

Lindenwood University - Belleville

Undergraduate Catalog

Lindenwood's Mission Statement

Lindenwood University offers values-centered programs leading to the development of the whole person – an educated, responsible citizen of a global community. Lindenwood is committed to

- providing an integrative liberal arts curriculum,
- offering professional and pre-professional degree programs,
- focusing on the talents, interests, and future of the student,
- supporting academic freedom and the unrestricted search for truth,
- affording cultural enrichment to the surrounding community,
- promoting ethical lifestyles,
- developing adaptive thinking and problem-solving skills,
- furthering lifelong learning.

Lindenwood is an independent, public-serving liberal arts university that has a historical relationship with the Presbyterian Church and is firmly rooted in Judeo-Christian values. These values include belief in an ordered, purposeful universe, the dignity of work, the worth and integrity of the individual, the obligations and privileges of citizenship, and the primacy of the truth.

Lindenwood's "Proficient Graduates" Guarantee

Success

Lindenwood University has an excellent placement rate for its graduates because it educates the whole person. A degree from Lindenwood means that the holder is adept at reading, writing, speaking, and problem-solving — all the traits by which society judges one's education level and general competence. Ninety-four percent of our alumni overall indicate they are working in fields related to their degrees.

We help our students acquire these traits through several means:

Liberating Arts Education

Our standard-setting General Education Program assures that every Lindenwood graduate has been steeped in the essential knowledge amassed by humankind across the ages and has acquired the basic thinking and communication skills needed for both adapting to and shaping the world. Lindenwood's broad based curriculum in the arts and sciences produces free men and women – enlightened, self-determining, productive citizens of a democracy.

Preparation for Life

We encourage each student to build a personal talent transcript. This distinctive résumé documents not only the student's academic preparation and career interests but also his or her leadership posts, real-world experience, work experience, and co-curricular achievements. It is through this investment in our students that we encourage holistic development: growth in the cognitive, spiritual/ethical, physical, and social realms. Essentially, this means that our graduates are educated, not just trained.

The Guarantee

We evaluate each student's proficiency in written communication not only in the freshman composition courses but also following the completion of the second composition course, when a special writing-proficiency assessment is given. Based on the results of that assessment, any student who needs to sharpen competencies in grammar, punctuation, and syntax takes an additional writing course, ENG 21000 Writing Proficiency Lab, prior to graduation, as a value-added bonus. This initiative ensures that any student who graduates from Lindenwood is adept at the writing level necessary for success in the professional world and everyday life. As the Association of American Colleges has stated, "A bachelor's degree should mean that its holders can read, write, and speak at levels of distinction and have been given many opportunities to learn how. It also should mean that many do so with style."

Academic Programs — Belleville Campus

Undergraduate Degrees

Business Administration (B.A.)
Corporate Communication (B.A.)
Criminal Justice (B.A.)
Elementary Education (B.A.)
Human Resource Management (B.A.)
Psychology (B.A.)

Pre-Professional Programs

Pre-Nursing

Evening College Program

Business Administration (B.S.)
Communications (B.A.)
Communications, Corporate Communications Emphasis (B.A.)
Communications, Mass Communications
Emphasis (B.A.)
Criminal Justice (B.S.)
Health Management (B.S.)
Human Resource Management (B.S.)

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Introduction to the Belleville Campus of Lindenwood University

This catalog contains a description of the undergraduate and graduate programs offered on both the traditional day semester schedule and the quarter schedule of Lindenwood University-Belleville. Separate undergraduate, graduate, and evening catalogs are featured on the University Website and are devoted to the description and special requirements of each of the particular programs. All statements in this publication concerning policies, program requirements, fees and other matters are subject to change without notice. The statements in this catalog are for informational purposes only and should not be viewed as the basis of a contract between a student and the university.

Lindenwood University-Belleville is an Equal Opportunity Employer. The university complies with the Civil Rights Act of 1964 and other legislation, as amended, including the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, the Americans With Disabilities Act of 1990, and other legislation which prohibits discrimination in employment and access to educational programs because of race, color, national origin, sex, age or physical handicap. Lindenwood University is committed to a policy of non-discrimination and dedicated to providing a positive discrimination-free educational and work environment. Any kind of discrimination, harassment, and intimidation is unacceptable. For the purpose of this policy, discrimination, harassment and intimidation may be defined as any attempt on the part of individuals, groups and recognized campus organizations to deny an individual or group those rights, freedoms or opportunities available to all members of the university community. The university is committed to meeting the full intent and spirit of the anti-discrimination laws, not merely the minimum letter of the law. Inquiries concerning the application of Lindenwood University's policy on nondiscrimination should be directed to the university's Vice President of Human Resources.

Lindenwood University-Belleville complies with the Drug Free Schools and Communities Act of 1989 (Public Law 101-226) as amended; the Drug-Free Workplace Act of 1988 (Public Law 101-690); the Student Right-to-Know and Campus Security Act of 1990 (final regulations published 1995, as revised 1999); and the Campus Securities Disclosures Section 485 of the Higher Education Amendments of 1992 (final regulations published 1994, with technical corrections published 1995, as revised 1999); the Equity in Athletics Disclosure Act (the Higher Education Amendments of 1992, as revised in the Amendments of 1998); and the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment), as amended, including Section 507 of the USA Patriot Act of 2001, and seeks to provide a healthy, safe and secure environment for students and employees.

Accreditation

Lindenwood University, founded in 1827, is a member of and/or accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, the Accreditation Council for Business Schools and Programs, the Council on Social Work Education, the Commission on Accreditation of Athletic Training Education, the Missouri Department of Elementary and Secondary Education, and is fully endorsed by the Society for Human Resource Management. Lindenwood is a

member of the Teacher Education Accreditation Council and the Council for Higher Education Accreditation.

Historic Lindenwood

Amid the beautiful linden trees, the main campus of Lindenwood University in St. Charles was founded in 1827 by innovative pioneering educators Mary Easton Sibley and Major George Sibley. They sought to establish an institution that reached across all fields of knowledge, teaching a solid academic core along with the balanced sense of self worth that accompanies dedication to the larger community and the world—an institution that was always up-to-date and with the times in teaching both the breadth of the liberal arts and the attention to detail of the sciences, seeking to synthesize all knowledge in an effort to educate the whole person. Lindenwood University serves full- and part-time students of all ages with a wide variety of educational programs leading to baccalaureate and master's degrees. This academic year, Lindenwood University will serve more than 17,000 full-time and part-time students. Close to 4000 of these students will live on the university's beautifully wooded campus in St. Charles.

Lindenwood University-Belleville

Following completion of key partnership agreements and approval by the Higher Learning Commission and the Illinois Board of Higher Education, Lindenwood University acquired ownership of the former Belleville West High School campus in 2003 and began offering master of arts (M.A.) programs in education and educational administration. An evening-based accelerated format designed for working adults was also initiated through Lindenwood's College for Individualized Education (LCIE) program. In 2004, the university received approval to offer both bachelor and master degree programs in business administration, human resource management, corporate communication, criminal justice and professional counseling. By the end of the year, nearly 340 students were enrolled in classes, and in recognition of the growing impact of the University, the city of Belleville named the region between 6th and 28th streets "Belleville College District."

Rapid growth initiated several renovation projects including the campus auditorium, a 940-seat venue designed by William B. Ittner in 1924. A \$2 million renovation of the campus auditorium's interior and exterior was completed in 2005, and it was formally named "Lindenwood Auditorium." In 2006, the Illinois State Highway Patrol announced plans to construct a regional crime laboratory immediately adjacent to the university property projected for fall of 2011. By 2008, enrollment at Lindenwood University-Belleville had increased to more than 1,200 students, making it the largest extension location in the Lindenwood network. An additional 125-space parking lot was completed on the west side of the campus, exterior work was completed on the school's former cafeteria building, and additional classrooms were refurbished and equipped with state of the art instructional technology in other buildings on campus.

A traditional day academic program was started in the fall of 2009, with enrollment exceeding 200 students by the fall of 2010. The University established student clubs and activities

including student government, a black student leadership union, and a student newspaper and yearbook. Enrollment is expected to increase to more than 5,500 within a decade.

The University Welcome Center, built as an addition to the historic auditorium, was completed in 2010. The auditorium is home to a Steinway piano; Lindenwood holds the honor of being one of 117 All-Steinway schools in the United States. The auditorium was recognized with the 2008 Historic Site Award from the St. Clair County Historical Society, one of the oldest county historical societies in Illinois.

During the spring of 2010, Lindenwood University-Belleville spent one million dollars renovating the Lynx Arena, adding a state-of-the-art fitness center and rehabbing the legendary basketball and tennis courts. The 2010-11 school year saw the inauguration of basketball, cross country, golf, tennis, soccer, spirit squad and volleyball teams with baseball, bowling, lacrosse, field hockey, softball and wrestling planned for implementation from 2011-2012. The former cafeteria building was reopened as the Senator Alan J. Dixon Student Center in August of 2011; the renovated student center houses an expanded library, a 48 seat open computer lab, and a full service cafeteria along with a more casual student lounge and snack bar.

Academic facilities will continue to be remodeled and expanded to accommodate the growing offerings of degree programs at Lindenwood University-Belleville. Additional laboratory space for biology, chemistry and physics will be renovated as Lindenwood University-Belleville seeks to forge partnerships with the Illinois State Police Crime Lab and growing regional biotechnology and plant science industries. As the University continues to grow, the campus will focus on balanced growth that emphasizes academics, the arts, and athletics, thereby nurturing the minds, bodies, and souls of our students as Lindenwood University-Belleville serves the Southwestern region of Illinois.

Degree Programs

Lindenwood University-Belleville offers academic programs leading to the bachelor of arts (B.A.) and bachelor of science (B.S.) degrees at the undergraduate level. At the graduate level, the university offers coursework leading to the master of science (M.S.), master of arts (M.A.), and master of business administration (M.B.A.). In all schools, individualized degrees may be developed on a contract basis for interdisciplinary specialties. The major areas of concentration and the format in which each degree is offered are listed under “Academic Programs” in this catalog.

Program Formats

Lindenwood University-Belleville strives to make quality higher education accessible to traditional and non-traditional students. Undergraduate and graduate academic programs are offered in two distinct formats, known as the semester and quarter (employed by the Lindenwood College for Individualized Education) formats.

The day semester programs are considered the “traditional” format, with undergraduate classes offered in the semester format during the day. However, graduate degree courses in education and counseling are also held on a semester basis, with some classes meeting in the evenings.

The January Term gives both students and faculty members

the opportunity to concentrate on a topic of special interest. The January Term courses emphasize experiential education, total immersion in a topic or activity, creativity, and close interaction with one faculty member or a team of faculty.

In 1975, the Lindenwood College for Individualized Education (LCIE) was created to provide an accelerated program of study that enables students to make progress toward an undergraduate or graduate degree without relinquishing career and family obligations. Many older adults who might not pursue higher education in a traditional setting find LCIE’s educational philosophy and flexible program an ideal learning environment in which to earn a degree or to pursue studies appropriate to personal learning goals.

Since its inception, the evening format, including both LCIE courses and evening semester courses, has maintained a deep commitment to meeting the intellectual and professional needs of adult learners with employment experience. This purpose continues to provide high-quality professional and personal competence.

Using methods based in adult learning theory, the evening programs provide students with the techniques of scholarly inquiry. Through varied curricula and excellent teaching designed to meet a full range of adult student needs, the Lindenwood evening programs realize their mission within the university community.

Campus Locations

St. Charles Campus: Located at 209 South Kingshighway in the heart of St. Charles, this 500-acre site is the original campus founded by Major George and Mary Easton Sibley. Historic buildings grace the tree-lined walks and house classrooms, administrative offices, and residential living.

Belleville Campus: Located at 2600 West Main Street in Belleville, IL., the Belleville site has more than 50 classrooms, including science labs, computer labs, and multipurpose classrooms. The Belleville location is the only other Lindenwood location to offer traditional day program classes.

Boone Campus: The site of the Boone Home and Boonesfield Village is located on Highway F near Defiance, Mo., approximately 40 minutes from Lindenwood’s main campus. This historic landmark merged with Lindenwood University in 1998. The 1,000-acre Boone property, with its rich heritage and historic buildings and features, remains a popular St. Charles County tourist attraction. The campus also serves as a “laboratory” for students to study a variety of frontier-related programs, including the values, culture and history of the American frontier. Classes held at the site include historic preservation, frontier crafts, interpretation, museology, archaeological digs, and recreation skills. The tourist component provides for internships and practica in nearly every major in the Lindenwood curriculum, from accounting and marketing to theatre and education.

Lindenwood University Cultural Center (LUCC): Located at 400 N. Kingshighway, a few blocks from the main campus, the LUCC is the center for the Lindenwood College for Individualized Education. Classrooms, faculty offices, and a 600-seat auditorium are among the building’s amenities.

Undergraduate Admissions

Admission Standards

The standards of admission to Lindenwood University-Belleville are selective yet flexible. We do expect our applicants to have a sound academic preparation for college, and we carefully examine each applicant's record to determine whether or not the student has the potential to be successful at Lindenwood.

Lindenwood University consciously seeks a diverse student body and welcomes applicants from all socioeconomic, religious, and ethnic backgrounds. We also value geographical diversity and welcome international students to our campus.

Selection Criteria

Candidates applying to Lindenwood University-Belleville will be evaluated individually by the Lindenwood University Office of Admissions. Lindenwood recommends that applicants have completed at least 16 units of high school study in academic areas (one year in a particular subject is considered an academic unit). While no single academic preparation is required, a university preparatory curriculum is preferred. Therefore, a student's high school record should reflect study of English for four years and two or three years each of natural science, mathematics, and social studies. The university also recommends two years of study in a foreign language as well as some study in the areas of fine or performing arts.

Applicants who are juniors or seniors in high school and are offered admission to Lindenwood University-Belleville are admitted with the provision that all high school graduation requirements will be completed prior to class attendance at the university. A final high school transcript showing all grades must be submitted to the Lindenwood Office of Admissions after the applicant's high school graduation and must include the applicant's date of graduation.

Health Requirements for Admission

Proof of the following immunizations is required of all applicants:

1. Two doses of MMR (Measles, Mumps, and Rubella). Not required for students born before 1956. Even if incomplete, students must provide dates of any doses received.
2. Meningococcal Vaccination. Students residing in on campus housing are required by state law to receive the meningococcal vaccine or sign a waiver refusing the vaccination.
3. Tuberculosis (TB). This vaccination is required for students who have lived in Asia, Central or Southern America, or Eastern Europe.

The immunizations listed above are recommended by the American College Health Association (ACHA).

Application to Undergraduate Programs

Domestic Student Application

To be considered for admission to the university, an applicant's file must include each of the following documents:

1. Electronic or paper application sent with the non-refundable \$30 application fee—Students should attach

a personal resume indicating community service, youth leadership, clubs, organizations, and non-academic experiences. Also included should be a personal essay including why the applicant wishes to further his/her education and a description of his/her long-term goals or a specific experience in his/her life.

2. Official transcript, indicating graduation from the last high school attended or home school program—A copy of the student's General Education Development (GED) certificate may be provided in lieu of the high school transcript. Transfer students who have successfully completed a two year program that is acceptable for full credit toward a bachelor's degree may not be required to submit their high school transcripts. Students wishing to transfer credit from a regionally accredited institution should request official university transcripts at the time they apply for admission to Lindenwood University. Candidates who do not have a high school diploma or its recognized equivalent must achieve a passing score on an approved "ability to benefit" assessment test. Provisional admission to the university may be granted by the dean of admissions on the basis of facsimile copies of high school transcripts, ACT/SAT scores, GED scores, and/or other university transcripts.
3. Results of either the ACT or SAT—Students should contact the Office of Admissions or their high school counselor for an application and scheduled dates for these examinations. Lindenwood's code number is 2324 for the ACT or 6367 for the SAT. Transfer students with 24 or more hours of credit, applicants who have been out of high school for five or more years, or those given approval by the dean of admissions may not be required to furnish scores from standardized tests, although such scores are recommended. Satisfactory standardized test scores are required for all students majoring in teacher education.

International Student Application

To be considered for admission to the university, all international students are requested to submit the following documents:

1. International Student Application—The application must be submitted along with a non-refundable \$100 application fee. Graduate applicants must enclose their resumes with their applications.
2. Affidavit of Support—The student should provide an official document or statement from his/her bank verifying the amount of personal/family funds, in U.S. dollars, available for tuition (personal cost) and educational expenses (books, insurance). All documents must be in English.
3. Official Transcripts—Undergraduates must submit certified copies of high school transcripts and college transcripts. If the transcript is from a U.S. school, the transcript must be original and sent directly from the U.S. institution. Graduate candidates must submit certified copies of college transcripts that include evidence that a baccalaureate degree has been earned. The transcript must be in its original language and accompanied by a

certified English translation. These documents will not be returned to the student. They will become part of the student's official file at Lindenwood University. The cost for the evaluation will be incurred by the applicant. However, once the applicant obtains a visa and arrives at Lindenwood University, the cost of the evaluation will be refunded, provided that the applicant brings in the receipt for the evaluation service.

4. Provisional admission to the university may be granted by the director of international admission on the basis of facsimile copies of high school transcripts or diploma equivalents, ACT/SAT scores, GED scores, and/ or other university transcripts.
5. WES Transcript Evaluation—If academic credit is to be transferred to Lindenwood from an overseas school, the applicant must submit his/her transcripts and translations to World Evaluation Services (WES) for evaluation. No application will be complete until the WES evaluation is provided. Applicants should contact WES for more information about how to get transcripts evaluated and make sure to list Lindenwood University as the recipient. WES will also provide a copy of the evaluation directly to the applicant. The applicant should keep this copy of this evaluation for his/her records.
6. Housing Application—Prospective resident students must submit a housing application and a \$300 housing deposit made payable to Lindenwood University. All international residential students are obligated to pay the housing costs for the entire academic year once a housing form is signed and submitted to the Housing Office. Campus housing will be assigned upon receipt of the housing application and deposit. Students should each include an email address on the housing form.
7. Personal Statement (Essay)—Students should each complete an essay concerning their education plans. For example, the essay may include why the student wishes to further his/her education, any long term goals he/she possesses, or the description of a special experience in his/her life.
8. Transfer Procedure—If transferring from another university within the United States, students should forward the transfer paperwork found in the student application to their school's officials for processing.
9. Passport—Students must provide a clear, readable copy of the identification page of their passports.
10. Insurance—Students are encouraged to be insured while studying in the United States. Lindenwood University does not provide insurance for students. Students may carry any health insurance policies they choose.
11. An official TOEFL or IELTS score. For score reporting, the Lindenwood University code is 6367. Required minimum TOEFL scores: Undergraduate candidates – 500 (paper-based), 173 (computer-based), 61 (Internet-based). Graduate candidates – 550 (paper-based), 213 (computer-based), 80 (Internet-based). Required minimum IELTS score: Undergraduate candidates – 5.0. Graduate candidates – 6.0.

Students should send all required documents and any other relevant information to complete the application to Lindenwood University, Office of International Students and Scholars, 209 S.

Kingshighway, St. Charles, MO 63301-1695. The e-mail address is international@lindenwood.edu; the phone number is (636) 949-4982, and FAX is (636) 949-4108.

International students must arrive the Tuesday prior to the start of classes each semester. Upon arrival, international students will receive an orientation to the university, an introduction to academic programs and requirements, and housing assignments.

Undergraduate Academic Requirements

Lindenwood University-Belleveille offers academic majors leading to the Bachelor of Arts and Bachelor of Science degrees at the undergraduate level. Specific degree requirements are listed in the sections of the catalog that describe the various programs. Course descriptions are listed alphabetically after the final program description. In addition to the standard major, a contract degree option is available to enable students to design their own majors.

Bachelor's Degree Requirements

The requirements for a bachelor's degree are as follows:

1. Successful completion of a minimum of 128 semester hours, at least 42 of which must be upper division courses numbered 30000 or above.
2. Successful completion of the requirements for one of the undergraduate majors offered by the university, at least 50 percent of which must be taken at Lindenwood University.
3. A minimum cumulative grade point average of 2.0 for all courses taken at Lindenwood University, as well as a minimum cumulative grade point average of 2.0 for all courses satisfying the student's major, concentration, emphasis, or minor, with at least 50 percent of the credits earned for the major, concentration, emphasis, or minor being earned at Lindenwood. Overall cumulative GPA is a continuous representation of grades received for all courses taken at Lindenwood University.
4. Successful completion at Lindenwood University of the last 36 credits leading to the degree.
5. Successful completion of all General Education (GE) course requirements for a bachelor's degree.

NOTE: Undergraduate day students who are first-time freshmen or transfer students with fewer than 24 semester hours of transferable credit who have not successfully completed a freshmen seminar course must enroll in and complete Lindenwood's LUL 10100 or LUL 10101 (Freshman Experience) class in their first semester at the university.

Placement Exam Requirements

Writing Placement Examination (WPE)

Incoming freshmen are required to take the Writing Placement Examination (WPE) during the enrollment process for placement into the Lindenwood University composition sequence. This assessment determines the course by which each student will best be served in the composition course sequence (i.e. in a skills-refresher course or freshman composition course).

Students who transfer to Lindenwood University with a grade of "C" or better in a Composition I course (ENG 15000 or equivalent) are placed into ENG 17000, upon completion

of which the students take the Writing Proficiency Assessment (WPA). Students who transfer with a grade of “C” or better in both a Composition I (ENG 15000 or equivalent) and Composition II (ENG 17000 or equivalent) are required to pass the Writing Proficiency Assessment (WPA).

Writing Proficiency Assessment (WPA)

Upon completion of the second composition course (ENG 17000), the Writing Proficiency Assessment must be taken. All students are required to take the Writing Proficiency Assessment after the successful completion of English Composition II, whether the course is taken at Lindenwood University or transferred from another institution.

A student who does not pass the Writing Proficiency Assessment is required to take an additional writing course, ENG 21000 *Writing Proficiency Lab*, prior to graduation so as to sharpen competencies in grammar, punctuation, and syntax. This requirement serves to ensure that any student who graduates from Lindenwood University is adept at the writing level necessary for success in the professional world and everyday life.

Math Placement Assessment

Lindenwood University requires all students to complete a mathematics placement exam prior to enrolling in any mathematics course higher than Intermediate Algebra (MTH 10000). The only students exempt from this requirement are those who have already satisfied the necessary course requirements or prerequisites through transfer credit. There are two levels of math placement exam: the General Education level and the Algebra-Calculus level. (Students will be advised which math placement exam to take depending on the student’s intended course of study.) The General Education test is a multiple-choice exam administered to all students seeking to enroll in any General Education mathematics course below College Algebra. The Algebra-Calculus level, there are three possible placement exams to take: the College Algebra exam, the Pre-calculus exam, or the Calculus exam. These exams are administered to all students who wish to enroll in any mathematics course between College Algebra (MTH 15100) and Calculus (MTH 27100).

Domestic students take the placement exam during any open enrollment day. If a student is unable to attend an open enrollment day, he or she is encouraged to schedule a time to take the necessary math placement exam as soon as possible after arriving on campus. International students take the math placement exam during the International Student Check-In and Orientation Week.

Once the student completes the exam, it is graded and the student is informed of the exam results. The score of the math placement exam determines whether the student will be required to enroll in a mathematics refresher course before progressing onto the mathematics course required by his or her degree program. An entry indicating the placement level will be made on the student’s transcript.

Writing Lab

The Lindenwood University-Belleville Writing Lab, located in Main 111, offers tutorial assistance to students working on written assignments for their classes. Appointments are

suggested, but they are not required. Tutors are prepared to help students in all disciplines to create and revise assigned work. Issues covered include organization, sentence clarity, development, grammar, and usage.

General Education Requirements

General Education (GE) studies form the foundation on which the more specialized studies of the major are based. General Education studies introduce the student to some of the key issues, concepts, and perspectives of the disciplines of humanities, social sciences, natural sciences, and quantitative thought and are intended to help students develop analytical, organizational, oral, writing, interpersonal, and research skills.

Some General Education courses can meet more than one type of general education requirement. For example, ART 22200 (History of Western Art to 1300) is listed in the catalog as (GE-FineArt/CrsClt), which means that it could meet the requirements of EITHER a fine art general education course OR a cross-cultural general education course. However, ART 22200, and other courses that may qualify as two types of general education course, may not be used to satisfy both general education requirements simultaneously.

If, on the other hand, a GE course and a course required for one’s major can be met by one course, that course MAY be used to satisfy both the GE requirement and the major requirement. For instance, ART 22200 (GE-FineArt/CrsClt) is a requirement in the Arts Management major. As such, it can be used to satisfy both the requirement of the major and a portion of the GE Fine Art requirement. (Note that although two requirements are fulfilled in this instance, the total number of credits earned is still three, since only one course was taken.)

The following courses have been approved by the University to satisfy the designated General Education requirement; however, each student needs to check with his/her school/department as some programs specify a particular course for completion of the General Education requirements, and other schools/departments have narrowed this list as it applies to specific majors. Please check the catalog for major-specific direction regarding General Education requirements.

Students must complete the following general education requirements:

Bachelor of Science	Bachelor of Arts, Bachelor of Social Work, & Bachelor of Fine Arts
ENGLISH COMPOSITION ENG 15000 or EPP 15000 and ENG 17000	ENGLISH COMPOSITION ENG 15000 or EPP 15000 and ENG 17000
COMMUNICATIONS One course	COMMUNICATIONS One course
HUMANITIES Literature—two courses Philosophy or Religion— one course	HUMANITIES Literature—two courses Philosophy or Religion— one course
FINE ARTS One course	FINE ARTS One course
AMERICAN GOVERNMENT or HISTORY One course	AMERICAN GOVERNMENT or HISTORY One course
CULTURE & CIVILIZATIONS HIS 10000 or HIS 22100	CULTURE & CIVILIZATIONS HIS 10000 or HIS 22100 and Cross Cultural—two courses or Foreign Language—two consecutive courses (not for native speakers of that language)
SOCIAL SCIENCES Two courses (from different disciplines)	SOCIAL SCIENCES Two courses (from different disciplines)
MATHEMATICS Two courses	MATHEMATICS One course
NATURAL SCIENCES Three courses representing two of the three areas (Earth, Physical, or Biological Sciences), at least one of which has a lab	NATURAL SCIENCES Two courses representing two of the three areas (Earth, Physical, or Biological Sciences) at least one of which has a lab

General Education Requirements for the Bachelor of Arts Degree

English Composition (Six credit hours)

ENG 15000 or EPP 15000 and ENG 17000

Note that in order to advance to Composition II (ENG 17000), students must earn at least a “C” in Composition I (ENG 15000 or EPP 15000). In order to advance beyond Composition II (ENG 17000), students must also earn a “C” or better in Composition II (ENG 17000). This requirement applies also to students who have transferred their English composition courses into Lindenwood University.

Upon completion of ENG 17000, students are required to successfully complete the Writing Proficiency Assessment. If students do not pass the assessment, they are required to successfully complete the Writing Proficiency Lab, (ENG 21000) prior to graduation. Transfer students are also required to meet this requirement. It is strongly recommended that students complete the writing assessment immediately following the semester in which they complete ENG 17000.

Communications (Three credit hours)

One course selected from the following: COM 10500, COM 11000, or SW 10000.

Humanities (Six credit hours of literature courses and three hours of philosophy or religion courses)

Six credit hours of literature selected from ENG 20000, ENG 20100, ENG 20200, ENG 21600, ENG 23500, ENG 23600, ENG 24500, ENG 25000, ENG 25600, ENG 27600, ENG 27800, ENG 28000, ENG 28100, ENG 30500, ENG 30600, ENG 30900, ENG 31000, ENG 33200, ENG 33300, ENG 33500, ENG 33700, ENG 33800, ENG 33900, ENG 34100, ENG 34200, ENG 34300, ENG 34700, ENG 35100, ENG 38000, ENG 38100, TA 33500, and TA 33600.

Three hours of philosophy or religion selected from PHL 10200, PHL 15000, PHL 18000, PHL 18100, PHL 19000, PHL 21400, PHL 21500, PHL 24000, PHL 25000, PHL 25200, PHL 26500, PHL 28000, PHL 28100, PHL 30500, PHL 31100, PHL 31200, PHL 31300, PHL 32500, PHL 38000, PHL 38100, REL 15000, REL 20100, REL 20200, REL 21000, REL 21100, REL 22200, REL 28000, REL 28100, REL 30000, REL 30500, REL 31000, REL 32000, REL 32500, REL 33000, REL 38000, REL 38100, and PSY 30500.

Fine Arts (Three credit hours)

Three credit hours of fine arts selected from ART 10000, ART 13600, ART 18100, ART 18101, ART 21000, ART 22200, ART 22400, ART 24000; DAN 10100, DAN 11000, DAN 37100; MUS 15000, MUS 16500, MUS 33000, MUS 35500, MUS 35600, MUS 35700, MUS 38601; TA 10500, TA 11700, TA 31700, TA 33500, TA 33600, TA 33700, TA 37000, TA 38600, and TA 38700.

American Government or American History (Three credit hours)

Three credit hours of American government or American history selected from HIS 10500, HIS 10600, HIS 15500, HIS 21500, HIS 21600, PS 15500, and PS 15600.

Culture and Civilization (Three credit hours of world history since 1500 or global history since 1500 and six credit hours of designated cross/cultural courses or foreign language)

HIS 10000 or HIS 22100 and two courses designated as cross cultural selected from ANT 11200, ANT 21000, ANT 30000, ANT 31700, ANT 32400, ANT 33400; ART 22200, ART 22400, ART 35400, ART 35600, ART 35700, ART 36100, ART 36200, ART 36300, ART 36400, ART 38300; CJ 22500; COM 28602, COM 37000, COM 37600, COM 38601; DAN 11000, DAN 37100; ECON 33035; ENG 20100, ENG 20200, ENG 21600, ENG 24500, ENG 25000, ENG 28100, ENG 33500, ENG 38100; FLC 10300; FLF 32000, FLF 33700, FLF 35000, FLF 35100, FLF 36000, FLF 38200, FLF 40000, FLF 41000, FLF 41100, FLF 41200, FLF 41300, FLF 41400; FLG 32000, FLG 38200, FLS 32000, FLS 33500, FLS 33600, FLS 35000, FLS 35100, FLS 36300, FLS 36400, FLS 38200, FLS 40000, FLS 41200, FLS 41300, FLS 41500, FLS 41600, FLS 41800, FLS 42000, FLS 42100, GEO 20100; GEO 20200, GEO 20700, GEO 28100, GEO 30100, HIS 20500, HIS 22000, HIS 28200, HIS 38200; INTL 48070; MUS 35500, MUS 35600, MUS 35700; PHL 18100, PHL 28100, PHL 31800, PHL 38100; PS 30000, PS 35000; PSY 29001; REL 15000, REL 23000, REL 28100, REL 31000, REL 31800, REL 38100; SOC 31800; TA 33500, TA 33600, TA 37000; and TA 38700

or

Two consecutive foreign languages at or below the 30000 level (excluding native speakers), or two upper division (30000 or above) foreign language Culture/Literature classes.

Social Sciences (Six credit hours)

Six credit hours (from different disciplines) selected from ANT 11200, ANT 12200; CJ 10100; ECON 23010, ECON 23020; PSY 10000, PSY 10100; REC 20600; SOC 10200, SOC 21400, SOC 22000, SOC 24000, SW 24000, or SW 28000.

Mathematics* (Three to five credit hours)

One mathematics course in college-level mathematics selected from MTH 12100, MTH 13100, MTH 13400, MTH 13500, MTH 14100, MTH 15100, MTH 15200, MTH 17000, MTH 24100, MTH 27100, MTH 27200; PHL 21600; and PSY 30600.

Natural Science* (Seven to eight credit hours)

Two natural science courses, representing two of the following three areas: biological, earth, or physical, at least one of which must have a lab. Courses selected from Biological Science: ANT 13000, BIO 10000, BIO 10600, BIO 10700, BIO 11000, BIO 11200, BIO 11400, BIO 11500, BIO 12100, BIO 25100, BIO 25200, PE 20700; SCI 21400; Earth Science: ESC 10000, ESC 10500, ESC 11000, ESC 11100, ESC 12000, ESC 13000, ESC 13100. Physical Science: CHM 10000, CHM 10100, CHM 10500, CHM 11100, CHM 23000, CHM 23100, CHM 23200, CHM 24100, CHM 24200, PHY 11100, PHY 11200, PHY 25100, PHY 25200, PHY 30100, and PHY 30200.

*NOTE: Specific science courses are required for certain programs

General Education Requirements for the Bachelor of Science Degree

English Composition (Six credit hours)

ENG 15000 or EPP 15000 and ENG 17000

Note that in order to advance to Composition II (ENG 17000), students must earn at least a "C" in Composition I (ENG 15000 or EPP 15000). In order to advance beyond Composition II (ENG 17000), students must also have earned a "C" or better in Composition II (ENG 17000). This requirement applies also to students who have transferred their English composition courses into Lindenwood University.

Upon completion of ENG 17000, students are required to successfully complete the Writing Proficiency Assessment. If students do not pass the assessment, they are required to successfully complete the Writing Proficiency Lab, (ENG 21000) prior to graduation. Transfer students are also required to meet this requirement. It is strongly recommended that students complete the writing assessment immediately following the semester in which they complete ENG 17000.

Communications (Three credit hours)

Three credit hours selected from COM 10500, COM 11000, or SW 10000.

Humanities (Six credit hours of literature courses and three hours of philosophy or religion courses)

Six hours of literature courses selected from ENG 20000, ENG 20100, ENG 20200, ENG 21600, ENG 23500, ENG 23600, ENG 24500, ENG 25000, ENG 25600, ENG 27600, ENG 27800, ENG 28000, ENG 28100, ENG 30500, ENG 30600, ENG 30900, ENG 31000, ENG 33200, ENG 33300, ENG 33500, ENG 33700, ENG 33800, ENG 33900, ENG 34100, ENG 34200, ENG 34300, ENG 34700, ENG 35100, ENG 38000, ENG 38100, TA 33500, and TA 33600.

Three hours of philosophy or religion selected from PHL 10200, PHL 15000, PHL 18000, PHL 18100, PHL 19000, PHL 21400, PHL 21500, PHL 24000, PHL 25000, PHL 25200, PHL 26500, PHL 28000, PHL 28100, PHL 30500, PHL 31100, PHL 31200, PHL 31300, PHL 32500, PHL 38000, PHL 38100, REL 15000, REL 20100, REL 20200, REL 21000, REL 21100, REL 22200, REL 28000, REL 28100, REL 30000, REL 30500, REL 31000, REL 32000, REL 32500, REL 33000, REL 38000, REL 38100, and PSY 30500.

Fine Arts (Three credit hours)

Three credit hours of fine arts course selected from ART 10000, ART 13600, ART 18100, ART 18101, ART 21000, ART 22200, ART 22400, ART 24000; DAN 10100, DAN 11000, DAN 37100; MUS 15000, MUS 16500, MUS 33000, MUS 35500, MUS 35600, MUS 35700, MUS 38601; TA 10500, TA 11700, TA 31700, TA 33500, TA 33600, TA 33700, TA 37000, TA 38600, and TA 38700.

American Government or American History (Three credit hours)

Three credit hours in American government or American history selected from HIS 10500, HIS 10600, HIS 15500, HIS 21500, HIS 21600, PS 15500, and PS 15600.

Culture & Civilization (Three credit hours of world history since 1500 or global history since 1500)

HIS 10000 or HIS 22100

Social Sciences (Six credit hours)

Six credit hours (from different disciplines) selected from ANT 11200, ANT 12200; CJ 10100; ECON 23010, ECON 23020; GEO 28200; PSY 10000, PSY 10100; REC 20600; SOC 10200, SOC 21400, SOC 22000, SOC 24000; SW 24000, and SW 28000.

Mathematics* (Six to ten credit hours)

Two mathematics courses in college-level mathematics selected from MTH 12100, MTH 13100, MTH 13400, MTH 13500, MTH 14100, MTH 15100, MTH 15200, MTH 17000, MTH 24100, MTH 27100, MTH 27200; PHL 21600; and PSY 30600.

**NOTE: Specific math courses are required for certain programs*

Natural Science* (Ten to twelve credit hours)

Three natural science courses, representing two of the following three areas of earth, physical, or biological science, at least one of which must have a lab. Courses may be selected from Biological Science: ANT 13000, BIO 10000, BIO 10600, BIO 10700, BIO 11000, BIO 11200, BIO 11400, BIO 11500, BIO 12100, BIO 25100, BIO 25200, PE 20700; SCI 21400; Earth Science: ESC 10000, ESC 10500, ESC 11000, ESC 11100, ESC 12000, ESC 13000, ESC 13100; Physical Science: CHM 10000, CHM 10100, CHM 10500, CHM 11100, CHM 23000, CHM 23100, CHM 23200, CHM 24100, CHM 24200, PHY 11100, PHY 11200, PHY 25100, PHY 25200, PHY 30100, PHY 30200.

**NOTE: Specific science courses are required for certain programs*

Undergraduate Academics

Classification of Students

Academic progress is calculated in semester hours. To be classified as a sophomore, a student must have successfully completed at least 24 hours. To be classified as a junior, a student must have successfully completed at least 54 hours, and to be classified as a senior, the student must have successfully completed at least 84 hours. The classification of a student is changed only at the end of a regular university semester or term.

Academic Load

Full- and part-time student status is determined by the number of semester hours in which a student is enrolled during any given quarter, term, or semester. Note that international students must maintain full time student status to remain in compliance with US visa regulations.

Semester System

Undergraduate Students

12 or more credit hours: full-time
9-11 credit hours: three quarter-time
6-8 credit hours: half-time
1-5 credit hours: less than half-time

Graduate Students

9 or more credit hours: full-time
6-8 credit hours: half-time
1-5 credit hours: less than half-time

Course extensions (including culminating project extensions, capstone extension, and thesis extensions) are not counted among a student's "hours enrolled." For this reason, students who are only enrolled in the completion of a thesis, capstone experience, or culminating project are considered less than half time students. For purposes of a Missouri Student Grant, students must be enrolled in 12 hours (semester system) or nine hours (quarter system) both at the time the funds are requested and at the time the funds are received. One hundred and twenty-eight (128) semester hours are necessary to complete a bachelor's degree. Missouri students expecting to qualify for Missouri State Grant funds are required by the state to be enrolled in a minimum of 12 hours per semester or 9 hours per quarter. A full-time student in the day program may carry a maximum of 18 hours per semester without additional charge with the exception of fees noted for some courses. Hours in excess of 18 during a semester are subject to an overload fee and must be approved by the Dean of Academic Services. Students who request an overload and who have earned at least a cumulative 3.3 GPA may take courses up through 24 hours at no extra charge with administrative authorization.

Academic Calendar

Lindenwood University uses different calendars for different university programs. Fall semester begins just before Labor Day and ends before Christmas. Spring semester begins in January and ends in early May.

All Evening College programs, LCIE programs, the M.B.A. program, the M.S. (business specialty areas), the M.P.A., and the M.A. programs (business specialty areas) are offered either on a quarter calendar or 5-term schedule.

All other programs (including the M.A. in American Studies, Art and Theatre, Communications, Counseling, Education, Human Performance, Teaching English to Speakers of Other Languages, and Nonprofit Administration programs) are offered on a semester calendar. All academic credit is given in semester hours.

Course Offering Frequency

Each course description includes a statement indicating the anticipated offering of the course. Actual course offerings are dependent on student enrollment and availability of qualified instructors. The university reserves the right to cancel any course when the enrollment is below minimum requirements or an instructor is not available.

Course offering options include each of the following

1. Offered every semester.

2. Offered Fall semester only.
3. Offered Spring semester only.
4. Offered Fall semester of even numbered years.
5. Offered Spring semester of even numbered years.
6. Offered Fall semester of odd numbered years.
7. Offered Spring semester of odd numbered years.
8. Offered intermittently.

All Summer and J-Term courses are offered on an intermittent basis. All academic credit is offered in semester hours.

Course Numbers

Course numbers used at Lindenwood indicate the following:

- 10000-19999 Introductory courses open to all students without prerequisites
 20000-29999 Specialized courses normally open to all students
 30000-39999 Advanced courses normally having prerequisites
 40000-49999 Senior level courses having prerequisites
 50000-70099 Masters, Thesis, Ed.S., or Ed.D. courses
 80000-99999 Graduate level courses

Special Topics

XXX 19000-19999, XXX 29000-29999, XXX 39000-39999, XXX 49000-49999 Special Topics (1-6) Special topics selected from various areas of the offering department. May be repeated as topics will vary. Departments may designate specific course numbers for special topics designations if the requirements meet general education or major requirements.

Earned Credit Time Limits

Credits earned at Lindenwood University will be accepted toward a degree no matter their age except for requirements in the student's major. Credits earned in the student's major will be reviewed for approval by the department chair if older than five years. If the course must be repeated and it is not being offered in the normal sequence of course offerings in the current semester, it may be offered as a special topics class with credit counting toward graduation and in the student's GPA calculation.

Deans' List

Following the end of the fall and spring semesters, the Provost announces the names of traditional undergraduate students who were enrolled full time and have achieved a grade point average of 3.5 or above.

Honors

The Lindenwood faculty awards general honors to those undergraduate students who have completed all degree requirements with academic distinction. In order to be eligible for general honors, a student must have completed a minimum of 60 semester hours in residence at Lindenwood University. "In residence" hours are produced by taking graded Lindenwood courses. Transfer and experiential learning credits do not count as "in residence" semester hours. Students whose Lindenwood cumulative grade point averages fall within the following ranges are eligible for the honors outlined below:

1. The student who achieves a cumulative grade point average between 3.70 and 3.85 receives the degree cum laude.
2. The student whose cumulative grade point average is between 3.86 and 3.93 receives the degree magna cum laude.

3. The student who achieves a cumulative grade point average of 3.94 or above receives the degree summa cum laude.

Contract Degrees

The contract degree program is designed to serve students whose educational or personal objectives cannot be met through one of the standard Lindenwood programs but for which the university can provide faculty and other resources. The basic requirements for all bachelor's degrees shall be maintained. These include 128 semester hours for graduation, standard grading practices, writing proficiency assessment, and all applicable general educational requirements. The student for whom a contract is formulated shall have completed at least 36 semester hours of university credit and be in good academic standing.

Procedures for creating a contract degree are outlined below.

1. The student will work with a faculty advisor to develop a degree plan; both the student and the advisor will sign the proposed plan.
2. The student will submit the completed, signed plan to the school dean(s) for critique.
3. Once the proposed contract degree has been approved by the advisor and school dean, the student shall submit the proposed plan to the dean of academic services.
4. The dean of academic services will submit the proposed contract degree to the Academic Standards and Processes Committee for review by the ASPC and the provost.
5. The approved contract degree proposal shall be recorded and reported to the student and the faculty advisor by the provost within 30 days of the submission of the contract to the ASPC committee.
6. Any changes of degree requirements by the student and/or advisor after initial approval will nullify this contract, and a new contract will need to be drafted and approved using the same approval process.
7. The up-to-date contract degree program shall be made a part of the student's file in the Office of Academic Services.

Online Course

An online course is a method of instruction in which 100% of the course is taught using a learning management system platform. There is no time spent in an on-ground classroom. In some cases, students may meet for an introductory and/or summary meeting; however, these meetings are not mandatory.

Online Coursework Limit

Semester undergraduate students are limited to taking one online class per semester, except for those students enrolled in the Early Access MBA program.

Hybrid Course

A hybrid course is a method of instruction in which 75% or more of the course is taught using a learning management system platform. Time in the classroom is reduced, but not eliminated.

Independent Study

An independent study is an innovative, nonstandard class involving independent research/study on the part of the student

under the guidance of an instructor. The time requirement for an independent study is one documented contact hour every two weeks. It is strongly recommended that students who are granted independent studies have at least a 2.5 cumulative GPA. The course cannot be used to meet a general education requirement.

The Independent Study form must be completed and returned to the Registrar's Office no later than the third week of the term in which the work is to be done. An Add/Drop/Enrollment form and a 1-2 page course outline prepared by the student after consultation with the instructor must be attached. All Independent Study forms submitted after 5:00 p.m. on Friday of the first week of classes will require a Petition for Policy Exemption.

Tutorial

A tutorial is a class listed in the catalog and taught to a student on an individual basis. The content of the course is the same as the material taught in the regular class. The time requirement for a tutorial is one documented contact hour per week during the term in which the subject matter will be discussed and the student progress will be evaluated. Only instructors who have previously taught a class in the regular session will be allowed to teach a tutorial, unless permission is granted by the dean of the affected school. Only students with true need will be considered for a tutorial, and it is up to the academic school and instructor to grant a tutorial. It is strongly recommended that students who are granted tutorials have at least a 2.5 cumulative GPA.

The Tutorial Form must be completed and returned to the Office of Academic Services no later than the third week of the term in which the work is to be done. An Add/Drop/Enrollment form and a syllabus must be attached. All Tutorial Forms submitted after 5:00 p.m. on Friday of the first week of classes will require a Petition for Policy Exemption.

Internships

Internships are available in many areas of study and provide the opportunity for students to obtain academic credit through an out-of-classroom work experience. Each academic school publishes its standards for eligibility to undertake an internship. Standards vary by program. Students interested in applying for internships should contact their faculty advisors for additional information. Internships are billed at the current tuition rate per semester hour. Internships will be pass/fail.

J-Term

Every January, Lindenwood University-Belleville offers students the opportunity to earn up to four semester hours of course credit at no charge to the student. Students may register for up to four credit hours and the tuition for those hours will be waived. No student may enroll for more than four hours during J-Term without permission from his/her academic advisor and the provost. To be eligible for tuition waiver during J-Term enrollment, a student must be a full-time student, have been enrolled during the previous fall semester as a full time student, and be enrolled for the upcoming spring semester as a full time student. Students enrolled less than full-time during the previous fall semester or during the upcoming spring semester are eligible to take classes during J-Term at the published tuition rate. Students suspended at the end of the fall semester may not take a J-Term class.

National Outdoor Leadership School

Lindenwood University has an affiliate agreement with the National Outdoor Leadership School (NOLS). This agreement allows students to use appropriated financial aid to help pay for a NOLS semester course and receive credit through the Department of Recreation Leadership at Lindenwood. Students may enroll in 12 to 15 credits depending on the semester course. Contact the chair of the department of recreation leadership for more information.

Consortium Programs

Lindenwood University belongs to a consortium of colleges and universities in Greater St. Louis. The consortium includes Fontbonne University, Maryville University, Missouri Baptist University, and Webster University. Full-time traditional undergraduate Lindenwood students may enroll in courses offered at colleges and universities in the consortium and count those hours as part of their Lindenwood degree programs. Students must be enrolled full-time at Lindenwood University during the same term of enrollment at colleges and universities in the consortium. No additional tuition cost is involved for combined enrollments between 12 and 18 hours. Lab fees will be charged at the host university.

Academic Policies

Academic Honesty

Academic dishonesty is an exceptionally serious offense to oneself and one's colleagues. The fabric of a learning community is woven by a bond of trust: the work to which we affix our names is our own. To act otherwise is to undermine the contract of good faith on which productive study and the open exchange of ideas is based. Therefore, students wishing to maintain formal membership in a learning community must display the high level of integrity expected of all its members.

According to Lindenwood University's Academic Honesty policy, names of students found guilty of cheating or plagiarizing will be sent to the university provost. A first offense of academic dishonesty may result in a lessened or failing grade on the work/test or failure in the course. A second offense will lead to academic probation and failure of the class, and a third offense will result in expulsion from the university. Any questions concerning this policy should be directed to the Provost.

Advanced Placement

Lindenwood University-Belleville accepts Advanced Placement (AP) credit earned in most areas of study. If a student has AP credit, he/she should request scores to be sent to Academic Services for an evaluation of credit. Credit will be awarded based on the score received (3-5) and approval of the academic school affected.

Advanced Standing

Advanced standing is the administrative placement of students beyond introductory courses in a curriculum allowing credit for work done in other institutions or giving credit for examinations or other evidence of learning outside the university setting. Students must submit transcripts of previous academic study, results of examinations, or proof of occupational experience to be granted advanced standing.

Attendance

All students at Lindenwood University-Belleville are expected to attend all classes and class activities for which they have enrolled. If classes are missed, a student is expected to inform the instructors and to make up the work to the satisfaction of the instructors concerned.

At times, absence from class may be unavoidable—as in instances of prolonged illness, hospitalization, mandatory religious practices, or participation in an approved student activity. A student who has been hospitalized should submit a doctor's verification to the instructors of the courses missed. Written verification of religious observances may be required. The sponsor of an approved university activity for which students will miss classes will provide the office of academic services with a list of participating students, and instructors will be informed of their approved absences. This list of students will be submitted to the office of academic services for approval at least five class days before the date of the activity.

In the case of unsatisfactory work due to excessive absences from class, the instructor may give ample warning to the student that his/her work is unsatisfactory and may report a final grade of "F" to the registrar. Persons receiving benefits from the Veterans Administration are governed by special regulations concerning class attendance (See "Veterans Benefits").

Early College Start (ECS)

ECS is defined as courses taught in a high school and taken by high school students at the college level. ECS includes both courses taken through Lindenwood as well as courses taken at other universities and transferred to Lindenwood.

1. Students may transfer in no more than 24 hours of ECS credit. This includes credits earned through Lindenwood University as well as through other universities.
2. The amount of oversight the department or school has over courses offered through Lindenwood at area high schools will be determined by that department or school. The oversight may include
 - a. review of resumes/qualifications of high school teachers who offer Lindenwood courses for ECS credit.
 - b. yearly meetings with high school teachers who offer Lindenwood courses for ECS credit.
 - c. use of Lindenwood University end-of-the-semester assessments in high school classes taken for Lindenwood credit.
 - d. visits to high school classrooms offering courses for Lindenwood credit.
3. Students may be required to retake a course at the discretion of the department based on the age of the credits and the student's major.

Final Exams

All semester and quarter program courses are required to meet until the end of the scheduled academic periods as stated in the university calendar. Professors are required to hold a final exam or other significant evaluative activity at the scheduled final exam time as outlined in the final exam schedule.

There are to be no exceptions to these requirements. Faculty members are not to change the time of the final exam, either by changing the date of the exam or by changing the time of the

exam. Students should plan to attend their final exams on the scheduled dates.

In the event that classes are officially cancelled during final exams, the students' final course grades will be calculated based on the work in the course completed to that point, if 75% of the graded work in the class has already been assigned. If 75% of the graded work in the class has not been assigned by the final exam, a makeup exam will be scheduled.

Thesis/Culminating Project Extensions

Registrations for extensions on an undergraduate thesis must be completed by the student each succeeding term after the initial enrollment for his/her thesis/culminating project. The fee charged will be \$50 for each extension.

If the student fails to register for an extension term, he/she will no longer be considered a degree candidate. Should the student wish to resume the thesis, he/she must pay the full tuition rate for the thesis at the time of re-enrollment. In order to appeal that charge, the student must submit a written request to the Business Office controller and include any evidence that would substantiate the appeal.

Academic Procedures

Transferring Credit from U.S. Institutions

Students transferring credit from a regionally accredited university should submit official transcripts from each university attended to the Office of Admissions. Evaluation of transfer credit will be made by the Registrar only after all official documents have been received. (An official transcript must be sent directly from the U.S. institution and received in a sealed envelope.)

All credit hours accepted in transfer must be from regionally accredited colleges and universities, except in rare cases. Students may contact the dean of academic services for a list of non-accredited institutions from which credit is accepted. In order to count toward graduation, all credits must be earned at the 10000 level or above. Remedial courses will not be accepted by the university. Credits accepted from another institution that correspond to 30000 level or higher courses at Lindenwood University will be recognized as part of the 42-hour upper division requirement. Transfer credits numbered 30000 or higher from a four-year regionally accredited Institution will also count toward the 42 hours of 30000-level credit required for graduation and will be counted in the total number of credit hours earned. If courses contain similar or like content and credit and a passing grade has been earned, they will transfer as equivalents of Lindenwood's courses and credits.

If the content is unlike any course offered at Lindenwood but within our programmatic range of studies, elective credit may be granted. If the transfer credit is unrelated to any Lindenwood program, a maximum of 12 hours of technical credit may be granted. The appropriate department will determine if and how the evaluated transfer credit may be used to meet major and minor requirements.

Appeals of transfer credit evaluations should be submitted in writing to the Provost.

Lindenwood University will accept all grades of D or better in transfer except for classes equivalent to ENG 15000 or

EPP15000 and ENG 17000, which must be transferred with a grade of “C” or better. A grade of “D” will be counted for general education and elective courses. A student transferring to Lindenwood University with a “D” in a major course or a major course prerequisite may be required to retake the course at Lindenwood University; this decision will be based on department policy. Decisions concerning requirements to retake courses will be left up to the department chairperson (or dean if the department chairperson is unavailable) who has authority over that major. If a transferred course in which a “D” is earned is retaken, the transferred course credit will be removed from the transcript. Grades of P (pass) will be accepted in transfer and may count for either general education or elective credit. If a major or minor course requirement is transferred to Lindenwood with a P (pass) grade, the department chair and the dean of the affected school will determine whether the course will meet the requirement or whether the course must be retaken or replaced. In order to count toward graduation, the grade earned in ENG 15000/EPP 15000, Composition I, or English 17000, Composition II, either at Lindenwood or accepted in transfer, must be a “C” or better.

Course credit (hours) will be transferred to Lindenwood. Grades earned at other colleges will be made available in the CAMS system for advising purposes but not computed into the Lindenwood University GPA. Each department will decide on the equivalency of each transfer course relative to its respective degree requirement. There is no limit on the number of hours a student may transfer into Lindenwood. A transfer student must, however, take a minimum of 36 hours in residence in order to receive the degree. A transfer student must complete a minimum of 50 percent of his/her major at Lindenwood University, but a department or division may require a higher minimum number of hours to be taken at Lindenwood University in the major, minor, concentration, or emphasis area to earn the degree.

Transferring Credit from International Institutions

Students with transfer credit from an international institution **must** submit official transcripts from the international university attended to the Office of International Students and Scholars. The transcripts must be in their original language and must be accompanied by a certified English translation, provided by World Evaluation Services (WES). Applicants should contact WES at www.wes.org for more information about how to get transcripts evaluated. Students should list Lindenwood University as the recipient of the transcript evaluation. WES will also provide a copy of the evaluation directly to the applicant. The applicant should keep this copy for his/her records.

Note: transfer evaluation companies other than WES are not accepted by the university, and the use of such companies will result in non-acceptance of transfer credit.

The transcript translation documents will not be returned to the student. The transcript and the translation will become part of the student’s official file at Lindenwood University. If the applicant intends to transfer credits into an undergraduate program, the initial cost for the evaluation will be incurred by the applicant. However, once the applicant obtains a visa and arrives at Lindenwood University, the cost of the evaluation will be refunded (up to \$160 if the applicant provides the WES payment receipt to the International Student and Scholars Center.) For further information regarding the transfer of international credit,

please contact the university Office of International Students and Scholars at international@lindenwood.edu.

Transferring Credit after Enrolling at Lindenwood

A student at Lindenwood who wishes to take courses at another college or university while pursuing a degree at Lindenwood must first obtain permission for the transfer of these courses from his or her academic advisor, the dean of the school in which that course resides, and the registrar. A Prior Approval Form may be obtained from the Office of Academic Services. A student may be allowed to take a course from another school during a term in which the requested course is not offered at Lindenwood. Credits accepted in transfer do not affect the student’s grade point average at Lindenwood University.

Graduate Credit Earned by Undergraduate Students

With the approval of the dean of the respective school and the provost, undergraduate students may take up to nine semester hours at the graduate level during their senior year at no additional charge. These hours will count towards the graduate degree but not toward the bachelor’s degree. Under this option, a student must be enrolled in at least 12 semester hours of undergraduate classes each semester that he or she is taking graduate credit. A maximum of 6 graduate credits can be earned per semester. This policy allows a student to get an early start on a master’s degree and provides an incentive for students to continue their studies at Lindenwood University.

Stopping Out

One Semester Leave		One Year or More Leave
With Approved In Absentia Status Request	Without Approved In Absentia Status Request	With or Without In Absentia Status Request
Reapplication to University required.	Reapplication to University required	Reapplication to University required.
Previous Lindenwood grant reinstated	Previous Lindenwood grant not guaranteed	Previous Lindenwood grant not guaranteed
Upon return, complete new application at admissions office and enroll in courses with advisor.	Upon acceptance, attend scheduled University enrollment day to enroll in courses.	Upon acceptance, attend scheduled University enrollment day to enroll in courses.
Student is subject to the academic catalog requirements outlined in the catalog under which student was admitted.	Student is subject to the academic catalog requirements outlined in the catalog under which student was admitted.	Student is subject to requirements outlined in the catalog that is current at time of readmission.

Stopping out with Approval of In Absentia Status Request

A student who intends to take leave from the university (or stop out) for a single semester may request an official leave of absence by completing an *In Absentia Status Request* form, available either through the Office of Financial Aid or the Office of Undergraduate Admissions. Approval of an *In Absentia* request is contingent upon the student’s good academic standing. (Note that any student who is approved to take a leave of absence during a spring semester must also submit a housing request prior to departure to ensure a housing assignment for

the following fall semester.) Students whose requests for a leave of absence are approved, must, upon their return to campus, visit the admissions office to complete a new application to the university in order to confirm accurate enrollment and reinstatement of financial aid and be readmitted to the university as described under the Readmission section of the catalog.

Notes: (1) Lindenwood grants will be re-instated at the time of the student's return to the university only if an In Absentia request was submitted and approved. (2) A student whose request is approved and who leaves Lindenwood University for no more than one semester is subject to the degree requirements outlined in the academic catalog under which the student was originally accepted to the university.

Stopping out without Approval of *In Absentia* Status Request

A student who leaves the university without completing an *In Absentia Status Request* is considered to have departed the university. Should such a student decide to return to the university at a later date, he or she must submit a new application for admission and be readmitted to the university as described under the *Readmission* section of this catalog below. *Notes: (1) Reinstatement of any Lindenwood grants that the student was awarded prior to his or her departure from the University is not guaranteed upon the student's return. (2) Students who are readmitted to the university after more than one year of absence will be subject to the degree requirements outlined in the academic catalog that is current at the time of the student's return to the university. (3) Upon the return of any student after an absence of five or more years, a review of the student's previously earned credits in the major will be reviewed for approval by the department chair. (4) Any course or courses that must be repeated will be taken as special topics classes, and credit and GPA for such courses will count toward graduation.*

Readmission

Any undergraduate student who has not been enrolled in Lindenwood courses for one or more semesters and who wishes to resume his or her coursework must be readmitted to the university by submitting a new application to the Office of Undergraduate Admissions. Students who were suspended at the time of departure from the university must also submit a letter of appeal to the Vice-President for Academic Affairs. Upon review of the new application, the admissions office will update the student's profile in preparation for the student's return to Lindenwood. Students without prior approval for a leave of absence will then be directed to attend a scheduled enrollment day on which to enroll in courses. Students with prior approval for the leave of absence will be directed to contact their advisors to enroll in classes. *Notes: (1) Students who are readmitted to the university after an absence of one semester will be subject to the degree requirements outlined in the academic catalog under which the student was originally accepted to the University. (2) Students who are readmitted to the university after an absence of one year or more will be subject to the degree requirements outlined in the academic catalog that is current at the time of the student's return to the university.*

Re-Enrollment With Prior Approval of *Absentia* (After One Semester Un-enrolled)

Students returning to Lindenwood after an approved leave

of absence must visit the Office of Undergraduate Admissions upon their return to complete a readmission application. Students who have received indication of acceptance from the admissions office are eligible to bypass the designated enrollment day and meet directly with an academic advisor to enroll in classes.

Note: Students who re-enroll after an approved absence of one semester are subject to the degree requirements outlined in the academic catalog under which the student was originally accepted to the university.

Re-Enrollment Without Prior Approval of *Absentia* or After One or More Years Un-enrolled

Students who must be readmitted to the University (as described in the *Readmission* section of this catalog, above) and who have received indication of acceptance from the admissions office are eligible to re-enroll in Lindenwood courses and will be enrolled in classes on a scheduled University enrollment day. (For dates of scheduled enrollment days, contact the Office of Undergraduate Admissions.) Any changes in the student's degree or major requirements between the time of the student's departure and the time of the student's return to Lindenwood will be discussed at the time of enrollment. *Notes: (1) Students who are readmitted after only one semester of non-approved absence are subject to the degree requirements outlined in the academic catalog under which the student was originally accepted to the university. (2) Any student who is readmitted to the university after one year of absence or more will be subject to the degree requirements outlined in the academic catalog that is current at the time of the student's return to the university. (3) Upon the return of any student after an absence of five or more years, a review of the student's previously earned credits in the major will be reviewed for approval by the department chair. (4) Any course or courses that must be repeated will be taken as special topics classes, and credit and GPA for such courses will count toward graduation.*

Withdrawing from Courses

Undergraduate students may drop a class within the first week of class of each term without having to obtain the signature of the faculty member, and the class will be dropped as a "never attend" if the drop does not affect his/her academic load. Students dropping a class during the first week of class resulting in a change of his/her academic load will be withdrawn from his/her class with the grade of "W" if the student attended the class. Students wishing to withdraw from all of his/her classes need to obtain the signature of each instructor to indicate the last date of attendance in each class.

To withdraw from a course with a "W," students must complete and sign a withdrawal form before the last day to withdraw with a "W," secure the signature of his/her academic advisor, and, if he/she has attended the course at least once, the signature of the instructor of the course. Students wishing to withdraw from a course after the deadline to withdraw with a "W" will receive either a grade of "WP" (withdraw passing) or "WF" (withdraw failing).

The deadline for WP/WF grades shall be a date for each term as set annually on the Academic Calendar at the 60% mark of the term, semester, quarter, or five-term program. Neither grade will affect the student's grade point average. (Students should also refer to the Withdrawal and Refund section of this catalog.)

Late withdrawals will be approved only under extreme circumstances. Only extraordinary, documented reasons for withdrawing after the stated deadline will be honored. Requesting a late drop due to a low grade in the class, lack of interest in the subject matter, a different learning style from that of the classroom professor, or a change of major/requirements are not reasons that will be honored.

If a student believes that extraordinary circumstances require withdrawing from a class after the deadline, the student must complete the following steps:

1. Write a letter fully specifying the reasons for the withdrawal.
2. Gather supporting documentation (physical report, court documents, hospital documents, etc.)
3. Meet with the academic advisor for a signature on a Petition for Policy Exemption.
4. Meet with the dean of the school for a signature on the exemption form.
5. Submit the signed form to the Vice President for Academic Affairs.

If approved, the student will receive either “WP” (withdraw passing) or “WF” (withdraw failing), depending upon the grade at the time the student withdrew. If a student determines, after the term has ended, that a withdrawal from a class would have been the best option, he/she may request that the grade assigned be changed to a WP/WF by using the procedure described above.

Adding a Course

Students may not add a course after 5:00 p.m. on Friday of the first week of the semester. Students may add a class during the second week of class only with extenuating circumstances and with signatures of the course professor, dean of the appropriate school, and the provost. A Petition for Policy Exemption is required in addition to a drop/add/enrollment form.

Preparing for Graduation

Students are responsible for tracking their own academic progress and eligibility for graduation. Specifically, each student must track his/her own progress through a degree program by maintaining a checklist of all requirements, including major and minor requirements, general education requirements, free electives, sufficient number of 30000+ level courses, and total number of credit hours completed. The academic advisor will confirm that all degree requirements have been met; however, the student is ultimately responsible for tracking his/her own progress through his/her program and meeting all requirements for graduation. The major advisor has the authority to approve academic work within the major; however, only the chief academic officer of the university and the registrar have the authority to certify that all requirements for graduation have been fulfilled and post a notification of degree completion on a student’s transcript.

In addition to tracking their own progress through academic programs, students must each submit an Application for Degree. The application must be signed by the student and the student’s academic advisor and be submitted to the Office of Academic Services. Failure to submit an application by the appropriate deadline may postpone the posting of the student’s degree. The application deadlines are as follows:

Students Must apply for graduation by

May Dec 30 of the previous year
August February 28 of the same year
December May 30 of the same year

Grading System

Lindenwood University operates under the 4.0 grading system. The grade point average is computed by dividing the total number of quality points earned by the total number of semester hours attempted. An “A” carries 4 quality points; thus, a course worth three semester hours in which a student earned an “A” would merit a total of 12 quality points. A grade of “B” carries 3 quality points; a grade of “C” carries 2 quality points; and a grade of “D” carries 1 quality point. A grade of “F” carries no quality points and no credit. A grade of “AF” (attendance failure) carries no quality points and no credit. Only grades earned at Lindenwood are used in computing the GPA.

A grade of “A” represents work of outstanding quality; it indicates that the student has shown initiative, skill, and thoroughness and has displayed originality in thinking. A grade of “B” is awarded for work of high quality, well above average. The grade of “C” indicates average work and satisfactory completion of course requirements. The grade of “D” indicates minimally satisfactory completion of course requirements. A grade of “F” or “AF” indicates that one’s course work is unsatisfactory, and no credit is given.

Auditing a Course

A student may enroll in any lecture course as an auditor. Students are not permitted to audit skill courses such as studio or photography courses involving extensive supervision by an instructor. Auditors will be expected to attend all classes. No credit may be earned or later claimed by a student who audits a course. A student has one week into a regular term and two class meetings into a quarter or summer session to make a change in registration to audit a class or to take it for credit. The audit fee is 50 percent of the regular tuition for a course.

Retaking a Course

An undergraduate student who has received a grade of “D”, “F” or “AF” in a course (except for LUL 10100 or LUL 10101) may repeat the course. Only the last grade earned will be used in the calculation of the grade point average. Repeating a course does not remove the previous grade from the transcript. LUL 10100 and LUL 10101 may not be repeated.

Withdrawal (W, WP, WF)

Students may withdraw from a course with any of the following classifications: *Withdraw (W)*, *Withdraw Pass (WP)*, *Withdraw Fail (WF)*.

A grade of “W” indicates that the student withdrew from a class with no affect to the student’s GPA. A student wishing to withdraw from a class for a grade of “W” may do so by completing an add/drop form and securing the signature of his or her advisor and course instructor before the appropriate deadline. If the student misses the first Withdrawal deadline, a second date, set at the 60% mark of the semester, term, or quarter, marks the deadline to apply for a “WP” or “WF.” A grade of “WP” indicates that a student wishing to withdraw from a class was passing the course at the time of the request to withdraw; a grade

of “WF” indicates that the student was failing the course at the time of the request to withdraw. Neither “WP” nor “WF” will affect the student’s GPA.

Attendance Failure (AF)

This grade is used when a student stops attending a particular class prior to the published deadline to receive a grade of WP or WF but does not withdraw from the course. The grade of “AF” is treated as a grade of “F” in the calculation of the student’s grade point average.

No Grade (NG)

An administrative grade of “NG” is assigned by the registrar when final course grades have not been submitted prior to making grades accessible to students. Under normal circumstances, the “NG” grade will be cleared within two weeks from the end of the term. Faculty members are not authorized to submit a grade of “NG.”

Incomplete (I)

A grade of “I” (incomplete) is given at the end of a term only for failure to complete course work due to exceptional circumstances beyond the student’s control, such as an extended illness, hospitalization, or death of a close relative requiring absence from campus for more than a few days. When assigning an incomplete grade, the professor should consider whether the student is capable of successfully completing the course. Incompletes should be offered only toward the end of the term for students who are, at the time, successfully completing the coursework.

An “I” grade must be resolved prior to the end of the next term, semester, quarter, or 5-term program; otherwise, it automatically becomes an “F.” Any request to extend the time needed to complete an “I” must be submitted to the registrar no later than two weeks before the date the grade is due. Requests will then be sent to the appropriate school dean and vice president for academic affairs to be considered for approval.

Pass/Fail (P/F)

Some academic activities such as practica, internships, residencies and thesis projects are graded on the basis of Pass/Fail. In these cases, the grade of “P” denotes successful completion of the assigned requirements for the aforementioned academic activity courses.

Appealing Grades

Students who wish to appeal a final grade must first contact the course instructor. If the matter cannot be resolved through the instructor, the student may appeal in writing to the appropriate school dean or the provost. An Academic Grievance Committee may be convened to hear academic grievances concerning grades and other academic matters before a recommendation is made to the president for review by the president or his designee.

Information concerning these procedures is available through the provost. Notice of intent to file a grievance must be made in writing to the appropriate school dean or provost within six weeks of receipt of the grade. Changes under this procedure will only be made during the term immediately following the term in which the disputed grade was given.

Lindenwood University shares information from students’

formal written complaints with the North Central Association of Colleges and Schools as part of its normal accrediting process. This information is shared in such a manner as to shield all individual identities of complainants. No letters or documents revealing the identities of individual complaints will be shared without the express written permission of the complainants.

Lindenwood University has a number of appeals and grievance processes in place (see, e.g., the process for “Appeal of Financial Aid Suspension”) in various university publications. Once the normal appeals and grievance procedures have been exhausted, students may make formal written complaints concerning academic matters to the provost and those complaints concerning student services to the vice president of student development. All other formal written student complaints should be directed to the president’s office.

Academic Scholarship Standards

The following standards of scholarship have been established by the faculty of Lindenwood University:

1. To qualify for graduation, an undergraduate student must attain a cumulative grade point average no lower than 2.00. Failure to maintain established standards of scholarship will result in probation, warning, suspension, or dismissal from the university.
2. An academic warning will be given to any student not suspended or placed on probation whose term G.P.A. is below 2.00.
3. A student will be placed on probation at the end of any term in which he/she falls below the established standards. If that standard is not attained by the end of the following term, the student may be suspended or dismissed from the university.
4. A student enrolled in six or more credit hours who fails to achieve a 1.00 average in the course work of any term will be suspended.
5. A student on academic probation may not receive a grade of incomplete.
6. A student who has earned 0-24 credits must attain a 1.60 grade point average. A student who has earned 25-54 credits must achieve a 1.80 average. A student who has earned 55-84 credits must achieve a 1.90 average, and a student who has earned 85 or more credits must attain at least a 2.00 in order to maintain acceptable academic progress. Failure to make the aforementioned academic progress at the end of any term will result in academic probation.

Academic Probation and Suspension

Undergraduate students must maintain a 2.00 GPA. The name of any student who does not maintain a 2.00 GPA will be sent to the provost, and such a student may be put on probation or suspended from the university. Students placed on probation may be subject to suspension or dismissal if the student’s work does not reach a satisfactory level. Academic suspension is normally for one term. A student who has been suspended may apply for re-admission.

Previously suspended students will enter on probation and be obligated to the requirements in the catalog in effect at the time of the readmission. Any re-admitted student failing to achieve the necessary grade point average by the end of the second

term after readmission may be permanently dismissed from the university. Appeals of academic suspension and petitions for readmission should be directed to the provost for review by the president or his designee. A listing of requirements that must be met in writing in order for an appeal to be resolved will be sent to each student. This listing is also available in Academic Services.

Notification of Academic Suspension

In addition to being notified by mail, students will also be notified of their suspension by email (sent to the students' Lionmail directly from Academic Services). It is the responsibility of the student to check his or her portal and Lionmail regularly for purposes of receiving such notification. Note that students suspended at the end of the fall semester will not be permitted to enroll in any J-Term class.

Appealing Academic Suspension

Suspended students will be provided in writing with a date by which academic and financial appeals must be received. If appeals are not received by that date, the student will be dropped from all classes, and if the student is a resident, on-campus housing will be cancelled. Appeal letters may be submitted by mail, email, or fax or may be delivered in person, although e-mailed letters are preferred. Full contact information should be included with the appeal.

Dismissal

The university reserves the right at any time to request the withdrawal of a student who is unable to meet academic standards or whose continuance in the university is considered to endanger the student's own health or well-being or that of others or who does not observe the social regulations and standards of conduct of the university.

Academic Services

Requesting Transcripts

A request for a transcript should be made either on a Transcript Request Form or by letter to the Office of Academic Services, including name, last four digits of social security number, dates of attendance, and current address. Normal processing time for transcripts is three days. Students may also request a transcript online by accessing the Lindenwood University website and completing the Transcript Request Form located in the "Academics" area. A fee of \$5 is charged for each transcript requested.

Requests for official transcripts of the academic record will not be filled until authorization has been received in writing from the individual student.

A transcript will not be issued when the student is delinquent in payment of tuition or fees, has not returned library books, or when there are other unfulfilled obligations to the university. Students will be given 30 days after a transcript request has been made to clear any outstanding balance with the Business Office. After 30 days, it will be the student's responsibility to submit a new request for transcript. *Note: all information in each student's university record folder is considered confidential and is issued only to authorized individuals.*

Requesting Grade Reports

Grade cards are available through the student portals, as are transcripts, class schedules, and information about the business office statements and financial aid. Because grade reports are available online to all students, Lindenwood University no longer mails grade reports to students.

If a student needs a copy of his/her grades for work reimbursement, a copy of all grades can be printed by the student from his/her portal and submitted for reimbursement. If the student's workplace will not accept the printed copy, the student should submit a written request to the dean of academic services (academicservices@lindenwood.edu) and a copy will be sent to the employer. The request must include the mailing address to which the report should be sent, student ID, term for which grades are requested, signature of the student making the request, and a call back number. The request can be sent by fax to (636) 949-4776.

If students have any questions about their Lionmail accounts or their student portals, they can contact CAMSSupport@lindenwood.edu.

The Family Educational Rights and Privacy Act

In conformance with the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment), Lindenwood University has established a system to ensure that students have complete access to their educational records and the right to challenge information they believe to be inaccurate or misleading. Information about these procedures can be obtained from the office of academic services. Unless specifically prohibited by the student, Lindenwood University may release "Directory Information" at its discretion for government-mandated reporting, news releases, and other purposes that it believes serve the student's interest. This includes (1) full name, (2) local and home addresses, (3) local and home telephone numbers, (4) e-mail address, (5) date and place of birth, (6) most recent educational institution attended, (7) enrollment status, (8) class level, (9) dates of attendance, (10) degrees, awards and honors received, (11) participation in officially recognized activities and sports, (12) weight and height of athletic team members, and (13) photographs. Students may withhold information from some of these disclosure requests by notifying the office of academic services in writing the first week of each term. All written requests for non-disclosure will be honored by the university for only one term; therefore, authorization to withhold student information must be filed during each term of attendance. Students have a right to voice any concerns with the Department of Education.

Study Abroad

Lindenwood University requires that all international study for which degree credit is earned must contribute to the student's academic program. The student has two options:

1. Independent study or study abroad programs, either under the direction of a member of the Lindenwood faculty or by a host institution that has been recognized by the sponsoring member of the Lindenwood faculty.
2. An established program supervised by an American college or university with credits transferred back to Lindenwood;

Either option must be approved by the department at

Lindenwood that will recommend credit.

To be eligible for a study abroad program, the student must

1. Have at least junior standing, except in unusual cases (consult the director of the program for details);
2. Have a grade point average of 2.0 or higher, except in unusual cases (consult the director of the program for details);
3. Have facility in the spoken language of the country to which he or she is going or is planning to study the language as part of the approved coursework;
4. Satisfy the director of the program that he or she has the maturity and self-reliance needed, and
5. Have a definite educational objective acceptable to the director of the program.

Specific programs may have additional requirements.

Deadlines for application vary according to the program, and it is the responsibility of the student to be informed as to those deadlines.

Final approval of the program and the credit to be granted after completion of the study rests with the dean of academic services who acts on the recommendation of the director of the program.

All responsibility for travel, finances, application for admission to a foreign institution where applicable, and other necessary arrangements rests with the student. For some programs, a student's enrollment in a program of study abroad is considered enrollment at the home institution for the purposes of applying for assistance under the Title IV programs; students should consult the director of financial aid for additional information. Questions about student study abroad opportunities may be directed to the director of international admissions.

Students wishing to complete a study abroad program through another institution should research such options, and once a program is chosen, meet with the provost in order to receive approval to have the coursework transferred back to Lindenwood University. Students should take care to choose a program associated with an accredited institution. Students will also need to complete Prior Approval forms and have them signed by the department chairs of the affected academic schools. Steps for this process will be covered in the meeting with the provost.

Experiential Learning

Experiential Learning Credit Process

Lindenwood considers experience such as career-oriented skills acquired on the job, participation in business seminars, experience in community affairs, self-developed training in particular fields, or non-credit courses with academic content as part of the many possibilities for experiential learning credit. It is important to note that we do not award credit for experience. Credit is awarded for the college level knowledge and learning gained from the experience. Credit is not granted for non-university level learning or routine tasks, outdated or forgotten knowledge, or private experience. Limits for credit are also imposed on the acquisition of certain technical skills and specialties. In addition, credit is not given for learning that duplicates a university course already taken. Students may request up to 27 hours of credit through the experiential learning process depending on the requirements of their degree program. Amounts of credit may vary according to the time spent in particular activities and the nature of the learning

experience. Students may satisfy some requirements through experiential learning credit in their major; however, at least 18 semester hours of coursework toward the major must be taken at Lindenwood University. Lindenwood cannot guarantee how any other university might interpret transfer credit from the Experiential Learning Credit program.

The Portfolio

The criterion for the award of experiential learning credit is knowledge accumulated, not time involved. The student may claim such knowledge by the preparation of a portfolio in which the student validates the experience with proof by certificate, diploma, syllabi, letters of testimony, and/or samples of work accomplished. A substantial essay describing the knowledge gained in the learning experience accompanies the validations. The experiential learning coordinator will help the student develop a portfolio. The coordinator will identify potential credit areas and discuss the organization of the portfolio and whether the process justifies the learning equivalent of existing university level courses. Students wishing to receive experiential learning credit in their majors must apply before taking courses in their major. Once the portfolio has been approved, the student will be charged a portfolio fee of \$300 and \$90 per credit hour. Credit will not be applied to the transcript until payment is received. Financial aid may be applied to experiential learning, but the student must be enrolled in classes at the time the request for funding is made.

Experiential Learning Not Requiring a Portfolio

Certain learning experiences are sufficiently standardized and do not require the preparation of a portfolio. Lindenwood University accepts the recommendations for credit set by The American Council on Education (ACE). The student must provide the ACE transcript or certificates verifying the training recognized by ACE. ACE credits will be applied to the student's transcript upon receipt of the \$90 per credit fee. Credit will not be applied to the transcript until the student has paid the fees. The application of credit is evaluated upon presentation of proof of certification or transcripts.

Credits Transcribed

The application of credit for the following professional training or credentials is evaluated upon presentation of transcript:

1. Registered nurse (RN) (up to 12 hours). Official transcript from a school of nursing and RN program required.
2. Licensed practical nurse (LPN) (6 hours). Official transcript from an LPN program required.
3. Medical Laboratory Technician (MLT) or Radiologic Technician. Official transcript from accredited school of MLT or school of radiology and completion of an accredited course of medical laboratory required.
4. Emergency Medical Technician (EMT). Completion of training and certification for EMT (up to 12 hours). Copy of license required.
5. Respiratory Therapist (RT). Completion of training and certification in respiratory therapy (up to 12 hours). Official transcript from accredited school of RT required.
6. Graduates from the St. Louis or St. Charles Police Academies (up to 15 hours). Copy of certification or

- official transcript required.
7. Real estate sales license (3 hours). Copy of license required.
 8. Real estate broker's license (3 hours). Copy of license required.
 9. Life insurance license completion or training and certification for life insurance licensure (3 hours). Students may be eligible for an additional three credit hours in an area of specialization. Copy of license required.
 11. Stockbroker's license completion of training and certification for a stockbroker's license (series 6 or 7) (up to 6 hours). Copy of completion certificate required.
 12. Certified legal assistant (up to 24 hours). Copy of certificate required.
 13. Certified professional secretary in selected business and economic areas (up to 14 hours). Copy of completion certificate required.
 14. YMCA leadership development courses (up to 5 hours). Submission of YMCA transcript required.

Credits Transcribed for \$25

Per a credit agreement with Boeing, credits for Boeing employees will be transcribed for a \$25 fee. To be eligible for such transcription, the candidate must have completed Boeing's V.I.P. or Learning Together Program courses (up to 12 hours). Copy of completion certificate required.

CFT Credits

CFT credits are treated like transfer credits from any institution. Lindenwood University agrees to provide direct transfer credit for designated college-level course work offered by the Center for Financial Training (CFT). A complete listing of course equivalences and acceptable transfer credit may be obtained from the Registrar's Office or the experiential learning coordinator.

Military credits are transcribed at no charge based on ACE recommendations. Military experience: Students seeking an experiential learning award for military experience, formal courses in the military, or for proficiency in a military occupational specialty (MOS) must provide official military records. For military experience and formal courses, veterans should submit a DD Form 95, DD Form 214, AARTS and/or SMARTS transcripts, depending on the branch of the military, or a transcript of in-service training.

Training courses offered by specific companies or corporations may be awarded credit for experiential learning. For a list of these companies and eligible courses, check with the registrar or the experiential learning coordinator. The award of credit for life experience is a well-established principle in hundreds of colleges and universities around the country.

Lindenwood University has been awarding credit for experiential learning for many years. Our faculty and administrators have worked to create and maintain a program that meets the needs of students and the requirements of educators. The university and the program have the approval of the Higher Learning Commission of the North Central Association of Colleges and Secondary Schools.

Proficiency Examination -CLEP and DANTES

Many undergraduate courses at Lindenwood University may be challenged by examination. Exceptions include, but are not necessarily limited to student teaching, internships, studio courses, laboratory courses, and private music lessons. In addition, students may not receive credit for courses they previously have audited or attended unofficially. College Level Examination Program (CLEP) and DANTES Subject Standardized Tests may also be used to qualify for specific credit. Students with CLEP and/or DANTES credit should consult with the Lindenwood registrar to determine whether their achievement levels qualify for Lindenwood credit. A student may earn a maximum of 27 hours of credit through a combination of proficiency exams, recognized coursework, or portfolio creation. Credit is granted based upon the scoring recommendations set by the College Board Assessment Program. The student has the option to apply the course credit towards graduation requirements or to have the course waived based upon need and advisor recommendation. A waived course does not count towards the total course credits required for graduation. There is no additional cost for a course to be waived through CLEP or DANTES; however, there is a \$90 per credit hour transcription fee to have the course added to the transcript. Lindenwood University does not currently administer College Board Examinations, and the student will need to arrange to have test results sent directly to Lindenwood for evaluation.

Please note: CLEP credit will not be awarded to non-native English speaking students who complete a CLEP exam in their native language.

Proficiency Examination

Students who pass a proficiency examination have two options. They may request to have the course waived and no credit is granted. There is no fee for this, as no credits will be added to the transcript. They may also request to have course credit granted and posted on the transcript. The cumulative grade point average is not affected in this case because no grade is recorded for a course completed in this manner. An administrative fee of \$90 per credit hour is charged and must be paid before the credit is posted to the transcript. The charge for the proficiency examination is a flat rate. It may not be included in the student's full-time tuition or any other enrollment charge nor will the student be charged an overload fee. **Note: This fee is subject to change. Please consult the fee schedule for current rates.*

Fees & Payment Student Expenses

Full-time Undergraduate Tuition

(12 through 18 credit hours)	\$6,825/semester
Overload Fee	\$395/credit hour

(a charge to full-time students who take more than 18 hours in a term)

Part-time Tuition

Undergraduate semester rate	\$395/credit hour
Undergraduate quarter rate	\$326/credit hour

Housing & Meals

Semester.	\$3,500/term
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Quarter	\$2,905/quarter
Room fee during breaks.	\$226/week
Other Fees	
Housing/Enrollment Deposit (non-refundable).	\$300
Activity Fee	\$175/term
Communications Fee-Residence Halls	\$150/term
Student E-Mail Fee	\$30/term
Online surcharge	10%/course
Lab Fee (in specified courses).	\$30-\$75
Course Studio Fee (general)	\$30-\$75
Course Studio Fee (other*)	\$85/course
Student Teaching Fee.	\$250
Applied Music Fee.	\$150/credit hour
(For individual lessons in piano, voice, orchestral instruments and organ; per semester hour credit)	
Experiential Learning Fee (one-time only charge)	\$300
Experiential Learning Credit	\$90/credit hour
Late Registration Fee.	\$25
Promissory Note Origination Fee	\$25
Late Payment Fee (per month)	\$50
Culminating Project Extension Fee.	\$50
Culminating Project (Graduate).	\$150
Graduation Processing/diploma fee Undergraduate	\$100

*Includes such items as ceramics, color theory, photography and figure drawing

Note: The undergraduate or graduate contract degree rate will be determined at the time of admission into the program. Provisions for extended stay housing and meals, degree programs, and tutoring and additional services are available upon request.

Students are expected to pay tuition charges prior to the beginning of each term. Students may use financial aid (grants and loans) as payment. Student Aid Reports and loan applications should be submitted to the Financial Aid Office prior to the beginning of each term.

The communications fee covers telephone service, voicemail, and cable TV services. The university provides complimentary Internet service to resident students living in the dormitories and some on campus housing.

Housing Deposit

Resident students are expected to pay a \$300 non-refundable fee to reserve their rooms. The room reservation fee becomes a refundable room damage deposit after the student has attended classes and the semester charges have been paid.

This deposit remains on account at the university as long as the student resides in campus housing. Any damage to the assigned housing during the time of residence will be deducted from the deposit. Students are entitled to a deposit refund upon completion of the Residential Check-Out process once all outstanding debts to the university have been satisfied. If a new student withdraws prior to the beginning of a term, the housing application fee is not refunded. Continuing students must notify the Resident Life Office of plans not to return as a resident student the following term and complete the Residential Check-Out process. Failure to complete this process by the date of the last class or exam preceding the departure will result in forfeiture

of the deposit. No refund for room and board charges will be made for an academic year after the student signs either a New Student Housing Application or a Returning Student Housing Application.

Students must meet all financial obligations to the university in order to qualify for a room damage deposit refund. Application materials for the refund are available in the Business Office.

When students have been accepted for admission, students and their parents and/or guardians accept all the conditions of payment as well as all the regulations of the university. In making the initial payment of \$300, the student and the parent or guardian acknowledge these terms and signify acceptance of these obligations. No promise or contract that differs from these terms shall bind the university unless it has been signed by the chief operating officer of Lindenwood University. The university reserves the right to increase or reduce fees each year according to changes in fiscal conditions.

An additional charge may be added for all single rooms in the dormitories and/or apartment/house living quarters (on a space availability basis).

Payment Options

All tuition charges and fees are payable prior to the beginning of the term. Students should consult their student account representatives in the Business Office regarding due dates or to make other payment arrangements prior to the beginning of the term. Payment options include:

Corporate Promissory Note: The Corporate Promissory Note is available to students who work for companies that have tuition reimbursement plans. Proof of employment and a copy of the company's reimbursement policy must be on file in the Business Office. The amount of the promissory note cannot exceed the amount the employer pays for tuition for each term. The due date for all promissory notes is 30 days following the conclusion of the term for which the note applies. A monthly late charge will be assessed after this date. By signing a promissory note, students give Lindenwood University permission to contact their employers if the note is not paid by the date due.

Direct Debit Payment Note (DDP): Lindenwood University offers a Direct Debit Payment Plan for the convenience of students. Their payments can be made directly (electronically) from their checking accounts. There are no fees associated with this method of payment. Any payment or financial aid received prior to the promissory note due date will be applied to the balance appearing on the student's account.

Delinquent Accounts

Students must meet all financial obligations to the university in order to qualify for continued enrollment or graduation. This means that, each semester or term, each student must pay all money due to the university, including tuition, fees, traffic fines, library fines, and any other financial obligation. A student with a delinquent account can expect that

1. enrollment for a succeeding term will not be allowed.
2. grades for the current term will be held.
3. a transcript will not be issued.
4. the student will not be permitted to graduate.

Withdrawal & Refund

Students wishing to withdraw from Lindenwood University-Belleville should contact both the Office of Academic Services and the Financial Aid Office. In order to receive the proper refund, any notification of withdrawal or cancellation and requests for refund should be made in writing. To begin the withdrawal process, students should submit a completed withdrawal form to the Office of Academic Services located in Main 212. The office hours are Monday-Thursday, 8 a.m. until 6 p.m., and Friday, 8 a.m. until 5 p.m.

Calculations of the return of Title IV aid or tuition adjustments will be based on the last date of attendance for the term in which the student attends and withdrawals. A student who receives Title IV aid while attending Lindenwood University and withdraws during the first 60 percent of the term will be disbursed Title IV aid in direct proportion to the length of time he/she remains enrolled. A student who remains enrolled beyond the 60 percent point of the term will not be entitled to a return of Title IV aid.

All students are subject to the Lindenwood University-Belleville refund calculation as described below. If any student withdraws prior to the beginning of a term, all payments for that term, except the initial \$300 non-refundable room reservation deposit, will be refunded. The refund policy for tuition, including overload charges for semesters schedule, is as follows:

Withdrawal during 1st two weeks of term.	75%
Withdrawal during 3rd week of term.	50%
Withdrawal during 4th week of term.	25%
Withdrawal after 4th week of term	no refund

No refund for room charges will be made for a term after the student signs either a New Student Housing Application or a Returning Student Housing Application. Application, activity, lab, miscellaneous fees, and room reservation deposits are nonrefundable, except as indicated under "Enrollment Deposit" and above.

Appeals of Refund Calculation

Appeals of withdrawal and refund calculations, or other institutional charges, from students and parents who feel that individual circumstances warrant exceptions from published policy should be addressed to the Business Office controller. In order to appeal a decision, the student must submit a written request to the Business Office controller including any evidence that would substantiate the appeal.

Refund Distribution of Financial Aid

After the amount of the refund has been calculated, the Financial Aid Office will determine the Title IV refund amounts according to the calculation schedule approved by the secretary of education. Refunds to specific Title IV programs will be made to the following programs in the order outlined: (1) Outstanding balances on FFEL Program Loans (Unsubsidized Stafford, Subsidized Stafford); (2) Federal Perkins Loans; (3) PLUS; (4) Federal Pell Grant awards; (5) Federal SEOG awards; (6) other Title IV student assistance; (7) other federal, state, private or institutional aid; and (8) the student. No Title IV program may receive a portion of the federal refund amount if that program was not part of the student's original package.

Cash Disbursements

When a student officially or unofficially withdraws from

school and has received a cash disbursement for educational expenses that exceeds non-institutional costs of education up to that time, the student owes the excess amount to the Title IV program(s) which helped meet the student's educational costs. Lindenwood University will follow the same procedures used in the refund policy to determine which Title IV program(s) will receive the student-owed repayment. The university will notify, bill, and collect the amount owed the Title IV program(s) from the student.

Withdrawal during 1st two weeks of term.	75%
Withdrawal during 3rd week of term.	50%
Withdrawal during 4th week of term.	25%
Withdrawal after 4th week of term	No Refund

Financial Assistance

Financial aid is available to all qualified students. Financial need may be met through a combination of state, federal, and institutional aid. Federal grants are outlined below. Institutional awards and grants are offered in the areas of academics, leadership, athletics, and the fine arts.

The Lindenwood University financial aid program provides assistance to students with financial need who would otherwise be unable to receive an undergraduate education. The primary responsibility for paying the student's education expenses rests with the student and his/her family, and the university expects both the student and his/her parent(s) to make a realistic contribution to meet these costs. Financial aid is a supplement for those students and families who cannot afford the entire cost of a university education.

What the student is expected to pay is determined by a standard analysis of the financial statement the student and his/her family must file. Lindenwood University uses the Free Application for Federal Student Aid (FAFSA) to determine eligibility for all Title IV and institutional assistance.

Lindenwood does not require students to fill out supplementary fee-based forms to determine eligibility for institutional financial aid. All students wishing to receive Title IV aid must submit a valid set of Student Aid Reports or a valid ISIR (Institutional Student Information Record) that results from the processing of the FAFSA and must complete any required verification. Financial need is calculated as the difference between the cost of attendance and the expected family contribution from the student and his/her parent(s). Financial aid is an award from grant, loan, and/or work funds that will help meet this need. Upon completion of all documentation necessary to establish eligibility, financial assistance will be posted to the student accounts at least once each term.

To be considered for financial assistance, a student applying for need-based aid must complete a FAFSA (Free Application for Federal Student Aid) online at www.fafsaed.gov. The LU school code is 002480. Students are reminded to press "print" because that is what submits the application. Students should then FAX submission results to the attention of their admissions counselors at 636-949-4989. If students have any questions about their SAR (Student Aid Report), they are encouraged to call 1-800-433-3243.

Scholarships

A variety of scholarships are awarded to students who have excelled in fields of study, community activities, the arts, or

athletic competition. Lindenwood University's admissions counselors can advise prospective students of the full program of scholarship availability. Although Lindenwood University scholarships and grants are credited in total at the beginning of each term, they are actually earned as tuition and room and board charges are incurred. Therefore, tuition, room, and board charges that are reduced as a result of being unearned will automatically result in an immediate proportional reduction of the Lindenwood University scholarship or grant as also being unearned. All institutional aid will be reduced in accordance with the student's reduced charges.

Lindenwood University undergraduate grants/scholarships are intended for and may only be used for undergraduate programs; they are not intended for, and may not be used for, graduate programs.

Older Student and Institutional Grants

Lindenwood University offers a 50 percent scholarship to all persons age 55 and over. The university also offers partial institutional grants for employees of selected companies, municipalities, and school systems. These grants apply to the tuition for credit classes and do not apply to courses that are audited. Any other funding may first replace the Lindenwood University funding.

Student Employment

Most full-time resident students are able to defray a portion of their university costs by participating in the Lindenwood University-Belleville Work and Learn Program on campus. Generally, compensation that would otherwise be provided for this work is instead credited against the student's account. If the student chooses not to participate in the Work and Learn program or to complete his/her work study, the balance is payable to the Business Office at that time.

Types of Federal Financial Aid

Federal Pell Grant Program

Eligibility is determined by the Pell Grant processor and is based on a student's Estimated Family Contribution (EFC). The student must submit the Free Application for Federal Student Aid (FAFSA) and request that pertinent financial data be sent to the Pell Grant processing agency for determination of eligibility. The results are forwarded to the student in the form of a Student Aid Report (SAR) Electronic filing results will be sent directly to the institution in the form of an Institutional Student Information Record (ISIR).

Federal Supplemental Equal Opportunity Grant (FSEOG)

Eligibility for this grant depends upon the extent of a family's inability to pay the educational costs. It is determined by an analysis of the family's financial situation, as reflected on the Student Aid Reports.

Federal Work-Study Program (FWS)

This program provides work opportunity for needy students. Eligibility is dependent upon the extent of financial need, as determined by an analysis of the FAFSA. If a student is awarded work-study funds as part of the financial aid package, that

student may seek employment on campus. Ordinarily a student will work 10 hours per week while attending school. Wages are \$8 per hour.

Federal Perkins Loans

This is a federal loan to students at an interest rate of five percent repayable nine months after graduation, after termination of an academic program, or after enrolling for fewer than six credit hours during a semester. Students may borrow up to \$5,500 per year to an aggregate maximum of \$11,000 for freshman and sophomores and \$27,500 for juniors and seniors, and \$8,000 per year to an aggregate maximum of \$60,000 as a graduate student. Repayment extends over a maximum of 10 years at a minimum monthly payment of \$40. This loan is administered by Lindenwood University and does not require a separate application other than the FAFSA. Availability of this loan is at the discretion of the dean of admissions and financial aid.

Federal Loan Programs Direct

Subsidized Federal Stafford Loan

The federal government guarantees loans from \$3,500 to \$5,500 for eligible undergraduates and up to \$8,500 for eligible graduate students per academic year. These loans are made by the Department of Education and interest is subsidized.

Eligible Stafford Borrower Limits:

Undergraduate Study

1st year of study	\$3,500/academic year
2nd year of study	\$4,500/academic year
3rd, 4th & 5th years of study	\$5,500/academic year
Cumulative limit	\$23,000
Graduate study	\$8,500/academic year
Cumulative limit (including undergraduate study)	\$65,500

For undergraduate borrowers who have loans that were originated between July 1, 2011, and June 30, 2012, the interest rate on the Stafford Loan is fixed at 3.4 percent. For graduate borrowers who have loans that were originated between July 1, 2011, and June 30, 2012, the interest rate on the Stafford Loan is fixed at 6.8 percent. Students must file the FAFSA to determine eligibility for a Stafford Loan.

Unsubsidized Federal Stafford Loan

Students who meet the eligibility requirements under section 484 of the Higher Education Amendments and who do not qualify for interest subsidies under the Stafford Loan program may borrow under the Unsubsidized Stafford Loan program. Similar to the Federal Subsidized Stafford Loan program, the Unsubsidized Stafford Loan is available to all eligible students, and students must complete a valid need analysis.

Unsubsidized Stafford Loans are not need based; however, any interest accruing on the loan is not subsidized (or paid) by the federal government while the student is in school. Students must therefore pay the interest payments while in school.

Federal Parent Loans to Undergraduate Students (FPLUS)

Parents may borrow for dependent undergraduate or dependent graduate and professional students. The maximum amount a parent may borrow on behalf of each eligible student is limited

to the cost of education, less financial aid. These loan limits do not include amounts borrowed by a student under the FSL programs. FPLUS loans do not qualify for interest subsidy. The FPLUS interest rate for a loan originated between July 1, 2011, and June 30, 2012, is fixed at 7.9 percent.

Unsubsidized Loan (Formerly SLS)

Unsubsidized loans to dependent students provide for a maximum of \$2,000 per year for undergraduate study, with an aggregate loan limit of \$8,500. Independent students can borrow \$6,000 per year for the first two years of study and \$7,000 per year for the third or subsequent years, with an aggregate loan limit of \$34,500. Graduate students can borrow up to \$12,000 per year with an aggregate loan limit of \$73,000.

Loans made under the unsubsidized loan program are not eligible for interest subsidy. Students must therefore pay this interest payment while in school, or allow the interest to capitalize. The interest rate for a loan originated between July 1, 2011, and June 30, 2012, is fixed at 6.8 percent.

Loan Limits

Pursuant to P.L. 101-508, Lindenwood University reserves the right to refuse to certify a loan application, or to reduce the amount of the loan, in individual cases where the institution determines that the portion of the student's costs covered by the loan could more appropriately be met directly by the student. In addition, requested loan amounts will be reviewed to ensure compliance with educational purpose regulations.

Loan Repayment

Student loans are funds borrowed by students to pay educational expenses. Student loans must be repaid, as consistently emphasized in the university's student loan entrance and exit interviews, for both the Federal Perkins Loan Program and the Federal Stafford Loan Program are required by 34 CFR 672.42 and CFR 682.04, respectively.

A sample loan repayment schedule may be obtained by contacting the Financial Aid Office. The term and conditions whereby borrowers under the Direct Loan Program may obtain deferral of their principal and interest are reviewed during the student loan exit interview.

Additional information regarding a deferment may be obtained by contacting the student loan guarantor or the Financial Aid Office.

Types of State Financial Aid

As a Missouri institution, Lindenwood University-Belleuille is unable to offer Illinois *state* financial aid. However, Lindenwood is pleased to offer an institutional matching grant for those who qualify for Illinois state aid. For further explanation and to determine your eligibility for the Lindenwood matching state grant program, please contact the Lindenwood University-Belleuille financial aid office.

Access Missouri Financial Assistance Program (formerly known as Charles Gallagher Student Financial Assistance Program)

The Access Missouri Financial Assistance program is a need-based grant available to eligible full-time Missouri resident undergraduate students. Please visit the Missouri Department of Education website at <http://www.dhe.mo.gov/accessmo.shtml>

for a list of eligibility criteria. Missouri residents attending the Lindenwood University-Belleuille campus may be eligible for the Access Missouri Assistance Program. Eligibility may be determined by contacting the Lindenwood University-Belleuille financial aid office.

Vocational Rehabilitation

Vocational Rehabilitation, Chapter 31

Survivors' and Dependents' Educational Assistance Program (Chapter 35)

Assistance may be available for students with disabilities. Students should contact their regional office of Vocational Rehabilitation in regard to benefits.

Montgomery G.I. Bill, ROTC

Lindenwood assists qualified students in obtaining financial assistance for their education through the various military funding sources. Missouri Army National Guard, Illinois Army National Guard, and Reserve Officer Training Corps members may be eligible for special financial incentives and entitlements such as Lindenwood ROTC GRANT, ARNG Federal Tuition Assistance, MOARNG State Tuition, Monthly Drill Pay, ROTC Stipend, Montgomery G.I. Bill, and Kicker. Information is available from the V.A. coordinator.

Veterans' Benefits

Veterans who believe they may be eligible for benefits can receive information and applications through the V.A. coordinator at the university. To determine your veteran benefits, contact your regional V.A. office or go to www.gibill.va.gov for detailed information. Spouses and dependants of disabled veterans are also eligible for assistance. Additional benefits include: Montgomery G.I. Bill, Active Duty (Chapter 30); Montgomery G.I. Bill, Select Reserve (Chapter 1606); Post-911 G.I. Bill (Chapter 33); National Guard; ROTC Air Force; Tuition Assistance; Yellow Ribbon; and MyCAA.

Because of requirements imposed by the Veterans Administration, and as a condition of being certified to receive benefits from the V.A., the student receiving such benefits acknowledges the following policies which may differ from those required of other students at Lindenwood:

1. The university will notify the V.A. of all terminations, interruptions, or changes in semester-hour load within 30 days. This may change the benefits available to the student.
2. The student accepts the responsibility of notifying the Registrar, the V.A. coordinator at the university, and his/her advisor immediately in case of withdrawal from any course.
3. The student accepts the responsibility of notifying his/her instructors of any expected absence from class. A student may be withdrawn by the university for excessive absences.
4. The Veterans Administration will be informed that progress is no longer satisfactory with the accumulation of 12 or more hours of "F" grades.
5. LCIE students receiving benefits through the Veterans Administration must comply with the university's general policies regarding withdrawal, attendance, and satisfactory progress.

Satisfactory Progress

Students wishing to apply for and receive Title IV assistance must meet specific academic progress requirements in order to maintain Title IV financial aid eligibility. Satisfactory academic progress requires that a student must accumulate a minimum number of credit hours over a maximum number of enrollment periods and a minimum cumulative grade point average for each period of attendance.

The minimum cumulative grade point average (GPA) is listed below. Satisfactory progress is based on the following maximum academic terms (semesters or quarters) and earned credit hours per term. Transfer credit hours that are accepted by Lindenwood University will count as both attempted and completed hours.

Full-time Students in Undergraduate College

To be considered a full-time student at the undergraduate level, a semester student must be enrolled in a minimum of 12 credit hours of coursework. Undergraduate quarter students must be enrolled in a minimum of 9 credit hours of coursework.

At the end of each term of enrollment, all students must successfully complete a minimum number of credit hours towards graduation. The chart below indicates the minimum number of credit hours that must be completed for a student to retain full-time status. This requirement is in addition to the semester enrollment requirement listed above.

Academic Semesters Completed	Minimum Earned Credit Hours	Cumulative GPA
1	8	1.7
2	16	1.8
3	26	1.9
4	36	2.0
5	46	2.0
6	57	2.0
7	68	2.0
8	80	2.0
9	92	2.0
10	104	2.0
11	116	2.0
12	128	2.0

Part-time undergraduate students must successfully complete at least 50 percent of their credit hours attempted and have academic standing at the point in the program that is consistent with Lindenwood University's requirement for graduation.

Failure to maintain minimum academic progress will result in a student being ineligible to receive Title IV financial assistance following one financial aid warning term (semester or quarter).

Financial Aid Warning/Suspension Reinstatement

If a student fails to meet the minimum requirements as stated, the student will be placed on financial aid warning for the next succeeding term (semester or quarter) of enrollment. If at the end of the financial aid warning term the student does not meet the minimum requirements, the student will be placed on financial aid suspension and will not be eligible for financial aid reinstatement until the minimum cumulative requirements of the policy are attained. Students placed on warning or suspension will have their Lindenwood University Institutional Grant reevaluated.

Withdrawal from the university has no effect on the student's satisfactory progress upon re-entering.

Appeals

A student has the right to appeal if he/she feels that he/she has complied with the requirements of the satisfactory academic progress policy or believes that there are factors such as undue hardship because of the death of a relative, an injury or illness, or similar special circumstances that could affect the decision or that said decision was not correctly made. To appeal a financial aid suspension, the student must submit an appeal letter with supporting documentation to the Director of Financial Aid. If the student's appeal is granted, the student will be placed on financial aid probation and will have the next succeeding term of enrollment (semester or quarter) to meet the minimum requirements stated above. If the appeal is denied, the student will be ineligible to receive Title IV aid until the academic requirements are met.

Out of Classroom Life

The fabric of a learning community weaves itself whole. To bridge formal and out-of-classroom learning, the Office of Student Services promotes programs, services, and diverse opportunities for personal growth and development. Lindenwood University currently serves nearly 17,000 students with more than 1,700 of those students attending the Belleville campus. Students of Lindenwood University-Belleville enjoy a beautiful, 22 acre campus located in the heart of what has been described as a combination of urban, suburban and rural communities.

Students of Lindenwood - Belleville enjoy being part of a larger, nationally and internationally known institution, while taking classes in a smaller environment that offers all the services that are found on the St. Charles campus. Many Lindenwood University -Belleville students find the city of Belleville to be diverse and welcoming. With a population of just over 53,000, Belleville offers students parks, cultural events, fall festivals, a farmer's market, shopping, sporting events, and the second oldest Philharmonic in the United States. Seasonal activities in Belleville include the Oktoberfest, Chili Cook-Off, Art-on-the Square Art Fair (the nation's largest art fair) and holiday parades for St. Patrick's Day, Memorial Day, and Christmas. However, when students want to enjoy big city amenities, Belleville is part of the popular Metro Link light rail system that students can utilize to take advantage of all the St. Louis region has to offer, including the Missouri Botanical Garden, Fox Theatre, St. Louis Cardinals, St. Louis Symphony and St. Louis Zoo, just to name a few.

Student Services

Lindenwood University-Belleville espouses the importance of co-curricular involvement in activities as a vital supplement to academic learning and part of the total educational experience. The Office of Student Services serves as a coordination hub on campus, working closely with student organizations in creating, facilitating, and promoting activities and programs. Various student-organized programs and events are scheduled throughout the year. Lindenwood University-Belleville Student

Government Association, Greek Organizations, and other student organizations are supported by the Office of Student Services.

Student organizations and activities are an important part of University life, providing opportunities for students to design and implement activities, programs, and events that support and grow the goals of Lindenwood-Belleville's mission. Students may compliment their educational experiences by becoming involved with approximately 15 student clubs and organizations which, along with the Student Activities Office, are the major scheduling source for lectures, movies, dances, entertainers, and a wide variety of events and activities designed to satisfy the eclectic needs and interests of the student community. It is necessary for each organization to register and seek approval from the Dean of Students each year and provide the name of a faculty or staff advisor, a current mission statement, and a current list of officers and members.

The Office of Student Services is located on the first floor of the Administration building. The Dean of Students, Director of Residential Services, and Coordinator of Student Development are located in Student Services to aid and assist in all student development and planning.

Examples of organizations on the Lindenwood-Belleville campus include

- Lindenwood Student Government Association—LSGA
- Black Student Leadership Union—BSLU
- Criminal Justice Club—CJC
- Lindenwood University Housing Association—LUHA
- Lynx Pack Spirit Club
- Lindenwood Lynx Tale Student Newspaper and Yearbook
- Theater Club
- Lindenwood University Women's Wrestling Club
- Lindenwood University Women's Club
- International Hospitality Club
- Green Crew Environmental Club
- Intramurals
- Greek Organizations

Student Housing

Although primarily a commuter campus, Lindenwood University-Belleville does offer several diverse housing options. Surrounding the campus, students may choose to live in one of several houses owned and operated by the University. This residential type of living is often described by parents and students as a more familiar, familial atmosphere. Other students prefer the convenience of staying in the University sponsored hotel dormitory. Located just one block off campus, this co-ed housing offers students state-of-the art security and limited housekeeping and laundry service. Each room includes cable TV, phone service, a small refrigerator, a microwave oven, and a private bathroom. There is also an outdoor swimming pool for students to enjoy. A 27 unit apartment building owned by Lindenwood University-Belleville offers students a more independent and private, yet secure, living environment while enjoying the University food service. Additionally, the Office of Student Services provides a list of available housing for students who wish to commute, rather than living in University housing. The properties available are not affiliated with the University and are privately owned but have expressed interest in hosting Lindenwood University-Belleville students and are located in

close proximity to the campus. Students who commute are eligible for the "Commuter Plus" meal plan. This plan is a wonderful way to enjoy an enriched campus experience with peers in the new Alan J. Dixon Student Center, while taking advantage of an incredible meal plan at an affordable price. Please see the listed prices below for how the plan works for students and the overall cost savings vs. daily/weekly/monthly grocery and restaurant bills.

Commuter Plus Meal Plan Costs

- Plan includes 19 meals per week
- 3 meals per day M-F
- 2 meals per day Saturday and Sunday

**\$3280 total for the 2011-12 academic year
\$ 364.00/month
\$ 91.00/week
\$ 4.78/meal

Library Services

The Lindenwood University-Belleville Library, located in the Alan J. Dixon Student Center, is a member of the MOBIUS consortium. MOBIUS provides students access to over 14 million book titles throughout the state of Missouri. If an item is not available through MOBIUS, patrons may use Butler Library's Inter-Library Loan service.

The library's dedicated staff is available to help patrons navigate the wealth of traditional print and electronic resources that it offers. The library staff has developed a series of workshops, class presentations, and study guides to assist users. In addition, the Lindenwood librarians are available during all library hours to assist patrons with whatever their research needs might be. Reference librarians may be contacted in person, by phone, or by email.

Writing and Math Lab

The Lindenwood University-Belleville Writing and Math Lab is located on the first floor of the Main Administrative Building in room 111 and offers tutorial assistance to students working on assignments for their classes. Appointments are suggested but not required. Consultants for the Writing Lab are prepared to help students in all disciplines to create and revise assigned work. Issues covered include organization, sentence clarity, development, grammar, and usage. Mathematics tutors are available to assist students in completion of their mathematics coursework.

Tutoring Services

Most academic areas have tutors who complete their work-and-learn hours by helping other students understand course material. The complete list of tutors is available on PCCCommon. Students are also encouraged to ask their classroom professors about possible tutoring assistance.

Lindenwood Student Government Association

All students at Lindenwood, full-time and part-time, undergraduate, or graduate, are encouraged to participate in the Lindenwood Student Government Association (LSGA). The LSGA works to promote structure for student expression and self-government. Members of the LSGA play a strong role in

the academic and administration decision-making process of the university through representation in various planning governance committees. For more information about LSGA, please contact the Student Services office.

Student Health Care Services

While Lindenwood University-Belleville does not offer health care services, students may access two regional hospitals conveniently located just a short distance from campus. For a list of services provided and insurance accepted, please visit the website of St. Elizabeth's Hospital at www.steliz.org or the website of Memorial Hospital at www.memhosp.com.

Athletics and Fitness Center

Intercollegiate, intramural, and recreational sports are an important part of the Lindenwood out-of-classroom life. Intramural sports offer exercise and healthy competition to all students in the community. Intercollegiate baseball, basketball, bowling, cheerleading, cross country, field hockey, golf, lacrosse, soccer, softball, spirit squads, tennis, track, volleyball and wrestling are offered for full-time students. Lindenwood University-Belleville is a member of the United States Collegiate Athletic Association (USCAA). For those involved in team sports and others interested in personal fitness, the university has a new state-of-the-art Fitness Center with extensive weight training equipment located in the lower level of the Lynx arena.

Religious Life

Lindenwood University enjoys a historical relationship with the Presbyterian Church (USA). The university fosters an ecumenical spirit that celebrates the wide range of religious traditions represented on a campus. Students wishing to worship can find religious services of all major faiths within the greater Belleville/St. Louis community.

Campus Tobacco Use

In accordance with the law of the State of Illinois, the use of both smoking and smokeless tobacco is prohibited in all buildings on campus and on the campus property. This includes classrooms, laboratories, hallways, offices, restrooms, residence halls and lounges. Lindenwood University-Belleville is a **smoke free** campus.

Firearms Policy

No person is permitted to carry firearms or other weapons — either concealed or visible — on Lindenwood property or to any Lindenwood class (offered anywhere), except duly sworn law enforcement officers who are on duty. Off-duty police officers may carry completely concealed weapons to their Lindenwood classes only if authorized to do so by their employer and the state of Missouri or Illinois.

Campus Accessibility

It is the guiding philosophy of Lindenwood University to make our facilities, programs, and classes as accessible to individuals with disabilities as practical. In instances where a room or building is not easily accessible, it may be necessary to bring the service or class to the student. It is the responsibility of the student to advise the office of academic services when special arrangements are needed. If personnel are unable to

accommodate a request for special arrangements, the request will be forwarded to the vice president for student development for further measures.

The university provides reasonable accommodations to students with aural, visual, and other impairments that might hamper a student's reaching his or her potential achievement level. The coordinator for campus accessibility services acts to ensure the accessibility of programs assists and support student disabilities. Students who need assistance or accommodations regarding certified disabilities should contact the Lindenwood University Belleville's Coordinator of Campus Accessibility.

Conferences

The university offers a variety of services and accommodations to community groups, religious organizations, businesses, and trade and professional organizations on campus and at our off-campus sites. Many conferences, workshops, meetings and community events are held each year at the various Lindenwood facilities.

Lionmail

It is every student's responsibility to check his/her Lindenwood Lionmail email account. Important messages including academic standing and financial aid reminders are sent via Lionmail. Students will be held accountable for any information or due dates sent via the campus email system. Lionmail accounts are available for all students and may be accessed by contacting the Computer Services department.

Abuse of Student Portals

Any student who gains unauthorized entrance to another's student's portal, makes changes to another student's schedule via the student portal, or otherwise tampers with or compromised private or privileged communications will be expelled from Lindenwood University. Additionally, such actions will be brought to the attention of law enforcement officials and may be prosecuted through the legal system.

2011-2012 Academic Calendar

2011-2012 Academic Calendar (Semester Schedule)

Fall Semester 2011

International Student Orientation and Check-in	August 15
Faculty Workshops	August 15-19
Freshman Orientation Check-in	August 17
Freshman Orientation	August 17-21
Fall Residential Check-In	August 20-21
Classes Begin	August 22
Last day to register for or add class, or choose audit	August 26
Freshman Convocation 10:00 AM	August 31
Labor Day Holiday	September 5
Last day to withdraw with "W"	September 30
Late Start Classes begin	October 3
Last Day to Register for a Late Start Class	Before the third day of class
Midterm Grades due, noon	October 10
Last date to withdraw with "WP"/"WF"	October 28
Spring semester and J-Term registration for Seniors	November 7
Spring semester and J-Term registration for Juniors	November 10
Spring semester and J-Term registration for Sophomores	November 15
Spring semester and J-Term registration for Freshmen	November 17
Faculty In-service Day- no classes held except for MBA and LCIE evening classes	November 23
Thanksgiving Holiday	November 24-25
Last Day of Classes	December 2
Final Exams	December 5-9
Deadline for making up INC grades from Spring	December 9
Lindenwood residential semester student housing closes at 4:30 PM	December 9
Final Grades due, 5:00 p.m.	December 13
Deadline to apply for March/May/June Graduation	December 30

January Term 2012

Last Day to register for J-Term class	December 27
J-Term Residential Check-In	January 2
Classes Begin	January 3
Days on which J-Term classes will meet	January 3-6, 9-12, 16-19
Last day to withdraw with a "W"	January 12
Last day of class	January 19
Final Grades due, 5:00 p.m.	January 23

Spring Semester 2012

International Student Orientation and Check-in	January 16
New Student Registration/Orientation- Residential Housing Opens	January 21
Spring Residential Check-In	January 22
Classes Begin	January 23
Last day to register, add a class, or choose an audit	January 27
Sibley Day	February 22
Deadline to apply for August Graduation	February 28
Last day to withdraw with a "W"	March 2

Late Start classes begin	March 5
Last day to register for a Late Start Class	Before the third day of class
Midterm Grades due, noon	March 12
Fall Semester Registration and Housing Sign-up – Seniors	March 12
Fall Semester Registration and Housing Sign-up- Juniors	March 15
Fall Semester Registration and Housing Sign-up – Sophomores	March 20
Fall Semester Registration and Housing Sign-up- Freshmen	March 22
Spring Break	March 24- April 1
Last day to withdraw with a “WP” or “WF”	April 5
Good Friday – no classes will meet	April 6
Honors Convocation	April 22
Last Day of Classes	May 4
Final Exams	May 7-11
Deadline for making up “INC” grades from Fall.	May 11
Lindenwood Residential Housing closes at 4:30 p.m.	May 11
Baccalaureate Ceremony and Graduate Students’ Commencement 7:00 p.m.	May 11
Undergraduate Commencement 10:00 a.m.	May 12
Final Grades due, 5:00 p.m.	May 15
Deadline to apply for October/December Graduation.	May 30

Undergraduate Summer 2012

** Schedules may vary by course

Session 1	May 14-June 8
Session 2	June 11-July 6
Session 3	July 9-August 3

PROGRAM DESCRIPTIONS

SCHOOL OF BUSINESS & ENTREPRENEURSHIP

Mission Statement

Set forth below, the mission of the ACBSP accredited School of Business & Entrepreneurship complements and expands upon the Lindenwood University mission statement. In furtherance of the University's mission, the School of Business & Entrepreneurship is committed to

- Providing a comprehensive core curriculum of business subjects.
- Instilling a strong and enduring sense of ethical business practices.
- Providing theoretical tools and analytical skills for lifelong use.
- Developing the student's communication and presentation skills.
- Offering major fields of study to equip students for specialized careers.
- Providing opportunities to supplement classroom education with real world experience.
- Expanding the student's geographical and cultural horizons for success in an increasingly global economy.
- Instilling the entrepreneurial model as an essential component of American free enterprise.
- Fostering the scholarship of teaching, application, integration, and discovery among its students and faculty, as appropriate.

Graduate Outcomes

The School of Business & Entrepreneurship provides instruction, knowledge, and experience in an environment that encourages students to develop self motivation and the ethical standards essential to becoming citizens in the global business community. The Lindenwood University School of Business & Entrepreneurship expects that its graduates should

- Have the contemporary business competencies of their chosen discipline and the aptitude required for life-long learning and personal development.
- Have the technical, human, and conceptual skills that would contribute to critical analysis, problem solving, operational recommendations, and continuous improvement of dynamic and changing organizations and the ability to professionally communicate those recommendations and improvements.
- Demonstrate the entrepreneurial spirit of being enterprising, resourceful, and productive in their professional lives.
- Be able to act and build upon the foundation of their course work for the furtherance of their professional careers.

Degrees Offered

The SB&E offers a Bachelor of Arts in the following major areas:

- Business Administration
- Human Resource Management

Selecting a Double Major

Students may pursue a major beyond their first SB&E major. A second major is earned when the student has completed (in addition to the core business courses) all required major courses and elective major courses for the second major. Note that each required major course and elective major course the student completes will satisfy the requirements for only one of the student's declared majors.

Degree and Major Requirements

To earn a Bachelor of Arts in a business discipline, students must complete the following requirements:

1. GE business courses (9 credit hours, required for all majors)
2. Core business courses (39 credit hours, required for all majors)
3. Required major courses (credit hours vary by major)
4. Elective major courses (credit hours vary by major; courses are selected from among a list of courses available in the major.)*

*All elective major courses at the 30000 level or above and may require prerequisites.

GE Business Requirements (9 credit hours)

To earn a bachelor of arts in a business discipline, students must complete, with a grade of "C" or better, the following nine credit hours of course work in fulfillment of the General Education requirements:

1. ECON 23020 Microeconomics (GE-SocSci)
2. MTH 14100 Basic Statistics (GE-Math)
3. MTH 13100 Quantitative Methods for Business (GE-Math) or any other math course above MTH 13100—other than MTH 14100

Core Business Courses (39 credit hours)

MGMT 16022 Introduction to Business and Free Enterprise*
ACCT 21010 Principles of Financial Accounting
ACCT 21011 Principles of Managerial Accounting
ECON 23030 Macroeconomics
MIS 24000 Introduction to Information Systems
MGMT 26032 Principles of Management
MGMT 26061 Business Law I
FIN 32000 Principles of Finance
MRKT 35010 Principles of Marketing
MGMT 36033 Introduction to Management Science
INTL 38000 Global Business and Society
MGMT 46082 Management Policy (Capstone Course) **
One of the following Human Resource Management Courses:***
HRM 36500 Organizational Behavior
HRM 36510 Human Resource Management
HRM 36540 Personnel Law

*MGMT 16022 Introduction to Business and Free Enterprise is waived if the student has nine or more credit hours in business course work when entering the program.

**MGMT 46082 is the capstone course, to be taken during the student's last semester of the business program.

***Students pursuing a B.A. in Human Resource Management

will take all three of these courses, the credit hours for one of which will be applied to the core business requirement.

BUSINESS ADMINISTRATION

B.A. in Business Administration (72 credit hours)

A bachelor's in business administration requires the completion of

- Core business and GE business courses (48 credit hours)
- MGMT 36043 Principles of Operations Management
- Seven elective major courses (21 credit hours), selected from any business course at or above the 30000 level, including no more than one Special Topics or Internship course.

HUMAN RESOURCE MANAGEMENT

B.A. in HR Management (72 credit hours)

A bachelor of arts in human resource management requires the completion of

- Core business and GE business courses (48 credit hours)
- Seven required major courses (21 credit hours)
 - HRM 36500 Organizational Behavior*
 - HRM 36510 Human Resource Management*
 - HRM 36520 Labor Relations
 - HRM 36530 Employee Training and Development
 - HRM 36540 Personnel Law*
 - HRM 36550 Compensation and Benefits
 - HRM 46599 Human Resource Issues (HRM Capstone)

*The human resource management student will take all three of these courses, the credit hours for one of which will be applied to the core business requirement.

- Two elective major courses (6 credit hours), selected from any business course at or above the 30000 level, including no more than one of the following courses: HRM 36590, HRM 46590, or HRM 46595.

SCHOOL OF COMMUNICATIONS

PROGRAM DESCRIPTION

The vast majority of media industries are fueled by advertising, a business which has as its goal the persuasion of potential clients to purchase products or services. This program teaches the principles and techniques of advertising.

Bachelor of Arts in Corporate Communications (54 credit hours)

The Bachelor of Arts in Corporate Communications requires students to complete the following courses: PSY 10000, COM 13000, COM 15100, COM 15400, COM 20200, COM 23300, COM 24200, COM 30200, COM 30700, COM 32700, COM 32800, COM 33500, COM 36000, COM 36300, COM 40100, COM 42700, COM 44200, and COM 46000. An additional three credit hours are also required in activity/experiential coursework and must be selected from one of the applied areas of either COM 3010X or COM 45000.

SCHOOL OF EDUCATION

PROGRAM DESCRIPTION

The Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools and the Missouri Department of Elementary and Secondary Education (DESE) accredit the Lindenwood University Teacher Education Programs.

The School of Education is also a member of the Teacher Education Accreditation Council. Students who enroll in the School of Education may select one of two distinct pathways to completion of their prescribed program.

Successful completion of the Lindenwood University Teacher Education Program qualifies the student for recommendation for a teaching certificate issued by the Missouri Department of Elementary and Secondary Education, DESE.

Application into the Teacher Education Program is typically made when a student is enrolled in EDU 10000 Orientation to Educational Experiences (3) and EDU 11100 Orientation to Educational Experiences Practicum (1). Students who have transferred in the EDU 10000 and EDU 11100 credit may apply during the required course, EDU 21500 PRAXIS-Foliotek Seminar for Teacher Education.

Acceptance into the Teacher Education Program is divided into two levels and is the result of action by the Council of Teacher Education (CTE). The council, broadly representative of all Schools at the university, considers Teacher Education Program applications after the student has accomplished the following:

1. Acceptance into Lindenwood University
2. Cumulative minimum grade point average (GPA) of 2.5
3. Demonstration of academic competency based upon the following criteria:
 - a. completion of a majority of general education requirements, but not more than 15 hours of education coursework;
 - b. maintained a minimum GPA of 2.5; and
 - c. attained a qualifying score of 235 on the all subsections and the composite of the College Basic Academic Subjects Examination (CBASE) administered by the Department of Elementary and Secondary Education.
4. Evidence of competency in communications by passing the Writing Proficiency Exam of Lindenwood University
5. Criminal Background Clearance
6. Submission of Disposition Survey to advisor/instructor during EDU 10000 and/or EDU 215XX
7. The final level of acceptance comes after the student has passed the subject area exit assessment (PRAXIS II) prior to student teaching. The PRAXIS should be taken at least 1-2 semesters prior to student teaching in order for scores to be returned in time for student teaching application deadline. Passage of PRAXIS II demonstrates that the pre-service teacher has mastered the subject area that he/she will teach. Students taking the required course, EDU 215XX, will be provided with information and assistance in test preparation. Teacher Education Program students who have taken the suggested coursework before taking the PRAXIS and do not pass the PRAXIS can seek assistance from the LU Counseling Center for guidance in taking tests, test anxiety, etc. The Counseling Center can then advise the Dean of Education of the student's

eligibility of 18 additional hours of courses in order to further prepare the student for the PRAXIS. No tuition fee will be charged for this additional course work. This does not apply to student teaching. Students also must have followed all proper procedures throughout the program.

8. In addition, a portfolio approved by the School of Education must be completed before a grade for student teaching is recorded. This portfolio relates to the Department of Elementary and Secondary Education Missouri Standards for Teacher Education Programs as specifically outlined in the 11 beginning standards for teacher educators.
9. Additionally, certification requires a cumulative grade point average of 2.5 in all coursework. This includes a minimum of a grade of "C" in all Education coursework.

Each state issues its own teaching certificates, based on its own requirements. Upon passing the state-mandated exit assessment and successfully completing the planned degree program, each student applies for certification to teach in Missouri. For Illinois certification, the student will need to pass the Assessment of Professional Teaching (APT) and the appropriate content area test in addition to the Missouri requirements. The student who wishes certification in other states should seek advice from the certification officer in the School of Education concerning requirements in other states.

The Lindenwood University School of Education is divided into four separate departments:

1. Department of Teacher Education
2. Department of Health and Fitness Sciences
3. Department of Counseling *
4. Department of Educational Leadership*

Note: Those departments marked with an asterisk are graduate programs only. Students wishing to enter into one of the Education Graduate programs should consult the Lindenwood University Graduate Catalog

DEPARTMENT OF TEACHER EDUCATION

The Department of Undergraduate Teacher Education offers B.A. in Elementary Education (Grades 1-6)

ELEMENTARY EDUCATION DEGREE AND CERTIFICATION PROGRAMS

Bachelor of Arts in Elementary Education with Certification in Elementary Grades 1-6 (69 credit hours)

Courses required for the B.A. in Elementary Education (Grades 1-6) and certification are as follows: EDU 10000, EDU 11100, EDU 21500, EDU 24600, EDU 27400, EDU 20200, EDU 30400, EDU 30500, EDU 30600, EDU 30900, EDU 23100, EDU 23300, EDU 31200, EDU 31300, EDU 31700, EDU 31900, EDU 32200, EDU 34100, EDU 34400, EDU 34500, EDU 38000, EDU 39900, and EDU 41000.

Students must also take GEO 20100, ECON 23010, PS 15500 or HIS 15500, MTH13400, and MTH 13500, three credit hours in Fine Art Appreciation or History, and two Science Lab courses as part of their General Education requirements. Additionally, students must have 21 hours in one content emphasis area.

SCHOOL OF HUMAN SERVICES

The School of Human Services offers a degree in Criminal Justice

DEPARTMENT OF CRIMINAL JUSTICE PROGRAM DESCRIPTION

The Criminal Justice degree prepares students to enter the work force with a generalist degree or with a specified emphasis area in Criminal Justice. The Department of Criminal Justice offers the B.A. degree along with emphasis areas:

1. B.A. in Criminal Justice (No Emphasis Area)
2. B.A. in Criminal Justice, Legal Studies
3. B.A. in Criminal Justice, Corrections/Juvenile
4. B.A. in Criminal Justice, Corrections/Probation and Parole
5. B.A. in Criminal Justice, Law Enforcement

Entering a criminal justice degree program will provide veterans with the knowledge, skills, and values that are instilled in their training while serving in the U.S. military. Leadership, integrity, respect for diversity, critical thinking, effective communication skills, and a concern for the welfare of others are core values in the criminal justice profession, and many veterans will readily identify with our professional goals of serving people through employment with police, courts, corrections, and other services provided in the field. Veterans will be able to develop their skills in providing a wide range of services. Upon completion of the criminal justice degree, veterans will be prepared for roles in the community. Becoming a criminal justice major following military service is a great career choice and many of the skills learned in the service will apply.

All of the above degrees require the completion of the Criminal Justice core courses listed below. Majors with no emphasis area must complete the Criminal Justice elective courses shown below. Students who are completing the B.A. in Criminal Justice with an emphasis area must complete the indicated courses listed within the particular area of emphasis

Bachelor of Arts in Criminal Justice (45-51 credit hours)

Core Requirements (33 credit hours)

All students seeking the bachelor of arts degree in Criminal Justice must successfully complete the following core courses: CJ 10100, CJ 21000, CJ 30000, CJ 30100, CJ 30500, CJ 31000, CJ 31100, CJ 31500, CJ 32000, CJ 33100 and CJ 44000.

Criminal Justice Major Electives (12 credit hours)

Students seeking the Criminal Justice degree without an emphasis area must complete the CJ core requirements and 12 credit hours of electives selected from the following: ACCT 21010, MGMT 26032, CHM 31100, CJ 22500, CJ 24000, CJ 32100, CJ 34000, PHL 21400, PSY 20800, PSY 30300, PS 36000, SOC 22000, SOC 31500, SOC 31800, SOC 32200, SW 10000 and SW 24000.

Corrections/Juvenile Emphasis (18 credit hours)

Students seeking the Criminal Justice degree with an emphasis in Corrections/Juvenile are required to complete the CJ core

requirements and 18 credit hours from the following: CJ 20500, CJ 22500, CJ 45000, NPA 10000, PSY 20800, PSY 30300, PSY 31300, SOC 21400, SOC 22000, SOC 31500, SW 11000, SW 24000, SW 28000 and SW 30000.

Corrections/Probation and Parole Emphasis (18 credit hours)

Students seeking the Criminal Justice degree with an emphasis in Corrections/Probation and Parole are required to complete the CJ core requirements and 18 credit hours from the following: CJ 20500, CJ 22500, CJ 24000, CJ 34000, CJ 45000, NPA 35000, PS 30100, PSY 30300, SOC 31500, SW 11000, SW 24000 and SW 28000.

Law Enforcement Emphasis (18 credit hours)

Students seeking the Criminal Justice degree with an emphasis in Law Enforcement are required to complete the CJ core requirements and 18 credit hours from the following: ART 18100, MIS 14000, CJ 22500, CJ 24000, CJ 32100, CJ 34000, CJ 45000, FLS 10100, FLS 10200, PHL 21500, PSY 30300, SOC 31500, SOC 32200, SW 24000 and SW 28000.

Legal Studies Emphasis (18 credit hours)

Students seeking the Criminal Justice degree with an emphasis in Legal Studies are required to complete the CJ core requirements and 18 credit hours of coursework from the following: MGMT 26061, MGMT 36062, CJ 22500, CJ 24000, CJ 32100, CJ 34000, CJ 45000, PHL 21500, PS 15600, PS 30100, PS 31100, PS 36000 and PSY 23100.

SCHOOL OF SCIENCES

DEPARTMENT OF BIOLOGY PROGRAM DESCRIPTION

The Department of Biological and Earth Sciences offers a pre-professional program in pre-nursing and a bachelor of arts degree in psychology.

Pre-Nursing Program

Lindenwood University has an articulation agreement with Barnes-Jewish College of Nursing (BJCoN) in St. Louis. Students pursue a two year course of study at Lindenwood and then transfer to BJCoN for two years of work leading to the BSN degree. The following courses are to be taken by Lindenwood students who intend to participate in this program: BIO 10000, BIO 12100, BIO 22700, BIO 22800, BIO 23000, CHM 10000, ENG 15000, ENG 17000, MTH 14100, MTH 15100, PSY 10000, PSY 20500, SOC 10200, plus 6 additional courses to be selected from areas specified in the articulation agreement. A similar schedule of coursework will prepare students to enter other BSN programs as well. Students interested in participating in the Pre- Nursing program should meet with a Pre-Nursing advisor before planning their first semester schedule.

DEPARTMENT OF PSYCHOLOGY PROGRAM DESCRIPTION

The bachelor of arts in psychology is a general liberal arts degree that prepares graduates for lifelong learning. Features of the major include exposure to and practice in problem-solving skills, critical thinking skills, information-gathering and

synthesis skills, interpersonal and intrapersonal skills, and skills in research and statistical reasoning. The field's knowledge base regarding human behavior is pertinent to virtually all careers that entail dealing with people. Students with a bachelor's degree in psychology commonly enter careers in the fields of human services, business, human resources, education, and criminal justice. Psychology majors sometimes pursue graduate study in a variety of fields, including counseling, psychology, social work, law, healthcare, business, and education.

Bachelor of Arts in Psychology (45 credit hours)

The bachelor of arts degree in psychology requires the core coursework of PSY 10000, PSY 30300, PSY 30400, PSY 30600, PSY 43200, BIO 10700, and MTH 14100. In addition, students must choose two courses (six credit hours) from each of the following four subject areas.

Clinical Psychology: PSY 22000, PSY 30900, PSY 31100, PSY 32400, PSY 34100, PSY 36500, PSY 41200;

Experimental Psychology: PSY 32500, PSY 33000, PSY 33100, PSY 33200, PSY 33400;

Developmental Psychology: PSY 20500, PSY 20800, PSY 21000, PSY 31200, PSY 31300

General Psychology: PSY 23100, PSY 23500, PSY 29000, PSY 39000, PSY 40400, PSY 42000, PSY 45000.

COURSE DESCRIPTIONS

(NOTE: Courses are listed alphabetically by course ID)

Courses that can fulfill General Education requirements include a designation in their course descriptions indicating the GE category the course can fulfill. The list of such designations and their meaning are listed in the table below.	
GE-Eng – Satisfies the GE English Composition requirement	GE-CrsClt – Satisfies the GE Cross Cultural requirement
GE-Comm – Satisfies the GE Communications requirement	GE-ForLang – Satisfies the GE Foreign Language requirement
GE-Lit – Satisfies the GE English Literature requirement.	GE-SocSci – Satisfies the GE Social Science requirement
GE-Phil-Rel – Satisfies the GE Philosophy/Religion requirement	GE-BioSci – Satisfies the GE Biological Science requirement
GE-Fine Art – Satisfies the GE Fine Art requirement.	GE-EarthSci – Satisfies the GE Earth Science requirement
GE-AmGovHis – Satisfies the GE American Government/History requirement	GE-PhysSci – Satisfies the GE Physical Science requirement
GE-WHis – Satisfies the GE World History requirement	GE-Math – Satisfies the GE Mathematics requirement
NOTE: Some courses can fulfill two different GE Requirements. However no student can use a single course can fulfill two different requirements.	

Please note: Listed below are courses offered at the St. Charles and Belleville locations. Not all courses listed below are offered in Belleville; however, Belleville students may enroll for a course at the St. Charles campus if their class/travel schedules allow.

ACCOUNTING

ACCT 11090 Special Topics in Accounting (3) This course explores unique accounting topics and is designed to enhance the accounting education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

ACCT 21010 Principles of Financial Accounting (3) This course introduces students to the accounting information framework used by organizations to collect, maintain, and report financial information. Special emphasis will be given to transaction analysis and the resulting effect on the accounting equation. Prerequisite: Sophomore standing and a grade of C or better in MTH 14100 or MTH 13100 or higher.

ACCT 21011 Principles of Managerial Accounting (3) This course focuses on the development, analysis, interpretation, and communication of financial information designed to assist managers in achieving the goals of an organization. Topics include discussions about different cost accumulation systems, cost management systems, activity-based costing and management, and planning and control. Prerequisite: a C or better in ACCT 21010.

ACCT 21090 Special Topics in Accounting (3) This course explores unique accounting topics and is designed to enhance the accounting education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

ACCT 31012 Accounting Cycle Analysis (3) This course focuses on the technical aspects of the accounting cycle. Students will process transactions utilizing both a manual accounting system and a popular electronic software package. All aspects of the accounting cycle will be addressed including transaction entry, financial statement presentation, and closing entries. The course is intended for accounting majors or anyone wanting a thorough

understanding of the accounting cycle. Prerequisites: a C or better in ACCT 21010 and MIS 24000.

ACCT 31020 Financial Accounting and Reporting I (3) This course examines the development, application, and importance of accounting standards, principles, and conventions, including US GAAP and IFRS variances. Problems of balance sheet valuations and their impact upon income statements for receivables, inventory, and assets will be covered in detail. Prerequisite: a C or better in ACCT 21011.

ACCT 31021 Financial Accounting and Reporting II (3) This course is a continuation of ACCT 31020 and will focus on financial instruments and liabilities. Effects of judgment and opinion on the “fairness” of statement presentation will be studied. Prerequisite: a C or better in ACCT 31020.

ACCT 31040 Accounting Information Systems (3) This course explores the role information managers play in the development and use of event-driven information systems. Topics discussed will include the use of modeling to determine value-added activities within an organization, the identification of risks and corresponding controls developed by an organization, and the design of an integrated relational database to support the information processes of the organization. Lab fee may be required. Prerequisites: a C or better in ACCT 21011 and MIS 24000.

ACCT 31090 Special Topics in Accounting (3) This course explores unique accounting topics and is designed to enhance the accounting education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

ACCT 31091 Directed Studies in Accounting (3) An independent structured learning experience will be developed to ensure students knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

ACCT 41022 Financial Accounting and Reporting III (3) This

course focuses on specialized issues in advanced financial accounting. Topics to be covered include consolidations, mergers, and partnership liquidations. Prerequisite: a C or better in ACCT 31021.

ACCT 41030 Introduction to Cost Accounting (3) This course explores the concepts of cost determination, reporting, and control applied to manufacturing operations with an emphasis placed on job order and process cost accounting systems. Prerequisite: a C or better in ACCT 21011.

ACCT 41031 Managerial Accounting (3) This course investigates the development and use of accounting information for decision making purposes. The course will emphasize the development of financial information for management's use in the decision making process. Topics will include internal reporting techniques, cost-volume-profit analysis, relevant cost, capital budgeting, and management planning and control. Prerequisite: a C or better in ACCT 21011.

ACCT 41050 Income Tax (3) This course introduces students to the conceptual framework of federal and state income tax as applicable to businesses and individuals with an emphasis on determining and controlling the tax consequences of business and personal decisions. Compliance will be addressed but the emphasis will be on planning and concepts. Prerequisites: a C or better in ACCT 21011 and FIN 32000.

ACCT 41055 Income Tax-Corporate (3) Analysis of the Federal Tax Code as it relates to corporations, partnerships, estates, and trusts will be discussed. Prerequisite: a C or better in ACCT 41050.

ACCT 41060 Governmental and Nonprofit Accounting (3) This course introduces students to the concept of accounting and financial reporting for federal, state, and local government and for nonprofit organizations. Prerequisite: a C or better in ACCT 31020.

ACCT 41070 Financial Statement Analysis (3) This course explores profitability and risk analysis based on economic characteristics of a firm's business, the strategy a firm uses to compete in its industry, and an understanding of financial statements. Case studies are utilized to apply the tool of financial statement analysis to real companies in a variety of industries. Prerequisite: a grade of C or better in ACCT 31020 or FIN 32000.

ACCT 41080 Auditing (3) This course is designed to help students understand the nature of auditing with an emphasis on techniques and issues as applied by Certified Public Accountants. Professional standards, Generally Accepted Auditing Standards, legal liabilities of auditors, and specific auditing techniques will be explored. Prerequisite: a C or better in ACCT 31021.

ACCT 41090 Special Topics in Accounting (3) This course explores unique accounting topics and is designed to enhance the accounting education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

ACCT 41091 Directed Studies in Accounting (3) An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

ACCT 41095 Internship (1-9) The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's society. Prerequisite: permission of advisor, dean, and internship coordinator. Junior standing and a cumulative GPA of at least 3.0 are required.

ANTHROPOLOGY

ANT 11200 Cultural Anthropology (3) (GE-SocSci/CrsClt) Students are introduced to the various fields within anthropology with a focus on the study of different forms of societies. The course includes such topics as culture, language, and the impact of globalization on societies.

ANT 13000 Biological Anthropology (3) (GE-BioSci) This course provides an introduction to the anthropological sub-field of Biological Anthropology. Students will learn about the biological evolution of humans and current human variation through fossil and genetic studies of primate and human populations. Forensic Anthropology will be introduced in terms of its implications for modern day social and political events. An introduction to the archaeology of early human cultures of the world is included.

ANT 21000 Native North American Indians (3) (GE-CrsClt) This course offers a broad survey of the archaeology, traditional cultures, and the current conditions and perceptions of the Native American Indian populations of North America. Prerequisite: ANT 11200 or SOC 10200 or HIS 10500.

ANT 30000 Focus on Modern Asia (3) (GE-CrsClt) An anthropological survey of the demographic, economic, social, political, and cultural conditions in Southwest, South, East, and Southeast Asia. Course offered Fall semester only. Prerequisite: HIS 10000 and either ANT 11200 or SOC 10200 and JR standing.

ANT 31700 Social and Cultural Change (3) (GE-CrsClt) An anthropological perspective of the prehistoric, historical, and contemporary global cultural changes in societies throughout the world. Prerequisite: HIS 10000 and either ANT 11200 or SOC 10200 and JR standing.

ANT 31800 Race and Ethnicity: A Global Perspective (3) (GE-CrsClt) This course focuses on patterns of race and ethnic relations throughout the world. Selected issues in contemporary race and ethnic relations in American society are examined. Cross Listed with SOC 31800. Prerequisite: ANT 11200 or SOC 10200 and JR standing.

ANT 32400 The Anthropology of Religion (3) (GE-CrsClt) This course is an introduction to the anthropological studies of religions throughout the world. The course begins with an introduction to how anthropologists define and study religion. The course presents the ethnographic research by cultural anthropologists on indigenous religions including shamanism, witchcraft, along with the current trends within the Great World religions including Judaism, Catholicism, Protestantism, Islam, Hinduism, Buddhism, and the New Age traditions. . Prerequisites: ANT 11200 or SOC 10200 or REL 15000 and JR standing.

ANT 33400 Islamic Societies (3) (GE-CrsClt) This course is an introduction to Islamic societies of the Middle East, South, and Southeast Asia. The course will introduce the history and the current trends of the Islamic world. Prerequisite: HIS 10000 and either ANT 11200, SOC 10200 or REL 15000 and JR standing.

ART

ART 10000 Fundamentals of Drawing and Design (3) (GE-FineArt) This general education course is specifically designed for non-Art majors and focuses on the skills required for communicating through 2-dimensional images. Drawing issues such as Space, Linear Perspective, Value, Texture and Scale are investigated along with Design issues including Unity, Emphasis, Balance, Repetition, and Shape. Demonstration of skills will be accomplished in and out of class through drawings and other studio projects.

ART 21000 Concepts in Visual Arts (3) (GE-FineArt) A course for non-art majors, this class presents a study of selected works in the visual arts by exploring the role of art in society with an emphasis on the creation and interpretation of works of art in media by examining style, aesthetics, social function, and the expression of cultural values. Students will explore the creative process via studio projects.

ART 22200 History of Western Art to 1300 (3) (GE-FineArt/CrsClt) This course is an historical survey of Western art and architecture from Prehistoric times to the end of the Middle Ages in 1300 with an emphasis on the relationship between art, society, culture, religion, and politics. Major works of art and architecture will be discussed from the Ancient Near East, Egypt, Greece-Rome, and finally the Middle Ages. This course is open to all students. It is required for every art major.

ART 22400 History of Western Art from 1300 (3) (GE Fine Art/CrsClt) This course is an historical survey of Western art and architecture from the Renaissance to the present with an emphasis on the relationship between art, society, culture, religion, and politics. Major works of art and architecture will be discussed as a survey of major artistic movements from the fourteenth to the late twentieth century across Europe and America. This course is open to all students. It is required for every art major.

BIOLOGY

BIO 10000 Concepts in Biology (4) (GE-BioSci) This course examines mechanisms of evolution, cellular biology, genetics, and ecology with emphasis on scientific methods, historical developments, current applications, and ethical issues. Laboratory activities reinforce classroom learning. Lab fee required.

BIO 10600 Modern Topics in Biology (3) (GE-BioSci) This course is designed for non-majors. Topics of current interest in biological research are discussed by students and faculty. Various areas of biology will be selected on a rotational basis.

BIO 10700 Human Biology (3) (GE-BioSci) This course studies human physiological and anatomical systems as they apply to health, disease, and social interactions.

BIO 11000 Principles in Biology (3) (GE-BioSci) This course examines mechanisms of evolution, cellular biology, genetics, and ecology with emphasis on scientific methods, historical developments, current applications, and ethical issues.

BIO 11200 Environmental Biology (4) (GE-BioSci) For non-majors, this course is a study of the biological systems comprising the biosphere and those perturbations which would threaten homeostasis of the systems. Lab fee required.

BIO 11400 Principles of Environmental Biology (3) (GE-BioSci) For non-science majors, this course is a study of the biological systems comprising the biosphere and those perturbations which would threaten homeostasis of the systems.

BIO 11500 Environmental Biology Laboratory (1) (GE-BioSci) This course must be taken concurrently with BIO 11400. The course includes hands-on activities in both field and classroom settings that complement the topics covered in BIO 11400. Lab fee required.

BIO 12100 Nutrition (3) (GE-BioSci) This course is a study of nutrition emphasizing food molecules, their metabolic value and daily allowances. The importance of informed nutritional choices and their effects on health will also be examined.

BIO 22700 Human Anatomy and Physiology I (4) (GE-BioSci) This course is a study of structure and function in the human body, including the following systems: integumentary, skeletal, muscle, endocrine, nervous, and sensory. Lab fee required. Prerequisite: CHM 10000 or CHM 23000 and BIO 10000 or BIO 25100.

BIO 22800 Human Anatomy and Physiology II (4) This course is a study of structure and function in the human body, including the following systems: respiratory, cardiovascular, excretory, digestive, reproductive, and immune. Lab fee required. Prerequisite: CHM 10000 or CHM 23000, BIO 10000 or BIO 25100, and C or better in BIO 22700.

BIO 23000 Microbiology for Health Sciences (4) This course examines microorganisms as they relate to human health and disease. Students will learn the cell structure, growth, and genetics of microorganisms in general, and the pathogenesis of

specific microorganisms. The function of the immune system and the effectiveness of antibiotic agents will also be covered. Laboratory investigations will include safety, basic procedures, aseptic technique, isolation, growth and identification of microorganisms, and inquiry into the effect of antibiotics on growth of bacteria and the development of antibiotic resistance. Lab fee required. Prerequisites: BIO 10000 or BIO 25100 & CHM 10000 or CHM 23000.

BIO 25100 General Biology I (4) (GE-BioSci) This course is the first biology course for majors, introducing: biological molecules, cell structure/ function, Mendelian and molecular genetics. Lab activities reinforce lecture concepts, introduce techniques, and model modern scientific inquiry. Lab fee required. . Prerequisite: C or better in CHM 23000.

BIO 25200 General Biology II (4) (GE-BioSci) This course is a continuation of BIO 25100 General Biology I with a study of basic biological principles related to the diversity of living organisms and their environment. Topics covered will include evolution, taxonomy, and morphology; life cycles; ecological relationships among the prokaryotes, protists, fungi, plants, and animals. Lab fee required. Prerequisite: C or better in BIO 25100.

CHEMISTRY

CHM 10000 Concepts in Chemistry (4) (GE-PhysSci) This course is an examination of the principles of Chemistry, especially those which find application in the study of biology. Topics to be covered include atomic structure, chemical bonding, intermolecular forces, gas laws, solutions, and chemical energy. Laboratory work is included. Lab fee required.

CHM 10100 The World of Chemistry (3) (GE-PhysSci) This course serves as a journey through the exciting world of chemistry. The foundations of chemical structures and their behaviors are explored through a combination of lectures and videos. The emphasis will be on the understanding of the principles of chemistry and their application to items in our current daily experiences. This is a course for non-science majors.

CHM 10500 Chemistry in Society (3) (GE-PhysSci) This course provides a basis for understanding problems of global proportion facing societies in the coming millennium. Fundamental chemical concepts will provide an understanding of the role chemistry plays in the problems considered, and in their potential resolution or solution. Issues include environmental concerns, energy, hunger and food production, health, pollution, and population considerations.

CHM 11100 Environmental Science (3) (GE-PhysSci) An introductory course on global environmental issues with an emphasis on chemistry, this course addresses a need to understand the scientific principles along with social, political, and economic background as pertains to topics such as air and water qualities, energy resources, waste management, and toxicology.

CHM 23000 General Chemistry 1 (3) (GE-PhysSci) This course provides a systematic treatment of the principles of chemistry. Topics include the fundamental principles of chemistry, dimensional analysis, basic atomic structure and theory, stoichiometry, general nomenclature, and types of reactions. Prerequisite: Math placement test in MTH 15100 or higher.

CHM 23100 General Chemistry 2 (3) (GE-PhysSci) This course is a continuation of CHM 23000. Topics include an advanced review of stoichiometry, gas laws, intermolecular forces, periodic properties, advanced bonding theory, solutions chemistry, molecular structures, and organic nomenclature. CHM 24100 must be taken concurrently with this course. Prerequisite: Grade of C or better in both CHM 23000 and MTH 15100 or higher.

CHM 23200 General Chemistry 3 (3) (GE-PhysSci) This course is a continuation of CHM 23100. Topics include an advanced solution chemistry, acid-base equilibria, thermochemistry, kinetics, electrochemistry, and nuclear chemistry. CHM 24200 must be taken concurrently with this course. Prerequisite: Grade of C or better in both CHM 23100 and MTH 15100 or higher.

CHM 24100 General Chemistry 2 Laboratory (1) (GE-PhysSci) This course consists of one 2.5-hour laboratory period per week. Laboratory includes hands-on experimental procedures of general chemistry phenomena. Discussion focuses on mastery of chemistry concepts through class participation and group work. Lab fee required. Co-requisite: Must be taken concurrently with CHM 23100.

CHM 24200 General Chemistry 3 Laboratory (1) (GE-PhysSci) This course consists of one 2.5-hour laboratory period per week. Laboratory includes hands-on experimental procedures of general chemistry phenomena. Discussion focuses on mastery of chemistry concepts through class participation and group work. Lab fee required. Co-requisite: Must be taken concurrently with CHM 23200.

CRIMINAL JUSTICE

CJ 10100 Criminology (3) (GE-SocSci) This course is designed to introduce students to the field of criminology, the scientific study of crime and related theories. Exploration of the development of criminal law, how crime is defined, trends and patterns of crime, and who is most likely to be a victim of crime will be covered. This course is designed as an overview analyzing the strengths and weaknesses of current theories of crime and causation from an objective point of view.

CJ 14000 Special Topics in Criminal Justice (1-3) This course deals with a specialized topic in criminal justice at an introductory level.

CJ 20500 Criminal Justice Observation (1) Students observe criminal justice practitioners in the areas of police, courts, corrections, or related areas. Students will benefit by observing the relationship between theory and practice in a work related setting.

CJ 21000 Criminal Justice Systems (3) This course offers a survey of various institutions by which the criminal justice system is administered including the police, the legal profession, the courts, and penal institutions as well as an examination of the problems which the criminal justice system faces and an evaluation of the adequacy of the existing system.

CJ 22500 Comparative Criminal Justice Systems (3) (GE-CrsClt)

This course provides an opportunity for students to learn about key criminal justice systems around the world. It is an excellent cross-cultural opportunity for students to visit two to three countries. One goal of comparative studies is to extend a student's knowledge of people and cultures beyond his or her own group. Students are able to compare the American legal system with the countries visited. A comparative view of legal systems around the world allows us to understand better the dimensions of our own system. Lab fee required. Prerequisites: Permission of dean.

CJ 24000 Special Topics in Criminal Justice (1-3) This course deals with a specialized topic in criminal justice. Subject areas will change from time to time to reflect relevant issues within the field of criminal justice. Possible topical fields may be drawn from such areas as comparative criminal justice, the history of criminal justice, cyber crimes, gangs, organized crime, probation and parole, and criminal profiling. The particular topic to be addressed will be announced and a course description provided at the time of registration. The course is open to all students and no prerequisites are required. Lab fee may be required.

CJ 30000 Policing in America (3) This course is an analysis of the contemporary role of the police relative to such areas as the police subculture and community relations, police accountability and civil liability, police stress, and unique problem situations and groups encountered by the police. Prerequisites: CJ 10100 and CJ 21000.

CJ 30100 Criminal Procedure (3) This course offers the study of the law as it relates to arrest, search, and seizure with emphasis on present controlling legal decisions and historical development, philosophy, and problems underlying these decisions. Prerequisites: CJ 10100 and CJ 21000.

CJ 30500 Corrections (3) This course is a contemporary analysis of the operation of and problems encountered by jails and prisons as well as the study of probation, parole, community service and restitution, electronic monitoring, and other innovative community correctional programs. Prerequisites: CJ 10100 and CJ 21000.

CJ 31000 Criminal Law (3) This course is the analysis of the purposes and sources of the criminal law and will include an examination of the preliminary crimes of solicitation, conspiracy, and attempt. The specific elements of crimes against the person and crimes against property are addressed. A consideration of defenses to criminal liability is also undertaken. Prerequisites: CJ 10100 and CJ 21000.

CJ 31100 The Juvenile Justice System (3) This course is an examination of the origin, philosophy, and objectives of the

juvenile justice system. Emphasis will be placed on the decision making process of police, court, and probation officials relative to the apprehension, processing, and treatment of juveniles. Supreme Court decisions in the juvenile field also will be addressed. Prerequisite: CJ 10100 and CJ 21000.

CJ 31500 Victimology (3) This course is an examination of the scientific study of victimization, including the relationships between victims and offenders, the interactions between victims and the criminal justice system and the connections between victims and other societal groups and institutions such as the media, businesses, and social movements. Pre-requisites: CJ 10100 and CJ 21000 or permission of dean.

CJ 32000 Race, Crime, and Punishment (3) A comparative study of racial differences in offending patterns is the crux of this course which will focus on the overrepresentation of minorities in the criminal justice system. Possible causes, current research, government policies, initiatives, and laws will be explored and evaluated. This will be an interactive, discussion-focused course. Prerequisites: CJ 10100 and CJ 21000 or permission of dean.

CJ 32100 White-Collar Crime (3) Students will examine the definition and scope of the problems associated with White-Collar Crime. The American public often overlooks the violent aspects of elite deviance. Additionally this course will address the costs, institutional corruption, religious fraud, environmental crimes, and the manufacture and distribution of unsafe consumer products. Prerequisite: CJ 10100 and CJ 21000.

CJ 33100 Criminal Investigation (3) Each investigation is unique. Investigators need not have superhuman reasoning ability. They must, however, proceed in an orderly, systematic way, gathering facts to analyze and evaluate. This course will allow students, via a multidisciplinary format, to attempt to solve a violent crime through the application of forensic tools and methodologies. Applications include: CAD crime-scene sketches, computer-generated composites, blood-splatter analysis, Forensic Entomology, Forensic Anthropology, Forensic Odontology, and crime scene contamination. Prerequisites: CJ 10100 and CJ 21000.

CJ 34000 Special Topics in Criminal Justice (3) This course will deal with a specialized topic in criminal justice. Subject areas will change from time to time to reflect relevant issues within the field of criminal justice. Possible topical fields may be drawn from such areas as comparative criminal justice systems, the history of criminal justice, cyber crimes, ethics in criminal justice, crime scene investigations, gangs, organized crime, quantitative and qualitative research methods, probation and parole, and criminal profiling. The particular topic to be addressed will be announced and a course description provided at the time of registration. This course may be repeated for additional credits if a different topic is offered. Lab fee may be required. Prerequisite: 12 credit hours in Criminal Justice Core courses or permission of dean.

CJ 44000 Senior Seminar in Criminal Justice (3) This is a capstone course that will tie together the various components of the criminal justice system and allow students to critically

examine current practices as they exist in American society. Criminal justice practitioners as guest lecturers will enhance student knowledge by providing relevant trends and issues from the field. Students will be able to assimilate knowledge regarding crime, police, corrections, courts, and society. Prerequisite: Senior standing (preferably last semester of course work).

CJ 45000 Internship (4-6) This field experience in policing, corrections, juvenile justice, the court system, or within the private security/ investigation sector may be repeated for additional credit. Students must complete 50 hours in the field for each credit of internship and attend a weekly seminar. Prerequisite: Junior standing, 18 credit hours in Criminal Justice courses, 2.5 GPA, and permission of dean.

ALL-COLLEGE

COL 05100 Fundamentals of Reading (3) This course reintroduces the student to basic reading concepts, as well as provides a refresher course of study. By assignment.

COL 05200 Fundamentals of Writing (3) This course reintroduces the student to basic writing concepts, as well as provides a refresher course of study in other areas of English, including sentence structure, spelling, and punctuation. Placement through examination.

COL 05300 Fundamentals of Mathematics (3) This course reintroduces the student to basic math concepts, as well as provides a refresher course of study. By assignment.

NOTE: Students assigned to the courses listed above will be required to complete 128 semester hours of credit toward their degree completion in addition to the credits earned from these fundamental courses.

COL 11100 Internet Library Research Strategies (1) An activity based course designed to build upon basic computer/Internet skills necessary for a 21st century society, students will conduct a series of focused retrievals of online information and resources specific to their areas of study. Lab fee required. Course offered intermittently.

COL 15000 Keyboarding Basics (1) This course offers keyboarding mastery, reinforcement of the English language, and the ability to think and key simultaneously at an average rate of 25 words a minute with two or fewer errors per minute. The course provides instruction in developing the basic keyboarding skills needed to key alphabetic, numeric, and special symbol characters, as well as teaching the skills needed to use a 10-key numeric keypad is offered.

COL 35000 Career Development (1) This course will encompass career development strategies inclusive of self-assessment and exploration, occupational examination, and job campaigning. Experiential learning activities in the areas of leadership development, decision making, and goal setting will also be incorporated. Prerequisite: Junior/Senior standing.

COL 45000 Community Service Internship (1) This course involves

service within volunteer agencies and social service programs in the local community, to enable students to be involved in practical experiences beyond their normal disciplines and to provide diverse opportunities that will enhance the student's educational background and broaden his/her range of marketable talents. Requires 150 hours of service in an approved agency during one semester of the student's Junior or Senior year. (May only be taken once).

COMMUNICATIONS

COM 10500 Group Dynamics and Effective Speaking (3) (GE-Comm) This course is designed to teach participants various interpersonal skills pertinent to one-on-one, small-group, and large-group communication. Topics covered will include "reading" the audience, non-verbal communication, the rules of etiquette and appropriate dress, effective use of the voice, and group dynamics. Students will be required to make a series of formal and informal presentations in class.

COM 11000 Fundamentals of Oral Communication (3) (GE-Comm) This course is an introduction of theories and techniques of non-written communication in business and society. Topics include the nature of human communication, listening skills, interpersonal communication, nonverbal communication, small-group communication, and public speaking. Students will participate in communication activities, as well as research, organize and present formal speeches.

COM 13000 Survey of the Professional Media (3) This course offers an examination of the evolution of media from its traditional roots to the marketplace of today. Students will study careers in the field and be exposed to issues facing those professionals. An introduction to government regulation, ethical issues, and the relationship between media and society will introduce students to the challenges and responsibilities facing the future communications professional. Offered every semester.

COM 15100 Radio Production (3) This course serves as an introduction to radio station operations, including an analysis of programs and audiences in American broadcasting. Students will have directed experiences in organization, writing, production, direction, and performance of basic radio programs. Lab fee required. Offered every semester. Prerequisite: COM 13000 or COM 13500 or either concurrently.

COM 15400 Video Production (3) This course offers theory and practice of video production techniques with an examination of basic program types, equipment operation, staff organization, script writing, and studio production problems. Laboratory work in fundamental video productions. Lab fee required. Offered every semester. Prerequisite: COM 12300 or COM 13000 or COM 13500 or COM 14000 or any concurrently.

COM 20200 Design with Photoshop (3) This is a hands-on course that covers the fundamentals of digital image manipulation and graphic creation using Adobe's Photoshop. Photo retouching, image capture, and image creation will be emphasized as well as current techniques and trends. This class will culminate with

the rendering of a professional portfolio component. Lab fee required. Offered every semester.

COM 23300 Fundamentals of the Internet (3) This is a lab-based course designed to familiarize communications students with advanced methods of information retrieval and management via the Internet or corporate intranets; combined with hands-on design, development, and publication of web based content for both individual and corporate use. Lab fee required. Offered every semester.

COM 24200 Basic Reporting (3) This course is an analysis of the role of the reporter in communicating public intelligence. Laboratory work will stress basic news gathering, reporting and writing techniques. Offered every semester. Prerequisites: ENG 15000 or EPP 15000 and either COM 13000 or COM 13500.

COM 30101 Applied Mass Communication-Radio (3) With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable for credit. Lab fee required. Offered every semester. Prerequisites: COM 13000 and COM 15100.

COM 30102 Applied Mass Communication-Video (3) With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Lab fee required. Offered every semester. Prerequisites: COM 25600.

COM 30103 Applied Mass Communication-Public Relations (3) With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Offered every semester. Prerequisites: COM 24200.

COM 30104 Applied Mass Communication-Sports Information (3) With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Offered intermittently. Prerequisites: COM 24200.

COM 30105 Applied Interactive Media and Web Design (3) With staff assignments in campus-related web design with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Offered intermittently. Prerequisites: COM 23300. Lab fee required.

COM 30200 Seminar in Professional Practice and Ethics (3) An investigation of the complex ethical dilemmas perceived to stem from the clash between individual and organizational values in our increasingly media-dependent persona, social, and professional environments. Attention will be paid to the bases of ethical decision making in modern professional and business organizations engaged in primarily mass-communication related endeavors. Students will be expected to engage in written and oral discourse, based upon secondary research focused upon competing media-driven economic, political, societal claims. Issues examined will include, but not be limited to, media violence, journalistic responsibility, government media

regulation, threats to personal privacy, and media industry consolidation. Curricula will include, but not be limited to, various codes of professional ethical conduct published by professional organizations whose membership pursue careers in Advertising, Journalism, Public Relations, etc. Offered every semester. Prerequisites: ENG 17000 and either COM 13000 or COM 13500 or COM 12300.

COM 30300 Written Communication for Business (3) The study and practice of effective business writing, topics in this class will include writing memoranda, letters, and reports as well as writing for various publics. Special focus will be on persuasive communication, international business communication, and writing style for corporate publications. Offered every semester. Prerequisites: ENG 17000

COM 30500 Desktop Publishing (3) This course is a hands-on exploration of computer assisted techniques of editing, design, graphic production and layout of publications. Study will include magazines, newspapers, brochures, yearbooks, and other business publications. Lab fee required. Offered every semester. Prerequisite: COM 20200.

COM 30700 Writing for the Electronic Media (3) This laboratory course examines the techniques and forms of script writing for all types of electronic media. Offered every semester. Prerequisites: ENG 15000 or EPP 15000 and either COM 15100 or COM 15400.

COM 32700 Media Literacy (3) In this course, students will focus on the cognitive, emotional, moral, and aesthetic influences of the media. (Radio, Film, TV, Multimedia, and the Internet). Higher levels of media literacy can give students more options and control over their beliefs and behaviors. Offered every semester. Prerequisite: ENG 17000.

COM 32800 Fundamentals of Public Relations (3) A focused investigation of how rapidly evolving advances in communication technology are impacting the profession of public relations in a global environment. The fundamental strategic mission of public relations as an executive function aimed at long-term relationship and reputation management will be explored in various organization contexts, including but not limited to not-for-profit, non-profit, community, governmental, professional services, as well as proprietary consumer and business product/services. The key tactics appropriate to relationship development and management with a variety of stake-holder groups, including but not limited to employees, members, volunteers, regulators, legislators, community activists, investors, charities, as well as consumer/customers, will receive explicit scrutiny. Offered intermittently. Prerequisite: COM 24200.

COM 33400 Web Design (3) This course is lab-based and focuses on the development of web content guided by sound theoretical practices and adherence to current web standards. Due to the highly dynamic nature of this subject, specifics of the course evolve between semesters; however coverage of XHTML, CSS, and JavaScript should be expected. Lab fee required. Offered every semester. Prerequisite: COM 23300.

COM 33500 Buying and Selling Media (3) This course is an in-depth study of the process of researching the cost effectiveness of the various media as advertising tools and examines the processes of media buying and the methods of selling radio, television, newspaper, magazine, and cyberspace advertising. Offered every semester. Prerequisites: COM 32700.

COM 35200 Advanced Audio Production (3) Students carry out advanced assignments in audio production. Preparation, production, and evaluation of various audio projects will require students to refine skills in analog and digital video production. Lab fee required. Offered intermittently. Prerequisites: COM 12300 or COM 15100.

COM 36000 Media Management (3) This course is an examination of various media industry operations. Students will focus on management theories and practices, fundamentals in financial administration, and human resources. Emphasis includes understanding and use of media research, effective marketing strategies and costs, FCC rules and regulations, and broadcast engineering and ownership. Offered every semester. Prerequisites: ENG 17000, COM 13000, COM 15100, COM 15400, and junior standing.

COM 36300 Creative Advertising Concepts (3) This course offers a focused examination of the creative processes involved in developing promotional messages, from brainstorming, through strategic message revision, to finished tactical message execution. Emphases will include practicing the tactics of the creative promotional concept execution, including targeting and tailoring promotional messages by integrating verbal and graphic message components for delivery across a variety of media platforms, including print, outdoor, broadcast, and interactive. Offered intermittently. Prerequisites: COM 23300 and COM 24200 and COM 30700.

COM 37000 History of Film (3) (GE-CrsClt) This course is a study of the historical perspective of film from the efforts of early American and European filmmakers through the works of contemporary artists around the world. Emphasis will be placed on the art of film making, and its reflection of culture. Films would include works from Griffith, Eisenstein, Truffaut, Bergman, Kurosawa, and others. Open to all students. Offered every semester. Prerequisites: ENG 17000.

COM 38602 (GE-CrsClt) Special Topics in Communications (1-3) This course is designed to offer a variety of topics in Communication and Multimedia. May be repeated as topics vary. Lab fee may be required. Offered intermittently. Prerequisite: ENG 17000.

COM 38603 Special Topics in Communications (3) (GE-CrsClt) This course is designed to offer a variety of topics in Communication and Multimedia. May be repeated as topics vary. Lab fee may be required. Offered intermittently. Prerequisites: ENG 17000.

COM 40100 Mass Communication Law (3) Students investigate the study of laws which affect and regulate the mass media. This course includes a study of constitutional, statutory, and

administrative laws. Offered every semester. Prerequisites: Completion of 12 credits in Communication.

COM 42700 Advertising Campaign Management (3) This course offers a comprehensive study of the processes involved in the development and deployment of successful advertising campaigns and will focus on the conceptualization, planning, budgeting, project timeline development and measurements of success and other stages of these campaigns. Creating a media plan, market segmentation overview and analysis of response rate are part of this class. An understanding of expectations, investment and return on investment will be reviewed as well. Offered intermittently. Prerequisites: COM 32700.

COM 44200 Promotional and Public Relations Copy Writing (3) This course offers a focused examination and practice of the special skills required in writing for public relations and marketing communication programs. Emphases will include planning and executing written assignments for both advertising and publicity placement in a variety of print and electronic media, including converged media on the World Wide Web. Students will be encouraged to select organizational clients both within and outside the university and to compose work of professional quality sufficient to warrant both inclusion in a professional portfolio and organizational support for its publication/placement. Offered intermittently. Prerequisites: ENG 17000 and COM 24200 and COM 32800.

COM 45000 Communication Internship (3) This course offers supervised work experience for the advanced student which requires the application of communication principles, skills and strategies in business or professional communications organizations. Repeatable with department permission. Offered every semester. Prerequisites: Junior standing, minimum 3.0 GPA and either COM 301XX or COM 30800.

COM 46000 Mass Communications Theory (3) A focused historical investigation of mass communication theories, as they have evolved in response to developments in mass communication technology. Discussion will emphasize developments since the mid-19th Century. Theories will include political, sociological, and cultural models constructed to explain phenomena, both real and imagined, perceived to be characteristic of audiences' behavioral responses to increasingly rapid technological advances in, and consequent dependence on, mass communication media. Students will be expected to be able to distinguish among theories, placing them in specific historical and social contexts. Assignments will include opportunities for students to demonstrate basic capabilities in secondary research. Course offered every semester. Prerequisites: COM 30200 and senior standing.

DANCE

DAN 10100 Introduction to Dance (3) (GE-FineArt) This course is a beginning movement course in dance techniques and styles including elements of modern dance, jazz dance, and ballet. It will help students develop body awareness, flexibility, and creativity. Includes beginning instruction in theory and technique.

DAN 10300-40300 Dance Practica (1 credit hour each) This practicum is open to all students by permission of the dance faculty. Students will participate in public performance as members of various Lindenwood activities and events. May be repeated for credit up to two credits).

DAN 11000 Dance As An Art (3) (GE-FineArt/CrsClc) This course is an introductory course designed to develop the student's ability to enjoy and analyze dance performance through a consideration of dance style, technique, choreography and the role of dance in culture. Lecture course, no dance training necessary. Offered Fall semester only.

DAN 20400 Beginning Jazz Dance I (3) (GE-FineArt) Through a variety of warm ups, dance exercises, and extended movement combinations set to contemporary music, students will learn the basic steps and movements of jazz dance. No dance training necessary. Offered Spring semester only.

DAN 20500 Beginning Jazz Dance II (3) This course is a continuation of Beginning Jazz Dance I. Prerequisite: DAN 20400 or permission.

DAN 30400 Intermediate Jazz Dance I (3) This course offers intermediate study in Jazz dance and musical theatre dance techniques. Prerequisite: DAN 20400 or DAN 20500 or permission of instructor.

DAN 30500 Intermediate Jazz Dance II (3) This course is a continuation of Intermediate Jazz Dance I. Prerequisite: DAN 30400 or permission of Instructor.

DAN 37100 Dance in the 21st Century (3) (GE-FineArt/CrsClc) This course explores the history and role of dance in different cultures around the world. Through video observations, readings and class discussions, students will be exposed to the multicultural influences on dance in today's society. Lecture course, no dance experience necessary. Prerequisite: ENG 17000 with a "C" or better.

EARTH SCIENCES

See later section of this catalog for the course descriptions of all ESC courses.

ECONOMICS

ECON 13090 Special Topics in Economics (1-3) This course explores unique economics topics and is designed to enhance the economics education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

ECON 23010 Survey of Economics (3) (GE-SocSci) This course is designed to introduce basic economics concepts, relationships, and institutions. The course provides a foundation for applying economics to individual decision making and for critically analyzing aggregate economic behavior and policy. Topics to be covered include supply and demand, consumer choice, competition, monopoly, the labor market, government intervention, business cycles, fiscal policy, money and banks,

monetary policy, and international trade. Please note: This course satisfies one social science general education requirement. This course will not fulfill a core or elective requirement for business majors.

ECON 23020 Principles of Microeconomics (3) (GE-SocSci)

This course introduces students to economic concepts, relationships, and institutions related to individual and firm decision-making. Supply, demand, and opportunity cost are used to analyze the actions of individuals and firms in a market framework. Economic decision-making and policy will be grounded within the broader ethical context so as to stimulate students' critical thinking. Topics to be covered include marginal analysis, production possibilities, demand and supply, elasticity, household and consumer choice, firm production and costs, profit maximization, and market structures. By the end of this course, students will be prepared to describe and evaluate the determinants of price, apply economic decision-making skills to everyday decisions, and apply the economic tools discussed to the broader world around them. This course must be taken by all business majors as a part of the business core requirement. (ECON 23010 may not be substituted.) The three credit hours earned for this course will fulfill one GE Social Science requirement. Prerequisite: a C or better in MTH 14100 or MTH 13100 or higher.

ECON 23030 Principles of Macroeconomics (3) This course introduces students to economic concepts, relationships, and institutions related to the aggregate economy. Keynesian analysis is used to analyze the effect of fiscal and monetary policy actions on employment, output and prices. Economic decision-making and policy will be grounded within the broader ethical context so as to stimulate students' critical thinking. Topics to be covered include national income accounting, business cycles, economic growth, unemployment, inflation, aggregate demand/supply, fiscal policy, monetary policy, and international trade. By the end of this course, students will be prepared to define the macroeconomic aggregates such as GDP, inflation and unemployment; explain the relationship between the major macroeconomics aggregates and the policy actions and other events which cause them to fluctuate; compare and contrast Classical and Keynesian economics; and appraise how closely the macroeconomic tools discussed in this course parallel developments in the real economy. Prerequisite: a C or better in MTH 14100 or MTH 13100 or higher. This course is part of the core business administration requirements. ECON 23010 may not be substituted.

ECON 23090 Special Topics in Economics (3) This course explores unique economics topics and is designed to enhance the economics education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

EDUCATION

EDU 10000 Orientation to Educational Experiences (3) Students will examine the roles and responsibilities of teachers. This course is designed to allow the student interested in education to investigate current issues, trends, educational reforms and

legal issues in education. Historical, philosophical, theoretical, governance and financing perspectives will also be analyzed. All students planning to teach are required to take this course before or in conjunction with their first education course(s). This course is the prerequisite for EDU 11100 *School Observation*. In order to prepare students for EDU 11100 when a classroom observation is required, a Criminal Record Check is required for a nominal fee for EDU 11100. Students will also pay a site license fee for their portfolio.

EDU 11100 School Observation (1) This course provides the education student with observation experience in the school setting. Students will be required to document 30 hours and 30 entries in a reflection journal. A Criminal Record Check is required for a nominal fee for EDU 11100. Prerequisite: EDU 10000.

EDU 20200 Psychology of Teaching and Learning (3) This course requires exploration in current topics of interest in relation to the study and application of learning theories to contemporary educational issues. Concepts, theory, models, and methods of research in developmental and educational psychology are also investigated.

EDU 21500 PRAXIS II-Foliotek Seminar for Teacher Education (0) The course provides the student an opportunity to review and synthesize the skills and content knowledge of selected subject areas of teacher certification. This course will assist in developing test taking techniques in preparation for the PRAXIS II. Students are also oriented to the requirements of the culminating assessment portfolio. This is a required non-credit course for students who have completed at least 15 hours of teacher education certification coursework. Students must pass the CBASE in order to successfully complete this course. Corequisite: Apply to the teacher certification program. This course offered every semester. P/F grading. Prerequisite: EDU 10000, EDU 20200, and EDU 30400.

EDU 21501, EDU 21502, EDU 21503 PRAXIS II-Foliotek Seminar for Teacher Education (1-3) can be taken for credit. This course provides the student an opportunity to review and synthesize the skills and content knowledge of selected subject areas of teacher certification. This course will assist in developing test taking techniques in preparation for the PRAXIS II. Students are also oriented to the requirements of the culminating assessment portfolio. This is a required non-credit course for students who have completed at least 15 hours of teacher education certification coursework. Students must pass the CBASE to successfully complete this course. Students taking the course for credit will be required to log 15-45 hours (depending on enrolled credit hours) describing detailed preparation to prepare for the PRAXIS II, submit rationale and reflection assignment(s), and evaluate the preparation experienced in each required education course. Corequisite: Apply to the teacher certification program. P/F grading. Prerequisite: EDU 10000, EDU 20200, and EDU 30400.

EDU 23100 Elementary Music Methods (2) This course provides a general preparation for the teacher in the elementary classroom. A study of the principles, procedures, and objectives of school

music is included. Prerequisites/Concurrent: EDU 10000.

EDU 23300 Elementary Art Methods (2) This course is designed for either the elementary classroom teacher or for the art teacher in the elementary school. Studio work and lecture on creative expression and techniques is included. Prerequisites/Concurrent: EDU 10000. Lab fee required.

EDU 24600 Children's Literature (3) This course is a study of the history and development of literature suitable for elementary school students. Evaluation of current literature material is included.

EDU 27400 Physical Education in Elementary Schools (2) This course covers organizational and instructional aspects of planning a sequential K-8 program of physical education, emphasizing fundamental motor skill development, rhythms, games, and sports.

EDU 29800-29899 Special Topics in Education (1-3) These courses allow the education major or minor the opportunity to develop individualized learning experiences or select from courses already being offered. Courses are subject to Dean Approval. Lab fee may be required.

EDU 30400 Measurement and Evaluation to Enhance Learning (3) The student will experience practical approaches to ensure that classroom assessment is fair and effective. Curriculum mapping and alignment to standards are explored. Students will develop an understanding of the basic mathematics of measurement, item analysis, test score interpretation, test development, performance assessments, standardized testing, portfolios, grading procedures, self-assessment, assessment of diverse student populations, and biases in educational assessment. Student reflection will facilitate an appreciation for the characteristics of an assessment-literate educator. Prerequisite/Concurrent: EDU 10000 and EDU 20200.

EDU 30500 Elementary Reading Methods (3) This course examines a variety of reading methodologies, materials, and evaluation items are presented and used with readers in the school system. The student will participate in a comprehensive study of the skills required for reading development, such as word attack, perception, vocabulary, and comprehension. This course includes a ten-hour practicum. Prerequisites: EDU 215XX, EDU 20200, and EDU 32200.

EDU 30600 Elementary/Middle School Language Arts Methods (3) This course involves a comprehensive study of listening, speaking, reading, writing, thinking, viewing and visually representing communication arts skills as these skills are integrated into the contemporary language and reading program. Various methods and materials are explored. Prerequisites: EDU 215XX, EDU 20200, and EDU 32200.

EDU 30900 Analysis and Correction of Reading Disabilities (3) This course is designed to teach students the diagnostic/prescriptive process necessary to deal with readers at various developmental levels in the classroom. Students learn to use and analyze a variety of informal and standardized diagnostic reading tests appropriate for individual and group diagnosis. Students

also learn to use commercial and teacher-made materials in conjunction with basal readers to provide appropriate instruction. Students are expected to work with a problem reader during the course. This course is to be taken concurrently with or prior to EDU 39900 to meet early childhood, early childhood special education, and elementary education degree program requirements. Prerequisites for this course are EDU 215XX and one of the following: EDU 30500 or EDU 30700.

EDU 31200 Elementary/Middle School Mathematics Methods

(3) This course provides a survey of approaches in the teaching of mathematics for the student preparing to teach in elementary schools. Prerequisites: EDU 10000. Concurrent: EDU 215XX, EDU 32200 and two university level mathematics courses.

EDU 31300 Elementary/Middle School Social Studies Methods

(3) This course includes the theoretical and practical aspects of the early childhood, elementary, and middle school social studies curriculum. Methodology, techniques, strategies, and materials appropriate to the area are investigated. Students are expected to plan and develop a variety of social studies instruction formats. Prerequisites/Concurrent: EDU 215XX, EDU 32200.

EDU 31700 Introduction to Early Childhood/Special Education

(3) This course includes a study of basic early childhood environmental principles, which are designed to meet the needs of the developing child. Cognitive, physical, social, emotional, and creative development are investigated and observed in the early childhood setting. Curriculum and materials appropriate for early education are emphasized, as well as planning and executing activities for the young child. Growth, development, and special needs of preschool children with disabilities are discussed, including developmentally appropriate practices, assessment, material, and curriculum adaptation necessary when working with this population.

EDU 31900 Elementary/Middle School Science Methods (3)

This course is designed to explore various methods, materials, strategies, and processes used in early childhood, elementary, and middle school science programs. Students are expected to plan, develop, and teach several science lessons using a variety of science instruction formats. Prerequisites: EDU 10000, EDU 20200, EDU 30400. Concurrent: EDU 215XX, EDU 32200. Lab fee required.

EDU 32200 Elementary Classroom Teaching and Technology (3)

This course will enable the student to examine the specific techniques and procedures applicable to effective teaching at the elementary level, including an examination of what is required to design logical, engaging, and rigorous lessons that meet the needs of all learners. This course will explore different approaches to lesson planning while concentrating on the direct teaching model. This course will also apply Blooms Taxonomy as related to lesson plan objectives and the assessments of planned lessons. The technology examined will review and/or introduce the application of instructional technologies, including but not limited to Microsoft Word, Power Point, Microsoft Excel, Smart Board, Web Quest. . Prerequisites: EDU 20200 and EDU 30400.

EDU 32300 Methods of Teaching Elementary School Music

(3) This course is a study of the various approaches to music education in the elementary schools. For music education majors. Prerequisite: EDU 10000. Concurrent: EDU 215XX, EDU 32200.

EDU 34100 Education of the Exceptional Child (3)

This course allows the student to develop an understanding of the unique characteristics, strengths, and challenges of exceptional children. An overview of the historical and legal aspects in the field of special education are presented, as well as current trends, issues, and best practices for educating children with exceptionalities in contemporary settings. Students will understand the competencies necessary to effectively teach, communicate, and live with individuals who have exceptionalities in educational and natural environments. This course will focus on the social and emotional implications of the “exceptional” label to individuals, their families, and society as a whole. Prerequisite: EDU 10000. Concurrent: EDU 21500 and either EDU 32100 or EDU 32200.

EDU 34400 Elementary School Differentiation and Classroom Management (3)

This course will enable the student to examine the specific demands required to differentiate instruction in diverse elementary classroom settings. Additionally, the student will examine the role of each instructor in cooperative-teaching situations. This course will also explore the demands and techniques of classroom management. The technology examined will review and/or introduce the application of instructional technologies including, but not limited to, Smartboard, Podcasting, Clickers, and other types of classroom communications. Legal and ethical issues that control the use of technology in the classroom will be investigated. This class is to be taken concurrently with EDU 38000. Prerequisites: EDU 32200

EDU 34500 Childhood Health, Nutrition & Safety (3)

This course focuses on health, nutritional requirements, safety precautions, first aid techniques, and emergency procedures of the young child. Prerequisite: EDU 20200.

EDU 38000 Pre-Student Teaching Practicum (1-3)

This course is designed to offer the education student experience in elementary and secondary schools or other educational environments. Evaluations are conducted by the university consultant and the host teacher. Students must enroll for one hour of practicum (EDU 38000) as a corequisite with EDU 34400. Prerequisites: EDU 20200, EDU 30400, EDU 32100 and 32200.

EDU 39900 Practicum: Analysis and Correction of Reading Disabilities (2)

This course is required for students working towards completion of an early childhood, early childhood special education, or elementary education degree and taken concurrently with EDUC 30900 or the following semester. Working with a regular classroom teacher and remedial teacher in a school setting, students will apply the testing and remediation techniques taught in EDU 30900. Practicum students are responsible for observing and working with students throughout the semester. A diagnostic report, lesson plans, and progress reports are required for each student tutored.

Prerequisite: EDU 215XX, and one of the following: EDU 30500 or EDU 30700.

EDU 41000 Student Teaching (12) This course consists of observation, individual conferences, and supervised teaching in an early childhood setting, elementary middle and/or secondary school and a weekly student-teaching seminar. This practicum is designed to be the culminating experience in a student's teacher preparation program; thus students should have completed all of the courses necessary for the degree and certification prior to this course. The student is responsible for arranging and paying the expense of transportation to and from the assigned school. Course registration must be approved by the Council of Teacher Education. The student teacher's total academic load is limited to one course in addition to student teaching. Students seeking K-12 certification must teach at both the elementary and secondary levels. Special education majors will teach in a regular classroom and a special education classroom. Students must also participate in a pre-teaching experience prior to the official start of the student-teaching semester. A student teaching fee is required. In addition to enrolling for the student teaching course, an application must be submitted to the School of Education by the preceding semester of student teaching: February 1 for fall student teaching and September 1 for spring and summer student teaching. Students must successfully complete the Praxis exam prior to a student teaching placement being sought. Please see School of Education website for complete information on student teaching application process. Lab fee required.

EDU 49800-49899 Special Topics in Education (1-3) These courses allows the education major or minor the opportunity to develop individualized learning experiences or select from courses already being offered. Courses are subject to dean approval. Lab fee may be required.

ENGLISH

ENG 11000 Effective Writing (3) This course prepares students for ENG 15000. A variety of approaches, including skill-based tutorials, journal writing, reader response, drafting, peer response, and revision will be employed to focus on strengthening competence and confidence in writing ability. Smaller, seminar-style class sessions will facilitate intensive, customized attention to foster writing strengths while successfully addressing areas for improvement. *In order to advance to ENG 15000, students must earn a "C" or above in ENG 11000 or EPP 11000. Prerequisite: Students will be placed in ENG 11000 based upon an assessment of their writing skills.*

ENG 15000 English Composition I (3) (GE-Eng) This course is an intensive review of the English language and its use in college-level writing, including the mechanics of written discourse, sentence structure, paragraph development, and essay organization. Selections from expository and imaginative literature will be discussed as models for the effective use of language and as sources for composition topics. *In order to advance to ENG 17000, students must earn a "C" or above in ENG 15000 or EPP 11000. Prerequisite: Placement is based upon an assessment of writing skills or ENG 11000 with a*

"C" or better or EPP11000 with a "C" or better. A writing assessment is part of the initial registration process.

ENG 17000 English Composition II (3) (GE-Eng) Students give special attention to the development of a mature style of writing and to the research, mechanics, and writing of documented argumentation papers. The writing assignments will be related to the subject areas anticipated in college study. Prerequisite: ENG 15000 or EPP 15000 with a "C" or better. In order to advance out of ENG 17000, students must earn a "C" or above.

ENG 20000 Introduction to Literature (3) (GE-Lit) This course is an introduction to the reading and analysis of literature; the semester's work will involve extensive reading in one of the following genres: poetry, short fiction, novel, drama, or essay. Prerequisite: ENG 17000 with grade of "C" or better.

ENG 20100 World Literature I (3) (GE-Lit/Crs-Clt) This course is a study of ideas that have shaped civilizations, with emphasis on the literature of various cultures and periods. Works will be read in English translation. Lectures and discussions interpret literature and consider religious and philosophical thought in terms of contrasting as well as universal themes and values. Prerequisite: ENG 17000 with a "C" or better.

ENG 20200 World Literature II (3) (GE-Lit/CrsClt) This course is a study of ideas that have shaped our cultures, beliefs, and understanding from the Renaissance to the present. Students will examine the cultural contexts of the works and will consider the universal doctrines and themes these works suggest. Prerequisite: ENG 17000 with a "C" or better.

ENG 21000 Writing Proficiency Lab (3) This computer-lab based course allows students to work on their areas of writing and grammar deficiencies as identified by a diagnostic exam completed on the first day of class. Individual and group work as well as written papers are included. This course is open to all students. It also prepares students to retake the Writing Proficiency Assessment.

ENG 21600 Comedy: Its Origin and Development (3) (GE-Lit/CrsClt) This course investigates the nature of laughter and the function of comedy in society. Lover or scoundrel, the comic hero is the "wise fool" upholding basic human values of mirth and pleasure in a society caught up in its own complacency. Papers and projects may deal with topics such as the Feast of Fools, Mardi Gras, clowns and jesters, vaudeville, and comedians of the silent film. Prerequisite: ENG 17000 with a "C" or better.

ENG 23500 American Literature I (3) (GE-Lit) This course is a survey of American writing from the colonial frontier to 1890 with emphasis on the struggle of New World writers to develop distinctive American themes and characters arising from the conquest of a virgin continent. Prerequisite: ENG 17000 with a "C" or better. Suggested prerequisite or concurrent enrollment: HIS 10500.

ENG 23600 American Literature II (3) (GE-Lit) This course is a survey of late 19th- and 20th-century American novels, poetry, prose, and drama; it explores distinctive American themes as

reflected through an ever-changing society. Prerequisite: ENG 17000 with a “C” or better. Suggested prerequisite or concurrent enrollment: HIS 10600.

ENG 24500 Folklore and Fables: The Telling of Tales (3) (GE-Lit/CrsCl) This course examines the art of storytelling and the role of the storyteller in society. Readings include folk stories from around the world, fairy tales, fables, and parables. Prerequisite: ENG 17000 with a “C” or better.

ENG 25000 Myth and Civilization (3) (GE-LitCrsCl) This course is an introduction to the myths that have been understood as origins of civilization and culture. Readings include tales of creation and myths concerning the origins of organized society. The readings provide information and understanding about the functioning of myth as it survives in the present. Prerequisite: ENG 17000 with a “C” or better.

ENG 25600 Epic and Tragedy: The Hero and the City (3) (GE-Lit) This course is a study of works from classical Greek literature focusing on the differences between genres of epic and tragedy and the changes in philosophical, political, and economic conditions that are reflected in the literature. Readings include works by Homer, Aeschylus, Sophocles, and Euripides, as well as selections from Plato and Aristotle concerning poetry and its role in society. Prerequisite: ENG 17000 with a “C” or better.

ENG 27600 African-American Literature (3) (GE-Lit) This course includes pre-emancipation slave narratives, spirituals, poetry, and essays; and post-emancipation poetry, song, autobiography, prose, and drama. The course examines works from a selection of African-American authors; considers some of the ways these writers defined themselves, their culture, their “America”; discloses some of the obstacles they met; and discusses criticism of a “Black” aesthetic. Prerequisite: ENG 17000 with a “C” or better.

ENG 27800 Latino Literature (3) (GE-Lit) This course introduces students to literature of the Latino communities in the United States. The literature will serve as a focal point for discussing the differing values, problems, and assertions of the Latin American culture in contrast with the more dominant American culture. Prerequisite: ENG 17000 with a “C” or better.

ENG 28000 Selected Topics in Literature (3) (GE-Lit) This course is a study of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisite: ENG 17000 with a “C” or better.

ENG 28100 Selected Topics in Literature (3) (GE-Lit/CrsCl) This course is a study of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisite: ENG 17000 with a “C” or better.

ENG 30500 British Literature I (3) (GE-Lit) This course is a survey of English poetry and prose from the Anglo-Saxon period through the 18th century. Representative readings are examined in terms of the cultural changes and literary conventions that constitute English literary history. Prerequisite: one 20000-level literature course.

ENG 30600 British Literature II (3) (GE-Lit) This course is a continuation of English 30500 covering the early Romantic period through the 19th and 20th centuries. The works of major writers are studied in terms of each writer’s own critical statements or in terms of the particular school or movement to which the works belong. Prerequisite: one 20000-level literature course.

ENG 30900 The English Novel (3) (GE-Lit) This course is a study of selected novels from the eighteenth century to the early twentieth century with attention to the development of the novel as a literary form and to its importance in the culture of its historical period. Also included is an account of the forerunners of the novel in the narrative tradition since the Homeric era. Prerequisite: one 20000-level literature course

ENG 31000 Modern Fiction (3) (GE-Lit) This course is a study of selected novels and short fiction with an emphasis on both American and British works. Consideration will be given to treatment of contemporary problems against a background of modern thought. Prerequisite: one 20000-level literature course.

ENG 33200 Chaucer (3) (GE-Lit) This course examines selected works by Chaucer, with emphasis on *The Canterbury Tales*. Students will read and interpret Chaucer’s writings in light of the medieval world in which they were written. Chaucer is himself an introduction to that world. Prerequisite: one 20000-level literature course.

ENG 33300 Shakespeare (3) (GE-Lit) This course is an introduction to Shakespeare’s plays through a representative sample of the comedies, histories, tragedies, and romances. In addition to the dramatic literature, the course may include readings from the sonnets and other poetry. Prerequisite: one 20000-level literature course.

ENG 33500 Modern Drama (3) (GE-Lit/CrsCl) This course is a study of directions in modern and contemporary drama from Ibsen to the present, including realistic, naturalistic, symbolist, poetic, expressionist, existentialist, “epic,” and experimental plays. Not open to students with credit in TA 33500. Prerequisite: one 20000-level literature course.

ENG 33700 Survey of American Literature (3) (GE-Lit) This course is an advanced survey of major writers and movements in American Literature from the colonial period to the present. Prerequisite: one 20000-level literature course.

ENG 33800 Medieval English Literature (3) (GE-Lit) This course includes readings in Old- and Middle-English literature to 1500 (exclusive of Chaucer). Lyric, narrative, and dramatic works from *Beowulf* to Malory’s *Morte D’arthur* are studied in their cultural, literary, and linguistic contexts. Prerequisite: one 20000-level literature course.

ENG 33900 Renaissance English Literature (3) (GE-Lit) This course includes readings from 16th- and 17th-century poetry, prose, and non-Shakespearean drama. Major poets from Spenser to Milton, the origins and development of prose fiction, the literary influence of the King James Bible, and major dramatists

from Marlowe to Jonson are studied in representative works.
Prerequisite: one 20000-level literature course.

ENG 34000 Advanced Creative Non-Fiction Writing (3) Students will practice writing popular non-fiction articles for magazines with emphasis on targeting and selling articles to publications.
Prerequisites: ENG 17000 with a “C” or better.

ENG 34100 Restoration and 18th-Century Literature (3) (GE-Lit) This course includes selected readings in Neo-Classical English poetry, prose, and drama from the re-opening of the theaters in 1660 through the Augustan Age and the Age of Johnson. Authors include Dryden, Defoe, Gay, Swift, Pope, Johnson, and Sheridan.
Prerequisite: one 20000-level literature course.

ENG 34200 English Romantic Literature (3) (GE-Lit) This course is a study of English prose and poetry from approximately 1770 to 1832. Major works are studied in conjunction with their socioeconomic, historical, and political backgrounds.
Prerequisite: one 20000-level literature course.

ENG 34300 Victorian Literature (3) (GE-Lit) This course examines representative works of English literature from 1832 to 1901. These works are studied in their cultural contexts with special attention given to doubts and hopes raised by the new science, the implications of the Industrial Revolution, and the rise of a new middle-class audience. Prerequisite: one 20000-level literature course

ENG 34700 Topics in American Literature (3) (GE-Lit) The specific topic of this course will be announced at time of registration. The course may focus on a specific genre (e.g., poetry, novel), author, or theme. Prerequisite: one 20000-level literature course.

ENG 35100 Modern Poetry (3) (GE-Lit) This course is a study of poetry from 1900 to the present, principally English and American but may include selections in translation from other cultures. Readings include poetry representing the growing importance of women and other writers who have not previously been in the mainstream of poetic tradition. Prerequisite: one 20000-level literature course.

ENG 38000 Advanced Topics in Literature (3) (GE-Lit) This course is a concentrated study and analysis of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisites: ENG 17000 with a “C” or better.

ENG 38100 Advanced Topics in Literature (3) (GE-Lit/CrsClit) This course is a concentrated study and analysis of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisites: ENG 17000 with a “C” or better.

ENVIRONMENTAL SCIENCE

ENV 45000 Environmental Internship (3-9) During their junior and senior years at Lindenwood, qualified students may participate in internship experiences in environmental science. Students are

responsible for making arrangements with the internship sponsor, but the course instructor must approve the sponsor and the planned activities before the internship work begins. Internship sponsors may be government agencies, for-profit corporations, or non-profit corporations or agencies. Student interns may be paid for their work, but more often they are not. Student interns are required to spend at least 40 hours working on tasks assigned by the Internship Sponsor for every semester credit hour for which they are enrolled. Completion of the internship requires submission of a report or research paper as specified by the instructor. Course offered intermittently. Prerequisite: Junior status and permission of dean.

ENGLISH PREPAREDNESS PROGRAM

EPP 10000 Basic English Grammar for Non-Native Speakers (3) This course is designed for non-native English speakers who need a review of basic English grammar rules, with attention given to form, meaning, and use. Students will apply rules through reading and writing activities and assignments.
Prerequisite: Placement and non-native English speaker.

EPP 10100 Advanced English Grammar for Non-Native Speakers (3) This course provides non-native English speakers with additional intensive review of intermediate and advanced English grammar, with emphasis on application of rules through academic reading and writing assignments. Prerequisite: Placement and non-native English speaker

EPP 10500 Reading and Writing for Non-Native Speakers (6) This course will give non-native speakers the opportunity to develop English language skills needed to succeed in college courses. Assignments will focus on developing English proficiency, with emphasis placed on developing reading and writing skills. Additional hours with an English conversation partner may be required. A grade of “C” is required for advancing from this course. If the student fails to achieve a “C,” he or she will have to retake the course next semester. Prerequisite: Placement and non-native English speaker

EPP 10600 Reading and Writing for Non-Native Speakers II (6) This course is designed to further develop reading and writing skills of non-native English speakers. Instruction in this course will focus on preparing students for academic courses through assignments aimed at developing reading strategies and writing techniques. Additional hours with an English conversation partner may be required. A grade of “C” is required for advancing from this course. If the student fails to achieve a “C” he or she will have to retake the course next semester. Prerequisite: Placement and non-native English speaker, or a C or better in EPP 10500.

EPP 11000 Academic Writing for Non-Native Speakers (3) This course is designed for non-native English speakers who are not yet prepared to enter ENG 15000 English Composition I or EPP 15000 English Composition I. This course will focus on developing clear and comprehensible prose in academic writing assignments. A grade of “C” is required for advancing from this course. If the student fails to achieve a “C” he or she will have

to retake the course next semester. Prerequisite: Placement and non-native English speaker, or a C or better in EPP 10500 or EPP 10600.

EPP 12000 Spoken Communication and Pronunciation for Non-Native Speakers (3) This course will provide non-native English speakers opportunities to improve their comprehensibility in communicating in English. The course will provide practice in stress, rhythm, and intonation patterns, and in troublesome consonant and vowel sounds through various means, including class presentations and public speeches. Prerequisite: Placement and non-native English speaker

EPP 15000 English Composition I for Non-Native Speakers (3) (GE-Eng) This course follows the same general guidelines as other sections of Composition I, using the same texts and requiring the same amount of academic writing. However, the class will be designed to meet the needs and concerns of non-native English speakers. This course fulfills the ENG 15000 Composition I GE requirement and is equivalent to ENG 15000. Prerequisite: Placement and non-native English speaker, or a C or better in EPP 11000.

EARTH SCIENCES

ESC 10000 Physical Geology with Lab (4) (GE-EarthSci) This course focuses on the study of the earth to include its component materials, the physical and chemical changes that take place internally and surficially, and the historical background of the science. The lab involves identification of minerals and rocks, the determination of various surficial processes and how they are reflected by topographical maps. A field trip is included as a lab exercise. Lab fee required.

ESC 10500 Survey of Geology (3) (GE-EarthSci) This is a non-lab course that focuses on the study of the earth to include the materials it is made of, the physical and chemical changes that take place both internally and superficially, and the historical background.

ESC 11000 Introductory Meteorology (3) (GE-EarthSci) This course acquaints the student with the physical and thermal dynamics of the lower atmosphere. It deals with the role the sun plays as the source of energy for all phenomena. Topics include thermal energy; atmospheric temperature, humidity, pressure, and wind; cloud formation; frontal systems; severe weather phenomena and air pollution.

ESC 11100 Meteorology Lab (1) (GE-EarthSci) This lab course is designed to complement Introductory Meteorology. Students will decode raw data, plot maps, analyze the data, and make forecasts. Time permitting; a field trip will be included to the local National Weather Service Station. Concurrent enrollment in ESC 11000. Lab fee required.

ESC 12000 Oceanography (3) (GE-EarthSci) This course explores the various physical oceanographic concepts to include waves, tides, currents, shoreline interaction, ocean basin structure, ocean sediments, physical and thermal properties of salt water, and

atmospheric and oceanic interaction. A portion of the course covers marine ecology.

ESC 13000 Introductory Astronomy (3) (GE-EarthSci) In survey fashion, this course addresses the historical background of astronomy, types of telescopes, identification of stellar characteristics, formation of our solar system, characteristics of the planets, space debris, and the birth and death of stars, galaxies, and the universe.

ESC 13100 Astronomy Lab (1) (GE-EarthSci) This optional lab explores celestial mechanics, calculating distances to stars, measuring the brightness and color spectra of stars, the classification of galaxies, and the formation of the Universe. Concurrent enrollment in ESC 13000 or permission of dean required. Lab fee required.

ESC 20000 Introduction to Geographic Information Systems (3) This course introduces basic concepts necessary to an understanding of geographic information systems including its purpose, hardware, software, databases, and application. ArcView software will be used to display various databases, and students will design and execute cross-disciplinary projects in order to demonstrate the uses of GIS as a spatial analysis and decision making tool. Lab fee required. Not open to students with credit in GEO 20000. Prerequisite: MIS 14000 or equivalent experience with spreadsheet software.

FINANCE

FIN 12090 Special Topics in Finance (3) This course explores unique finance topics and is designed to enhance the finance education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

FIN 22090 Special Topics in Finance (3) This course explores unique finance topics and is designed to enhance the finance education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

FIN 32000 Principles of Finance (3) This course introduces the student to the fundamental concepts of financial management including basic financial analysis, working capital management, planning and forecasting, security valuation, capital budgeting, cost of capital, leverage and capital structure, and international financial management. Prerequisites: a grade of C or better in ACCT 21010.

FIN 32010 Corporate Finance I (3) This course provides an in-depth examination of issues and techniques of financial management, including financial statement analysis, financial planning and forecasting, financial markets, valuation of securities, financial options, capital budgeting, and cost of capital. Prerequisites: a grade of C or better in ECON 23030 and FIN 32000.

FIN 32013 Public Finance (3) This course focuses on public financial issues at the national, state, and local levels of government. Topics to be covered include taxation at all three

levels of government, the role of the Federal Reserve Board, the impact of recession and economic recovery on public finances, and the financing of public programs.

FIN 32020 Investments I (3) This course is a survey of the basic concepts of investing with an emphasis on common stocks. Students will be required to prepare a report on an investment in an assigned company based on economic, industry, and company specific factors. Prerequisites: a grade of C or better in ECON 23030 and FIN 32000.

FIN 32030 Consumer Finance (3) This course surveys the economic factors and personal decisions that affect financial well being: cash and credit management, taxes, major expenditures, insurance, investments, and retirement and estate planning. Emphasis is on practical knowledge for personal financial management and serving customers of the banking, brokerage, insurance, and other consumer finance industries. Prerequisites: a grade of C or better in ACCT 21010.

FIN 32035 Retirement Planning (3) Retirement planning focuses on preparation for retirement. The course will include the important of retirement planning, an evaluation of the client's needs, an understanding of Social Security and Medicare, and qualified and non-qualified retirement plans. Prerequisites: a grade of C or better in FIN 32030.

FIN 32036 Estate Planning (3) Estate planning focuses on the efficient conservation and transfer of wealth consistent with the client's goals. The course is a study of the legal, tax, financial, and non-financial aspects of this process, covering topics such as trusts, wills, probate, advanced directives, charitable giving, and wealth transfers and their related taxes. Prerequisites: a grade of C or better in FIN 32030.

FIN 32040 Risk & Insurance (3) This course surveys the area of risk and insurance and examines the concepts of risk, the nature of the insurance device, and the principles of risk management. Life insurance, health insurance, property and liability insurance, and social insurance are treated in terms of their relationship to the wide range of insurable risks to which the individual and the business firm are exposed. Prerequisites: a grade of C or better in FIN 32020.

FIN 32050 Financial Institution Management (3) This course is a study of asset and liability management for financial institutions including the effect of regulations and laws on the management of financial institutions. Prerequisites: a grade of C or better in ECON 23030 and FIN 32000.

FIN 32090 Special Topics in Finance (3) This course explores unique finance topics and is designed to enhance the finance education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

FIN 32091 Directed Studies in Finance (3) An independent structured learning experience will be developed to ensure students; knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. . Prerequisite: Permission

of the instructor and dean of the School of Business & Entrepreneurship.

FIN 42010 Corporate Finance II (3) This course is a continuation of FIN 32010 Corporate Finance I. Topics will include capital structure, distributions to shareholders, financing decisions, working capital management, short-term financing, mergers and acquisitions, and multinational financial management. Prerequisite: a grade of C or better in FIN 32000.

FIN 42020 Investments II (3) This course is a continuation of FIN 32020 Investments I and covers fixed income securities, mutual funds, commodities, derivative securities, and portfolio management. Prerequisites: a grade of C or better in FIN 32000.

FIN 42030 Financial Planning Capstone (3) This course will engage the student in critical thinking and decision-making about personal financial management topics in the context of the financial planning process. The purpose of this course is to refine and develop the skills needed for personal financial planners when working with individuals, families, and business owners in meeting financial needs and objectives. Prerequisites: senior standing, final semester.

FIN 42080 Seminar in Finance (3) This course is an application of the theoretical principles of finance theory to case studies on special financial problems, such as international finance, small business finance, the timing of financial policy, and optimum capital structure. Prerequisites: Senior standing and a grade of C or better in FIN 32010 and FIN 32020.

FIN 42090 Special Topics in Finance (3) This course explores unique finance topics and is designed to enhance the finance education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

FIN 42091 Directed Studies in Finance (3) An independent structured learning experience will be developed to ensure students; knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. . Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

FIN 42095 Internship (1-9) The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's society. Prerequisite: permission of advisor, dean, and internship coordinator. Prerequisite: permission of advisor, dean, and internship coordinator. Junior standing and a cumulative GPA of at least 3.0 are required.

FOREIGN LANGUAGES

FRENCH

FLF 10100 Elementary French I (3) (GE-ForLang) This course is an introduction to French language and culture through reading,

writing, speaking, and listening.

FLF 10200 Elementary French II (3) (GE-ForLang) This course is a continuation of the 10000-level sequence, in which students deepen their knowledge of French language and culture and further develop reading, writing, speaking and listening skills. Prerequisite: FLF 10100.

SPANISH

FLS 10100 Elementary Spanish I (3) (GE-ForLang) This beginning course in Spanish is taught by the audio-lingual method, but with concurrent development of all four language skills: listening comprehension, speaking, reading, and writing. Integrated laboratory experience.

FLS 10200 Elementary Spanish II (3) (GE-ForLang) This beginning course in Spanish taught by the audio-lingual method, but with concurrent development of all four language skills: listening comprehension, speaking, reading, and writing. Integrated laboratory experience. Prerequisite: FLS 10100.

GEOGRAPHY

GEO 20000 Introduction to Geographic Information Services (3) This course introduces basic concepts necessary to an understanding of geographic information systems including its purpose, hardware, software, databases, and application. ArcView software will be used to display various databases, and students will design and execute cross-disciplinary projects in order to demonstrate the uses of GIS as a spatial analysis and decision making tool. Lab fee required. Not open to students with credit in ESC 20000. Prerequisite: MIS 14000 or equivalent experience with spreadsheet software.

GEO 20100 World Regional Geography (3) (GE-CrsClt) This course is a study of the major areas of the world divided along political boundaries and levels of development. Attention is given to the impact of the physical and cultural environment on the world areas and current issues in population, resource depletion, and economic disparities. open to students with credit in GEO 20200. Prerequisite: ENG 17000 with a "C" or better; or permission of dean.

GEO 20200 Concepts of Geography (3) (GE-CrsClt) This course is a study of the major areas of the world divided along political boundaries and levels of development. With each world region, students will investigate the political, cultural, economic, and demographic processes at work as well as methods for incorporating this information into their elementary and high school classrooms. Not open to students with credit in GEO 20100. Prerequisite: ENG 17000 with a "C" or better; EDU 10000; or permission of dean.

GEO20700 World Economic Geography (3) (GE-CrsClt) This introductory course is a study of the changing locations and spatial patterns of economic activity, including agriculture, manufacturing, and services. Focus will center on the historical development of different economies, on explanations for

global and regional economic disparities, and the local and global effects of increasing international economic integration. Prerequisite: ENG17000 with a "C" or better; or permission of dean.

GEO 28100 Special Topics (3) (GE-CrsClt) This course is a study of a specific topic, time period, or geographical area. It may be repeated as topics vary. Prerequisites vary by topic and will be noted in course schedule. Lab fee may be required. Prerequisite: ENG 17000 with a "C" or better or concurrent enrollment.

GEO 28200 Special Topics (3) (GE-SocSci) This course is a study of a specific topic, time period, or geographical area. It may be repeated as topics vary. Prerequisites vary by topic and will be noted in course schedule. Lab fee may be required. Prerequisite: ENG 17000 with a "C" or better or concurrent enrollment.

GEO 30100 World Historical Geography (3) (GE-CrsClt) This course is designed for history majors. Using world regions as a matrix, students will investigate how the geographic perspective enhances understanding of world history. Emphasis will be placed on how geography has influenced the cultural characteristics of different regions and how historical and current interconnectivity between places is facilitated or limited by spatial variables. Not open to students with credit in GEO 20100 or GEO 20200. Prerequisite: HIS 10000 or HIS 22100; ENG 17000 with a "C" or better; or permission of dean.

HISTORY

HIS 10000 World History Since 1500 (3) (GE-WHis) This course is a study of the growth and interactions of world cultures and concentrates on the history of the world since 1500. The emphasis is on the interaction of the West with other civilizations after the industrial and scientific revolutions. Colonialism, imperialism, and non-Western nationalist movements will be considered, along with the development of the current world situation. All sections may be taken for Honors Program credit. Not open to students with credit in HIS 22100. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 10500 America: Colony to Civil War (3) (GE-AmGovHis) This survey of American history begins its examination with the colonial origins of the United States and concludes with the Civil War. Political, economic, and social foundations of American development are stressed. Not open to students with credit in HIS 21500. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 10600 America: Civil War to World Power (3) (GE-AmGovHis) This survey of American history traces the development of the United States from the Civil War to its present status as a world power. Political, economic, and social foundations of American development are stressed. Not open to students with credit in HIS 21600. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 15500 U.S. Government: Politics and History (3)

(GE-AmGovHis) A one semester study of the development of US political and constitutional thought from its origins to the present, this course will provide students with an overview of American national government as well as the development of the constitution and the shifts in political philosophies. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 20500 History of Asia (3) (GE-CrsClt) This survey explores the history of South, Southeast, and East Asia from the earliest times to the present. Prerequisite: ENG17000 with a “C” or better or concurrent enrollment.

HIS 21500 American History to 1865 Advanced Survey (3) (GE-AmGovHis) This course is designed for first-year history majors. This survey of American history begins its examination with pre-Columbian cultures and European contact and ends at the end of the Civil War. It will focus on not only the historical record, but also the evolving historiography of the period. The primary emphases will be on the political, economic, and social foundations of American development from European contact through the War of the Rebellion. Not open to students with credit in HIS 10500. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 21600 American History Since 1865 Advanced Survey (3) (GE-AmGovHis) This course is designed for first-year history majors. This survey of American history begins its examination with the end of the Civil War and ends with the end of the Cold War. It will focus on not only the historical record, but also the evolving historiography of the period. The primary emphases will be on the political, economic, and social foundations of American development from the start of Reconstruction to the recent past. Not open to students with credit in HIS 10600. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 22000 History of Latin America (3) (GE-CrsClt) This survey examines the history of Latin America from Columbus to the present and is designed to give the student a better appreciation of Latin American cultures. The course will also examine United States- Latin American relations and their impact. Prerequisite: ENG 17000 with a “C” or better or concurrent enrollment.

HIS 22100 Global History Since 1500 (3) (GE-WHis) This is a first-year course for history majors. Concentrating on the history of the world since 1500, it studies the growth and interactions of world cultures and the various historiographical interpretations of the past offered by historians. The emphasis is on the interaction of the West with other civilizations from the age of exploration through the scientific and industrial revolutions and into the modern world. Colonialism, imperialism, and non-Western nationalist movements will be considered, along with the development of the current world situation. Not open to students with credit in HIS 10000. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 28200 Selected Topics (3) (GE-CrsClt) This course is a study of a specific topic, time period, geographical area, or civilization.

It may be repeated as topics vary. Prerequisites vary by topic and will be noted in the course schedule. Prerequisite: ENG 17000 with a “C” or better or concurrent enrollment.

HIS 38200 Selected Topics (3) (GE-CrsClt) This course is a concentrated study of a specific topic, time period, geographical area, or civilization. It may be repeated as topics vary. Prerequisites: ENG 17000 with a “C” or better; or permission of dean.

HUMAN RESOURCE MANAGEMENT

HRM 16590 Special Topics in Human Resources (3) This course explores unique human resources topics and is designed to enhance the HR education of the student. Prerequisite: varies by topic offered.

HRM 26590 Special Topics in Human Resources (1-3) This course explores unique human resources topics and is designed to enhance the HR education of the student. Prerequisite: varies by topic offered.

HRM 36500 Organizational Behavior (3) This course is designed to develop the student’s knowledge and skill in the application of behavioral science theories and concepts to organizational processes and problems. Emphasis will be on small group, intra-personal, interpersonal, inter-group, managerial, and organizational issues and problems. Prerequisite: a grade of C or better in ENG 17000.

HRM 36510 Human Resource Management (3) This course examines human resource functions related to business organizations, including techniques of recruitment, training, development, compensation, placement, safety, labor-management relations, team formation, and employee security. Students will develop an understanding of the relationship between human resources and legal matters. The course will also address relevant research pertinent to human resource evaluation and the relationship of human resources to other departments within an organization. Prerequisite: a grade of C or better in MGMT 26032.

HRM 36520 Labor Relations (3) This introductory course in labor relations covers labor history, legal foundations, growth of unions, certification, governmental roles, legal issues, collective bargaining, contracts, work stoppages, decertification, protected activity, worker-employer rights, grievance administration, NLRB role, and major labor acts. Prerequisite: a grade of C or better in MGMT 26032.

HRM 36530 Employee Training and Development (3) This course covers the methods and roles of training in the modern organization and examines the relationship between organizational planning and training, needs analysis, program design and delivery, training methods, learning theory, learning styles, and evaluation and testing. Prerequisite: a grade of C or better in MGMT 26032.

HRM 36540 Personnel Law (3) This course examines basic law as it applies to personnel situations. Students study equal employment, affirmative action, employment-at-will,

constructive and unlawful discharge, wage and hours issues, mandatory benefits, workers compensation, protected classes, disability issues, workplace accommodation, and record-keeping requirements. Prerequisite: a grade of C or better in MGMT 26032.

HRM 36550 Compensation and Benefits (3) This course is an examination of pay structures, pay systems, parity, comparable worth, the relationship between pay and performance, internal and external equity, executive pay, benefits, and legal issues. Prerequisite: a grade of C or better in MGMT 26032.

HRM 36590 Special Topics in Human Resources (1-3) This course explores unique human resources topics and is designed to enhance the HR education of the student. Prerequisite: varies by topic offered.

HRM 36591 Directed Studies in Human Resources (3) An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. . Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

HRM 46590 Special Topics in Human Resources (1-3) This course explores unique human resources topics and is designed to enhance the HR education of the student. Prerequisite: varies by topic offered.

HRM 46591 Directed Studies in Human Resources (3) An independent structured learning experience will be developed to ensure students knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. . Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

HRM 46595 Internship (1-9) The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's society. Prerequisite: permission of advisor, dean, and internship coordinator. Junior standing and a cumulative GPA of at least 3.0 are required.

HRM 46599 Human Resource Issues (3) This course uses the case study method wherein the student is required to analyze, synthesize, and present the case information to the class. This is the capstone class for Human Resource Majors. Prerequisite: a grade of C or better in three HRM classes and senior standing.

INTERNATIONAL BUSINESS

INTL 18090 Special Topics in International Business (1-3) This course explores unique international business topics and is designed to enhance the international business education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

INTL 28090 Special Topics in International Business (1-3) This course explores unique international business topics and is designed to enhance the international business education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

INTL 38000 Global Business and Society (3) This course provides students with an overview of global business and trade within the framework of today's dynamic business environment. The course also looks at how historical perspectives influence and shape current events. Topics to be covered include globalization, trade theories, governmental influence on trade, cross national trade agreements, and an introduction to capital markets and foreign exchange. The course also examines how businesses interact with the cultural, political, ethical, legal, and economic environments of multiple nations. An overview of international business strategies is also provided. This course uses library research, case studies, and current business events to understand the methods and practices that international managers use to address these issues. Prerequisite: a grade of C or better in ENG 17000 and a grade of C or better in ECON 23030 or MGMT 26032.

INTL 38090 Special Topics in International Business (3) This course explores unique international business topics and is designed to enhance the international business education of the student. Prerequisite: varies by topic offered.

INTL 38091 Directed Studies in International Business (3) An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

LINDENWOOD ORIENTATION

LUL 10100 Freshman Experience (2) As an orientation course, the purpose of this course is to introduce students to the many facets of College life and to provide the direction and support that will enhance their potential for success in their undergraduate program. The Seminar will provide information, instruction, exercises, techniques, group identity and interaction, and guidance in the four major areas of personal growth. May not be retaken for a higher grade. Lab fee required. This course is offered every semester.

LUL 10101 Honors Freshman Experience (3) As an orientation course, the purpose of this course is to introduce students to the many facets of College life and to provide the direction and support that will enhance their potential for success in their undergraduate program. A philosophical approach will be used to investigate the four major areas of personal growth. May not be retaken for a higher grade. Lab fee required.

MANAGEMENT

MGMT 16022 Introduction to Business and Free Enterprise (3)

Introduction to Business and Free Enterprise is an introductory course designed to familiarize the student with the subject matter of business and how businesses function in a free environment. This course introduces students to the essentials of business activities, including managing, marketing, accounting, and finance. This course is designed to help both non-business majors and those who are considering a business major to understand the nature of various economic systems with special emphasis on the free enterprise system. This course may not be taken by business majors with senior standing.

MGMT 16090 Special Topics in Management (3) This course explores unique management topics and is designed to enhance the management education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MGMT 26032 Principles of Management (3) This survey course explores the development of the understanding of organizations and of the decision making skills required in management positions. The purpose of this course is to examine how management concepts have developed and continue to change. A detailed examination will be conducted of the four basic functions of management: planning, organizing, motivating, and controlling. Particular emphasis will be given to goal planning, managing change, career progression, and the managerial value system. By the end of this course, students will appreciate the changing environment of management. Prerequisite: a grade of C or better in ENG 17000.

MGMT 26061 Business Law I (3) Business law is an introductory course designed to familiarize the student with the subject matter of the legal environment of business. Particular emphasis will be given to the sources of law; the role of society; the judicial function; and selected areas such as governmental regulation and agencies, crimes and torts, contracts, business organizations, personal property, agency, and employment law. Various approaches to understanding legal issues will be used, including case law analysis and the examination of current legal issues affecting business. Prerequisite: a grade of C or better in ENG 17000.

MGMT 26090 Special Topics in Management (1-3) This course explores unique management topics and is designed to enhance the management education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MGMT 36033 Introduction to Management Decision Science (3) This course provides an introduction to the concepts and methods of decision science with emphasis on both the art and science of decision making. An important goal is to encourage a more disciplined thinking process in the way a manager approaches management decision situations. Topics will include problem identification and definition, biases, and decision and problem solving processes. Emphasis will be given to interpretation of computer solutions that involves the application of spreadsheet modeling. Models will be used to illustrate practical applications of quantitative managerial decision making to include optimization, inventory, project management, and forecasting techniques. Lab fee required. Prerequisites: a C or better in MIS 24000, MTH 14100, and MTH 13100 (or higher).

MGMT 36042 Principles of Supply Chain Management (3)

This course is designed for students who are interested in the emerging field of Supply Chain Management (SCM). This introductory course is designed to familiarize the student with the subject matter of procurement, forecasting, inventory management, enterprise resource planning, quality management, location selection, and supply chain integration and performance measurement. By the end of this course, students will have a foundation in SCM, and be prepared to determine if they want to pursue a career in SCM. Prerequisite: a grade of C or better in ECON 23020 or ECON 23030.

MGMT 36043 Principles of Operations Management (3) This course introduces the student to the management of operations, in both the manufacturing and service sectors. This course is designed to help the student to understand the nature of how products or services are transformed for use by the end customer, in the field known as Operations Management. Topics include operations strategy, planning, quality, production systems, inventory management, and project management. Current production initiatives will also be explored including Six Sigma/Lean, Theory of Constraints, and Material Requirements Planning. Prerequisite: a grade of C or better in MGMT 26032, or instructor approval.

MGMT 36062 Business Law II (3) This course is designed to strengthen the student's understanding of the nature of governmental regulation of businesses, including corporations, partnerships, and limited liability companies; selected articles of the Uniform Commercial Code, including sales, commercial paper, and secured transactions; real property and estates; bankruptcy; and insurance. Various approaches to understanding these legal issues will be used, including case law analysis and the examination of current legal issues affecting business. Prerequisite: a C or better in MGMT 26061.

MGMT 36081 Career Development (3) This course is designed to help students to understand the academic and business career exploration and planning processes. The goal of this course is to provide the student with the strategies and skills necessary for a lifetime of career-related decision making. Students will engage in a variety of self-discovery initiatives through an exploration of personal interests, values, and abilities. With this information, students will utilize various techniques to define and clarify educational and career plans. In addition, several methods of researching academic and career opportunities both at Lindenwood University and in the community will be explored. Prerequisite: Junior standing. Lab fee required.

MGMT 36090 Special Topics in Management (1-3) This course explores unique management topics and is designed to enhance the management education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MGMT 36091 Directed Studies in Management (3) An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

MGMT 46050 Managerial Ethics (3) This course is designed to help students understand the nature of the changing role of management with respect to ethics and public policy in the workplace. Current issues in ethics will be examined, including the position of business enterprises and their perceived value in society. The course will also explore the roles of managers, the public, and government in providing an atmosphere conducive to ethical business operations. This course will also address the business responsibilities of being a “good neighbor” at the local, national, and international levels. Prerequisite: a grade of C or better in MGMT 26032.

MGMT 46063 Business Law III (3) This course is a comprehensive study of the major areas of law that affect the legal and social environment of business. Topics to be addressed are business ethics, constitutional law, and governmental regulation of business, administrative agencies, international trade, intellectual property rights, and cyber law. Students will utilize reading comprehension, critical thinking, writing competence, and oral communication skills to analyze diverse fact patterns from a legal prospective. The course material will be presented primarily through the Socratic Method. Prerequisite: a C or better in MGMT 26061 and ENG 17000.

MGMT 46082 Management Policy (3) Management Policy is an advanced course designed to apply the theoretical principles of management to the processes of setting, implementing, and evaluating business strategy. This is the capstone course for all business majors, drawing on the information and skills developed over the course of the business program. The course will serve to reinforce the integration of the concepts presented in core business courses with the student’s business degree. Various approaches to understanding these management issues will be used, including examinations and case study analyses. Prerequisite: Final semester of senior year. Lab fee required.

MGMT 46090 Special Topics in Management (1-3) This course explores unique management topics and is designed to enhance the management education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MGMT 46091 Directed Studies in Management (3) An independent structured learning experience will be developed to ensure students’ knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

MGMT 46095 Internship (1-9) The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today’s society. Prerequisite: permission of advisor, dean, and internship coordinator. Junior standing and a cumulative GPA of at least 3.0 are required.

MANAGEMENT INFORMATION SYSTEMS

MIS 14000 Microcomputer Applications (3) An introductory course designed to address issues and practical applications important to microcomputer users, this course utilizes a “hands-on” lab approach. Subject areas addressed include word processing skills development, spreadsheet/database development and use of PowerPoint. Lab fee required.

MIS 14090 Special Topics in Management Information Systems (1-3) This course explores unique topics in MIS and is designed to enhance the information systems education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MIS 24000 Introduction to Information Systems (3) This course introduces students to the basic design features of computers, major components of computer systems, and the impact of information technology on business organizations. Topics to be covered include hardware, software, communications and networking, database management, and systems development methodologies. Issues of computer crime and computer ethics will also be addressed. The concepts of the course are illustrated by the use of a spreadsheet, presentation graphics, and word processing software on microcomputer. World Wide Web exercises are incorporated into the course material. Lab fee required.

MIS 24090 Special Topics in Management Information Systems (3) This course explores unique topics in MIS and is designed to enhance the information systems education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MARKETING

MRKT 15090 Special Topics in Marketing (1-3) This course explores unique marketing topics and is designed to enhance the marketing education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MRKT 25090 Special Topics in Marketing (1-3) This course explores unique marketing topics and is designed to enhance the marketing education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MRKT 35010 Principles of Marketing (3) This course is an in-depth introduction to the functional business area of marketing. It examines how goods and services are presented to target customers through the use of the marketing-mix variables: product, price, place, and promotion. Emphasis in this course is on the student developing a working knowledge of the vocabulary, principles, concepts, and theories of contemporary marketing as used in various organizational settings. Prerequisite: a grade of C or better in ENG 170.

MRKT 35020 Marketing Information and Research (3) This course provides an introduction to the multiple sources of data and information used in making strategic and tactical marketing decisions. The course is designed to introduce the student to the strengths and limitations of a variety of marketing techniques and to the thought processes involved in selecting appropriate

marketing techniques. Particular emphasis will be given to problem definition, design of marketing research studies, data collection techniques, data analysis and interpretation. A comprehensive team case toward the end of the course will tie together the concepts presented and provide an opportunity for oral and written presentation. Prerequisite: a grade of C or better in MRKT 35010.

MRKT 35030 Pricing Strategy & Negotiations (3) Pricing is an intermediate course designed to strengthen the student's understanding of pricing strategy. The goal of this course is to provide the student with an understanding of the strategic importance of pricing, the psychological impact of various pricing tactics, a review of the strategic pricing options, and the experience of analyzing the impact of various pricing strategies. Lectures and case studies will provide the theory and analytical tools for development of pricing strategies and tactics. Computer simulations will provide students with the opportunity to apply knowledge derived from lectures and case studies. Prerequisite: a grade of C or better in MRKT 35010.

MRKT 35040 Advertising and Promotional Strategy (3) This course focuses on the marketing function of communicating the various promotional activities such as advertising and promotion with an emphasis on the planning, preparing, and placing the messages of integrated brand promotion. The role of the advertising agency and the dynamic role of the internet in integrated brand promotion will be explored in detail. A course project will enable students to apply the concepts discussed in the course to a real world situation. Prerequisite: a grade of C or better in MRKT 35010.

MRKT 35050 Selling (3) This course examines the concepts of personal selling. The goal of this course is to provide a detailed analysis of the innovative selling strategies and concepts necessary to negotiate mutually beneficial agreements. Particular emphasis will be given to professional presentation and image management of the salesperson, building long-term relationships with customers, sales theory concepts involved in personal sales, and business-to-business sales. Prerequisite: a grade of C or better in MRKT 35010.

MRKT 35060 Product Management (3) This course will study the managerial process and design for new product development. The course will examine the product manager's role in team management as it relates to new opportunity identification; new concept generation; new concept evaluation; development of the product or idea; and the steps necessary for successful market or launch. Particular emphasis will be placed on the following areas: the marketing process of finding and solving consumer needs, concept testing, forecasting, and financial analysis, product protocol, design, product testing, strategic launch planning, and market testing. Prerequisite: a grade of C or better in MRKT 35010.

MRKT 35090 Special Topics in Marketing (1-3) This course explores unique marketing topics and is designed to enhance the marketing education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MRKT 35091 Directed Studies in Marketing (3) An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. . Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

MRKT 45060 Relationship Marketing (3) This course introduces students to a shift in how organizations (for-profit and nonprofit) promote products, services, and ideas through relationship marketing. Students will examine more credible and cost-effective ways to create relationships with target markets than traditional mass-market advertising. They will examine marketing strategies that use the fundamentals of classic public relations, word-of-mouth (WOM) marketing, event marketing, mobile marketing, social media networking, and other forms of creative marketing communications to foster interactions among organizations, products, consumers, and the media. Prerequisite: a grade of C or better in MRKT 35010.

MRKT 45070 Consumer Behavior (3) This course is designed to strengthen the student's understanding of consumers' marketplace behaviors. Topics to be covered include motivation, buying behavior, learning, problem solving, perception, and decision making. Students will consider the implications of the social, cultural, and psychological factors that form consumer behavior. Particular emphasis will be given to marketing techniques and strategies used to anticipate and define consumers' wants and needs. Prerequisite: a grade of C or better in MRKT 35010.

MRKT 45080 Marketing Management and Planning (3) This is the capstone marketing course. Topics to be covered include defining marketing problems and opportunities, evaluating alternative solutions, and developing strategies to address these issues. Students will be required to actively participate in discussion of outside readings and case studies that address a variety of marketing related issues. In addition, the course utilizes a team-based computer simulation in which students will form companies and compete in simulated markets. Prerequisites: a grade of C or better in MRKT 35020, MRKT 35050, MRKT 35030, MRKT 35040, and senior standing.

MRKT 45090 Special Topics in Marketing (1-3) This course explores unique marketing topics and is designed to enhance the marketing education of the student. Lab fee may be required. Prerequisite: varies by topic offered.

MRKT 45091 Directed Studies in Marketing (3) An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. . Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship.

MRKT 45095 Internship (1-9) The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's

society. Prerequisite: permission of advisor, dean, and internship coordinator. Junior standing and a cumulative GPA of at least 3.0 are required.

MATHEMATICS

See description of all MTH coursework on page 127.

MATHEMATICS

MTH 05100 Basic Mathematics (2) This is a computer-based self-paced course for students who need to review the basics of mathematics. Topics include order of algebraic operations, fractions, proportions, percents, exponents, scientific notation and calculator computations, simple graphs and diagrams, linear and quadratic equation solving, word problems. This course will not earn elective credit, nor will it satisfy the general education requirement in mathematics.

MTH 11000 Intermediate Algebra (3) This course includes the following topics: operations with real numbers, first degree equations and inequalities, operations with polynomials, factoring, operations with rational expressions, complex numbers, quadratic equations, elementary functions. Only students who are planning to pursue a degree requiring College Algebra, and who require remedial work beforehand should enroll in this course. Lab fee required. Counts for elective credit; will not satisfy the general education requirement in mathematics.

MTH 12100 Introduction to Contemporary Mathematics (3) (GE-Math) This course is an introductory course on how mathematics is used today. Students will study consumer mathematics plus additional topics selected from apportionment, fair divisions, geometry, growth and decay, numbers systems for encoding information, probability and counting techniques, routes and network, scheduling, statistics, voting systems. Prerequisites: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 13100 Quantitative Methods for Business (3) (GE-Math) This course is designed to introduce business students to the use of quantitative methods. Topics covered will include solving and graphing linear functions and inequalities; writing mathematical models; solving systems of equations; linear regression; and an introduction to linear programming. Tools used will include calculators and computers. A graphing calculator is required. Prerequisite: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 13400 Concepts in Mathematics I (3) (GE-Math) This course is an introduction to the basic language and concepts of mathematics and is designed for elementary education majors, and students seeking middle school certification in mathematics. Topics include sets, number systems, the real number system, mathematical systems, logic, problem-solving, equations, and inequalities. Prerequisites: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 13500 Concepts in Mathematics II (3) (GE-Math) This course provides an introduction to the basic concepts of probability (including counting techniques), statistics, and geometry. The basic geometry concepts to be covered include the fundamentals of planar and 3-dimensional geometry; constructions, congruence and similarity; concepts of measure; and motion geometry and tessellations. Prerequisites: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 14100 Basic Statistics (3) (GE-Math) This course is an introduction to the theory and applications of statistics, including probability, descriptive statistics, random variables, expected values, distribution functions, and hypothesis testing. Prerequisites: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 15100 College Algebra (3) (GE-Math) Topics covered: functions and graphs, polynomial and rational functions, exponentials and logarithms, systems of equations and inequalities, sequences and the binomial theorem. The course is designed primarily for science and related majors and students seeking middle school mathematics certification. Prerequisites: C or better in MTH 11000, or passing the placement test.

MTH 15200 Pre-calculus: Elementary Functions (3) (GE-Math) This course serves as preparation for calculus covering polynomial and rational functions, exponential and logarithmic functions, trigonometric functions, applications and systems of linear equations. A graphing calculator is required. Prerequisite: C or better in MTH 15100 or passing the placement test.

MTH 17000 Survey of Calculus (3) (GE-Math). Topics include a brief review of trigonometry; limits and continuity; derivatives and integrals of polynomials, rational, exponential, logarithmic and trigonometric functions; relative extrema and points of inflection; graphs of functions, derivatives, and integrals; implicit differentiation and related rates; the extreme value theorem; definite and indefinite integrals; and the Fundamental Theorem of Calculus. A graphing calculator is required. Prerequisite: C or better in MTH 15100 or higher level math course, or passing the placement test.

MTH 22100 Discrete Structures (3) This course will briefly review logic, sets, functions and relations, and methods of proof before using these concepts to study discrete (rather than continuous) mathematics. Topics covered may include combinatorics, graph theory, algorithms and their analysis, Boolean algebra, finite state machines, finite difference equations, and applications of these topics. Prerequisite: C or better in MTH 15200 or higher level math course.

MTH 24100 Statistics for Natural Science(3) (GE-Math) Topics covered in this course include counting rules and probability, normal and binomial distributions, Chi-square, t-tests and F-tests, ANOVA, linear regression, precision, accuracy, absolute and relative error, random error, means, medians, standard deviation (population and sample), standard error of the mean, variance, relative standard deviation, coefficient of variation, confidence levels and intervals, Q-tests, and definitions and sources of error (methodological, sampling, procedural and instrument).

Prerequisites: C or better in MTH 15100 or passing the placement test.

MTH 27100 Calculus I (5) (GE-Math) This course is the first study of real functions and some of their applications. Topics include limits, continuity, differentiation and integration. A graphing calculator is required. Prerequisites: C or better in MTH 15200 or passing the placement test.

MTH 27200 Calculus II (5) (GE-Math) This course is a continuation of the study of real functions of one variable. Topics include integration, applications of integration, and methods of integration, infinite series, and vectors. A graphing calculator is required. Prerequisite: C or better in MTH 27100.

MUSIC

MUS 15000 Music in America (3) (GE-Fine Art) This course covers music of America's people, past and present. Includes the great jazz and folk movements, Broadway, gospel, film scores, rock, and popular music styles. Emphasis on listening to, analyzing, and describing music; understanding relationships between music, the arts, and disciplines outside the arts; and understanding music in relation to history and culture.

MUS 16500 Introduction to Music Literature (3) (GE-Fine Art) This course serves as an historical survey of masterworks from diverse genres. Emphasis on listening to, analyzing, and describing music; understanding relationships between music, the arts, and disciplines outside the arts; and understanding music in relation to history and culture.

MUS 33000 Music Business (3) (GE-Fine Art) This course is a study of the organization and operation of principle sectors of the music business, including the recording industry, sound equipment and instrument sales, print music, artist management, licensing, and music education. Prerequisite: C or better in ENG 17000 and COM 30300.

MUS 35500 History of Western Music I (3) (GE-Fine Art/CrsClt) This course serves as a study of Western art music (middle ages to 1750) in historical, stylistic, and cultural contexts. Prerequisite: ENG 17000 and sophomore standing.

MUS 35600 History of Western Music II (3) (GE-Fine Art/CrsClt) This course serves as a study of Western art music (1750 to the present) in historical, stylistic, and cultural contexts. Prerequisite: ENG 17000 and sophomore standing.

MUS 35700 World Music (3) (GE-Fine Art/CrsClt) This course is a study of non-Western musical cultures. Emphasis on the characteristics of the world's major musical traditions in historical, stylistic, and cultural contexts and vocabulary for effective analysis and description. Prerequisite: ENG 17000 and sophomore standing.

NATURAL SCIENCE

See later section of this catalog for the course description of all SCI courses.

PHILOSOPHY

PHL 10200 Moral Life: A Study in Ethics (3) (GE-Phi-Rel) This course will introduce the student to various moral theories and patterns of moral reasoning and their consequences. It will cover both theoretical and applied ethics and stress the development of good moral character and the habit of sound moral reasoning. Topics covered will include: the nature of morality, moral theories, relativism, virtue and vice, as well as issues in personal and social ethics.

PHL 15000 Introduction to Philosophy (3) (GE-Phi-Rel) This course is an introduction to philosophy. Students will be introduced to the subject and methods of philosophy by a close reading of primary texts. Topics will include questions about reality, knowledge, ethics, and social and political philosophy.

PHL 18000 Selected Topics in Philosophy (3) (GE-Phi-Rel) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Prerequisite: three credit hours of philosophy (PHL 10200 or higher), or three credit hours of religion (REL 10000 or higher), or permission of dean.

PHL 18100 Selected Topics in Philosophy (3) (GE-CrsClt) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course can satisfy either the General Education Philosophy/Religion or General Education Cross Cultural requirement. This course may be repeated for different topics. Prerequisite: three credit hours of philosophy (PHL 10200 or higher), or three credit hours of religion (REL 10000 or higher), or permission of dean.

PHL 19000 Philosophy of Human Nature: Mind, Soul and Body (3) (GE-Phi-Rel) This course is an introduction to topics relating to human nature. It will examine questions in epistemology, psychology, philosophy of mind, ethics, and religion. Questions will include: What kinds of things can we know? What is the mind? Do humans consist only of matter? Do humans have free will? Is human nature essentially good or bad or neither? Can human nature tell us anything about God? Emphasis will be on primary readings.

PHL 21400 Ethics (3) (GE-Phi-Rel) This course provides students with a general understanding of the development and status of ethics as a theoretical discipline and its relation to social and political philosophy. Only original sources are used.

PHL 21500 Traditional Logic (3) (GE-Phi-Rel) This is a course in logic in ordinary language. It will focus on Aristotelian logic and will include Terms and Definitions, Fallacies, Propositions and Immediate Inferences, Syllogisms, and Compound Syllogisms. The course is recommended for students in the Humanities, Business, Political Science, Communication, or those seeking a

course in practical reasoning.

PHL 21600 Modern Symbolic Logic (3) (GE-Math) This is a course in Modern Symbolic Logic. It will cover translation, propositional logic, predicate logic, natural deduction, quantification, and identity. This course is required for Philosophy majors and recommended for students in the Sciences, Mathematics or Computer Science, and students interested in formal systems.

PHL 24000 Bioethics (3) (GE-Phl-Rel) This course is an introduction to the field of bioethics and ethical issues in healthcare. Topics will include the relation of general moral theory to the medical field; the nature of medicine and the role of doctors, nurses, and others; moral questions related to the elimination of disease, medical enhancements, and questions relating to life and death; and issues related to technology in medicine, such as cloning and genetic engineering. Prerequisite: ENG 17000 with a “C” or better.

PHL 25000 Contemporary Moral Theory (3) (GE-Phl-Rel) This course is an examination of contemporary moral theory. It will explore contemporary versions of traditional moral theories (utilitarianism, deontology, and virtue ethics) and some modern alternatives. The course will also look at ways in which moral theories are applied to contemporary problems.

PHL 25200 Dante and the Virtues (3) (GE-Phl-Rel) This course concentrates on Dante’s *Divine Comedy* with particular emphasis on its relation to Thomas Aquinas’ philosophical synthesis and the structure of the seven deadly sins. We will participate in literary analysis, learn an element of the history of philosophy, and discuss key ethical, epistemological, and theological ideas.

PHL 26500 Philosophy of Science (3) (GE-Phl-Rel) This course is an introduction to the philosophy of science. Topics covered include the nature, scope, and limits of science; the nature of scientific inference, explanation, and theories; questions about realism and antirealism, the unity of science, and science and religion. Emphasis is placed in the relationship between the natural sciences and the humanities. Prerequisite: ENG 17000 with a “C” or better.

PHL 28000 Selected Topics in Philosophy (3) (GE-Phl-Rel) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Prerequisite: three credit hours of philosophy (PHL 10200 or higher), or three credit hours of religion (REL 10000 or higher), or permission of dean.

PHL 28100 Selected Topics in Philosophy (3) (GE-Phl-Rel/CrsClt) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Prerequisite: three credit hours

of philosophy (PHL 10200 or higher), or three credit hours of religion (REL 10000 or higher), or permission of dean.

PHL 30500 Political Philosophy (3) (GE-Phl-Rel) This course introduces students to the writings of well-known classical and modern political philosophers and theorists. Instead of secondary accounts or summaries of these writers, students read original thoughts of political thinkers. This course is not open to students with credit in PS 30500. Prerequisite: ENG 17000 with a “C” or better.

PHL 31100 Ancient Philosophy (3) (GE-Phl-Rel) This course investigates key ideas of the major philosophers from 600 B.C. to 40 B.C. The course proceeds by reading from the translated works of the Pre- Socratics, Socrates, Sophists, Plato, Aristotle, Epicurus, Greek and Roman Stoics, and Cicero. Topics include ethics, politics, metaphysics, epistemology, logic, and the nature of God and man. Prerequisite: ENG 17000 with a “C” or better.

PHL 31200 Medieval Philosophy (3) (GE-Phl-Rel) This course studies the arguments of Christian, Arabian, and Jewish philosophers of the middle ages, roughly the fourth to fifteenth centuries. Topics include the relation of faith and reason, metaphysics, epistemology, ethics, and social and political philosophy. Only original sources are used. Prerequisite: ENG 17000 with a “C” or better.

PHL 31300 Modern Philosophy (3) (GE-Phl-Rel) This course is an investigation of the original texts of the major philosophers of the Enlightenment-rationalists and empiricists-tracing the emergence of modern science, the great political revolutions of the 17th and 18th centuries and rising romanticism of the early 19th century. Emphasis is on the works of Descartes, Hobbes, Locke, Hume, Rousseau, Kant, and Hegel. Only original sources are used. Prerequisite: ENG 17000 with a “C” or better.

PHL 31800 Asian Philosophy (3) (GE-CrsClt) This course is an introduction to the philosophies of India, China, Japan, and other countries in Asia and Asia minor. The course will focus primarily on Hindu, Buddhist, Confucian, and Taoist traditions. It will examine questions in metaphysics, epistemology, ethics, and social and political philosophy in both an historic and contemporary Asian thought. Not open to students with credit in REL 31800. Prerequisite: three credit hours of philosophy (PHL 10200 or higher), or three credit hours of religion (REL 10000 or higher), or permission of dean.

PHL 32500 Philosophy of Religion (3) (GE-Phl-Rel) This course is a survey of the philosophical investigation of religion. Topics examined may include arguments for and against the existence of God; the basis in reason and experience for religious faith; problems or religious language; the conflicting claims to truth of different religions and human destiny after death This course is offered fall. . Prerequisite: three credit hours of philosophy (PHL 10200 or higher) or three credit hours of religion (REL 10000 or higher) or permission of dean.

PHL 38000 Selected Topics in Philosophy (3) (GE-Phl-Rel) This course consists of a detailed examination of a topic in philosophy. Course may focus on a specific problem in

philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, courses in Professional Ethics, Plato, etc. This course may be repeated for different topics. Prerequisite: three credit hours of philosophy (PHL 10200 or higher), or permission of dean.

PHL 38100 Selected Topics in Philosophy (3) (GE-PhilRel/CrsClc)

This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course can satisfy either the General Education Philosophy/Religion or General Education Cross Cultural requirement. This course may be repeated for different topics. Prerequisite: three credit hours of philosophy (PHL 10200 or higher), or permission of dean.

PHYSICS

PHY 11100 Concepts of Physics (3) (GE-PhysSci) This course is designed for non-science majors. Topics covered include force and motion, energy and matter, electricity and magnetism, heat, and sound. The treatment of these topics is largely non-mathematical and emphasizes their application in daily life.

PHY 11200 Concepts of Physics Laboratory (1) (GE-PhysSci)

This course complements PHY 11100 and presents students an opportunity for hands-on experience of the topics covered in the lecture course. Concurrent enrollment in PHY 11100 is required. Lab fee required.

PHY 25100 Introductory Physics I (4) (GE-PhysSci) This course is an algebra-based treatment of mechanics including kinematics, vectors, Newton's laws, and conservation of energy and linear momentum. Other topics include rotational motion, moments of inertia, rotational energy, and angular momentum. This course also treats solids, fluids, waves, and sound. Lab fee required. Prerequisite: MTH 15200, MTH 17000 or MTH 27100.

PHY 25200 Introductory Physics II (4) (GE-PhysSci) This course is an algebra based treatment of thermodynamics, electricity and magnetism, including electric fields, Gauss's law, voltage, capacitors, inductors, Kirchhoff's laws, AC and DC circuits, and geometric and physical optics. Lab fee required. Prerequisite: PHY 25100.

PHY 30100 General Physics I (4) (GE-PhysSci) This course is a calculus based treatment of mechanics for science and engineering students, including kinematics, vectors, Newton's laws, and conservation laws for energy, linear momentum, and angular momentum. Other topics include equilibrium and elasticity, gravitation, fluids, simple harmonic oscillations, waves, and thermodynamics. Lab fee required. Prerequisite: MTH 27100.

PHY 30200 General Physics II (4) (GE-PhysSci) This course is a calculus based treatment of electromagnetism for scientists and engineers, including electric fields, Gauss's law, scalar

potential fields, Maxwell's equations, electromagnetic oscillations, electromagnetic waves, and optics. Lab fee required. Prerequisite: PHY 30100.

POLITICAL SCIENCE and PUBLIC ADMINISTRATION

PS 15500 American Government: The Nation (3) (GE-AmGovHis)

This course focuses on introducing students to the skills involved in political analysis. Attention is focused on examining key terms such as "democracy" and "politics" as well as providing students with an overview of American national government.

PS 15600 American Government: The States (3) (GE-AmGovHis)

This course focuses on the role and function of state governments in our federal system. Attention is focused on providing students with an ability to analyze state governments through comparison, realizing that there are differences as well as similarities among the fifty states.

PS 30000 Comparative Politics (3) (GE-CrsClc) This course focuses on providing students with different methods and approaches used in making political comparisons. Furthermore, students are shown how they can use these methods and approaches in the study of individual countries.

PS 35000 International Relations (3) (GE-CrsClc) This course focuses on a close examination of the writings of classical and modern theorists who have had an impact on the study of international relations. Students will also be introduced to different approaches used in studying international relations. Furthermore, key concepts such as "balance of power," "power," "power politics," "levels of analysis," and "negotiations and diplomacy" will be addressed.

PSYCHOLOGY

PSY 10000 Principles of Psychology (3) (GE-SocSci) Students will explore basic psychological concepts, methods, and findings leading to an understanding of human behavior.

PSY 10100 Interactive Psychology (3) (GE-SocSci) This course is an exploration of significant lifestyle choices. Individual activities, group discussion, and a self-directed behavior change project facilitate self-awareness and personal growth. This course is designed for the non-psychology major.

PSY 20500 Human Development (3) This course is an overview of human development from conception through death. This course provides an introduction to the study of lifespan development focusing on physical, cognitive, and social development. Prerequisite: PSY 10000 and sophomore status.

PSY 20800 Child Psychology (3) This course is an introduction to factors influencing children's social and emotional, motor, cognitive, and language development from conception to late childhood. Prerequisite: PSY 10000.

PSY 21000 Psychology of Parenting (3) This course involves

a critical examination of the scholarly literature on families and parenting from infancy through adulthood, including the transition to caring for one's own parents. A wide range of theories and research related to parenting will be discussed, with a focus on their application to practical issues of everyday life. Prerequisite: PSY 10000.

PSY 22000 Health Psychology (3) This course is an investigation and discussion of the psychological influences on how people stay healthy, become ill, and adapt physically, behaviorally, and cognitively when they become ill. Attention is given to the effect of the mind-body relationship and various socio-psychological variables on both physical and psychological health. Topics will include exercise, stress, weight control, pain management, meditation, coping styles, psycho-immunology, and behavioral habits. Prerequisites: PSY 10000.

PSY 23100 Critical and Creative Thinking (3) This course is an intensive experience designed to develop an understanding of the processes of problem-solving, creativity, and critical thinking. Students will be directly involved in activities through which they can explore and expand their own creativity in solving everyday problems encountered in management, decision-making, working, and living. Prerequisite: PSY 10000 and C or better in ENG 17000.

PSY 23500 Psychology of Grief (3) This course provides the student with the opportunity to examine the issues of death and bereavement in the context of one's later life. Many people have participated in the systematic avoidance of death and paid the price in anxiety and burdensome defenses. In this course, consideration is given to dramatic and violent forms of death, the kind that go by such names as homicide, suicide, genocide, terrorism, accident, and disaster. However, students will not be allowed by these events to be lulled into believing that death mostly happens to other people, in other places, when something has gone very wrong. Prerequisite PSY 10000.

PSY 30300 Abnormal Psychology (3) This course is a survey of major classes of mental disorders. Emphasis is given to understanding symptoms, the complex interaction of factors related to mental disorders, and controversies in the field. Prerequisite: PSY 10000.

PSY 30400 Basic Research Methods (3) This is a first course in the logic and methods of behavioral research. Students will complete group research projects that are designed to reinforce pivotal concepts. Must be taken concurrently with PSY 30600. Prerequisites: PSY 10000, C or higher in MTH 14100, and one PSY, ANT, or SOC course above 20000-level.

PSY 30600 Behavioral Science Statistics (3) (GE-Math) The course places emphasis on the application of descriptive and inferential statistics in behavioral science research. Must be taken concurrently with PSY 30400. Prerequisites: PSY 10000, C or higher in MTH 14100, and one PSY, ANT or SOC course above 20000-level.

PSY 30900 Personality (3) Core concepts in the field of personality are studied, with an emphasis on how these concepts

are integrated into personality theories and how they are evaluated scientifically. Students will apply these concepts in independent projects. Prerequisite: PSY 30300.

PSY 31100 Behavior Modification (3) This course is an introduction to environmental influences on human behavior with an emphasis on behavior modification procedures and behavior management. Prerequisites: PSY 30400.

PSY 31200 Psychology of Aging (3) This course is a study of psychological development in later adulthood. Internal and external influences on aging individuals and dynamics of continuity and change are explored. Mental health issues related to emotional, cognitive, and social functioning are addressed. Prerequisites: PSY 10000 and (PSY 20500 or SW 28000).

PSY 31300 Psychology of Adolescence (3) This course is a cultural approach to the study of physical, intellectual, emotional, and social development during the period of adolescence. Historical context and research studies are given special attention in studying the development of a sense of personal identity, changing roles in the family, school, and community, and problems of adjustment, delinquency, and drug abuse. Prerequisite: (PSY 20500 or SW 28000) and junior status.

PSY 32400 Psychological Testing (3) This course is a study of theory of mental measurement and the principles of reliability, validity, and standardization as they are applied to the construction, interpretation, and use of education and psychological tests. Tests of achievement, aptitude, intelligence, interest, and personality will be studied as illustrations of the problems of measurement and the variety of solutions to those problems. Ethics of test use will be given special consideration. Prerequisites: PSY 30300 and MTH 14100.

PSY 32500 Behavioral Neuroscience (3) This course examines the human nervous system focusing on the central nervous system, the development and function of nerve cells, and the relation between the brain and behavior. Topics include motivation, learning, sensation and perception, movement, emotions, and brain dysfunction. Prerequisites: PSY 10000, BIO 10700, & two additional psychology courses above the 10000 level.

PSY 33000 Psychology of Learning and Memory (3) This course studies how old behaviors are changed and new behaviors are acquired as a result of experience. Attention is given to theories, models, and empirical findings in the field of learning and memory. Prerequisite: C or higher in PSY 30400.

PSY 33100 Cognitive Psychology (3) This course examines mental processes that will include topics such as perception, attention, problem-solving, thinking and decision making. Theories and major concepts will be presented as well as some introduction to experimental methods used in cognitive research. Prerequisites: C or better in PSY 30400.

PSY 33200 The Psychology of Motivation and Emotion (3) This course is an analysis of the major theories of motivation, the data on which they are based, and applications of motivation

concepts. Prerequisite: PSY 10000 and C or better in ENG 17000.

PSY 33400 Social Psychology (3) This course is a study of theories of and research into the individual's interrelationships with other people and with his/her social groups. Topics include social motivation, socialization, personal perception, liking and attraction, conformity, persuasion, attitude formation and change, prejudice, and mob and crowd behavior. Prerequisite: PSY 10000 and C or better in ENG 17000.

PSY 34100 Psychotherapy (3) This course is an introduction to the theories, principles, and techniques of various current approaches to psychotherapy. Prerequisite: C or better in PSY 30900.

PSY 36500 Human Sexuality (3) This course is a survey of theories of and research into psychological aspects of human sexual behavior. Topics include sex differences in the development of sexuality, psychological factors in sexual behavior, sexual behavior in cross-cultural perspective, sexual behavior in special populations, aberrant sexual patterns, and current sexual trends in America. Prerequisite: PSY 10000 and C or better in ENG 17000 & (BIO 10700 or PE 20700).

PSY 40400 Advanced Research Methods (4) This is an advanced course in the techniques of behavior observation and analysis in which students learn to design and conduct behavioral research, to analyze the data meaningfully, and to present their findings to others. This course is strongly recommended for any student planning to pursue graduate studies in social or behavioral science. Prerequisites: C or higher in both PSY 30400 and PSY 30600.

PSY 41200 Disorders of Personality (3) This course provides an in-depth look at Personality Disorders. Topics include the various models currently used to understand this class of disorders, including cognitive, psychoanalytic, neurobiological, and interpersonal models. The primary aim is to gain an appreciation of the subtleties among the various personality disorders, and knowledge of the mechanisms which underlie such disorders, and issues related to the diagnosis and treatment of people with these conditions will also be addressed. This course is well suited for junior/senior level students moving toward careers in the counseling and psychotherapy field, the mental health field more generally, or other careers involving substantial contact with people with mental disorders. Prerequisite: C or higher in PSY 34100.

PSY 42000 Senior Thesis (4) Advanced students will design, conduct, and write up their own substantial research project. Students will be encouraged to participate in a regional and/or national conference to present the results of their work. Prerequisites: A grade of B or better in PSY 40400 and permission of dean.

PSY 43200 Senior Seminar (3) Students survey the history of psychology and analyze recent developments in various fields of psychology in historical perspective. Professional issues and ethics are covered. Prerequisites: 18 credit hours in Psychology and senior standing.

PSY 45000 Psychology Practicum (3) Advanced students may pursue opportunities to explore applications of psychology in independently-arranged off-campus supervised practicum experiences. Practica require prior mastery of psychological concepts related to the designated situation, and thus must be approved by the instructor prior to registration. Prerequisites: Minimum GPA of 3.0 in Psychology, Junior standing and instructor permission.

RELIGION

REL 15000 World Religions (3) (GE-Phi-Rel/CrsClc) This course aims at familiarizing the student with the great religious systems of the world. Specific attention is given to Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity, and Islam.

REL 20100 History of Christianity (3) (GE-Phi-Rel) This course surveys the origins, development, theology, and practices of Christianity from a historical perspective. Attention will be given to the major movements and figures within Christian history, the key theological debates, the historical differences between Western and Eastern Christianity, and the development of the central rituals and practices of Christianity.

REL 20200 Religion in America (3) (GE-Phi-Rel) This course is an overview of the history and development of the major religious traditions in the United States, beginning with the Puritans and concluding with contemporary religious movements. Included are the beliefs, programs, and organizations of the major Protestant denominations, the Roman Catholic Church, and Judaism, along with ethno-religious groupings, ecumenical movements, and church-state relations.

REL 21000 Old Testament (3) (GE-Phi-Rel) This course is an introduction to the analytical (or "critical") study of the Old Testament, which assumes no particular denominational or faith standpoint. The course familiarizes students with the content of the Old Testament, by teaching them to use reasoning abilities and the methods developed by modern critical scholars to understand that content.

REL 21100 New Testament (3) (GE-Phi-Rel) This course is an introduction to the analytical (or "critical") study of the New Testament, which assumes no particular denominational or faith standpoint. The course familiarizes students with the content of the New Testament by teaching them to use reasoning abilities and the methods developed by modern critical scholars to understand that content.

REL 22200 Amusements and American Religion (3) (GE-Phi-Rel) This course will be the study of religion, amusements and American popular culture and the move from Puritanism to "Prurientism" from 1776 to 1926. Paralleling and supporting the Religion in America course, this course will look at the progression of entertainment in America from the austere Puritan founders to the flouting of morals in the Roaring Twenties.

REL 23000 Intro to Asian Religions (3) (GE-CrsClc) This course is an intermediate level course designed to provide students with

a basic understanding of the ideas, practices, texts, and social institutions of the major historical and contemporary religious traditions of Asia. The course focuses primarily on the Hindu, Buddhist, Confucian, and Taoist traditions; but attention is also given to Jain, Sikh, and Shinto traditions as time permits. The class will conduct field visits during the semester to acquaint students with the variety of Asian religions in America.

REL 28000 Selected Topics in Religion (3) (GE-Phil-Rel) This course consists of concentrated work with topics relevant to the study of religion. This course may be repeated for different topics. Prerequisites will be noted in the course listing.

REL 28100 Selected Topics in Religion (3) (GE-Phil-Rel/CrsClc) This course consists of concentrated work with topics relevant to the study of religion. This course may be repeated for different topics. Prerequisites will be noted in the course listing.

REL 30000 Religion, Science, and Faith (3) (GE-Phil-Rel) This course is an overview of the issues in the dialogue between science and Religion. Discussion will include the following topics: relationship of science and Christianity, problems of reductionism in science and religion, understandings of human nature and the role of religion, and philosophical and theological views of evolutionary science.

REL 30500 The Psychology of Religion (3) (GE-Phil-Rel) This course is an overview of the field of psychological study of religion and its impact on the individual and will provide an overview of psychological research in the areas of faith development, conversion experiences, religion/personality/mental health, and religious development from early childhood through old age.

REL 31000 Islam and the West (3) (GE-Phil-Rel/CrsClc) This course explores the religion of Islam, its historic encounters with the West, the roots and development of the defining principles of the modern West, and the challenges posed by contemporary encounters between Islam and the West. The course also considers modern developments in Judaism and in Western attitudes toward Jews that led to the creation of the modern State of Israel.

REL 31800 Asian Religious Thought (3) (GE-CrsClc) This course is an introduction to the philosophies of India, China, Japan, and other countries in Asia and Asia minor. The course will focus primarily on Hindu, Buddhist, Confucian, and Taoist traditions. It will examine questions in metaphysics, epistemology, ethics, and social and political philosophy in both an historic and contemporary Asian thought.

REL 32000 Christian Thought (3) (GE-Phil-Rel) This course is an examination of the great foundational teachings of the Christian faith. Topics may include the nature of God, creation, salvation, the person and work of Christ, the church, and the end times. Attention will be given both to the history of the development of doctrine and to contemporary theological discussion of these teachings.

REL 32500 Faith and Reason (3) (GE-Phil-Rel) This course

examines the relationship between faith and reason in Western thought. Discussion will include the following topics: the place of reason in religious discourse; scriptural reasoning; the relationship between faith, reason, and moral action; the contrast between reason and revelation as sources of knowledge; and the future of religious belief in a secular age.

REL 33000 Major Figures in Reformation Europe (3) (GE-Phil-Rel) This course examines the ideas of some of the leading thinkers of the European Reformation, how historical events and earlier writings may have influenced those thinkers, and what the historic impact of their ideas has been. The course may cover individuals such as Martin Luther, Erasmus, John Calvin, Richard Hooker, and others.

REL 38000 Selected Topics in Religion (3) (GE-Phil-Rel) This course consists of concentrated work with topics relevant to the study of religion. This course may be repeated for different topics. Prerequisites will be noted in the course listing

REL 38100 Selected Topics in Religion (3) (GE-Phil-Rel/CrsClc) This course consists of concentrated work with topics relevant to the study of religion. This course may be repeated for different topics. Prerequisites will be noted in the course listing.

NATURAL SCIENCE

SCI 21400 Ethical Problems in Science (3) (GE-BioSci) This course must be taken concurrently with CHM 10500 & BIO 11400. This course considers how advances in human technological capabilities pose problems for human societies. The course will focus primarily on threats to human and ecosystem health. Students will evaluate scientific data, the sometimes conflicting interpretations of those data, and their implications for public policy. Co-requisites: BIO 11400 & CHM 10500.

SOCIOLOGY

SOC 10200 Basic Concepts of Sociology (3) (GE-SocSci) Students are introduced to the basic concepts and theories of sociology as the scientific study of human society. The course includes such topics as collective behavior, socialization, culture, stratification, social institutions, social control, globalization, and social change.

SOC 21400 The Family (3) (GE-SocSci) This course is an exploration of the interpersonal dynamics of family life, the variation in family structure and function in different social classes and cultures.

SOC 22000 Social Problems (3) (GE-SocSci) This course is a survey of a number of problems often common to the modern world. The relation of these problems to such sociological variables as values, social class, gender, race, and ethnicity is explored. r.

SOC 24000 The Sociology of Gender Roles (3) (GE-SocSci) The course addresses the impact of gender roles on everyday life in society. Students examine gender in relation to stratification,

equity, lifestyle, and social interaction across cultures.

SOC 31800 Race and Ethnicity: A Global Perspective (3)

(GE-CrsClc) This course focuses on patterns of race and ethnic relations throughout the world. Selected issues in contemporary race and ethnic relations in American society are examined. Cross Listed with ANT 31800. . Prerequisite: ANT 11200 or SOC 10200 and junior standing.

SPANISH

See another section of this catalog for the course description of all FLS courses.

THEATRE

TA 10000-40000 Theatre Practica (1 credit hour each) This course consists of practical work on stage productions generally in a crew capacity and is open to all Lindenwood students. Course numbers in upper division reflect more sophisticated and responsible participation. All practicum students are expected to attend two practicum work days during the course of a semester. Repeatable for credit. Offered every semester.

TA 10100 Acting I (3) This course is designed to teach basic skills to the beginning actor. The course explores the techniques of concentration, relaxation, nonverbal communication, and improvisation. This course is designed for theatre majors.

TA 10500 Fundamentals of Acting (3) (GE-FineArt) This course is designed for non-majors and will focus on empathizing with a character in a variety of dramatic contexts and is particularly suited for students who plan careers where role-playing is necessary and essential. Role-playing and characterization skills will be developed through a variety of acting games, improvisation scenarios, and in-depth character studies.

TA 11700 Introduction to the Theatrical Arts (3) (GE-FineArt)

This course is an examination of the origins, forms, and styles of drama, dance, and musical theatre and their esthetic values. Students examine the relationships of the collaborative artists in their contributions to these arts in theatrical performance. Laboratory work will include attending actual performances of the various forms. Studio fee may apply.

TA 33500 Modern Drama (3) (GE-Lit/FineArt/CrsClc) This course is a study of directions in modern and contemporary drama from Ibsen to the present. including realistic, naturalistic, symbolist, poetic, expressionist, existentialist, "epic," and experimental plays. Not open to students with credit in ENG 33500. Prerequisite: ENG 17000 with a "C" or better or permission.

TA 33600 Survey of Dramatic Literature (3) (GE-Lit/FineArt/CrsClc)

This course examines all major periods of the Western World from ancient Athens to the present. Offered every semester. Prerequisite: ENG 17000 with a "C" or better or permission.

TA 37000 History of Theatre (3) (GE-FineArt/Crsclt) This course is the study of drama in form and production, and its basis in

historical and contemporary culture. Prerequisite: ENG 17000 with a "C" or better or permission.

TA 38600 Special Topics (3) (GE-FineArt)This course is a focused examination of a specific subject in the field of theatre. May be repeated as topics vary. This class can satisfy the General Education Fine Arts requirement. Lab fee may be required.

TA 38700 Special Topics (3) (GE-FineArt/CrsClc) This course is a focused examination of a specific subject in the field of theatre. May be repeated as topics vary. This class can satisfy either the General Education Fine Arts or General Education Cross Cultural requirement. Lab fee may be required.

LINDENWOOD

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Values-centered liberal arts education — preparing students for life