8 English Language Arts/Reading
 - 4-8 Generalist
 - 4-8 Mathematics
 - 4-8 Mathematics/Science
 - 4-8 Science
 - 4-8 Social Studies
 - Secondary
 - Agriculture
 - Business
 - Computer Science
 - English Language Arts
 - Journalism
 - History
 - Life Science (Biology)
 - Mathematics

Degree and Program Offerings

Physical Science (Chemistry)
Science
Social Studies
Spanish
Speech
All-Level
Art
Special Education
Music (B.M.)
Speech Communications—Theatre Arts
Sports and Exercise Sciences
Theatre

Department of Sports and Exercise Sciences

Sports and Exercise Sciences
Athletic Training

Department of History, Political Science and Criminal Justice

Criminal Justice
Geography
History
Political Science
Public Administration
Social Sciences
Pre-Law Studies

Department of Behavioral Sciences

Psychology
Social Work
Sociology

Sybil B. Harrington College of Fine Arts and Humanities

Department of Art, Communication and Theatre

Art
Communication Disorders (B.S.)
Graphic Design (B.F.A.)
Mass Communications—Broadcasting
Mass Communications—Print Media
Mass Communications—Public Relations
Musical Theatre (B.A.)
Speech Communication
Studio Art (B.F.A.)
Theatre

Department of English and Modern Languages

English (B.A.)
Spanish (B.A.)

Department of Music and Dance

Dance (B.F.A.)
Music (B.M.)
All-Level Certification
Elective Studies in Business (B.M.)
Composition (B.M.)

Music Therapy (B.M.)
Performance (B.M.)

University-wide Programs

Bachelor of Applied Arts and Sciences (B.A.A.S.)
Applied Arts and Sciences/Emergency Management Administration (B.A.A.S.)
Bachelor of General Studies (B.G.S.)

Graduate Degree Programs (43 Masters, 1 Doctoral)

College of Agriculture, Nursing, Science and Engineering

Division of Agriculture

Agriculture (M.S., Ph.D.)
Agriculture/Agricultural Business and Economics (M.S.)
Agriculture/Animal Science (M.S.)
Agriculture/ Plant, Soil and Environmental Science (M.S.)

Department of Life, Earth and Environmental Sciences

Biology (M.S.)
Environmental Science (M.S.)

Department of Mathematics, Physical Sciences and Engineering

Chemistry (M.S.)
Engineering Technology (M.S.)
Mathematics (M.S.)

Division of Nursing

Nursing/Administration (M.S.N.)
Nursing/Practitioner (M.S.N.)
Nursing/Education (M.S.N.)

College of Business

General Business (M.B.A.)
General Business/Healthcare Management (M.B.A.)
General Business/Management (M.B.A.)
General Business/Marketing (M.B.A.)
General Business/Agriculture (M.B.A.)
General Business/Computer Information Systems (M.B.A.)

Department of Accounting, Economics and Finance

Accounting (M.P.A.)
Accounting (B.B.A./M.P.A.)
Finance and Economics (M.S.)

Degree and Program Offerings

College of Education and Social Sciences

Division of Education

Administration (M.Ed.)
Counseling (M.A.)
Counseling (School) (M.Ed.)
Curriculum and Instruction (M.Ed.)
Educational Diagnostician (M.Ed.)
Elementary Education (M.Ed.)
Instructional Design and Technology (M.Ed.)
Reading Education (M.Ed.)
Special Education (M.Ed.)

Department of Sports and Exercise Sciences

Sports and Exercise Sciences (M.S.)

Department of History, Political Science and Criminal Justice

Criminal Justice Studies (M.A.)
History (M.A.)
Political Science (M.A.)

Department of Behavioral Sciences

Psychology (M.A.)

Sybil B. Harrington College of Fine Arts and Humanities

Department of Art, Communication and Theatre

Art (M.A.)
Communication (M.A.)
Communication Disorders (M.S.)
Studio Art (M.F.A.)

Department of English and Modern Languages

English (M.A.)

Department of Music and Dance

Music (M.A.)
Performance (M.M.)

University-wide Programs

Interdisciplinary Studies (M.A., M.S.)

Harrington Certificate

String Quartet Performance

Preprofessional Programs

Division of Agriculture

Pre-Veterinary Medicine

Department of Life, Earth and Environmental Sciences

Pre-Dental
Pre-medical
Pre-Occupational Therapy
Pre-Optometry Therapy

Pre-Pharmacy
Pre-Physical Therapy

Department of Mathematics, Physical Sciences and Engineering

Pre-Engineering

Department of History and Political Science

Pre-Law

Special Certificate Programs

College of Education and Social Sciences

Administrator (Principal)
Administrator (Superintendent)
Bilingual Education*
Counseling and School Counseling
Educational Diagnostician
English as a Second Language*
Special Education*
Reading Specialist
Technology Applications (8–12)

**Supplemental Certificate*

Honors Program

Objective

The Honors Program at West Texas A&M University is committed to providing exceptional students with challenging academic studies; innovative approaches to instruction; increased opportunities for improving skills in critical thinking, research, developing creative works and writing; expanded cultural knowledge; and the opportunity to interact closely with faculty and similarly motivated students.

Goals

- Provide an environment for the deeper understanding of key values, ideas, leadership, ethics, and environmental responsibility through interdisciplinary seminars and honors theses.
- Open doors and assist students in accessing educational opportunities via national internships, study abroad programs and educational exchanges.
- Encourage involvement in the academic community through Honors Council, student government, and Honored Horizons to develop leadership skills and to help shape the University.
- Offer mentoring and support to assist honors students' pursuit of graduate and professional studies.
- Provide honors students with enhanced access to existing University services through early registration, residence hall priorities and advising.
- Create community among honors students and faculty via the honors online bulletin board and honors email distribution, conversations (colloquia), activities and events.

Entrance Requirements

Applicants who have completed fewer than 18 hours at WTAMU must have a

- 26 ACT composite
or
- 1,200 SAT.

Applicants who have completed 18 hours at WTAMU must have

- 3.5 G.P.A. in WTAMU coursework
and
- faculty recommendation.

Applicants not meeting these criteria may apply for special consideration.

To Graduate with Special Honors

A student must:

- Complete HNRS 2371.
- Complete six hours of Honors Seminar (HNRS 3373).
- Complete at least six hours of foreign language or six hours honors core .
- Complete senior honors capstone/thesis.
- Participate in at least one honors colloquia per semester.
- Present research at no less than one research conference.

(Variance from these requirements may be granted by the Honors Council.)

For More Information

Contact

Office of the Honors Program
Killgore Research Center, Room 154
WTAMU Box 60247
Canyon, Texas 79016
(806)651-2734
honors.program@mail.wtamu.edu

University Core Curriculum

University core curriculum requirements apply to all baccalaureate degrees. They are intended to provide students with the basis for establishing broad and multiple perspectives of the individual in relation to the larger society and world in which he or she lives. They are predicated on the belief that basic intellectual competence in reading, writing, speaking, listening and critical thinking is essential to the learning process in any discipline. The West Texas A&M University core curriculum has been approved by the Texas Higher Education Coordinating Board and satisfies exemplary educational objectives specified for component areas mandated by the state of Texas.

Students transferring to WTAMU from another state-supported university or community college in Texas shall receive core-curriculum credit for each course successfully completed in the core curriculum of the sending institution. Following receipt of credit for these courses, a student will be required to satisfy the remaining course requirements in WTAMU's core.

NOTE: Students should be aware that some majors specify particular courses to meet core requirements when options are available. See special information in the academic department section of this catalog in which the major is offered. Students should consult their academic adviser often, at least once a semester. Ideally, these courses should be completed by the end of the sophomore year.

West Texas A&M University Core Curriculum			
Component Area	Code	WTAMU Core Curriculum	Hours
Communication	10	ENGL 1301 and 1302	6
	11	SCOM 1315, 1318 or 1321	3
Mathematics	20	MATH 1314, 1324 or 1332 or a mathematics course for which these course are prerequisite	3
Natural Sciences	30	Two courses from these four-hour courses: BIOL 1406, 1407, 1411, 1413; CHEM 1405, 1411, 1412; GEOL 1401 or 1403; GEOL 1402, 1404; PHYS 1401, 1402, 1411, 2425, 2426. Six hours of appropriate science credit by examination may be used to satisfy the natural sciences requirement. May not receive credit for both GEOL 1401 and 1403	8
		or These four three-hour courses: NSCI 1371, 1372, 2371, 2372	(6) (12)
Humanities	40	ENGL 2332, 2333, 2371; HIST 2372; PHIL 1301; SPAN 2312 An equivalent course (second year, second semester) in French or German	3
Visual and Performing Arts	50	HUMA 1315; ARTS 1303, 1304; MUSI 1306, or 1208 and 1209; or THRE 1310	3
Social and Behavioral Sciences	60	HIST 1301 and 1302	6
	70	POSC 2305 and 2306	6
	80	ANTH 2351; ECON 2301; GEOG 1302; PSYC 2301; or SOCI 1301	3
Institutionally Designated Option	90	PHED 1111 Upon written recommendation of the University physician or the coordinator for Student Disability Services, the student may substitute a one-hour elective course in lieu of physical education course.	1
Total Core Curriculum Requirements			42
NOTE: Code numbers in parentheses refer to components of the state-mandated core curriculum. Computer literacy (computer-based technology in communicating, solving problems and acquiring information) may be a component of all courses. Students may acquire competency by earning credit for CIS 1301, by other courses equivalent to CIS 1301, by passing the computer literacy test or by completing certificates in computing.			

Requirements for Baccalaureate Degrees

Bachelor's Degree Requirements

Every bachelor's degree awarded by West Texas A&M University requires:

- A minimum of 123 semester hours of credit.
- At least 36 hours of advanced work (courses at the 3000 or 4000 level), at least 30 of which must be earned in residence at WTAMU.
- At least 32 hours earned in residence at WTAMU, including at least 24 of the final 30 hours counted toward a degree.
- Completion of West Texas A&M University core curriculum.
- Achievement of at least a "C" (2.0) average in all coursework offered toward a degree, at least a "C" average in major requirements as stated in this catalog and at least a "C" average in all hours in the student's major subject.

Additional Requirements for Bachelor of Arts (B.A.) and Bachelor of Science (B.S.) Degrees

For the bachelor of arts (B.A.) degree, the student must complete, in addition to the core curriculum, a minimum of 12 hours as follows:

- Six hours of foreign language.
- Six hours chosen from art, English, history, modern languages, music, philosophy and theatre.

For the bachelor of science (B.S.) degree, the student must complete, in addition to the core curriculum, a minimum of 12 hours as follows:

- Six hours chosen from biology, chemistry, geology, geosciences, mathematics, physics and natural sciences.
- Six hours chosen from agriculture, anthropology, biology, chemistry, computer information systems, economics, geography, geology, geosciences, history, mass communications, mathematics, physics, political science, psychology, sociology, speech, and sports and exercise sciences.

Bachelor of General Studies (B.G.S.) Degree

For the bachelor of general studies degree, the student must complete, in addition to the core curriculum, a minimum of 81 hours of electives, including at least 36 hours at the advanced level. A maximum of 36 hours in one academic discipline can count toward this degree. An academic discipline is designated by a course prefix, as ENGL for English or POSC for political science. Music courses, whether MUSI (music) or MUAP (applied music), are counted as one academic discipline. No major or minor is required for the B.G.S. degree.

For details about the B.G.S. degree, contact the dean of the Sybil B. Harrington College of Fine Arts and Humanities.

Bachelor of Applied Arts and Sciences (B.A.A.S.) Degree

This degree assumes completion of an associate of applied science degree at a community college or completion of an appropriate occupational certificate prior to starting work on the B.A.A.S. degree at WTAMU. Included in this credit must be a block transfer of technical-vocational credits, up to a maximum of 48 hours. Additionally, hours of academic credit may be transferred along with the block to total 66 hours, the maximum number of hours accepted from a community college.

Also required are completion of the core curriculum (46 hours) and fulfillment of other University requirements, including 36 advanced hours, 30 in residence at WTAMU, for a total of 127 semester hours with a minimum grade point average of 2.0. This degree includes a professional development core of 18–24 semester hours, specified through advisement and listed on the individual student's degree plan. At least 12 of these hours must be 3000- and 4000-level courses. The degree plan should be requested as soon as a student enters the B.A.A.S. program.

Contact the dean of the Sybil B. Harrington College of Fine Arts and Humanities for details about the B.A.A.S. degree.

Additional Requirements and Regulations for Baccalaureate Degrees

Degree Plans

A student should request an official degree plan in the office of the appropriate dean after completion of 60 hours of coursework.

Maximum Discipline Hours

No more than 60 semester hours in any single discipline can be counted toward a degree except 80 semester hours in music for a bachelor of music degree, 70 semester hours in nursing for a bachelor of science in nursing degree and 84 semester hours in art for a bachelor of fine arts degree.

A maximum of six semester hours in religion and a maximum of six semester hours in physical education (PHED) courses can count toward a baccalaureate degree.

Requirements for Baccalaureate Degrees

Transferred Credits

No more than 66 hours earned at community colleges can be counted toward a degree at West Texas A&M University.

Applicable Catalog Requirements

An undergraduate student may graduate under curricular requirements of the University catalog in effect at the time that person enters a post-secondary school program or those of any subsequent year provided graduation requirements are completed within six calendar years. For example, a student who chooses to graduate under requirements of the 2003–2004 catalog must complete all requirements for the degree under that catalog by August 2009. All other requirements are those of the current catalog. Exceptions must be approved by the student's academic dean.

This provision is subject to the restriction that the University still offers programs and required curricula described in the earlier catalog. Changes in requirements made necessary by altered or discontinued courses or programs or imposed by external accrediting or certification agencies become effective for degree plan purposes no sooner than the beginning of the academic year immediately following public notification of those changes. Whenever possible, new requirements are implemented with a beginning class or upon expiration of the appropriate time limit.

NOTE: Students do not have to be continuously enrolled provided they complete degree requirements within six calendar years of initial entry into college.

Double or Second Major

While completing a baccalaureate degree at WTAMU, a student may fulfill requirements for two majors if both majors are offered within one degree (for example, bachelor of arts degree with majors in English and Spanish, or bachelor of science degree with majors in chemistry and physics).

Academic Minors

For all bachelor of arts/bachelor of science/bachelor of business administration degrees other than majors in education, a student may request a minor, which consists of 18 semester hours, nine of which are advanced, and three hours in residence.

Application for Degree

Undergraduate students must make application for degree with the office of the appropriate academic dean by the following dates:

- **March 1** for spring commencement.
- **July 1** for summer commencement.
- **Oct. 1** for fall commencement.

Combined Degree—Liberal Arts and Dentistry, Liberal Arts and Medicine

A student who, prior to admission to a professional school, completes 90 semester hours will be eligible to receive the appropriate bachelor's degree from WTAMU, providing the following requirements are met:

- Completion of core curriculum.
- Completion of at least 32 hours in residence at WTAMU.
- Achievement of a "C" average for all work completed at the University.
- Certification of successful completion of the first year at an approved professional school.

Second Bachelor's Degree

A student must have a first degree before applying for a second degree. A student who desires a second bachelor's degree must complete a minimum of 30 hours at WTAMU in addition to the first bachelor's degree. The 30 hours must include 24 advanced hours in residence, 12 in the student's major. Students must have met the component area of the University core curriculum and have satisfied the legislatively mandated courses (history and political science) in the first bachelor's degree. If not, courses must be taken to meet these requirements. All other University requirements must be met for the second degree. (See the last paragraph of the following section, "Graduation with High Grade Point Average.")

Graduation with High Grade Point Averages

Students who graduate with high grade point averages (GPA) based on all college work attempted at WTAMU will have an honors notation on their diplomas and transcripts.

GPA	Honors Notation
3.90–4.0Summa Cum Laude
3.75–3.89	...Magna Cum Laude
3.50–3.74	...Cum Laude

Students must have at least a 3.5 grade point average for all work completed at WTAMU (minimum of 60 hours in residence to be eligible). For the most part, these will be courses for which grade points are assigned; however, to satisfy the 60 hours requirement, a maximum of six hours of residence coursework for which pass/fail grades are given may be counted, though these hours are not part of the GPA calculation.

A student who is earning a second bachelor's degree must have completed at WTAMU at least 60 hours of coursework for which grade points are assigned. For such a student, calculation of grade point average will include all WTAMU coursework.

