

University of St. Thomas

**2115 Summit Avenue
St. Paul, Minnesota 55105**

Undergraduate Catalog

2006-2008

Telephone

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Website

www.stthomas.edu

Notice

This catalog is accurate to the best of our knowledge and ability
at the time of publication, but is subject to change.

Additions and changes to the catalog are available on the Web.

It is the student's responsibility to know and meet graduation requirements and academic policy.

Affirmative Action Statement

The University of St. Thomas does not discriminate on the basis of race, color, creed, religion, ancestry, national origin, sexual orientation, disability, age, marital status, or status with regard to public assistance in the employment of faculty or staff, the admission or treatment of students, or in the operation of its educational programs and activities.

As permitted by applicable statutes and regulations, the university reserves the right to consider gender as one factor in its undergraduate admissions policy in order to effect a desired balance in the proportionate representation of sexes in the student body.

Academic Calendar 2006-2007

Fall Semester 2006

September 6	Classes begin
September 12	Last day to register or add a class without instructor permission
September 19	Last day to drop a class without notation on record
October 11	Last day to designate grading option (S-D-R)
October 27	Fall semester break
October 30	2nd half-semester classes begin
October 30	Mid-term & 1st half-semester grades due
Nov. 13 - Dec. 1	January term and spring semester registration
November 15	Last day to withdraw from a class without a grade of "F"
November 23 - 24	Thanksgiving recess
November 27	Classes resume
December 1	Incompletes due from spring semester and summer sessions
December 8	Last day of classes
December 11	Study Day
December 12 - 15	Final examinations
December 15	Winter commencements
January 2	Final grades due

January Term 2007

January 2	Classes begin
January 8	Last day to register or add a class without instructor permission
January 8	Last day to drop a class without notation on record
January 11	Last day to designate grading option (S-D-R)
January 15	Martin Luther King Holiday
January 18	Last day to withdraw from a class without a grade of "F"
January 25	Last day of classes/examinations
February 2	January term grades due

Spring Semester 2007

January 29	Classes begin
February 2	Last day to register or add a class without instructor permission
February 9	Last day to drop a class without notation on record
March 5	Last day to designate grading option (S-D-R)
March 19 - 23	Spring semester break
March 26	Classes resume
March 26	2nd half-semester classes begin
March 26	Mid-term & 1st half-semester grades due
April 6 - 9	Easter break
April 10	Classes resume
April 13	Last day to withdraw from a class without a grade of "F"
April 16 - 27	Early registration for summer sessions and fall semester
May 1	Incompletes due from fall semester and January term
May 11	Last day of classes
May 14	Study Day
May 15 - 18	Final examinations
May 18	Commencement Mass
May 19	Spring commencements
May 30	Final grades due

Summer Sessions 2007

May 23 - July 5	First summer session
May 23 - July 19	Extended session
May 23 - August 16	Double session
July 9 - August 16	Second summer session

Academic Calendar 2007-2008

Fall Semester 2007 (PRELIMINARY)

September 5	Classes begin
September 11	Last day to register or add a class without instructor permission
September 18	Last day to drop a class without notation on record
October 10	Last day to designate grading option (S-D-R)
October 26	Fall semester break
October 29	2nd half-semester classes begin
October 29	Mid-term & 1st half-semester grades due
November 14	Last day to withdraw from a class without a grade of "F"
November 12 - 30	January term and spring semester registration
November 22 - 23	Thanksgiving recess
November 26	Classes resume
December 3	Incompletes due from spring semester and summer sessions
December 14	Last day of classes
December 17	Study Day
December 18 - 21	Final examinations
December 21	Winter commencements
January 2	Final grades due

January Term 2008 (PRELIMINARY)

January 2	Classes begin
January 8	Last day to register or add a class without instructor permission
January 8	Last day to drop a class without notation on record
January 11	Last day to designate grading option (S-D-R)
January 17	Last day to withdraw from a class without a grade of "F"
January 21	Martin Luther King Holiday
January 24	Last day of classes/examinations
February 1	January term grades due

Spring Semester 2008 (PRELIMINARY)

January 28	Classes begin
February 1	Last day to register or add a class without instructor permission
February 8	Last day to drop a class without notation on record
February 29	Last day to designate grading option (S-D-R)
March 17 - 24	Easter/Spring semester break
March 25	Classes resume
March 25	2nd half-semester classes begin
March 25	Mid-term & 1st half-semester grades due
April 4	Last day to withdraw from a class without a grade of "F"
April 21 - May 02	Early registration for summer sessions and fall semester
May 1	Incompletes due from fall semester and January term
May 9	Last day of classes
May 12	Study Day
May 13 - 16	Final examinations
May 16	Commencement Mass
May 17	Spring commencements
May 28	Final grades due

Summer Sessions 2008 (PRELIMINARY)

May 22 - July 3	First summer session
May 22 - July 18	Extended session
May 22 - August 15	Double session
July 8 - August 15	Second summer session

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Frequently called phone numbers

Academic Affairs	.651-962-6720
Academic Counseling	.651-962-6300
Admissions	.651-962-6150
Athletics	.651-962-5900
Book Store	
St. Paul	.651-962-6850
Minneapolis	.651-962-4340
Business Office	.651-962-6600
Computer Help Desk (Tech Desk)	.651-962-6230
Health Services	.651-962-6750
Financial Services	.651-962-6550
Information	
St. Paul (Undergraduate)	.651-962-5000
Minneapolis (Graduate)	.651-962-4000
International Education Center	.651-962-6450
Mass Line	.651-962-6565
Public Safety & Parking	
St. Paul	.651-962-5100
Minneapolis	.651-962-4100
Registrar (Records)	.651-962-6700
Residence Life (Housing)	.651-962-6470

Mission

Inspired by Catholic intellectual tradition, the University of St. Thomas educates students to be morally responsible leaders who think critically, act wisely, and work skillfully to advance the common good.

Convictions

As a community we are committed to:

1. Pursuit of Truth
We value intellectual inquiry as a life-long habit, the unfettered and impartial pursuit of truth in all its forms, the integration of knowledge across disciplines, and the imaginative and creative exploration of new ideas.
2. Academic Excellence
We create a culture among faculty, students and staff that recognizes the power of ideas and rewards rigorous thinking.
3. Faith and Reason
We actively engage Catholic intellectual tradition, which values the fundamental compatibility of faith and reason and fosters meaningful dialogue directed toward the flourishing of human culture.
4. Dignity
We respect the dignity of each person and value the unique contributions that each brings to the greater mosaic of the university community.
5. Diversity
We strive to create a vibrant diverse community in which, together, we work for a more just and inclusive society.
6. Personal Attention
We foster a caring culture that supports the well-being of each member.
7. Gratitude
We celebrate the achievements of all members of our community in goals attained and obstacles overcome, and in all things give praise to God.

Undergraduate Vision Statement

The university's mission and convictions and our objectives for undergraduate education provide the framework for the Undergraduate Vision Statement, which was endorsed by the College Faculty Senate in December 1995.

The strengths of the undergraduate program are embodied in four commitments:

1. A commitment to the Catholic identity that informs its liberal and professional education;
2. A commitment to a common liberal arts foundation that serves as the core of the education in which all St. Thomas undergraduates participate;
3. A commitment to the integration of the liberal arts and career preparation, fostering in students a dedication to work for the common good;
4. A commitment to the underlying unity of the human person with an emphasis on the spiritual, intellectual, ethical and social development of all students.

These commitments are manifested in the following features of the undergraduate program:

- a. A strong core curriculum for all students that exposes them to enduring, transcultural human truths, provides for multicultural exploration, and encour-

ages integration that crosses disciplinary boundaries;

- b. A comprehensive and strong set of major and minor fields that meet the increasing demands of career competency and interdisciplinary development, while maintaining a common liberal arts core curriculum;
- c. An energetic, expert and diverse faculty who show their concern for the total development of students through extensive time and effort spent with them, and through their eagerness to involve students in the work of their fields through joint research projects, practicums, and service to the community;
- d. A faculty who model for students a love of learning through continual efforts to enhance teaching effectiveness, ongoing professional engagement, and collaboration with their colleagues in teaching, research and other program initiatives;
- e. A faculty who demonstrate a commitment to service through their willingness to serve as role models for students, demonstrating that compassion for others and lifelong dedication to service are ordinary aspects of being an educated, responsible citizen;
- f. A strong support and professional staff throughout the university committed to fostering the social, spiritual, and intellectual development of students through co-curricular activities, with a special focus on cultivating leadership ability.

As it looks to the future, the undergraduate program seeks to maintain these distinctive manifestations of its key commitments and to:

- a. Build on the strengths of our Catholic identity by promoting dialogue between faith and reason and by enabling students to acquire an organic vision of reality which integrates faith and secular learning;
- b. Increase efforts to cross departmental and disciplinary boundaries in order to enhance further the integration of liberal arts and professional education, faith and practice, principles and techniques, and education and service;
- c. Emphasize more the preparation of students for a life of service in an increasingly diverse world through the development of integrated service learning opportunities for students;
- d. Stress the importance of global awareness by encouraging study abroad opportunities, increasing participation in faculty and student exchanges, and increasing involvement with the university's urban community;
- e. Increase efforts to diversify the student body, the faculty, the staff, and the curriculum to reflect the diversity of the broader society;
- f. Emphasize the integration of technology in teaching, and the development of computer literacy for all students;
- g. Continue our strong emphasis on preparing students to think analytically, write and speak clearly, reason quantitatively, participate in a democratic society, contribute to the health of their communities and the environment, and know the natural world and their own and other cultures;
- h. Continue to foster in our students an appreciation for the dignity of all human persons, created in the image of a just and loving God.

General Information

History

The University of St. Thomas was founded in 1885 by Archbishop John Ireland, less than a year after he was installed as St. Paul's third bishop. What began as the St. Thomas Aquinas Seminary – with 62 students and a faculty of five – has grown to be Minnesota's largest independent university with four campuses and more than 11,000 students.

Built near a river bluff on farmland that was still considered “far removed from town” in the late 1800s, the university's main campus is nestled today in a residential area midway between the downtowns of St. Paul and Minneapolis.

In its first decade, St. Thomas was a high school, college and seminary; students enrolled in either the preparatory, classical or theological departments. In 1894 the theological department moved to an adjacent campus where it became The Saint Paul Seminary. The preparatory and classical departments, meanwhile, remained on the original campus and became the College of St. Thomas.

The classical department gradually grew to a four-year college curriculum. The first baccalaureate degrees were conferred in 1910 and St. Thomas was officially accredited in 1916. The preparatory department became the St. Thomas Military Academy, a high school that moved to a suburban campus in 1965.

After 92 years of all-male enrollment, St. Thomas became coeducational in 1977. Today, 50 percent of the undergraduates and 52 percent of the graduate students are women.

Coeducation, coupled with new graduate programs as well as new campuses, contributed to St. Thomas' growth over the past two decades. Enrollment increased from under 2,500 students in 1970 to 10,641 today. The undergraduate program currently enrolls approximately 5,600 students.

Long-standing graduate programs in business, education, professional psychology and social work offer degrees at the master's, specialist, and doctoral levels.

St. Thomas' original “classical” and “theological” departments came together once again in 1987 through an affiliation between the seminary and university. Together they created the School of Divinity which offers graduate degrees in pastoral studies, divinity and theology. St. Thomas is home to the undergraduate St. John Vianney Seminary.

In 1990, recognizing the many changes and the addition of graduate programs to the institution, the name of the College of St. Thomas was changed to the University of St. Thomas.

Locations

The university's main, 78-acre campus anchors the western end of St. Paul's historic Summit Avenue.

In 1992 the university began a permanent campus in downtown Minneapolis, which is now the home of most of the graduate programs in the College of Business, the Graduate School of Professional Psychology, the School of Education, and the School of Law.

The university offers a wide range of programs at its Owatonna-based Gainey Conference Center, established in 1982, and at a number of satellite locations, including the Mall of America.

The Bernardi Residence in Rome, which opened in 2000, is a remodeled residential estate on the banks of the Tiber River. Serving as a home to students on the university's Center for Catholic Studies Rome Program and the Fall Semester in Rome Program, it is also available for conferences, study tours and housing for faculty, students, and visitors to Rome.

Organization of the University

Undergraduate

College of Arts and Sciences

The College of Arts and Sciences includes undergraduate departments in the arts, humanities, natural sciences, and social sciences, plus a number of interdisciplinary programs.

College of Business

The College of Business has six departments offering undergraduate curricula in an interdisciplinary setting. It is home to a variety of centers offering credit and non-credit seminars and continuing-education programs.

School of Education

The School of Education offers undergraduate courses and curricula for elementary and secondary teacher licensures.

School of Engineering

The School of Engineering offers graduate and undergraduate engineering degrees. Located on the St. Paul campus, programs in the college are committed to leadership in engineering and industry, in innovation, and in development of the whole person. They are built upon a firm foundation of values and global awareness, and embedded in the context of the liberal arts. The college offers bachelor of science degrees in mechanical engineering (B.S.M.E.) and electrical engineering (B.S.E.E.). The B.S.M.E. degree is Engineering Accreditation Commission of ABET accredited.

School of Social Work

The School of Social Work offers undergraduate courses and curricula for social work and chemical dependency counseling.

Graduate

College of Arts and Sciences

Master's-level programs are offered in Art History, Catholic Studies, English, and Music Education.

College of Business

The College of Business offers nine degree programs at the graduate level. It is home to a variety of centers offering credit and noncredit seminars and continuing-education programs.

St. Paul Seminary School of Divinity

The St. Paul Seminary School of Divinity offers master's- and doctoral-level degrees oriented to theological study and the practice of ministry. The school also offers a two-year pre-theology program for priesthood candidates who require additional preparation.

School of Education

The School of Education offers graduate study leading to certificates, master's, educational specialist, and doctoral degrees.

School of Engineering

The School of Engineering offers graduate and undergraduate engineering degrees. Located on the St. Paul campus, programs in the college are committed to leadership in engineering and industry, in innovation, and in development of the whole person. They are built upon a firm foundation of values and global awareness, and embedded in the context of the liberal arts. The college offers masters degrees in manufacturing systems engineering (M.M.S.E), manufacturing systems (M.S.M.S.) and technology management (M.S.T.M.) The M.M.S.E. degree is Engineering Accreditation Commission of ABET accredited.

School of Law

The School of Law was reopened in 1999 after a 66-year hiatus. The first class of 120 students was accepted in fall 2001. Full accreditation by the American Bar Association was granted in 2006.

School of Social Work

The Master of Social Work, offered as a joint degree program with the College of St. Catherine, is designed to provide advanced professional study in social work. Dual-degree programs are offered in cooperation with Luther Seminary, the Department of Theology at the College of St. Catherine, and the St. Paul Seminary School of Divinity.

Graduate School of Professional Psychology

Master's- and doctoral-level degrees are offered in counseling psychology. A certificate in family psychology also is offered.

Vital Statistics

The University of St. Thomas is a private, coeducational, Catholic, liberal arts university.

The university offers five bachelor's degrees, 95 major fields of study, and 59 minor fields of study. The university offers 46 graduate degree programs: 39 master's, two education specialist, one *juris doctor*, and four doctorates. It also offers six graduate-level joint- or dual-degree programs.

The university awards the B.A. in 80 fields; B.M. in 3 fields; B.S. in ten fields; B.S.E.E.; B.S.M.E.; D.Min.; Ed.S. in two fields; Ed.D. in three fields; J.D.; M.A. in 24 fields; M.B.A. in four fields; M.B.C.; M.Div.; M.M.S.E.; M.S. in five fields; M.S.S.; M.S.D.D.; M.S.W.; and Psy.D.

Enrollment in the undergraduate program for fall semester 2005 was 5,584. Graduate-level enrollment figures at the university were: College of Arts and Sciences, 146; College of Business, 1,984; St. Paul Seminary School of Divinity, 110; School of Education, 1,240; School of Law, 413; School of Social Work, 304; Graduate School of Professional Psychology, 203; Graduate Programs in Software Engineering, 425; Programs in Engineering, 232.

The total undergraduate and graduate enrollment for fall semester 2005 was 10,641.

There are 428 full-time faculty, 136 part-time faculty, and a support staff of 1,051.

Accreditation and Memberships

The University of St. Thomas is accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools (800-621-7440), the Association of Theological Schools (412-788-6505), and is an affiliate member of the Teacher Education Accreditation Council.

All University of St. Thomas education licensure programs are approved by the Minnesota Department of Children, Families and Learning (651-296-2046).

Programs in chemistry are approved by the American Chemical Society (800-227-5558); the master's programs in engineering are accredited by the Accreditation Board for Engineering and Technology (410-347-7700); the B.S.M.E. is accredited by the Engineering Accreditation Commission of ABET; the School of Law is accredited by the American Bar Association (202-662-1000); the music programs are approved by the National Association of Schools of Music (703-437-0700); the doctoral program in Professional Psychology is accredited by the American Psychological Association (800-374-2721); the Social Work program is accredited by the Council on Social Work Education (703-683-8080).

The university is a member of the:

- American Association of Colleges for Teacher Education
- American Council on Education
- Associated Colleges of the Twin Cities
- Association of American Colleges and Universities
- Association of Catholic Colleges and Universities
- Council on Undergraduate Research
- Institute of International Education
- International Federation of Catholic Universities
- Minnesota Private College Council
- National Association of Independent Colleges and Universities
- National Catholic Educational Association

The university is an associate member of the American Assembly of Collegiate Schools of Business

Assessment of Programs

The program to assess student learning is an integral part of the university's commitment to excellent teaching and effective learning. The assessment effort is sustained by the faculty and is fully supported by the administration. Information is systematically collected and examined both to document and improve student learning. The assessment program itself is routinely updated, and the information gained from the assessment process becomes part of on-going curricular development.

The Academic Assessment Coordinating Committee (AACC), which oversees the student outcomes assessment programs of the university, consists of six elected faculty and the director of Institutional Research. The committee is co-chaired by the associate vice president for academic affairs and the associate dean of the College of Arts and Sciences.

Currently, all curricula for major concentrations and the undergraduate core curriculum are routinely assessed. Thus, students are asked from time to time to participate in testing, surveys, interviews, or other methods of collecting data for assessment purposes.

Admission Information

Admission Policies

The University of St. Thomas desires to provide an environment in which people of varied backgrounds can learn and grow through shared experiences. Therefore, we welcome all applicants without regard to race, color, creed, religion, ancestry, national origin, gender, sexual orientation, or disability.

Information and Visits

All correspondence and telephone calls concerning undergraduate day and evening admission should be directed to the Office of Admissions, Mail #32F, University of St. Thomas, St. Paul, Minnesota 55105-1096.

Phone: 651-962-6150 or
800-328-6819 ext. 2-6150
e-mail: admissions@stthomas.edu
Website: www.stthomas.edu

When writing, inquirers should be sure to include their full name, address with zip code and telephone number.

The Office of Admissions is located at 32 So. Finn Street. It is open from 8 a.m. to 4:30 p.m., Monday through Friday, and 9 a.m. to noon on most Saturdays. Admission counselors and scheduled tour times are available during those hours. Please contact the Office of Admissions for an appointment.

Application Procedures

Candidates for admission should complete the following steps.

1. The official application form should be completed by the applicant and sent to the Office of Admissions. The application also may be completed via the Web at: www.stthomas.edu
2. The admissions committee considers each student's academic record, writing sample, and recommendations, if applicable. Applicants are then notified whether they have been accepted officially by the university.
3. Each accepted applicant should make a \$200 confirming deposit to reserve a place in the class. This confirming deposit is refundable for the fall semester of admission when requested in writing by May 1.
4. A resident applicant must also make a \$200 room deposit. The room deposit will be refunded for the fall semester of admission when requested in writing by May 1.
5. Each confirmed student is required to provide a final high school transcript after graduation.
6. Each confirmed student will receive a UST health form to complete and return to the Student Health Service. Any student participating in NCAA athletics will be required to have a current physical on file.

All students born after 1956 who are enrolled in a Minnesota public or private college or university are required by Minnesota law to be immunized against diphtheria, tetanus, measles, mumps, and rubella. These immunizations must have been done within a certain time frame. Questions about this requirement and exemptions allowed for by the law should be addressed to the Student Health Service. A record of immunization form is available from the Office of Admissions or the Student Health Service or it may be downloaded at www.stthomas.edu/studenthealth.

Admission Credits

Students entering St. Thomas as first-time college students may have high school credits, Advanced Placement (AP) credits, or informal education that allows them to gain credit by examination. These various supplementary programs are explained in this section.

High School Credits

It is recommended that an applicant's high school transcript include four units in English, four units in one foreign language, four units of mathematics (three units required), two units in natural sciences and two units in history or the social sciences. Some programs require additional courses in the above-mentioned fields.

Graduates of accredited high schools are admitted on the basis of their grade point average, academic rank in their graduating class (if applicable), college preparatory course selection, and their scores on one of the following: the Scholastic Aptitude Test (SAT), or the American College Test (ACT).

The university's SAT code number is 6110. The ACT code number is 2102.

Students with a Graduate Equivalency Diploma should submit the GED, including scores, in addition to their high school transcript.

Advanced Placement

Unless otherwise noted, a student earning a score of three or higher on an Advanced Placement (AP) Examination sponsored by the College Entrance Examination Board will receive four credits and an "S" grade. This examination must be taken prior to matriculation to a college or university.

Art History – A score of 3 or higher = ARTH 199 (may fulfill Fine Arts requirement; evaluation on individual course basis)

Biology – For students not intending to major in Biology or Biochemistry a score of 4 or higher = BIOL 101 (fulfills a Natural Science Lab requirement). For students intending to major in Biology or Biochemistry, score of 4 or higher may = BIOL 201 (students will normally be required to take the BIOL 201 lab at St. Thomas.)

Chemistry – A score of 3 or higher may = CHEM 100, depending on laboratory experience, at the discretion of the chair of the department. A score of 4 or higher may = CHEM 111, depending on laboratory experience, at the discretion of the chair of the department. Students will be required to present both coursework in class as well as lab work that includes, but not limited to lab notebook, lab reports, experiments and experimental procedures, exams taken and syllabi.

Computer Science – A score of 3 or higher in Computer Science A or B = QMCS 199

Economics – A score of 4 or higher in macroeconomics = ECON 251;

A score of 4 or higher in microeconomics = ECON 252 (either course fulfills Social Analysis requirement)

English – A score of 3 or higher in English Language/Composition = ENGL 199 (does not fulfill the Literature and Writing requirement);

A score of 3 or higher in English Literature/Composition = ENGL 104 (fulfills 4 credits towards the Literature and Writing requirement)

Environmental Science – A score of 3 or higher in Environmental Science = ENVR 151.

French – A score of 3 = FREN 211 (fulfills Language and Culture requirement);
 A score of 4 = FREN 212
 A score of 5 = FREN 300
 A score of 3 or higher in French Literature = FREN 309 (this will count towards the major in French)

Geography – A score of 3 or higher in Human Geography = GEOG 111 (fulfills Social Analysis requirement)

German – A score of 3 = GER 211 (fulfills Language and Culture requirement);
 A score of 4 = GERM 212
 A score of 5 = GERM 300

History – A score of 4 or higher in European History = HIST 199 (with the discretion of the department chair, may fulfill Historical Studies requirement.) A score of 4 or higher in U.S. or World History = HIST 100 (fulfills the Historical Studies requirement.)

Latin – A score of 3 or higher = LATN 212 (fulfills Language and Culture requirement)

Mathematics – A score of 3 or higher in Calculus AB = MATH 113 (fulfills Mathematical Reasoning requirement);

A score of 3 or higher in Calculus BC = MATH 113 and MATH 114; AB sub score of 3 or higher in Calculus BC = MATH 113

Music Theory – A score of 3 = MUSC 113;

A score of 4 or higher = MUSC 212 (does not fulfill fine arts requirement)

Physics – *Physics B*: A score of 3 = PHYS 101 (satisfies Natural Science Requirement); A score of 4 or 5 = PHYS 109-110 (satisfies Natural Science Requirement);

Physics C1—Mechanics: score of 3 = PHYS 101 (satisfies Natural Science Requirement); A score of 4 or 5 = PHYS 111 (satisfies Natural Science Requirement);

Physics C2—Electricity and Magnetism: A score of 3 or 4 = PHYS 199 (satisfies Natural Science Requirement); A score of 5 = PHYS 112 (satisfies Natural Science Requirement)

Political Science – A score of 3 or higher in Government & Politics: U.S. = POLS 101 (does not fulfill Social Analysis requirement) A score of 3 or higher in Comparative Government & Politics = POLS 105 (fulfills Social Analysis requirement.)

Psychology – A score of 4 or higher = PSYC 111 (fulfills Social Analysis requirement)

Quantitative Methods – see Computer Science above

Spanish – A score of 3 = SPAN 211 (fulfills Language and Culture requirement);

A score of 4 = SPAN 212

A score of 5 = SPAN 300

A score of 3 or higher in Spanish Literature = SPAN 335 (this will count towards the major in Spanish)

Statistics – A score of 3 or higher in Statistics = QMCS 220 (fulfills third Math/Science requirement)

Studio Art – A score of 3 or higher in Studio Art = ARTS 199 (does not fulfill Fine Arts Requirement)

International Baccalaureate

Students who pass the International Baccalaureate (IB) Examination(s) in subjects included in the St. Thomas curriculum with a score of 4 will ordinarily receive 4 credits toward graduation. Students who receive a score of 5, 6, or 7 will ordinarily receive 8 credits toward

graduation. The specific courses for which credit would be awarded will be determined by the appropriate academic department. With the exception of Foreign Language, the examinations referred to are at the *higher level*.

Following is a list of guidelines according to which credit may be obtained by examination in specific departments. In each case the decision as to whether or not it is suitable to seek credit by examination for a particular course will be made by the chair of the department.

Credit awarded will be assigned an “S” grade (satisfactory).

Biology – Students receiving a 5-7 on the International Baccalaureate Exam will receive college credit for BIOL 101 (fulfills a natural science with laboratory course requirement), and may receive college credit for BIOL 201. Placement of IB students in the core sequence must be determined in consultation with the department chair and transcript evaluator.

Chemistry – A score of 4 or higher usually equals CHEM 111. Students with scores of 5 or above should consult with the department chair. Students should consult with department chair if they intend to major in science, especially chemistry.

Economics – A score of 5 or higher on the Higher Level examination = ECON 251 (fulfills the Social Analysis requirement).

English – A score of 4 or higher usually equals one course, but students should consult with the department chair to determine exact course credit and placement.

Foreign Language – A score of 4 or higher (in the subsidiary examination) usually equals 211 or 212 depending on the results of the departmental placement examination.

History – A score of 4 or higher = one course. U.S. or World History fulfill the Historical Studies requirement.

Mathematics – A score of 3 or 4 will allow MATH 113 to be waived as a prerequisite (but no course credit will be given). Students are encouraged to take the departmental examination to receive credit for MATH 113.

A score of 5 or higher gives credit for Math 113. Students are encouraged to take the departmental examination to receive credit for MATH 114.

Physics – A score of 4 or higher will be considered for the awarding of credit on a case by case basis.

Post-Secondary Enrollment Option (PSEO)

The Post-Secondary Enrollment Options program is a Minnesota State program which allows qualified high school students to earn credit toward their high school diplomas by attending colleges, universities, vocational-technical institutes and other post-secondary institutions. In order to participate, a student must be enrolled as a junior or senior at a Minnesota high school and must meet the admissions requirements set by the post-secondary institution. Legislation passed by the State of Minnesota in 1997 allows students in home schools to participate in the same program.

The University of St. Thomas has participated in the program since its inception in the fall of 1985. Students of high ability who need a greater academic

Admission Information

challenge than their high school provides may take a maximum of six courses through the PSEO program at St. Thomas.

The university considers for admission students who are in the top 10 percent of their high school class, have scored well on the ACT, SAT or PSAT standardized tests, and have a strong academic record while pursuing a rigorous academic program including honors or accelerated coursework. Admission to the program is competitive and highly selective. Students seeking admission to the PSEO program should contact the Office of Admissions.

PSEO students are considered non-degree and may take a maximum of twenty-four credits through the program at St. Thomas. They may divide their coursework a variety of ways. Students in their junior year of high school may take four credits per semester. Students in their senior year may take twelve credits each semester, provided the total number of credits taken at St. Thomas does not exceed twenty-four.

The program allows for registration in the fall and spring semesters. January term and summer sessions are not included.

With the consent of an academic adviser, students are allowed to enroll in almost any course for which they have adequate preparation, provided there is space available after the degree-seeking students have registered. There are some courses which are not offered for PSEO students. For instance, they may not enroll in theology courses, since the state will not pay for religion courses. Applied music courses, such as instrumental or vocal lessons, are also not included in the program. PSEO students must register for credit; they may not audit a course.

Students must maintain at least a 2.50 grade point average in order to continue in the program.

Students enrolled in the program receive University of St. Thomas I.D. cards and may participate in most college activities and use campus facilities. They may not live in college residences, nor participate in off-campus programs (such as music ensemble tours, study abroad, varsity athletics, volunteer projects, *etc.*).

College Level Examination Program (CLEP)

The College Level Examination Program (CLEP) was conceived to serve post-secondary students who have acquired certain kinds of knowledge outside the usual formal educational channels.

There are two kinds of CLEP Examinations, General Examinations and Subject Examinations.

General Examinations

If a student scores at the 50th percentile or above, the university will award 4 credits for each of these five General Examinations: English Composition (the essay component of this examination must be taken to be considered for credit); Mathematics; Natural Sciences; Social Sciences; History and Humanities.

These General Examinations should be taken before or during the first semester of college work.

Credit awarded for these examinations may be used to meet the requirements of the core curriculum with the following qualifications:

- The Natural Sciences Examination does not fulfill the laboratory science requirement, but would ful-

fill the third course requirement in math/science.

- The Humanities Examination does not fulfill the fine arts requirement. It would, however, be accepted as an elective course.
- The Social Sciences examination does not fulfill the Social Analysis requirement.
- The History examination in U.S. history fulfills the historical studies requirement. History exams in areas other than U.S. history need to be cleared with the department chair.

Subject Examinations

If a student scores at the 50th percentile or above, the university will award course credit for those Subject Examinations of CLEP that have been approved by the department in which the subject is usually taught.

Credit will not be awarded for a CLEP Examination if a student has already taken a college-level course in an equivalent subject area.

Department Examinations

Certain departments in the undergraduate program allow students to obtain credit for specific courses if they can demonstrate that they have mastered the content and method of the courses in question. Those interested in seeking credit in this fashion should contact the department chair of the appropriate department.

The examining faculty member offers no special instruction to the student except to furnish the syllabus of the course. If this is unavailable or of insufficient assistance to the student, the course should be taken as a regular semester offering or on an Individual Study basis.

A student may attempt to earn credit by examination only once for a particular course. Grades for courses taken in this way are usually given on an S/R basis unless the department has decided that a letter grade should be awarded.

Only courses for which credit is awarded will be posted on the transcript. A fee is charged for administering the examination.

The following departments offer the availability of credit by examination for selected courses. Departments not included in the list do not offer any courses under this option.

Art History – Examinations may be given for certain courses. Each case will be considered individually by the chair of the department.

Biology – Examinations may be given for core courses (BIOL 201, 202, 204). Each case will be considered individually by the chair of the department.

Business – examinations may be given with the consent of the chair of the department. Listed below are the courses in the departments of the Division of Business for which credit may be obtained by examination:

ACCT 205 Introduction to Accounting
BLAW 301 Legal Environment of Business
DSCI 345 Operations Management
FINC 321 Financial Management
MKTG 300 Principles of Marketing

Chemistry – Examinations may be given for CHEM 111 and/or CHEM 112, at the discretion of the chair of the department.

Economics – all courses, if circumstances warrant it, with the *exception* of:

ECON 315 Empirical Methods in Economics
ECON 470 Research

Engineering – all courses, if circumstances warrant it, with the *exception* of:

ENGR 480 Engineering Design Clinic I
ENGR 481 Engineering Design Clinic II

Each case will be considered individually by the department chair.

English – under extraordinary circumstances, with the consent of the department chair, credit by examination may be sought for English courses with the following *exceptions*:

ENGL 111 Critical Reading & Writing I:

Fiction and Nonfiction Prose

ENGL 112 Critical Reading & Writing II:

Drama and Poetry

ENGL 190 Critical Reading & Writing:

Major Genres

ENGL 300 Theory and Practice of Writing

ENGL 480 Literary Magazine Practicum

ENGL 481 Senior Seminar

Foreign Language – examinations may be given for certain courses. Each case will be considered individually by the department chair.

Geology

GEOL 111 Introductory Geology I

Journalism & Mass Communication – in special circumstances, credit by examination could be sought for courses in journalism with the following *exceptions*:

JOUR 230 Photojournalism

JOUR 311 Persuasion in Writing

JOUR 410 Advanced Reporting

JOUR 450 Advanced Public Relations

JOUR 480 Media Ethics

Mathematics – a departmental examination is available for MATH 113 Calculus I with the following qualifications:

A score of 0 - 59 = no credit;

A score of 60 -79 = no credit but MATH 113

will be waived as a prerequisite;

A score of 80 - 100 = credit for MATH 113

Music – no courses are available. Tests in music theory and auditions for Performance Studies are used to determine placement and do not entail the awarding of credit.

Psychology – in special circumstances, and with approval of the department, credit by examination may be sought for PSYC 111 General Psychology

Quantitative Methods – under special circumstances and with the approval of the department chair, credit by examination could be sought for courses with the following *exceptions*:

QMCS 420 Systems Analysis and Design I

QMCS 421 Systems Analysis and Design II

Theology – credit by examination may be sought for THEO 101 and all 200-level courses. Each request for credit requires the approval of the department chair.

Waiver of Credits

Unlike the other areas discussed above, a waiver of credits does not add any credits to the student's transcript. For example, if a student tests out of the third level of the foreign language requirement for the core curriculum, a waiver will be noted on the course audit, but no credits are awarded.

Transfer Students

In addition to following the general application procedures, students wishing to transfer from another college should submit official high school and college transcripts to the Office of Admissions as soon as possible. Previous college work and other academic information will be reviewed in the admission decision. A minimum GPA of 2.30 (4.0 scale) is required in *transferable* previous college work to be considered for admission. *All* transferable coursework, regardless of grade, is considered when calculating the GPA used to determine admission. *Only* coursework in which the student earned a grade of C- or higher from a regionally accredited college/university will be recognized for credit at St. Thomas. To determine if your college/university has regional accreditation, please see www.ncahigherlearningcommission.org

Transfer students must fulfill the core curriculum requirements, maintain a GPA of 2.00 in courses taken at St. Thomas, and successfully complete thirty-two of their last thirty-six credits at the university.

The priority deadline for application for the fall semester is August 1. The priority deadline for spring semester is January 1.

In order to stay within enrollment goals, the university reserves the right to adjust published application and standing deposit deadlines when necessary.

Students interested in transferring to the university should contact the Office of Admissions at 651-962-6150 or 1-800-328-6819 Ext 2-6150 and request a transfer brochure.

International Students

The university welcomes applications from prospective international students.

In addition to the Application for Admission, the Test of English as a Foreign Language (TOEFL) is required of all students for whom English is not their native language. The minimum acceptable score for this examination is 213 for the computer-based test or a total score of 80 for the internet based test (iBT) with a minimum score of 20 for both the writing and speaking sections of the iBT. The TOEFL *Bulletin of Information* and registration form can be obtained through American embassies and consulates, offices of the United States Information Service (USIS) and various bi-national centers. Students unable to obtain the TOEFL *Bulletin* and registration form locally should write well in advance to: TOEFL Services, P.O. Box 6151, Princeton, NJ 08540-6151, U.S.A.

In lieu of a TOEFL test score, completion of Level 112 at any ELS Language Center facility will satisfy the English language requirement for admission. For more information on the ELS Language Center at St. Thomas, please contact the Center Director, ELS Language Center, University of St. Thomas, Mail# LOR 108, 2115 Summit Avenue, St. Paul, MN 55105.

In addition, other English proficiency tests accepted by the university are the Michigan English Language Assessment Battery (MELAB) with a minimum score of 80 and the International English Testing System (IELTS) with a minimum score of 6.0.

All international students must verify that they have sufficient funds to cover all educational costs for the first year of study and provide evidence that funds will be available for the duration of the degree.

Admission Information

The University of St. Thomas has very limited funds for scholarships for international students and awards only a few partial tuition grants to incoming students. Selection is based on outstanding merit and need. To qualify for consideration for the following academic year, students must apply to the University of St. Thomas and have submitted an *International Student Scholarship Application* no later than April 1.

For more information, please contact the Assistant Director, International Admissions, International Education Center, University of St. Thomas #44C-1, 2115 Summit Avenue, St. Paul, MN 55105-1096.

Web: www.stthomas.edu/international
e-mail: international@stthomas.edu

dent left St. Thomas in good academic standing, and if the student is eligible to return to the university as certified by the Dean of Student Life.

However, if the student has been enrolled at another college after initial enrollment at St. Thomas, an official transcript of work done at that institution is required. The student will then be reinstated by the university registrar if the transcript indicates work of a C average or better.

A student who discontinues his/her enrollment in the university for four consecutive academic years must re-enroll under the terms of the catalog in effect at the time of re-enrollment.



Veterans

The University of St. Thomas has been approved for the education and training of veterans. It is the responsibility of students who are veterans to familiarize themselves with the procedures and regulations concerning satisfactory standards of progress in order to ensure proper and prompt payment of benefits due.

Veterans will receive credit as recommended by the American Council on Education for courses completed through USAFI and for courses from accredited colleges when the proper documents have been supplied to the university.

Specific questions should be addressed to the university registrar who serves as Coordinator of Veterans Affairs.

The University of St. Thomas uses *The Guide to the Evaluation of Educational Experiences in the Armed Services* when evaluating work done in these areas. The DD214 or DD295 is required to document these experiences.

Non-Degree Students

Non-degree students attend classes without intending to complete the work required to obtain a degree. They are admitted to the institution through the Office of the University Registrar. As they are not seeking a degree, they are not obliged to present their previous academic work for evaluation. Registration is on a space available basis with priority given to degree-seeking students.

Non-degree students are not classified as freshman, sophomore, junior, or senior. Neither are they classified as part-time or full-time.

Non-degree students are limited to enrolling for eight credits in any given semester. A maximum of 24 credits taken at St. Thomas on non-degree status may be applied to a degree program. A non-degree student who wishes to change status and pursue a degree program must make a formal application for admission through the Office of Admissions.

Academic and disciplinary sanctions (probation, suspension, dismissal) apply to degree and non-degree students alike.

Readmission Policies

A student who was formerly enrolled in the university, but is not currently attending, must request reinstatement by calling or writing to the Office of the University Registrar at St. Thomas. The student will be reinstated if the university registrar verifies that the stu-

College Expenses

The cost of a college education is of vital concern to students, their parents, and the educational institutions they attend. This section identifies many sources of financial aid and financing options available to students seeking a college education. Whenever possible, students will want to take advantage of opportunities such as federal and state grants, loans, and student employment programs. It is important that proper application for aid be made by the deadlines noted.

Financial Aid

The primary responsibility of financing an education rests with the student and his/her parent(s). However, the university does recognize that there are students who need financial assistance.

For this reason, St. Thomas offers institutional aid (grants, *etc.*), loans and student employment. In addition, the university offers merit-based aid to those students who have excelled academically and/or made contributions to their school, community or church.

Applications

To be considered for aid, an applicant must complete the application for admission to the university and be accepted.

A student wishing to apply for financial aid must complete the Free Application for Federal Student Aid (FAFSA). The FAFSA collects information about the student and his/her family, considers that data in light of the federal financial aid formula and determines financial need.

Students are strongly encouraged to complete the FAFSA on-line at www.fafsa.ed.gov. A paper form may also be obtained from a high school guidance office, a counseling center or from the UST Financial Aid Office.

Awards and Renewals

Aid to a student is for one year only, unless specified otherwise. Students must reapply for financial aid each year.

All financial aid is applied to the final payment of fees or other charges for each semester. Awards will be adjusted if the student withdraws from the university before the end of the year, or if the student is taking less than a full-time load. A student must be in full compliance with the financial aid Satisfactory Academic Progress Policy to be eligible for assistance.

Satisfactory Academic Progress

All applicants must meet the conditions for Satisfactory Academic Progress for Financial Aid to remain eligible for financial aid.

1. A student is eligible to receive financial aid for a maximum of 176 *attempted* credits.
2. A student must successfully complete 75 percent of all attempted credits.
3. A student must maintain a cumulative GPA of 2.00 after his/her second year of attendance.

A detailed copy of the Financial Aid Satisfactory Academic Progress policy is available from the Financial Aid Office.

Scholarships

The University of St. Thomas believes that students with a desire to attend college should have reasonable access to scholarship awards. By virtue of high school academic performance, students may receive academic, merit-based scholarships.

All incoming freshmen accepted for admission will be considered for academic scholarships. The awards are competitive based on the applicant pool.

Graduating high school students who are U.S. citizens or permanent residents who are accepted for admission as regular, degree-seeking students may be eligible for such awards. St. Thomas academic scholarships may be received for a maximum of four consecutive years or until graduation (or 132 credits, whichever comes first) provided the student maintains full-time attendance, is consecutively enrolled, and meets the necessary renewal criteria.

City of Minneapolis Scholarships

The University of St. Thomas has a scholarship program for graduating seniors at public and private high schools in the city of Minneapolis. Eight scholarships covering tuition and fees for four years at St. Thomas are awarded annually. A scholarship is awarded to the eight neediest students who apply for the scholarship from each of the nine Minneapolis public high schools and one scholarship is awarded to the neediest applicant from all Minneapolis private high schools. Applications are available from the guidance counselors in the Minneapolis high schools or from the St. Thomas Office of Admissions. Recipients must apply annually for financial aid to renew this scholarship.

Recognition Scholarship Program for Community College Students

This is a competitive scholarship that is awarded to the top students transferring from community colleges who meet the following criteria: have earned 56 semester credits at a community college with a cumulative GPA of 3.20 or higher. Six \$4,000 Recognition Scholarships will be awarded to new transfer students annually. For more information, contact the Office of Undergraduate Admissions.

Music Scholarships

The University of St. Thomas offers scholarships each year on the basis of musical performance and academic achievement. Scholarships are available to incoming freshmen and transfer students who meet the criteria for acceptance into St. Thomas and intend to major in music. Scholarships may also be available for current music majors. Contact the Department of Music for application and deadline information.

Elective half-hour lesson scholarships are available to freshmen in Symphonic Band, Symphonic Wind Ensemble, Concert Choir, Liturgical Choir, Chamber Singers and Women's Choir.

Science, Mathematics and Engineering Scholarships

The University of St. Thomas Division of Natural Science and Mathematics awards two full-tuition and four \$4,000 scholarships each year. These awards are renewable and may be received for four consecutive years or until graduation (or 132 credits, whichever comes first). Renewal criteria include maintaining a 3.50 GPA

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in a major in the division.

High school seniors wishing to be considered for a Science, Mathematics and Engineering Scholarship must complete the science scholarship application by the established deadline. Selected applicants are tested at St. Thomas (usually in January of their senior year). Based on the application and the test evaluations, finalists are selected and asked to return to campus for personal interviews.

Recipients of the full-tuition Science, Mathematics and Engineering Scholarship have reduced eligibility for other St. Thomas scholarships. Please consult Admissions or the Financial Aid Office for details.

University of St. Thomas Scholarships for National Merit Finalists

Scholarships are awarded to students selected as National Merit Finalists who declare St. Thomas as their first-choice institution with the National Merit Scholarship Corporation, and who qualify for a college-sponsored award. Students are selected to compete in the National Merit Scholarship competition by the National Merit Scholarship Corporation based on their PSAT scores. National Merit awards range from \$1000-\$2000 and \$4000-\$5000 in UST Honors Scholarships for a maximum total of \$6000. For more information regarding scholarship amounts, please contact the Financial Aid Office or the Office of Admissions.

Multicultural Excellence Program Scholarship

The St. Thomas Multicultural Excellence Program scholarship is available to eligible students from the St. Paul Public School Multicultural Excellence Program (MEP). The scholarship amount is \$2,500 per year and may be received for four consecutive years or until graduation (or 132 credits, whichever comes first) if the student is consecutively enrolled as a full-time student at St. Thomas and is making satisfactory academic progress. Graduating high school seniors who are MEP participants should contact the Office of Admissions for details on how to apply for the scholarship.

Air Force ROTC Scholarships

The Air Force offers four-, three-, and two- year college scholarships. The purpose of the AFROTC Scholarship Program is to attract and retain students whose academic specialties and potential career areas are essential to Air Force needs. In this regard, AFROTC scholarship offers are based on merit and not on financial need.

Students in any academic major may compete for these scholarships, but the projected needs of the Air Force influence the number and type of scholarships awarded in the various majors (traditionally in scientific and technological areas of study). Additional scholarships for college freshmen and sophomores are available for qualified students who have enrolled in AFROTC and have competed in the January or June selection cycle. Members not enrolled in AFROTC may compete in June for the summer walk-on scholarships.

High school juniors and seniors may obtain the college scholarship information and an application on line at www.afrotc.com.

The application deadline is December 1 of the year preceding college entrance.

St. Thomas offers its students who are recipients of Air Force ROTC scholarships up to full subsidy (room

and board and remaining tuition) on almost every Air Force ROTC Scholarship awarded.

Contact the Department of Aerospace Studies for details on scholarship opportunities and the St. Thomas subsidy at 651-962-6329 or 800-328-6819 ext 26329.

Army ROTC Scholarships

Students who are awarded a full-tuition ROTC Scholarship through the Army are eligible to receive a room and board scholarship from St. Thomas

For more information, contact Army ROTC, Dept. of Military Services, 15 Church St. SE, Minneapolis, MN 55455. Phone: 612-626-1584; Website: www.umn.edu/arotc.

Navy/Marine Corps ROTC Scholarships

Students who are awarded a full-tuition ROTC scholarship through the Navy/Marine Corps are eligible to receive a full room and board scholarship from St. Thomas.

For more information, contact Navy/Marine Corps ROTC, 203 Armory, c/o University of Minnesota, 15 Church St, SE, Minneapolis, MN 5545, call 612-625-6677, or visit www.nrotc.umn.edu.

Grants

The University of St. Thomas participates in the following federal and state programs. To apply, students must complete the Free Application for Federal Student Aid (FAFSA) each year.

Federal Pell Grant

The Federal Pell Grant is a need-based federal program that currently offers up to \$4,050 per year to meet educational expenses.

Minnesota State Grant

Currently, Minnesota residents may be eligible for up to \$7,986 per year through this need-based grant program.

Federal Supplemental Education Opportunity Grant (SEOG)

Federal SEOGs are awarded to students who demonstrate exceptional need. Grants range from \$200 to \$4,000 each year and are awarded at the discretion of the UST Office of Student Financial Services, based on federal guidelines.

Loans

Federal Stafford Loan

Federal Stafford Loans are long-term low interest rate loans. Required federal guarantee and origination fees are deducted from the proceeds of the loan prior to disbursement. The maximum fees deducted will be 4 percent of the loan amount. Repayment of the Federal Stafford Loan begins after a six-month grace period. The grace period begins the day following the student's last date of at least half-time attendance (i.e., upon graduation, complete withdrawal from the university or withdrawal to less than half-time student status). The standard repayment term for the Federal Stafford Loan is ten years.

To be eligible to borrow a Federal Stafford Loan the student must complete the Free Application for Federal Student Aid (FAFSA) and must be enrolled on at least a half-time basis in a degree or certificate program. There are two types of Federal Stafford Loans – the Subsidized

and the Unsubsidized Stafford Loan. The results of the FAFSA determine the type of loan for which the student qualifies.

The Subsidized Federal Stafford Loan

To qualify for a subsidized loan the student must demonstrate financial need. The federal government provides an interest subsidy for students who qualify for this loan. The government pays the student's interest on the loan as long as he or she maintains at least half-time attendance and during the six-month grace period.

The Unsubsidized Federal Stafford Loan

Eligibility for the unsubsidized loan is not based on financial need. The student bears all interest costs of the loan, however, interest payments may be deferred while the student is attending school on at least a half-time basis and during the six-month grace period. If the student chooses to defer paying the accrued interest until the end of his or her grace period, the unpaid interest is capitalized (added to the principal balance of the loan).

Students may borrow a combination of Subsidized and Unsubsidized Federal Stafford Loans as long as the grade level annual and aggregate maximums are not exceeded. For example: The grade level annual maximum for a first-year student is \$2,625. If a first-year student qualified for a \$1,000 subsidized loan he or she could borrow the additional \$1,625 in unsubsidized loan. Another first-year student may demonstrate at least \$2,625 in need and therefore would qualify for the full loan amount to be subsidized. The combined subsidized and unsubsidized aggregate maximum for a dependent undergraduate in the Federal Stafford Loan program is \$23,000. The aggregate maximum for an independent undergraduate is \$46,000, of which not more than \$23,000 may be subsidized.

Federal Perkins Loan Program

St. Thomas participates in the Federal Perkins Loan Program. Responsibility for the administration of the funds rests with the university, which selects student recipients and arranges the loans. (The law requires that borrowers be citizens of the United States, be enrolled or accepted for enrollment as at least half-time undergraduate students, be in need of the amount of the loan to pursue their course of study, and be, in the opinion of the university, capable of maintaining good standing in their chosen course of study.)

Repayment of principal and interest begins nine months after graduation or when the borrower ceases to be enrolled on at least a half-time basis. No interest accrues while the student is enrolled on at least a half-time basis. The interest rate is fixed at 5 percent.

Student Education Loan Fund

The Student Education Loan Fund (SELF) program makes available to students variable interest rate loans from the state of Minnesota. Students do not have to demonstrate need to qualify for SELF loans. Students must be enrolled at least half-time to apply.

To receive information on current interest rates, or to obtain application materials, contact the University of St. Thomas Office of Student Financial Services.

Federal PLUS Loan for Parents

The PLUS loan is a loan for parents of dependent students.

Currently there is no limit on how much parents may borrow in the PLUS loan program for any one academic year with one exception: total aid (from all sources including the PLUS loan proceeds) may not exceed the total cost of attendance.

To apply, a student must complete the Free Application for Federal Student Aid (FAFSA).

Repayment begins within 60 days of disbursement of the PLUS loan. Payments are based on both interest and principal. Parents have a maximum of 10 years to repay the PLUS loan.

Student Work Program

Through a combination of federal, state and institutional funds, St. Thomas provides its students with the opportunity to apply for campus work to help pay college expenses.

Job openings are posted on the Human Resources Website: www.hr.stthomas.edu. Student wages are paid every two weeks by payroll check, direct deposit to a checking account, or direct payment to the UST bill.

Financial Aid Policy Regarding Withdrawal from the University

If a student withdraws from a course or from the university during a semester, January or summer term, there may be implications with his/her financial aid award. The policy may differ, depending upon the source of the aid, whether it be federal, state, institutional, or outside funds. Detailed information is available from the Office of Student Financial Services.

Return of Title IV (Federal) Aid

If a student withdraws from the University of St. Thomas during a semester, January or summer term, a calculation of "earned" versus "unearned" federal aid must be determined. This federal policy assumes the student earns aid based on how much time has elapsed in the term. If the student is a recipient of federal financial aid, that aid may be reduced as a result of the student's withdrawal.

There are three steps that the University of St. Thomas must complete to comply with the federal policy:

1. determine the withdrawal date;
2. determine the amount of earned federal aid; and
3. return unearned federal funds to the appropriate program(s).

However, in order to ensure the student is eligible to receive financial aid, the university must first verify with the student's instructor(s) that he/she has attended or participated in academic activities related to his/her classes for the term.

A student must withdraw officially through the Murphy On-line system or through the Office of the University Registrar. The withdrawal date is the date the withdrawal process began. If the student fails to officially withdraw, the withdrawal date will become the mid-point of the term, unless the university can document a later date. In certain circumstances, if an earlier date of last academic activity is determined, this date may be used in the calculation of "earned" federal aid.

If a student withdraws before completing 60% of the term, he/she "earns" federal funds in direct proportion to the length of time enrolled. The percentage of earned

Student Financial Services

aid is determined by dividing the total number of calendar days enrolled, including weekends and excluding breaks that are five days or longer, by the total number of calendar days in the term. If a student completes 60% of the term, all federal financial aid for that term is earned.

The responsibility to repay unearned aid is shared by the institution and the student. The institution's share is the lesser of unearned aid or unearned institutional charges. The institution's share must be repaid to the federal aid programs in the following order before the student's share is considered:

1. Unsubsidized Stafford Loan
2. Subsidized Stafford Loan
3. Perkins Loan
4. PLUS Loan
5. Pell Grant
6. Supplemental Educational Opportunity Grant (SEOG)
7. Other Title IV (federal) Assistance

A student required to repay a portion of his/her loan through the student's share calculation will not be expected to return those funds immediately, but rather when repayment begins according to the terms and conditions of the promissory note. If the student's share includes grant funds, federal rules allow the grant to be reduced by 50% and the University of St. Thomas will repay these grant programs on the student's behalf. The student will then be responsible for repaying this money back to St. Thomas. If this causes an undue hardship, a satisfactory payment arrangement can be made with St. Thomas.

Institutional and State Refund Policy

The Return of Title IV Aid calculation, as cited above, only takes into consideration federal funds. It does not take into consideration institutional, state, or outside funding sources that may be included in a student's financial aid package. These other sources of aid also may be affected if a student withdraws from the University of St. Thomas.

The University of St. Thomas offers tuition refunds if a student withdraws from the university according to the following schedule for fall and spring semesters:

First 14 calendar days of the semester	100%
On the 15 th through 21 st calendar days	80%
On the 22 nd through 28 th calendar days	60%
On the 29 th through 35 th calendar days	40%
On the 36 th through 42 nd calendar days	20%
After the 42 nd calendar day	0%

If a student withdraws during a period of time that allows for a tuition refund, a portion or all of the institutional, state, and/or outside funding may need to be reduced or cancelled. If a student receives a 100% tuition refund on all courses for a particular term, all institutional, state, and outside funding must be returned to the appropriate aid program(s). If the tuition refund was not used to fully repay the Return of Title IV Aid, then a proportional share of the remaining tuition refund must be returned to the appropriate aid program(s).



Baccalaureate Degrees

The University of St. Thomas grants the degrees Bachelor of Arts (B.A.), Bachelor of Music (B.M.), Bachelor of Science (B.S.), the Bachelor of Science in Electrical Engineering (B.S.E.E.) and Bachelor of Science in Mechanical Engineering (B.S.M.E.) to individuals who successfully complete its undergraduate degree programs. These undergraduate degrees have two components: the core curriculum and the major concentration.

To complete the core curriculum, a student takes courses in literature and writing, moral and philosophical reasoning, natural science and mathematical and quantitative reasoning, faith and the Catholic tradition, social analysis, historical studies, fine arts, language and culture, human diversity, and health and fitness. Students also need to demonstrate computer competency. These courses provide the student with a broad education and with the skills needed for further work in these or other areas. Additional general requirements for graduation are listed in the section on requirements for a degree.

A candidate for a degree completes a major concentration in one of the specific academic disciplines represented in the undergraduate program; or a student may construct a major concentration to meet a specific need or interest, subject to the approval of the Committee on Studies. This major concentration component of a degree provides students with the opportunity to pursue a limited subject in depth and to prepare for a career.

If desired, a student may also complete one or more minor concentrations or an additional major concentration in an area of special interest.

Majors

The following is a list of major concentrations or programs of study. Details are provided in the *Curricula* section in this catalog. Curricula involving other institutions in the ACTC are indicated by [ACTC]. Unless otherwise noted, the degree is a bachelor of arts (B.A.).

St. Thomas students may choose a major area of concentration not offered at St. Thomas at any of the other four institutions in the Associated Colleges of the Twin Cities (ACTC), which are Augsburg College, Hamline University, Macalester College and the College of St. Catherine. The student must be accepted into the major by the appropriate department chair at the school where the major is offered and the proposed program of study must be submitted to the Committee on Studies at St. Thomas for its approval.

An individualized major also may be proposed to the Committee on Studies for acceptance. Guidelines for such a proposal are available from the Director of Undergraduate Academic Affairs.

Actuarial Science (B.S.)
Art History
Biochemistry (B.S.)
Biology
Biology (B.S.)
Business Administration – Accounting
Business Administration – Communication
Business Administration – Entrepreneurship
Business Administration – Ethics and Business Law
Business Administration – Financial Management

Business Administration – General Business Management
 Business Administration – Human Resource Management
 Business Administration – International Business
 Business Administration – Leadership and Management
 Business Administration – Marketing Management
 Business Administration – Operations Management
 Business Administration – Real Estate Studies (B.S.)
 Catholic Studies
 Chemistry
 Chemistry (B.S.)
 Classical Civilization
 Classical Languages
 Communication Studies
 Community Health Education
 Criminal Justice
 Economics
 Economics (B.S.)
 Electrical Engineering (B.S.E.E.)
 Elementary Education (K-6) with a 5-8 Specialty in Communication Arts and Literature
 Elementary Education (K-6) with a 5-8 Specialty in General Science
 Elementary Education (K-6) with a 5-8 Specialty in Mathematics
 Elementary Education (K-6) with a 5-8 Specialty in Social Studies
 Elementary Education (K-6) with a K-8 Specialty in World Languages and Cultures (French, German, and Spanish)
 English
 English – Education (5-12 teacher licensure)
 English – Writing
 Environmental Studies (Business, Humanities, Natural Sciences, & Social Science)
 French
 Geography
 Geography – Geographic Information Systems (GIS)
 Geology
 Geology (B.S.)
 German
 Health Education (5-12 teacher licensure)
 Health Education – non-licensure
 Health Promotion (B.S.)
 Health Promotion – Science Emphasis (B.S.)
 History
 International Business – French Intensive
 International Business – German Intensive
 International Business – Spanish Intensive
 International Studies
 Journalism & Mass Communication – Advertising
 Journalism & Mass Communication – Broadcast Journalism
 Journalism & Mass Communication – Media Studies
 Journalism & Mass Communication – Print Journalism
 Journalism & Mass Communication – Public Relations
 Justice & Peace Studies
 Latin
 Literary Studies
 Mathematics
 Mathematics – Education (5-12 teacher licensure)
 Mechanical Engineering (B.S.M.E.)
 Music
 Music Business

Music Education – Vocal (K-12 teacher licensure) (B.M.)
 Music Education – Instrumental (K-12 teacher licensure) (B.M.)
 Music – Liturgical Music
 Music – Performance (B.M.)
 Philosophy
 Physical Education (K-12 teacher licensure)
 Physical Education – non-licensure
 Physics
 Physics (B.S.)
 Political Science
 Psychology
 Psychology – Behavioral Neuroscience
 Quantitative Methods and Computer Science
 Russian
 Social Sciences (Economics, History, Political Science, & Sociology and Criminal Justice)
 Social Work
 Sociology
 Spanish
 Theater
 Theater Arts & Dance – Education (K-12 teacher licensure)
 Theology
 Theology – Lay Ministry
 Women’s Studies [ACTC]

Co-Majors

The following sets of majors constitute a double major when taken together. They cannot be “stand-alone” majors.

Science and Mathematics for Elementary Education (taken in conjunction with Elementary Education)
 Secondary Education and Communication Arts and Literature
 Secondary Education and Science – Chemistry
 Secondary Education and Science – Earth and Space Science
 Secondary Education and Science – Life Science
 Secondary Education and Science – Physics
 Secondary Education and Social Studies

Minors

Students may choose to complete a minor in addition to a major. A student may declare more than one minor.

A student may propose an individualized minor to meet a specific need or interest, subject to the approval of the Committee on Studies. Guidelines for such a proposal are available from the Director of Undergraduate Academic Affairs.

The following is a list of minor concentrations or programs of study. Details are provided in the *Curricula* section in this catalog. Curricula involving other institutions in the ACTC are indicated by [ACTC].

Actuarial Science
 Aerospace Studies
 American Cultural Studies
 Art History
 Biology
 Business Administration
 Catholic Studies
 Chemistry
 Classical Languages

Academic Information & Programs

Communication Studies
Community Health Education
Criminal Justice
Economics
Electronic Music Production
Electrical Engineering
English
Environmental Studies
Family Studies
Film
French
General Engineering
Geography
Geography – Geographic Information Systems (GIS)
Geology
German
Greek
History
Japanese
Jazz Studies
Journalism & Mass Communication – Advertising
Journalism & Mass Communication – Broadcast
Journalism
Journalism & Mass Communication – Media Studies
Journalism & Mass Communication – Print Journalism
Journalism & Mass Communication – Public Relations
Journalism & Mass Communication – Visual
Communication
Justice & Peace Studies
Latin
Legal Studies
Mathematics
Mechanical Engineering
Middle Eastern Studies (ACTC)
Music
Philosophy
Physics
Political Science
Psychology
Quantitative Methods and Computer Science –
Business
Quantitative Methods and Computer Science –
Mathematics
Quantitative Methods and Computer Science – Science
Renaissance Program
Russian
Social Welfare
Sociology
Spanish
Theater History - Theory-Criticism
Theater Performance
Theology
Urban Studies
Women's Studies [ACTC]

The 4-1-4 Calendar

The undergraduate program follows a 4-1-4 calendar. This calendar consists of a fall semester during the months of September through December, a four-week January term, and a spring semester during the months of February through May. Each of the semesters consists of approximately 14 weeks of classes and a four-day examination period.

Regular Semesters

During the fall and spring semesters, a student normally enrolls for sixteen credits.

The January Term

Students may enroll for a maximum of four credits in a January term.

Summer Sessions

The university offers two six-week sessions, one eight-week session and one twelve-week session during the months of June through August. A student may enroll for a maximum of eight credits in a given session, with a maximum of sixteen credits for the summer.

Aquinas Scholars Honors Program

The Aquinas Scholars Honors Program is the undergraduate honors program. Its purpose is to provide opportunities for motivated and curious students to deepen and enrich their undergraduate education.

Aquinas Scholars take a minimum of four honors sections of core curriculum courses. (Students admitted to the program with 45 or more credits completed take only three sections.) Limited to 20 students, the honors sections emphasize depth, not acceleration, and encourage discussion.

Aquinas Scholars are also required to complete a minimum of three interdisciplinary honors seminars (on standard grading system), which bring together instructors from two different departments and students from a variety of disciplines to approach a topic of intellectual interest. This seminar format provides students the opportunity to situate themselves within a broader intellectual community at a time when much of their other coursework is engaging them on a more focused level. Aquinas Scholars are not charged tuition for the honors seminars.

The Aquinas Scholars Honors Program also sponsors a variety of co-curricular and extracurricular activities. All St. Thomas undergraduate students are eligible to apply to the program. Continuing and transfer students should generally have at least a 3.4 grade point average, though the admissions committee reviews applications primarily for evidence of intellectual curiosity and academic motivation. Students need to apply to the program early enough to complete the course requirements.

For further information, contact the Aquinas Scholars Center, located in 101 John Roach Center.

Special Curricula

The undergraduate program offers several programs that a student may pursue in addition to a major concentration. These include:

Air Force, Army, and Navy ROTC

Certificate In Lay Ministry

Higher Education Consortium for Urban Affairs (HECUA)

Pre-Engineering

Pre-Health Professions

Pre-Dentistry

Pre-Medicine

Pre-Pharmacy

Pre-Physical Therapy

Pre-Veterinary

Pre-Law

School Social Work licensure

Social Work licensure

Study Abroad Programs

Washington Semester

Associated Colleges of the Twin Cities

The University of St. Thomas has joined with four other private colleges in the Twin Cities to form the Associated Colleges of the Twin Cities (ACTC), a legal entity designed to facilitate cooperative activities among the five benefiting institutions. Augsburg College in Minneapolis and Hamline University, Macalester College and the College of St. Catherine in St. Paul are the other institutions that make up this consortium with the University of St. Thomas. These colleges possess a long history of cooperative academic activity.

Presently, ACTC operates an intercampus bus system that transports students among the colleges to take courses at schools other than their own. St. Thomas has approximately 250 students who take advantage of exchange courses each semester. In some cases, faculty members from one institution will teach a course on another campus.

Full-time, degree-seeking undergraduate students in the day division are eligible to register for exchange courses in the fall and spring semesters. Students are limited to one exchange course each semester. An exception to this are students majoring in Social Work or Theater, each of which is a joint program with the College of St. Catherine, and students with approval to pursue an ACTC major or minor.

Exchange courses are not transfer courses, and thus courses taken through the ACTC are considered UST courses and do not impact the senior residency requirement. *Note:* For courses during the summer sessions, students register and pay tuition at the college offering the courses and have a transcript of the completed work sent to St. Thomas.

In addition to the course exchange, St. Thomas students may choose a major or minor area of concentration at any of the other four institutions. The student must be accepted into the major or minor by the appropriate department chair at the school where the program is offered. The proposed program must be approved by the Committee on Studies at St. Thomas. For information consult the Director of Undergraduate Academic Affairs in AQU 110-F.

For more information on the ACTC visit: <http://www.associatedcolleges-tc.org/>.

Parents-on-Campus Program

Effective fall semester 2005, parents of full-time students in the undergraduate day program are eligible to take up to two undergraduate courses (or eight credits) on a space-available basis in fall and spring semesters without tuition charge. Parents enrolled in the program prior to that date are governed by the pre-existing rules.

The dependent daughter/son must be a full-time day student taking at least twelve credits.

Parents may audit courses or take them for credit. Parents may be non-degree or degree-seeking students. If the parent chooses to become a degree-seeking student, an application must be made through the Office of Undergraduate Admissions.

Fees will be charged for books, music lessons, laboratory charges, individual studies, and experiential learning.

Not included in this program are: Graduate courses, courses at ACTC schools, courses taught in January term

or summer sessions, and courses in the HECUA program.

Further information on the program can be obtained from the Office of the University Registrar.

International and Off-Campus Programs

Study Abroad Programs (SABD)

Cross-College Program

Hubbard & Spencer (International Education)

The University of St. Thomas encourages its students to incorporate intercultural experiences into their degree plans. Through International Education, students of all majors can find a program that fits their schedule at some time during their St. Thomas experience. The International Education staff facilitates the process for students to identify study abroad or off-campus programs appropriate to the individual's desires and goals. Visit the Study Abroad Web site for current year program listing: www.stthomas.edu/studyabroad.

Students may choose from more than 130 programs in over 40 countries around the world. Short-term program locations may vary annually, so visit the Study Abroad Web site for a current list:

- | | |
|------------------|--------------------------------|
| Africa | Middle East |
| Ghana | Egypt |
| Kenya | Israel |
| Morocco | Oceania |
| Namibia | Australia |
| South Africa | New Zealand |
| Tanzania | The Americas and the Caribbean |
| Asia | Argentina |
| Bangladesh | British West Indies |
| China | Chile |
| India | Costa Rica |
| Japan | Ecuador |
| Europe | Guatemala |
| Austria | Mexico |
| Belgium | United States |
| Czech Republic | Hawaii |
| Denmark | Nevada |
| England | |
| France | |
| Germany | |
| Greece | |
| Iceland | |
| Ireland | |
| Italy | |
| Netherlands | |
| Northern Ireland | |
| Norway | |
| Poland | |
| Russia | |
| Scotland | |
| Spain | |
| Ukraine | |
| Wales | |

Note: Students may seek approval for other countries and/or programs from the Study Abroad Advisory Committee.

Academic Information & Programs

Short-term Off-Campus Programs

The University of St. Thomas offers a number of two-to-six week, faculty-directed programs during January, spring break or June/summer term. January Term programs are sponsored by the University of St. Thomas, HECUA or UMAIE, a seven-member consortium which provides a broad disciplinary and geographic January curriculum.

Students may not apply for nor participate in a study abroad or off-campus program while on academic or conduct probation.

January Term Programs

All courses for the following January are announced in February. Enrollment period extends from early April through early October. Topics and locations vary each year. Students must be in good academic and disciplinary standing with the university in order to apply or participate. Individual programs may have additional criteria for acceptance.

Spring-Embedded Programs

A limited number of spring courses have an off-campus component 'embedded' in the semester, usually traveling during spring break.

June/Summer Programs

Students may study abroad during the summer through a co-sponsored program, or by participating in a faculty-directed course (similar to January Term). Students must apply by March 1 for all programs.

Semester and Year-Long Programs

St. Thomas offers a wide variety of semester and year-long programs around the world, including programs sponsored by St. Thomas, co-sponsored programs or direct enrollment in a university abroad.

Students may not apply for nor participate in a study abroad or off-campus program while on academic or conduct probation.

London Business Semester

Business majors and minors study abroad during this annual fall semester program in London. Students take regular St. Thomas business and liberal arts courses, as well as complete the 40-hour Community Service requirement. Priority deadline is early December, and March 1, 2007 if all spaces remain.

Catholic Studies in Rome

Students may apply for fall, spring or the academic year, and live at the St. Thomas Bernardi Residence. Catholic Studies majors and minors may study Catholic social thought, theology, and social justice, as well as introductory Italian language. Check the Web site for information on priority deadlines.

Glasgow English Semester

English majors and minors study at the University of Glasgow each spring. Students take two courses in English Literature and one or two courses in another subject area (typically history, theology, or fine arts). Apply by Oct. 1.

Rome Liberal Arts Semester

This program, in cooperation with St. Mary's College, offers students a wide range of liberal arts courses,

including Italian. Accommodation is at the St. Thomas Bernardi Residence. Apply by March 15.

London Education Semester

Education majors have the opportunity to take the first block of required Education courses in London. This program allows students to fulfill Education requirements, complete their classroom practicum and historical studies and fine arts core requirements. Apply by March 1.

Partnerships with Universities Abroad

St. Thomas sponsors study at and welcomes students from the following universities:

- Australia: Curtin University and Australian Catholic University
- China: University of International Business and Economics
- Egypt: American University of Cairo
- Germany: University of Trier and University of Paderborn
- Ireland: University of Limerick
- Japan: Osaka Gakuin University and Sophia University.

In addition, the university co-sponsors over 100 programs in nearly 40 countries around the world. Students can find programs in the following locations:

Participation in Semester and Year-Long Programs

To study abroad for a semester or year, students must have a 2.5 minimum grade point average, be in good academic and disciplinary standing at St. Thomas, and have at least sophomore standing. All students must apply to International Education for program approval by October 15 for spring semester participation, and by March 15 for fall semester or year-long programs. The overseas study program must include study of the native language in non-English-speaking countries.

Financial Aid

Financial aid in the form of grants, loans, and scholarships applies to the cost of semester and year of study abroad programs. Students should discuss their eligibility with a Study Abroad Advisor and their Financial Aid counselor in the Office of Student Financial Services.

SABD 300 Study Abroad (16 credits)

Students participating in the University of St. Thomas overseas study program register for this interdisciplinary listing for the first semester they are abroad. Permission from International Education staff required.

SABD 301 Study Abroad (16 credits)

A continuation of SABD 300. Permission from International Education staff required.

Higher Education Consortium for Urban Affairs (HECUA)

Cross-College Program
Toffolo (POLs), adviser; International Education staff co-adviser

The Higher Education Consortium for Urban Affairs offers off-campus educational experiences focused on social justice issues. HECUA provides experiential learning opportunities that link academic study with hands-on work for social change. Students earn sixteen credits in the semester-long programs and four credits in

January term programs. Open to all majors. All financial aid applies to semester programs. See Web site: www.hecua.org.

Development and Community in Bangladesh (January term)

Learn about the actions and intentions of development agencies and witness the realities of a moderate Islamic culture. Through lectures, discussions, and group field study (with Bangladeshi students), you will explore the policies, practices, and ideologies of socioeconomic development in one of the world's poorest countries.

Democracy and Social Change in Northern Ireland (spring semester)

Examine the historical, political, and religious roots of the conflict in Northern Ireland, the prospects for peace, and the progress being made toward it. You learn through readings, lectures, discussions, internships, group study projects, and field experiences that invite interaction with people involved in social change.

Courses:

- Northern Ireland: Building a Sustainable Democracy (4 credits)
- Politics of Conflict and Transformation (4 credits)
- Internship Seminar and Internship (8 credits)

Scandinavian Urban Studies Term (SUST) (fall semester)

Gain a deep understanding of contemporary Norway, using the welfare state and the notion of citizenship as the focus for investigation. Three interrelated seminars give you an understanding of how the welfare state works in the context of a social democracy facing challenges posed by immigration. An option for either an independent study project or language classes rounds out the course load for the semester.

Courses:

- Scandinavian International Relations (4 credits)
- Urbanization and Immigration (4 credits)
- Scandinavian Literature: Immigration and National Identity (4 credits)
- Norwegian Language
or
Independent Study Project (4 credits)

Community Internships in Latin America (CILA) (fall semester)

CILA offers a semester of study and experience with a focus on community participation and social change. The program, centered in Quito, Ecuador, combines rigorous seminar work and independent study with a home stay and a hands-on internship to give an in-depth experience of community participation and social movements in Ecuador.

Courses:

- Community Participation for Social Change (4 credits)
- Independent Study Project (4 credits)
- Internship Seminar and Internship (8 credits)

Civil Rights Movement: History and Consequences (January term)

Critically examine the events of the Civil Rights Movement by visiting important sites and interviewing

leaders of the movement. After several days in the Twin Cities, students embark on a two-week field study tour through the South. A final week of integration seminars in the Twin Cities helps students bring their experiences back to bear on their own lives.

City Arts (spring semester)

City Arts is a semester-long, off-campus study experience. In the program, students explore the relationships among art, culture, and social change. Field study and professional internships provide direct access to the arts community in the Twin Cities.

- IDSC 466 City Arts: Reading Seminar (Creating Social Change: Art and Culture in Political, Social, and Historical Context) (4 credits)
- IDSC 467 City Arts: Field Seminar (Arts Praxis: Social Justice Theory and Practice in the Field) (4 credits)
- IDSC 468 City Arts: Internship (4 credits)
and
IDSC 469 City Arts: Internship Seminar (8 Credits)

Metro Urban Studies Term (MUST) (fall or spring semesters)

MUST is a semester-long, off-campus study experience. In the program, students examine the causes of and solutions to poverty and inequality in the urban United States. Field study and professional internships provide direct access to the non-profit sector.

- IDSC 471 MUST Seminar: Research on Urban Issues (4 credits)
- IDSC 472 MUST Seminar: Field Studies in the Twin Cities (4 credits)
- IDSC 473 MUST: Urban Studies Internship (4 credits)
- IDSC 474 MUST: Urban Studies Internship Seminar (4 credits)

Environmental Sustainability: Science, Public Policy, and Community Action (fall semester)

The program focuses on processes of ecosystem degradation and rehabilitation, the social and economic underpinnings of conflict over environmental change, and public policy and community-based strategies to achieve sustainability. Through lectures, discussions, group field experiences and internships, students explore the relationships between patterns of environmental resource use and current social inequities, analyze the effects of future environmental trends, and assess strategies for sustainability.

Courses:

- Adaptive Ecosystem Management (4 credits)
- Social Dimensions of Environmental Change (4 credits)
- Field Methods (2 credits)
- Environmental Internship (6 credits)

Washington Semester

Cross-College Program
Hoffman (POLS), adviser

The University of St. Thomas is affiliated with American University's Washington Semester Program, Washington, D.C.

Students selected from across the nation to partici-

Requirements for a Degree

participate in the program have the option of studying one of several subjects: American Politics, Economic Policy, Foreign Policy, Gender and Politics, Information Technology and Telecom, International Business and Trade, International Environment and Development, Journalism, Justice, Law Enforcement vs. Liberty, Peace and Conflict Resolution, Public Law, and Transforming Communities.

The Washington Semester involves seminars, research and internships drawing on governmental and private organization resources in the Washington area. Nominations to participate are made by the university, with final acceptance decided by American University.

Upon successful completion of four courses, 16 semester credits are earned and transferred to St. Thomas.

IDSC 310 Washington Semester (16 credits)



Requirements for a Degree

To receive a bachelor's degree, a student must successfully complete a minimum of 132 credits and fulfill all degree requirements.

A minimum grade point average (GPA) of 2.00 must be achieved in all of the following categories:

- all credits presented for graduation (including transfer credits)
- all credits earned at St. Thomas
- all credits in the department (College of Business for business majors) of the major field (including transfer credits)
- all credits in the department (College of Business for business majors) of the major field earned at St. Thomas.

If the student has elected to declare a minor field, all credits in the department (College of Business for business majors) of the minor (including transfer credits) and all credits in the department (College of Business for business majors) of the minor field earned at St. Thomas must have a GPA of 2.00.

In addition, the student must earn a minimum of 84 credits outside the major field (for majors in areas of business, these credits must be outside the College of Business).

No more than eight credits in Experiential Learning may be counted toward the minimum 132 credits for graduation.

No more than one-eighth of the courses taken at St. Thomas presented for graduation may be graded on the S-D-R system.

No two courses may be equivalent or overlapping. (Credit is not given for a course that overlaps a course previously taken or a cross-listed course in another department. Such courses are indicated in the course descriptions by the number of the conflicting courses in parentheses following the title.)

The same course may be used to satisfy both a requirement in the core curriculum and in the major and minor fields.

Within the core curriculum, the same course may satisfy a core or core-area requirement and simultaneously satisfy the requirement in human diversity or computer competency.

Senior residency requires that a graduate have completed thirty-two of the final thirty-six credits at St. Thomas, at one of the other four ACTC colleges, or through an affiliated program.

The Core Curriculum

All bachelor degrees awarded by the University of St. Thomas shall meet the core curriculum requirements of the undergraduate program. The core curriculum is organized into nine curricular areas and two competency requirements.

St. Thomas, as a Catholic university, seeks to foster in its students a deeper understanding of the totality of life and its purposes and to instill in its graduates an appreciation for the life of the mind and the joy of learning.

Undergraduate education at the University of St. Thomas is committed to three overarching objectives: liberal learning, moral and ethical development, and career preparation.

The university intends that its students value what

it means to be an educated person and that they be life-long learners who derive meaning and satisfaction from integrating the knowledge they have acquired, using it as a basis for future growth. The university also intends that students possess those elements of liberal learning that enhance their lives and help them to become useful and concerned members of society. The university further seeks to impart to students the knowledge that serves as preparation for entrance into their chosen occupations or fields of graduate study and which will assist them in responding intelligently to the personal, social and spiritual changes that will occur during their lifetimes.

To further these overarching objectives, graduates of St. Thomas should have developed:

- the ability to think analytically, critically, creatively, and to solve problems by applying knowledge in appropriate circumstances
- the ability to write and speak clearly, to read demanding works with comprehension, to listen and observe carefully, and to respond appreciatively to the precise and imaginative use of language and other forms of artistic expression
- the ability to reason quantitatively and to evaluate basic mathematical and statistical arguments
- the ability to participate in a democratic society, to respect the value of informed debate and tolerate differing ideas
- an understanding of the responsibility of educated persons to contribute to the communities and the environment in which they live
- knowledge of the natural world and of their own and others' cultures and traditions, including non-Western and non-majority cultures, and respect for the diversity of peoples and cultures within the fundamental unity of humankind
- an understanding of the nature and function of faith and the Catholic tradition in the modern world
- the ability to articulate and support moral and ethical judgments about what constitutes good actions and a good society
- the ability to use knowledge from various fields and to integrate ideas across disciplinary boundaries
- knowledge in depth in at least one field of study, including an understanding of the route to acquiring knowledge and demonstration of some ability to do research or learn independently in that field.

Courses used to satisfy the requirement in a curricular area are of two types:

core courses – in which a specific course is designated as fulfilling a requirement; and

core-area courses – in which a selection is made from a list of courses designated as fulfilling the requirement.

Overview of requirements:

Literature and Writing - 8 credits
 Moral and Philosophical Reasoning - 8 credits
 Natural Science and Mathematical and Quantitative Reasoning - 12 credits
 Faith and the Catholic Tradition - 12 credits
 Social Analysis - 4 credits
 Historical Studies - 4 credits
 Fine Arts - 4 credits
 Language and Culture - 12 credits

Human Diversity - 4 credits
 Computer Competency - *see page 28*
 Health and Fitness - 0 credit

Curricular Areas

Literature and Writing

(8 credits)

This sequence of courses develops students' critical awareness of language by helping them to recognize the relationship between their own experience and the interpretive possibilities of literature. Attention is paid to the integration of the individual's composing process and the process of reading and understanding texts. These courses foster attentive reading, careful thinking, and effective writing. There are two ways to fulfill this requirement:

a) students enroll in these two core courses:

ENGL 111 Critical Reading and Writing I: Fiction and Nonfiction Prose

ENGL 112 Critical Reading and Writing II: Drama and Poetry

b) students with qualifying ACT scores enroll in:

ENGL 190 Critical Reading and Writing: Major Genres *plus*

one additional core-area literature course in English numbered above 200 with the exception of ENGL 251, 252, 253, 300, 305, 321, 322, 326, 380, 401, 402, 403, 421, and 422.

Moral and Philosophical Reasoning

(8 credits)

What am I? How should I live? Philosophers throughout the centuries have pondered these questions which are of decisive importance for the whole of human life.

In the first course, students will study the elements of logic, the method of philosophy, and will read about the nature of the human person. In the second course, students will focus on questions of human conduct – questions about what is right and wrong, good and bad, in the lives of individual persons and human societies. These courses are not mere histories of philosophical opinion; they are substantive inquiries into the meaning of human life insofar as it can be grasped by reason alone. Thus, they complement the courses students take in theology and in other areas.

The two core courses are:

PHIL 115 Philosophy of the Human Person

PHIL 214 or 215 Introductory Ethics

Natural Science and Mathematical and Quantitative Reasoning

(12 credits)

Students are required to take a core-area course in natural science with a laboratory component, a core-area course in mathematics, and a third core-area course in natural science (with a laboratory component), mathematics (MATH 114 or higher), quantitative reasoning or computer science.

Core-area courses in natural science focus on the natural world and develop students' abilities to evaluate scientific arguments critically, and enhance their quantitative and analytical reasoning skills. The laboratory component of these courses is an inquiry-based approach with opportunities for students to refine their observational skills through the acquisition and organization of data, analysis and interpretation of data, and the presen-

Requirements for a Degree

tation of conclusions orally or in writing. (Normally, Web-based courses are not accepted as lab sciences that satisfy this lab science requirement. Any exceptions to this rule must be pre-approved by the Core Area Curriculum Review Committee in the Natural Sciences and Mathematics Division.)

Students select one of the following core-area natural science courses:

BIOL 101 General Biology *or* BIOL 105 Human Biology *or* BIOL 106 Women, Medicine and Biology
 BIOL 102 Conservation Biology
 BIOL 201 Diversity and Adaptation
 BIOL 202 Genetics and Population Biology
 CHEM 100 Chemistry in Our World
 CHEM 101 Environmental Chemistry
 CHEM 111 General Chemistry I
 CHEM 112 General Chemistry II
 CHEM 115 Accelerated General Chemistry
 GEOL 102 Origins and Methods
 GEOL 110 Geology of the National Parks *or* GEOL 111 Introductory Physical Geology *or* GEOL 114 The Science of Natural Disasters *or* GEOL 115 Environmental Geology
 GEOL 113 The Earth's Record of Climate
 GEOL 130 Earth History
 GEOL 211 Mineralogy
 GEOL 220 Oceanography
 GEOL 252 Geomorphology
 GEOL 260 Regional Geology and Field Methods
 IDSC 150 Development of the Natural World
 PHYS 101 Physics as a Liberal Art I
 PHYS 102 Physics as a Liberal Art II
 PHYS 104 Astronomy
 PHYS 105 Musical Acoustics
 PHYS 109 General Physics I
 PHYS 110 General Physics II
 PHYS 111 Introduction to Classical Physics I
 PHYS 112 Introduction to Classical Physics II

The core-area courses in mathematical reasoning include experience in the application of relevant knowledge to solve problems, promote the recognition and classification of numerical, geometrical, and relational patterns, enhance students' abilities to develop mathematical arguments, and to understand the connections between real-world data and mathematical models.

Students select one of the following core-area mathematics courses:

MATH 100 Mathematical Sampler
 MATH 101 Finite Mathematics
 MATH 109 Calculus With Review II
 MATH 111 Calculus for Business and Social Science
 MATH 113 Calculus I
 MATH 114 Calculus II
 MATH 121 Structures of Elementary Mathematics
 MATH 128 Introduction to Discrete Mathematics

The third core-area courses allow students to broaden or deepen their exposure to natural science, mathematics, quantitative reasoning and/or computer science.

Students select a core-area course from the following list:

MATH 114 Calculus II
 MATH 121 Structures of Elementary Mathematics
 MATH 128 Introduction to Discrete Mathematics
 QMCS 120 Computers in Elementary Education and LOGO

QMCS 220 Statistics I

or

a second natural science course (with laboratory) from the first group (note the restrictions involving BIOL 101 or 105, and GEOL 110, 111, 114 or 115).

Faith and the Catholic Tradition

(12 credits)

Certain questions continue to be of pervasive concern for human beings: the nature of the universe, the existence and nature of God, the nature of human beings, the proper relationship of a human being to his or her world, the source of evil and the possibility of redemption, to name but a few. This sequence of three courses aims to acquaint students with the nature and importance of these questions and will assist them in articulating for themselves responses which have been formulated in light of their knowledge of the Catholic tradition and the Christian faith.

The first, a core course, provides students with a theological framework within which individuals and groups have addressed questions of faith and human existence throughout Christian history.

The second set of core-area courses provides students with an opportunity to address these same questions of human existence in four themes: revelation, Christian anthropology, worship and cultural engagement.

The third set of core-area courses allow students both the opportunity to engage questions which relate to faith and culture and to integrate the knowledge with other disciplines.

Students select three courses as follows:

THEO 101 The Christian Theological Tradition

or

THEO 102 The Christian Theological Tradition: The Bible and the Early Church (2 credits) *and* THEO 103 The Christian Theological Tradition: St. Augustine to the Present (2 credits)

plus:

THEO 200-level course

THEO 300-level course

Social Analysis

(4 credits)

The goal of this requirement is to ensure that all students develop basic abilities to perform social scientific analyses of patterns of social interactions. Core-area courses in social analysis provide a broad introduction to the perspectives offered by one of the traditional social sciences. Courses will consider empirical and/or normative analysis, how social science knowledge differs from other kinds of knowledge, what constitutes data, the relationship between data and theory, and major conceptual perspectives. Where appropriate, courses will provide an understanding of and sensitivity to the diversity of American and/or other societies, an international perspective, and will address issues of social concern.

To meet this requirement, students must earn the equivalent of a full course in a single department. Students may not use fractional courses from multiple departments to meet the requirement.

Students choose one of the following core-area courses:

ECON 211 Current Economic Issues
 ECON 251 Principles of Macroeconomics
 ECON 252 Principles of Microeconomics

GEOG 111 Human Geography
 GEOG 113 World Geography
 POLS 105 Politics and Government in Comparative Perspective
 PSYC 111 General Psychology
 SOCI 100 Introduction to Sociology
 SOCI 110 Social Problems

Historical Studies

(4 credits)

Core-area courses in historical studies aim to increase students' knowledge of the history of the modern world and its origins. Each of these courses also provides an introduction to historical methods of inquiry and analysis. A third goal is to foster awareness of the diversity within human history. Students choose one of the following core-area courses:

HIST 111 Origins of the Modern World to 1550
 HIST 112 The History of the Modern World since 1550
 HIST 113 Early America in Global Perspective
 HIST 114 The Modern U.S. in Global Perspective
 HIST 115 The World Since 1900

Fine Arts

(4 credits)

A core-area course in one of the fine arts aims to enhance students' understanding of and appreciation for one or more of the fine arts (art, music, or theater). Students gain an understanding of the role of the fine arts in expressing and maintaining, discovering and questioning a culture's dominant beliefs and ideals. The focus of these courses is broad enough to encompass different periods, cultures, and styles, but also allows an intensive scrutiny of the way in which the work of art, music, or theater is composed and created. Students have a variety of choices in fulfilling this requirement.

Students may choose one of the following core-area courses:

ARTH 110 Introduction to Art History
 ARTH 159 Principles of Art History (2 credits)
 ARTH 280 Sacred Architecture and Space
 ARTH 285 Arts of Africa and the African Diaspora
 ARTH 286 Women's Art in Cross-Cultural Perspective
 ARTH 289 Asian Art
 ARTH 291 Topics in Non-Western Art
 ARTH 297 Topics
 ARTH 300 Ancient Near East and Egypt
 ARTH 305 Greek Art and Archaeology
 ARTH 310 Roman Art and Archaeology
 ARTH 320 Art and Culture of Colonial Mexico
 ARTH 330 Churches and Mosques in the First Millennium
 ARTH 335 Cathedrals, Monasteries, and Caliphates
 ARTH 340 Southern Renaissance Art and Society
 ARTH 345 Baroque and Rococo Art
 ARTH 347 Golden Age of Spain
 ARTH 350 19th Century: Neoclassicism to Symbolism
 ARTH 355 20th Century: Cubism to Installation
 ARTH 391 Native American Art
 ARTH 392 American Art
 MUSC 115 Understanding Music & Culture
 MUSC 118 Understanding Music & Culture to 1850 (2 credits)
 MUSC 119 Understanding Music & Culture 1850 to Present (2 credits)

MUSC 120 Orchestral Literature
 MUSC 130 Introduction to World Music
 MUSC 216 Jazz in America
 MUSC 217 Music of the Americas
 MUSC 218 Black American Music: An Historical Survey
 MUSC 219 Music in the United States
 MUSC 222 Theology of American Popular Music
 MUSC 412 History & Literature of Music II
 THTR 111 Introduction to the Theater
 THTR 221 History of Theater I: Classical through 17th Century
 THTR 222 History of Theater II: 18th Century to Contemporary
 THTR 223 History of Theater III: American
 THTR 259 Film I: Introduction to Narrative and Non-Narrative World Cinema
 THTR 260 History of Film: The Silent Era
 THTR 261 History of Film: Sound Era, 1926 to Present Day
 THTR 297 Topics
 THTR 359 Film II: Film Theory and Criticism
 THTR 412 Drama: Theory and Criticism

Students may choose to participate for four semesters in one of the following music ensembles:

MUSN 140 Women's Choir
 MUSN 142 Chamber Singers
 MUSN 143 Liturgical Choir
 MUSN 160 Concert Choir
 MUSN 185 Symphonic Band
 MUSN 186 Symphonic Wind Ensemble
(a combination of four semesters in 142 and 160 or 185 and 186 will fulfill the requirement)

Language and Culture

(12 credits)

A sequence of foreign language study aims to develop students' skills in using a foreign language in a variety of tasks, including conversing, reading, writing and listening with comprehension. The language is used as the essential vehicle for coming to a deeper understanding of other cultures. The courses guide students toward a realization that the study of a foreign language provides a comparative basis from which to analyze their own language and culture. Study of the language will allow students to relate course content with that of courses taught in other disciplines.

Students must complete the 111, 112, and 211 sequence in a particular language. All students with previous language experience must take a placement examination administered by the Department of Modern and Classical Languages. The student's previous work in the language will be considered. The Department of Modern and Classical Languages will make the final determination regarding the placement of students in foreign language courses.

Students with sufficient proficiency in a language may test out of 211 and receive a waiver of the requirement. A waiver does *not* add credits on the student's transcript.

Students whose primary language of communication is a language other than English and who have learned English as a second language are exempt from the foreign language requirement. It is the student's responsibility to present evidence to the chair of the department to support this exemption request.

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Human Diversity

(4 credits)

Courses fulfilling the human diversity requirement focus on one or more of the following areas of inquiry: racial and ethnic minorities; class; gender; marginalized groups; non-Western culture.

These courses assist students in understanding the perspectives, values, experiences, works and achievements of the peoples and cultures being studied, recognizing that the experiences, beliefs, and values of any group being studied are not monolithic, but may vary widely within the group. Whenever possible they include materials (*e.g.*, writings, films, narratives, oral histories, artwork) which are produced by the population or culture under study.

Courses consider ways in which individual preconceptions, stereotypes, and assumptions affect understanding of issues related to diversity or consider ways in which position and privilege affect understanding of issues related to diversity. In addition, these courses address ways in which power and privilege operate at the institutional/systemic level.

Courses fulfilling the human diversity requirement explicitly address the ways in which the study of diversity is valuable to a liberal arts education and fosters respect for the diversity of peoples and cultures within the fundamental unity of humankind. These courses also address how the discipline involved contributes to an understanding of the groups or culture under study and how the perspectives of the groups or culture might expand understanding of the discipline itself.

Courses available to fulfill the requirement are:

ACST 200 Introduction to American Cultural Studies
 ARTH 110 Introduction to Art History
 ARTH 285 Arts of Africa and the African Diaspora
 ARTH 286 Women's Art in Cross-cultural Perspective
 ARTH 289 Asian Art
 ARTH 291 Topics in Non-Western Art
 ARTH 320 Art and Architecture of Colonial Mexico
 ARTH 391 Native American Art
 BLAW 352 Gender Issues and the Law
 CATH 308 Woman and Man
 CATH 326 Church in Latin America (THEO 326)
 COMM 322 Intercultural Communication
 COMM 340 Rhetoric of Race, Class, and Gender
 ECON 345 Economics of Development and Growth
 ECON 346 Country and Area Studies in Economics
 (dependent upon country involved)
 EDUC 212 Human Relations and Multicultural Education
 ENGL 217 Multicultural Literature
 ENGL 218 Literature by Women: Critical History
 ENGL 337 The Literature of Human Diversity
 ENGL 341 Literature by Women: Critical Questions
 ENTR 390 Diversity Issues in Entrepreneurship
 GEOG 111 Human Geography
 GEOG 113 World Geography
 HIST 210 Modern Latin America, 1800 to Present
 HIST 220 Introduction to Japanese History and Culture
 HIST 340 Foundations of Modern China
 HIST 341 The History of Modern China
 HIST 345 Family and Women in Chinese History
 HIST 366 The Catholic Church in the United States
 HIST 368 Women in the United States

HIST 369 African-American History
 HIST 372 The United States and Vietnam
 IDSC 291 The Anatomy of Violence
 IDSC 312 Gender and Science
 JOUR 305 Gender, Race and Mass Media
 JPST 250 Introduction to Justice and Peace Studies
 MUSC 130 Introduction to World Music
 MUSC 216 Jazz in America
 MUSC 217 Music of the Americas
 MUSC 218 Black American Music: An Historical Survey
 MUSC 222 The Theology of American Popular Music
 PHIL 208 Indian Philosophy
 PHIL 210 Chinese Philosophy
 PHIL 215 Ethics East and West
 POLS 105 Politics and Government in Comparative Perspective
 POLS 352 Third World Politics and Government
 PSYC 151 Cross-Cultural Psychology
 PSYC 205 Psychology of Women
 SABD *See the Office of International Studies for courses that have been approved.*
 SOCI 100 Introduction to Sociology
 SOCI 110 Social Problems
 SOCI 251 Race and Ethnicity
 SOCI 255 Gender in American Society
 SOCI 301 General Anthropology
 SOCI 330 Religion and Society
 SOCI 351 Immigration, Fear and Hate
 SOWK 340 Human Behavior and the Social Environment
 THEO 305 Theologies of Justice and Peace
 THEO 331 Christianity and World Religions
 THEO 332 Judaism
 THEO 334 Islam
 THEO 353 Women and the Old Testament
 THEO 354 Women and the Christian Tradition
 THEO 359 Women in the Early Church
 THEO 361 Black Religious Experience
 UMAIE *See the Office of International Studies for courses that have been approved.*
 WMST 205 Foundations in Women's Studies

Competency Requirements

Computer Competency

Technology is very much a part of our world. The computer is the basic tool to much of this technology. The goals of the computer competency requirement are to:

1. Focus on the basic skills that all students, regardless of major, should have;
2. Be a building block upon which majors can add as appropriate;
3. Prepare students for the applications they are likely to encounter after graduation, in a modern technological society.

The Computer Competency requirement includes two first-year requirements and a second-level requirement. The first-year requirements correspond to goal number 1 above and are intended to verify that students have the basic technological skills that instructors will expect for completing coursework. The second-level requirement corresponds to goals 2 and 3 and is intended to provide an opportunity for students to learn and demonstrate a computer-related competency more directly related to each student's chosen major field and future career.

Reflecting the constantly changing nature of the computer world, the detailed requirements of the competency also change. The current process may be found in *The Computer Competency Requirement at the University of St. Thomas: A Guide for Students* available from the office of Academic Counseling.

The following sampling of courses contain computer components beyond the basic skills, and will satisfy the second-level Computer Competency.

- BIOL 102 Conservation Biology
- BIOL 210 Introduction to Laboratory Research
- BIOL 315 Biology of Plants
- BIOL 333 Ecology
- BIOL 354 Neurobiology
- BIOL 415 Plant Physiology and Adaptation to Stress
- CHEM 300 Quantitative Analysis
- CHEM 331 Chemical Thermodynamics and Reaction Dynamics
- CHEM 332 Quantum Chemistry and Molecular Spectroscopy
- COMM 160 Electronic Media Production
- COMM 260 Audio Production
- COMM 270 Videography: Television Production in the Field
- COMM 370 Advanced Video Production
- ECON 311 Forecasting
- ECON 315 Empirical Methods in Economics
- ENGL 380 Issues in English Studies
- ENGL 421 Literary Magazine Practicum, Part I (2 credits) and ENGL 422 Literary Magazine Practicum, Part II (2 credits)
- ENVR 151 Humans and the Environment
- GEOG 112 Physical Geography
- GEOG 221 Computer Skills in Geography
- GEOG 222 Geographical Analysis
- GEOG 223 Remote Sensing
- GEOG 321 Geographic Information Systems
- GEOG 421 Advanced Geographic Information Systems
- GEOL 113 The Earth's Record of Climate
- GEOL 252 Earth Surface Processes and Geomorphology
- HLTH 440 Health Education: 5-12 Curriculum, Assessment and Administration
- HLTH 464 Critical Issues in Health Education
- JOUR 220 Design Concepts of Communication
- JOUR 225 Writing and Designing for the Web
- JOUR 350 Public Relations Writing
- JOUR 410 Advanced Reporting
- MATH 108 Calculus with Review I
- MATH 109 Calculus with Review II
- MATH 113 Calculus I
- MATH 114 Calculus II
- MATH 200 Multi-Variable Calculus
- MATH 210 Linear Algebra and Differential Equations
- MATH 303 Statistics for the Applied Sciences
- MATH 313 Probability
- MUSC 150 MIDI Studio (2 credits)
- MUSC 180 Multi-track Recording (2 credits)
- MUSC 220 Digital Recording and Sampling (2 credits)
- MUSC 240 Music/Audio Post Production (2 credits)
- MUSC 303 Music Notation on Computer (2 credits)
- PHYS 105 Musical Acoustics
- PHYS 111 Introduction to Classical Physics I
- PHYS 112 Introduction to Classical Physics II

- PHYS 225 Introduction to Modern Physics I
- PHYS 226 Introduction to Modern Physics II
- PHYS 399 Advanced Physics Laboratory I
- PHYS 400 Advanced Physics Laboratory II
- POLS 205 Introduction to the American Public Policy Process
- QMCS 110 Introduction to Information Processing
- QMCS 120 Computers in Elementary Education and LOGO
- QMCS 201 Introductory Statistics II
- QMCS 215 Rapid Application Development
- QMCS 220 Statistics I
- QMCS 230 Software Design Using the JAVA Language
- QMCS 238 Software Design using Business Programming Languages
- QMCS 281 Object-oriented Design and Programming
- QMCS 300 Computer Organization
- QMCS 342 Computer Applications in Experimental Sciences
- QMCS 410 Operations Research I
- SOCI 220 Sociological Analysis
- SOWK 380 Social Research: Designs and Statistical Applications

Health and Fitness

(0 credit)

This course in health and fitness provides students with the knowledge, skill, and technique necessary to become a physically-educated person: persons who are able to design and maintain a lifestyle of fitness and wellness. As students complete this competency requirement, they should develop a knowledge and understanding of the role of physical activity in their lives, and how it contributes to lifelong health and wellness; and they should have a better understanding of the extent to which physical activity contributes to all dimensions of an individual's life.

It is strongly recommended that this requirement be completed by the end of the freshman year, or at least by the end of the third semester.

Students enroll in the following core course:

- PHED 100 Foundations for Fitness

Major Requirements

Regular Majors

After a student has completed 48 semester credits, a student must apply to be admitted to a major in his or her chosen field. Admission to a major field is necessary to allow the student the opportunity to continue registering with his/her class.

A student must complete one of the regular major concentrations described in the section on Curricula with a grade point average of 2.00 or better in courses taken in the department (College of Business for business majors) of the major required for the major. (See section on Academic Programs for a list of these majors.)

A major in a Bachelor of Arts degree program consists of 28 to 44 credits in the area of concentration plus allied courses as specified by the department in which the major is offered. No more than 48 semester credits in the department of the major field or 48 credits in the College of Business for majors in the area of business may be counted toward the 132 credits required for a degree.

A major in a Bachelor of Science degree program (or

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an Engineering program) may require more than 48 semester credits in the field of the major.

At least 84 credits must be presented that are not in the department of the major for all baccalaureate degrees. For majors in the areas of business, these credits must be outside the College of Business.

Students with transfer courses in the major must also attain a 2.00 grade point average for the courses taken in the department (College of Business for business majors) of the major at St. Thomas. (See section on Requirements for a Degree).

If major field requirements or courses specified in the catalog are no longer available, the chair of the appropriate department will designate acceptable substitutes for the major program.

The department has the right to specify how many courses in the major field (and at what level) must be taken at St. Thomas. Students may earn more than one major.

Procedures for applying to a major are available from the Office of the University Registrar.

Majors at other ACTC Institutions

A student wishing to complete a major offered at one of the ACTC schools (and not offered at St. Thomas), must file a petition with the Committee on Studies for approval. In the petition, the student should indicate his/her acceptance for the major by the chair of the department at the other institution, the list of courses that will need to be completed at that institution, and the name of a St. Thomas faculty member in a closely-related field who will act as an adviser. Core curriculum requirements for St. Thomas and any prerequisites for courses in the major program offered at St. Thomas will be taken on the home campus.

Individualized Majors

A student may pursue a major other than one of the regular majors described in the section on Curricula.

An individualized major requires the selection of a faculty adviser, a proposal explaining the rationale for the selection of courses (which should include lower- and upper-division courses), a number of credits in accordance with the guidelines for a regular major, and approval by the Committee on Studies.

Minor Requirements

Regular Minors

A student is not required to complete a minor. A minor consists of 20 to 26 credits in the area of concentration including all prerequisites and allied courses as determined by the department or program offering the minor.

A minimum grade point average of 2.00 is required for the courses in the minor. Transfer students must also attain a minimum grade point average of 2.00 for minor courses taken at St. Thomas.

The department has the right to specify how many courses in the minor field (and at what level) must be taken at St. Thomas.

A student may earn more than one minor.

Minors at other ACTC Institutions

A student wishing to complete a minor offered at one of the ACTC schools (and not offered at St. Thomas), must file a petition with the Committee on Studies for

approval. In the petition, the student should indicate his/her acceptance for the minor by the chair of the department at the other institution, and the list of courses that need to be completed.

Individualized Minors

A faculty adviser should be chosen for the minor. Individualized minors must be approved by the Committee on Studies.

Senior Residency Requirement

Thirty-two of the final 36 credits that a student takes for the degree must be taken through the University of St. Thomas. Credits earned at ACTC colleges and through affiliated programs are considered exchange credits and count toward the residency requirement.

Addition of major, minor, or degree after graduation

A student who has been graduated from the University of St. Thomas may add an additional major by fulfilling all the remaining requirements of the major. The 32-credit senior residency requirement need not be met a second time. No more than one additional transfer course may be used to meet major and allied requirements.

A student who has been graduated from the University of St. Thomas may add a minor by fulfilling all the remaining requirements of the minor. The 32-credit senior residency requirement need not be met a second time. No more than one additional transfer course may be used to meet minor and allied requirements.

A student who has been graduated from the University of St. Thomas may add a second degree (such as a B.S. added to the original B.A.) by fulfilling all the remaining requirements of the degree. The 32-credit senior residency requirement need not be met a second time. The second degree may not be in the same discipline as the original degree.



The Undergraduate Program

All matters pertaining to the undergraduate curriculum are under the jurisdiction of the faculty.

Courses

A “full” course is equivalent to four semester credits. Each course is assigned a subject area code consisting of four letters, which designates the department or discipline, followed by a three-digit number. For example, ENGL 111 is the English course numbered 111.

Courses with numbers having either 1 or 2 as the first digit are lower division courses, and those having 3 or 4 as the first digit are upper division courses.

Lower division courses are designed to give students a broad general liberal arts education, preparing them for the more specialized education offered at the upper division level.

When students become juniors, they generally pursue upper division courses. Upper division courses are designed to acquaint students with the content and methodology of a particular field.

The number of class meetings for a course varies with the nature of the course. The annual *Class Schedule* indicates the days and times each class meets.

Course Load

The normal course load is 16 credits. During the first semester at the university, a freshman is limited to 17 credits plus a physical education activity course. Students may take no more than 21 credits without permission from the Associate Dean of Academic Counseling.

Freshmen may not register for courses numbered 300 or above without permission from the department chair (except for foreign language courses when they have already completed a fourth semester of the language or its equivalent).

Students on academic probation may not register for more than 16 credits.

Final Examinations

Each semester ends with a final examination period. A two-hour session is scheduled for the final examination in each course in regular semesters.

Final examinations are not administered other than during the final exam week. However, if it is agreeable to students and the instructor to hold the final examination at a time other than the time scheduled, the exam may be held at another time within the final exam week.

Instructors will determine the final examination times for January term and summer session courses.

Registration

A student must register for a course before attending, and will not receive credit unless registered.

Students must attend the first day of class in order to secure their place in the course. The instructor has the option to drop a student from the class roster if the student was not in attendance on the first day of the session. Students must not assume they have been dropped if they did not attend the first day of class. To officially withdraw from the class, the student must file a Change in Registration form with the Office of the University Registrar or drop the course using the Murphy On-line Web registration system.

Before the beginning of each semester, students must consult with their advisers to determine the courses they should pursue. This also includes any courses taken at the four other cooperating colleges in the ACTC: Augsburg, Hamline, Macalester, and St. Catherine. Registration for these exchange courses must be completed through the Office of the University Registrar.

There are two concurrent registration periods – summer sessions and fall semester in April; January term and spring semester in November. Each student is scheduled to register after a specific date and time, based on his/her number of earned credit hours and an alphabetical rotation of surnames. Failure to meet certain core requirement competencies will result in loss of registration priority.

Each student is required to meet with his/her adviser to begin the registration process each semester.

New Student Scheduling

Registration for new freshmen and entering transfer students is coordinated by the Office of Academic Counseling and Advising.

Freshmen who begin their studies at the university in the fall receive a pre-registration packet containing course information and a description of the registration process which occurs during Summer Orientation.

New transfer students meet individually with an academic counselor to interpret their transfer credit evaluation and select appropriate courses related to their interests.

At this meeting, transfer students should identify any transfer courses they think should count as fulfilling particular core requirements. The academic counselor will assist the transfer student with a petition form used to request consideration of one or more transfer courses for fulfillment of core requirements. The petition form should be submitted to the Director of Undergraduate Academic Affairs (AQU 110G) during the first semester of enrollment at UST.

Upper division transfer students are encouraged to declare a specific major field. Separate summer orientation programs are held for new freshmen and transfer students.

All new students are assigned faculty advisers.

Exchange Courses

Courses taken by undergraduate day, degree-seeking St. Thomas students at Augsburg College, Hamline University, Macalester College and the College of St. Catherine are called exchange courses. These courses may be substituted for courses at the University of St. Thomas, subject to the following conditions:

1. the course is not one specified by a specific course number in the list of core curriculum requirements; and
2. the student has the written permission of the department chair of the major or minor if the course is in the major or minor concentration and taken to satisfy a particular requirement for that major or minor; and
3. the student consults the University Registrar before registering for more than one course at Augsburg, Hamline, Macalester or the College of St. Catherine during one semester. This one course limit does not apply to students pursuing a major or minor at these

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schools.

Additional restrictions may apply. See the ACTC Website for additional restrictions:

www.associatedcolleges-tc.org

For exchange courses in the fall and spring semesters, St. Thomas students register at St. Thomas. Grades for these courses are automatically recorded on the St. Thomas transcript.

For courses during the summer sessions, students register at the college offering the courses and have a transcript of the completed work sent to St. Thomas. These summer courses are considered transfer courses.

Exchange courses may be used to fulfill the senior residency requirement.

Grades for exchange courses are included in the computation of the St. Thomas GPA.

Courses taken at Augsburg, Hamline, Macalester and St. Catherine by a student before he or she matriculates at St. Thomas or while the student is not an active student at St. Thomas are treated as transfer courses.

Transfer Courses

Courses taken at regionally accredited institutions of higher learning other than the University of St. Thomas and accepted for credit by St. Thomas are called transfer courses. Exchange courses, as described above, are not transfer courses.

Students who are seeking admission to the University of St. Thomas must have transcripts of all previous college work sent to the Office of Admissions.

Current St. Thomas students must have transcripts of work at other schools sent to the Office of the University Registrar if they are seeking transfer credit.

The university registrar, using official transcripts provided by the student's previous schools, will assist the faculty to determine which courses may be used to fulfill St. Thomas degree requirements. Students may be asked to provide additional materials supporting the use of transfer courses. The university may require transcripts from foreign schools to be submitted to an evaluation service for processing before considering them. A fee may be charged for this service.

Students who wish to enroll in courses at another institution after matriculation at St. Thomas must receive approval from the chair of the department if these courses are to be included in the major or minor field.

When a transfer student matriculates at St. Thomas, all transfer courses accepted for credit at St. Thomas will be posted to the students academic history for the first term of enrollment at St. Thomas. When any St. Thomas student transfers credits to St. Thomas after the student's first term of enrollment, the transfer courses will be posted to academic history for the term in which it was taken at the transfer institution.

Generic Courses

A series of courses with numbers common to all departments and programs are called generic courses. These include Topics courses, Experiential Learning (which is usually an internship), Seminars, Research, and Individual Study. These course numbers may be taken more than once provided the title and content are different. See the beginning of the Curricula section of this catalog for a description of these courses.

Attendance

Students are expected to attend the first class meeting of a course for which they are registered.

Thereafter, regular attendance at classes is expected. Attendance regulations for specific courses are determined by the instructor for that course. Students who are absent for a prolonged period of time due to illness should contact the Office of Academic Counseling and Advising.

Students not attending class on the first day of a session may be dropped from the course at the discretion of the instructor. If, for some emergency situation, attendance on the first day is not possible, the student should notify the instructor of the situation by e-mail or telephone.

Students should not assume that non-attendance of a class on the first day of the session will automatically result in their being dropped from the class. Students who wish to drop a course must do so by officially withdrawing from the class.

Audit

A student may choose to audit a course rather than take it for credit. If attendance is satisfactory, the course number, title and the audit designation will appear on the transcript. If attendance is not satisfactory, the course will not appear on the transcript. In no case may a student receive credit for a course that was audited unless the course is retaken for credit.

Students may not switch from credit status to audit status after the last day to withdraw from a class without a grade of F. Students may not switch from audit status to credit status after the last day to register or add a class.

The tuition charged for an audited courses is equivalent to one credit of tuition.

Changes in Registration

Changes in registration can be made on the Murphy On-line Web registration system until the published deadline to "add a class without instructor permission." After the published deadline, additional classes are added by submitting a Change in Registration (Add/Drop) form, which must be signed by the instructor, to the Office of the University Registrar. This form is available at the Office of the University Registrar, or online at <http://www.stthomas.edu/registrar/student/forms/adddrop.html>. Classes may be dropped at any time during the semester using the Murphy On-line Web registration system. Students should consult the university calendar in this catalog for the specific deadlines for making these changes.

Courses added after the published deadline must have permission of the instructor.

First-semester freshmen must have the approval of their faculty adviser for all changes in registration.

All students are required to meet with their faculty advisers before beginning registration for any semester.

Full refund of tuition and fees is made for courses dropped up to the "last day to drop a course without notation on record" indicated in the academic calendar for each term. The refund schedule for courses dropped after this period is available from the university business office.

Withdrawal from a Course

Courses dropped between the “last day to drop a course without notation on record” and the “last day to withdraw from a course without a grade of F or R” listed in the academic calendar will receive a notation of W.

A grade of W is an official grade and is posted on the permanent record. Since there is no credit and no quality points for a W, the notation does not affect the GPA.

Retaking of Courses

A student may repeat a course if her or his grade or mark is F, R, W, D-, D or D+. Only the higher grade will be used to compute the GPA. Credit will not be given more than once for the same course. Both notations, however, will remain on the transcript.

A student may repeat a University of St. Thomas course only at St. Thomas. A student who transfers to the University of St. Thomas and wishes to repeat a course taken elsewhere must receive permission from the University Registrar to do so.

Withdrawal from the University

Students may withdraw from the university at any time by contacting the Office of the University Registrar. Students who withdraw must return identification cards, keys, and other items that belong to the university. Resident students must check out with the floor resident adviser.

Institutional refunds and financial aid adjustments are determined by the date on which the student initially contacts the Office of the University Registrar.

Grades

At the end of each semester or term, each student who is registered for a course receives either a grade or a mark in that course. In each case, the grade or mark is one of the following letters: A, B, C, D, F, I, R, S or W. At the discretion of the instructor, the grade A may be followed by a minus, as A-, and the grades B, C, D may be followed either by a plus, +, or a minus, -.

Regular Grades

The grades A, B, C, D, either alone or followed by a plus or minus, and the grade F are called regular grades. With each of these grades there is an associated grade point value. These values are listed below:

A	4.0	B-	2.7	D+	1.3
A-	3.7	C+	2.3	D	1.0
B+	3.3	C	2.0	D-	0.7
B	3.0	C-	1.7	F	0.0

Regular grades have the following characterization:

A	Excellent work
B	Very good work
C	Satisfactory work
D	Poor but passing work
F	Failing work

The use of plus and minus indicates performance levels between those suggested by these characteristics.

S-D-R Grading

To encourage a wider choice of courses by lessening the student's concern for the grade point average (GPA), selected courses may be taken using the S-D-R grading option, where “S” represents a satisfactory grade (the student would have received a letter grade of A, B, or C); “D” is the same as the letter grade of D; “R” represents

unsatisfactory (failing) performance. The following rules apply to courses taken on this basis:

1. The S-D-R grading option is not available for courses taken to fulfill a requirement in the core curriculum.
2. No more than one-eighth of the credits taken through the undergraduate program may be taken on the S-D-R grading option.
3. A student must complete a form at the Office of the University Registrar for any course to be taken on this basis. The published deadline date is in the academic calendar for each term.
4. If the course is part of the major or minor program (including allied requirements), the signature of the department chair is required.
5. If a student receives a letter grade of C- or above, the mark of S (satisfactory) and credit will be given. If the grade of D, D+, or D- is received, the student has the option of: (1) accepting a mark of R with no effect on the GPA and no credit earned, or (2) earning the credit with the grade of D, D+, or D- becoming the grade of record and used in computing the GPA.

S-R Grades

1. All Experiential Learning courses are marked with S for satisfactory work and R for unsatisfactory work.
2. For Individual Study or Research courses, the mark of S is given for satisfactory work and the mark of R for unsatisfactory work. If a student wishes to be graded according to the regular system (A, B, C, D, F), this choice must be approved by the appropriate faculty supervisor and the department chair. In addition, this choice must be indicated on the form used to outline the individual study project.
3. Several other courses in various departments are routinely marked with S for satisfactory and R for unsatisfactory work. Examples of these courses are PHED 100 and ENGR 150. The grading system for these courses is indicated as part of the regular course description.
4. Courses which are routinely graded on the S-R system are not counted among the one-eighth of a student's courses for which the S-D-R grading system may be selected.

Assignment and Removal of Incomplete (I) and Not Recorded (NR) Marks

The mark of I is used if the student has not completed the work of the course, has good reason for delay, and has made arrangements with the instructor before the date grades for the course are due to be submitted. Ordinarily, good reason will involve matters not wholly within the control of the student, such as illness. The mark may not be used to allow a student to improve a grade by additional work over and above that ordinarily expected for the course or by repetition of work already submitted to the instructor. The mark of I should not be used without prior arrangement between instructor and student.

The student must complete the designated work and submit it to the instructor by May 1 for an I received in fall semester or January term; by December 1 for an I received in spring semester or a summer session (unless an earlier deadline has been required by the instructor).

Registration Information

In the absence of a final grade report on or before the deadline, the mark of I will be changed by the university registrar to a grade of F or R. The deadline may not be extended. The instructor may change a resulting F or R by means of university grade change policies and procedures.

In an instance where a grade has not been assigned at the end of the term, a designation of Not Recorded (NR) will be assigned to the student's academic record. The NR must be changed to a grade by May 1 for the fall semester or January term; by December 1 for the spring semester or summer session. In the absence of a final grade on or before the deadline, the mark of NR will be changed to a grade of F or R. This deadline may not be extended. The instructor may change a resulting F or R by means of university grade change policies and procedures.

Change of Grade

An instructor may change a grade if there has been an error in the computation, transcription, or reporting of the grade. Instructors may also change grades of F which resulted from the lapse of Incomplete notations. Changes may not be made on the basis of additional work completed by a student unless all members of the class had the option to submit additional work. After the grading deadline for a term, the instructor must submit the changes to the Office of the University Registrar using the *Official Change of Grade Form*.

Grade Reports

Final grades can be accessed by the student through the UST student Web system. Final grade reports are printed only upon request, using the student Web system.

Grade Point Total and Grade Point Average

Grade points are assigned as indicated above. Note that marks of W, I, R, and S have no grade point value.

The grade point total is the sum of grade points (multiply each grade point value by the number of credits for the course) for all courses with grade point value.

The grade point average (GPA) is determined by dividing the grade point total by the number of credits with grade point value.

For example, using a standard four-credit course as a basis, if a student received two A's (32 points), one B- (10.8 points), and one C+ (9.2 points) divided by 16 (the number of credits), the GPA would be 3.25. If the student received a grade of F (0 points) in a course, the grade point total would still be divided by 16 credits, but the GPA obviously would be lower.

Progress toward a degree

Student Classification

A degree student is one who takes courses for credit toward a degree at the university.

A student who takes courses for credit but without expectation of a degree is called a non-degree student.

An auditor is a student who takes courses without expectation of credit.

A degree student who takes 12 or more credits during a semester is considered a full-time student. A degree student who takes fewer than 12 credits for credit is considered a part-time student.

A degree-seeking student is ranked by credits successfully completed:

fewer than 28 credits = freshman
between 28 and 59 credits = sophomore
between 60 and 91 credits = junior
92 credits or more = senior

Catalog of Record

The catalog of record may be a catalog that appears only online if changes occur between printed versions of the catalog. The catalog in effect at the time of matriculation is usually considered the catalog of record and determines the student's graduation requirements. However, a student may wish to choose a later catalog issued before being graduated to take advantage of a revision of a major, for example.

Choosing the new catalog means accepting *all* changes in that catalog from the former one. If there is a change in core curriculum requirements, for example, the student will be responsible for those changes or will need to petition for a waiver. Generally speaking, the student may choose any catalog in force during the time the student is enrolled for a degree.

Students should contact the office of Academic Counseling if they wish to change their catalog of record.

Date of Graduation

Degrees are awarded at the end of Fall, January, Spring and Summer terms. The date of graduation will be the last day of the last term of registration for the course or courses needed to complete the student's degree requirements. To be considered completed, all courses must have final grades. An Incomplete (I) or a Not Reported (NR) grade is not considered a final grade and must be changed before the degree will be awarded.

Diploma

One diploma is awarded for each degree earned. Diplomas are distributed to graduates after the university has verified that all requirements for graduation have been settled. This may be several weeks after commencement. Diplomas will be sent to the graduate's permanent address by mail.

The size of all diplomas is 8.5 x 11 inches. Information on the diploma includes the name of the university, the university seal, the graduate's name, the degree represented by the diploma, and the date of graduation.

Transcripts

A transcript of a student's academic record will be issued only upon receipt of a written request from the student. A form is available on the Website at <http://www.stthomas.edu/registrar/transcript/default.html>. Forward a completed and signed copy along with the transcript fee to the address on the form. Transcripts will not be issued to students who have a hold placed on their records.

Academic Probation

A student who has attempted twelve credits or more at the University of St. Thomas and has not achieved a University of St. Thomas cumulative grade point average of 2.00 or better is put on academic probation.

Each student who is placed on probation will receive a letter from the Office of Academic Counseling informing that student of her or his probationary status and

identifying both the implications of probation and the conditions under which probation will be lifted.

The student will be required to discuss her or his situation with an academic counselor or faculty adviser.

Academic Suspension

A student is suspended from the university for one semester (not a January term or summer session) if he or she is on academic probation and one or both of the following occurs:

1. The student has not achieved a University of St. Thomas semester grade point average of at least 1.75 for courses taken during a fall or spring probationary semester.
2. The student has twice not achieved a University of St. Thomas semester grade point average of at least 2.00 for courses taken during a fall or spring probationary semester.

Each student suspended will receive a letter from the Office of Academic Counseling identifying the nature of the suspension and the events leading up to it. Students who are suspended may petition the Committee on Studies for readmission after consulting with either the Director of Academic Counseling or the Associate Dean for Academic Advising and Special Programs. A suspended student may not register for summer school, or any other term. A student may re-enroll following a semester of suspension, but must make an appointment with an academic counselor to do so.

Academic Dismissal

A student is dismissed from the undergraduate program if one or both of the following occurs:

1. The student has not achieved a University of St. Thomas semester grade point average of at least 1.75 for courses taken during a fall or spring probationary semester following Academic Suspension.
2. The student has twice not achieved a University of St. Thomas semester grade point average of at least 2.00 for courses taken during a fall or spring probationary semester following Academic Suspension.

Each student dismissed will receive a letter from the Office of Academic Counseling identifying the nature of the dismissal and the events leading up to it.

Students who are dismissed may petition the Committee on Studies for readmission after consulting with either the Director of Academic Counseling or the Associate Dean for Academic Advising and Special Programs. A dismissed student may not register for summer school, or any other term.

Readmission after Suspension or Academic Dismissal

Academic suspension applies only to fall and spring semesters. After the semester of suspension, the student is free to register for the following term, upon consultation with an academic counselor in the Office of Academic Counseling. This semester becomes a probationary semester and is subject to the conditions listed above under Academic Dismissal.

If a student is readmitted to the university by the Committee on Studies after Academic Dismissal, the conditions of readmission will be stated by the Committee.

Committee on Studies

The Committee on Studies is charged with interpreting the general academic requirements of the undergraduate program and has the authority to grant exceptions and waivers when warranted. It is composed of five elected faculty members and two students appointed by the All College Council.

Requests should be made in writing and presented to the chair. The student should also fill out a *Committee on Studies Petition Form* available from the Office of the Director of Undergraduate Academic Affairs. Details regarding the petition process and the signatures required for various types of petitions are contained on the form.

Requests concerning major or minor field requirements should be addressed to the appropriate department chair.

Student Records Privacy – FERPA

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

1. The right to inspect and review the student's education records within 45 days of the day the university receives a written request for access.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the university to comply with the requirements of FERPA.
5. Directory information may be released without the written consent from the student, unless the student specifies to the contrary as described below.

To withhold directory information from the public, the student normally must file a form available in the Office of the University Registrar within one week from the beginning of the fall semester (or the semester in which the student enters). The order for withholding will remain in effect until the student rescinds it in writing. The form for withholding directory information will inform the student of some possible consequences. For example, if the student's name is withheld, he or she cannot participate in intercollegiate athletics where team rosters are published, or commencement ceremonies.

The complete FERPA policy is available at <http://www.stthomas.edu/registrar/student/ferpa/nondisclosure/annualnotice.html>.



Academic Honors

Aquinas Scholars

The Aquinas Scholars Program is the honors program of the undergraduate program. It is designed to assist students in developing their intellectual talents, character, and interests while pursuing an education of considerable depth and breadth.

See the Academic Information section of this catalog for a description of the program.

Deans' Honor Lists

A student who attains a grade point average of 3.50 or more at the end of a semester in which he or she has taken at least twelve credits for regular grades (A, B, C) will be placed on a Dean's Honor List if there are no grades of D or F or marks of I or R. (Evening program students must have taken at least eight credits in a semester and under the same requirements.)

The list is made public and the student receives a letter of commendation from the appropriate dean's office. Freshmen and first-semester sophomores will be listed by the Dean of Arts and Sciences. Second-semester sophomores, and juniors and seniors will appear on lists depending on their major – from the College of Arts and Sciences, the College of Business, the School of Education, the School of Engineering, or the School of Social Work.

Delta Epsilon Sigma

Delta Epsilon Sigma, a national honor society for students enrolled in Catholic colleges and universities, was established at St. Thomas in 1941. Students become eligible for membership in their junior year. St. Thomas students are accepted into the national organization of Delta Epsilon Sigma after they have been accepted into the University of St. Thomas *Alpha Sigma* chapter and are nominated for membership in the national organization.

Senior candidates must have earned a cumulative grade point average of 3.50, while junior candidates must have a cumulative 3.75 grade point average. In the case of transfer credits, the St. Thomas grade point average must also satisfy the minimum requirement, with a minimum of twelve St. Thomas credits taken for letter grade. Graduate students are eligible for membership upon completion of one-half of their master's degree requirements. Alumni are eligible if they have been graduated with honors or have received a graduate degree.

Student members receive the *Delta Epsilon Sigma Journal* published by the national society three times each year. In addition, student members may submit articles for publication to the Journal, and apply for senior year and graduate school scholarships. Induction ceremonies are held at the beginning of fall and spring semesters each year.

Members enjoy the following privileges: no restriction on class loads; no tuition charges for courses above the normal 16-credit semester load (although course-related fees are to be paid); and attendance as guests of the university at special academic functions.

Department Honor Societies

A number of departments offer membership in an honor society for the particular discipline. Each of these is explained in more detail in the description of the depart-

ment's offerings in the Curricula section of this catalog.

Biology – *Gamma Tau* chapter of *Beta Beta Beta*
Communication – Beta Chi chapter of *Lambda Pi Eta*
Drama – *Pi Epsilon Delta*
Economics – *Omicron Delta Epsilon*
English – *Sigma Tau Delta*
Foreign Language – *Alpha Mu Gamma*
Geography – *Mu Alpha Pi*
History – *Pi Alpha Theta*
Political Science – *Chi Theta* chapter of *Pi Sigma Alpha*
Psychology – *Psi Chi*
Religious Studies and Theology – *Theta Alpha Kappa*
Social Work – *Beta Epsilon* chapter of *Alpha Delta Mu*
Sociology and Criminal Justice – *Iota* chapter of *Alpha Kappa Delta*

Latin Honors

Three types of academic honors are conferred upon graduates of the undergraduate program.

All students considered for graduation with Latin honors have a minimum of 52 credits taken for letter grade (A, B, C, D) at the University of St. Thomas.

All students eligible for Latin honors who have applied for graduation will be informed by the Office of Director of Undergraduate Academic Affairs before mid-term of their final semester that they are eligible for this honor.

Cum Laude

A student whose overall cumulative grade point average and St. Thomas grade point average are both between 3.500 and 3.699 receives the baccalaureate degree *cum laude*.

Magna Cum Laude

A student whose overall cumulative grade point average and St. Thomas grade point average are both between 3.700 and 3.899 receives the baccalaureate degree *magna cum laude*.

Summa Cum Laude

A student whose overall cumulative grade point average and St. Thomas grade point average are both 3.900 or higher and who is judged to be outstanding by members of an Honors Oral Examination Committee receives the baccalaureate degree *summa cum laude*.

The student has the responsibility to arrange a *summa* examination, in consultation with the chair of the major department or director of the interdisciplinary program.

The chair/director, in consultation with the student, shall then appoint an oral examination committee of at least three faculty members, one of whom shall be from the student's major department or program. The examiners shall represent at least three departments and at least two academic divisions or schools of the undergraduate program.

The faculty member from the student's major department or program shall act as chair of the examination committee. A student with multiple majors shall designate one of the majors as the major department or program for purposes of this examination.

The examination should have a central theme so that continuity can be maintained throughout the questioning. The student, in consultation with the chair of the committee, takes the initiative in determining this theme, and conveying it to the other examiners.

Further details concerning the examination will be sent to eligible students and the chairs of their departments by the Office of the Director of Undergraduate Academic Affairs.

If a student's performance is judged not outstanding by the examination committee, the chair of the committee shall, with the concurrence of the student, reconvene the examination committee at a later time for the purpose of re-examination. The examination committee for the re-examination will consist of the original members. Should the candidate's performance be judged not outstanding at this second examination, or should the student choose not to be re-examined, the student will graduate magna cum laude.

If the candidate for *summa cum laude* is also a candidate for departmental honors that involve an oral defense of an honors thesis, this defense may be substituted for the *summa* honors examination, provided that the examination committee represents at least three departments and two academic divisions or schools of the undergraduate program and that the student's performance is judged to be outstanding by the members of the committee following the same guidelines as set forth for the *summa* honors oral examination.

If the student who is eligible for graduation *summa cum laude* chooses not to take the Honors Oral Examination, the student will be graduated *magna cum laude*.



Academic Counseling

Academic counselors register all new undergraduate students and counsel students with special registration problems.

Counselors also work with students who are experiencing academic difficulties.

The staff assists the students with their educational goals, helps students evaluate their achievement, and offers encouragement and support.

The Office of Academic Counseling serves as a resource for faculty advisers and their advisees.

Faculty Advisers

Full-time faculty members serve as advisers to all students. Faculty advisers assist students in their freshman and sophomore years in planning their class schedules each semester.

Major field advisers guide their advisees' progress toward a degree by reviewing grade reports and degree evaluations, and helping students solve academic problems.

Academic Development Program

The Academic Development Program (ADP) is a team-taught combination of courses designed to help incoming freshmen develop proficiency in reading, writing, library and learning skills necessary for college success.

Students are invited to participate in this program if high school records and entrance exams (such as the ACT) indicate weakness in the areas of reading and writing.

Participants in the program register for twelve or sixteen credits in fall semester: ENGL 110 Intensive Writing; a companion course covering one of the core curriculum requirements; and one or two additional courses of the student's choice.

ADP students are required to participate in seminars offered by the Academic Support Center.

Mathematics Resource Center

The Mathematics Resource Center (MaRC) provides a variety of resources including a tutoring staff, placement testing, self-study/review programs, math CDs, and general mathematics advising. Also available from the MaRC is a list of private tutors, whose rates are subject to individual negotiations.

Students must satisfy all prerequisites in order to enroll in a math course. Most entry-level math courses require an appropriate Math Placement Code (MPC) derived from an ACT math score or from a UST Math Placement Exam, which may be taken in the MaRC during regular hours by appointment.

Students whose MPC is NONE can prepare for Math 100 or Math 101 by taking the Basic Math Skills self-study review course (MATH 005). The course has a nominal registration fee.

Consult the Website for more information and the link to practice problems for the Math Placement Exam or for the Calculus II Readiness Assessment:

www.stthomas.edu/mathematics/MaRC

Academic Support Center

The Academic Support Center (ASC) provides academic support through tutoring and referral services, individual assistance in study skills improvement, test

Academic Support Programs

taking preparation, college reading techniques, college survival skills, and campus seminars and workshops. The Center also provides support for students whose first language is not English.

All services are confidential and free of charge.

Enhancement Program – Disability Services

The University of St. Thomas offers services for students with disabilities. Services are offered under the philosophical premise that qualified students with disabilities can succeed academically if given appropriate programming and adequate support. All accommodations, auxiliary aids, and services are offered through the Enhancement Program.

Qualified students with disabilities are responsible for identifying themselves and making all requests for accommodations to the staff of the Enhancement Program.

Support services are provided to enrolled students and based on assessed needs. These services include screening interviews and referral services, accommodation and academic assistance service, interagency coordination and advocacy services.

To be eligible for these services, documentation from a licensed professional is required. The documentation should state the nature of the disability and the types of accommodations recommended by the licensed professional.

For more information, please contact the Enhancement Program Office, located in OEC 119 or consult the Website:

www.stthomas.edu/enhancementprog/

Center for Writing

Undergraduate and graduate students at all levels of experience from across the university use the Center for Writing. In intensive one-on-one conferences, students work with peer consultants to develop their ideas, create a focus, organize their papers, and clarify their sentences. Most bring course assignments, but many are revising graduate school applications, extensive research papers, master's theses, or dissertations.

The Center is staffed by peer consultants selected each spring semester through a rigorous application and interview process. The consultants do not edit nor proofread, but model critical reading, thinking, and writing as important facets of learning.

Conferences with peer consultants are free. For more information, please contact the Center for Writing in JRC 361 or through our website at www.stthomas.edu/writing.

Major Field Advisers

After a student has completed 48 semester credits, the student fills out a major field card and applies to be accepted as a major in his or her chosen field.

When the student has been accepted as a major in a particular department the guidance of her or his program is then transferred from the pre-major adviser to a departmental major field adviser.

Information Resources and Technologies

Information Resources & Technologies encompasses five service and support departments: Client Services, Information Technology, UST Libraries, Networks & Telecom Services, and Web & Media Services. Our mission is to integrate people, processes, information resources and technologies in support of teaching, learning and strategic goals at the University of St. Thomas.

Client Services provides a single point of presence for accessing academic and administrative technology support services - in person, online, or by phone - and the complex coordination, cross-training, support, and knowledge management essential to success.

The Information Technology (IT) division manages centralized networks, servers, application software and database management software.

The University Libraries provide support for research, writing and information literacy. The libraries enrich scholarship and teaching by providing information resources, services, and instruction that support the curriculum and the intellectual development of St. Thomas students, faculty, and staff.

Networking & Telecommunication Services (NTS) is the central nervous system on which all facets of technology at UST depend on for their existence. NTS provides highly reliable, secure, and capacious voice and data service to the university community.

Web and Media Services (WMS) manages the university Web environment and offers services supporting effective uses of Web and media technology for instruction and promotion.



Student Life

Students will find that there are many cultural, social, and educational events to attend and many activities in which they may participate. Students can further develop their leadership skills by being an active member in one of over 90 clubs and organizations on campus.

All College Council

The All College Council (ACC) is the student government of the undergraduate program, representing undergraduate students. The All College Council, as a representative of the University of St. Thomas undergraduate student body, is dedicated to advocating student concerns by working with faculty, staff, the administration, community leaders, and fellow students to promote positive change while staying true to the Catholic identity of this institution.

All student organizations and clubs fall directly under the Council. STAR (St. Thomas Activities and Recreation) and the ACC operations are financed by an activity fee assessed each full- and part-time student each semester.

The All College Council is comprised of 36 representatives who act as the voice of the students at the University of St. Thomas. Members of the ACC serve their constituents by working with faculty, staff, administration, and other students to promote positive change and foster tradition in an effort to provide students with an exceptional college experience both inside and outside of the classroom. Membership in the All College Council consists of six executive officers, two neighborhood and two residential senators, one legislative affairs and one commuter senator, two student athlete representatives, one commuter representative, one elections and credentials chair, one transfer student senator, one Residence Hall Association representative, the class president and two representatives from each class, one International Student representative, one HANA student representative, one STAR representative, one St. John Vianney representative, one student organization's representative, one Student Alumni Council representative, and two co-advisers, including the executive director for the Department of Campus and Residence Life and Director for the Office of Campus Life.

The ACC functions in an advisory capacity to administrative and faculty decision making.

Participation in Faculty Committees

Students of the undergraduate program work cooperatively with the faculty and administration on seven committees: the Student Life Committee, the Grievance Committee, the Committee on Discipline, the Undergraduate Planning and Policy Committee, the College of Arts and Sciences Curriculum Committee, the Undergraduate Committee on Studies, and the Budget Advisory Committee.

The function and authority of these committees may be found in the *Student Policy Book*.

Student Organizations and Clubs

There are approximately 90 clubs and organizations at the University of St. Thomas. Clubs and organizations are available in a range of interests, including academics,

sports, honors and service. Choosing to be involved is a great way to develop and build relationships with your peers and the university community. Most importantly, getting involved at St. Thomas is an excellent way to enhance social, interpersonal, problem solving, leadership and other important skills.

The All College Council and the Office of Campus Life oversee all student organization recognition and funding processes. Some of these clubs are organized around the career objectives of their members or according to their major field of interest; others are organized according to common interests. Some professional, service, and social fraternities have chapters on campus.

A description of all the clubs, organizations, and other types of involvement on campus is available online. An Activities Fair is held at the beginning of each semester to allow interested students to learn more about the clubs.

Intercollegiate Athletics

The intercollegiate athletic program includes twenty-two varsity sports.

Men's varsity sports are soccer, cross country, football, hockey, basketball, swimming, baseball, golf, tennis and indoor and outdoor track and field.

Women's varsity sports are volleyball, hockey, cross country, basketball, swimming, soccer, softball, tennis, golf and indoor and outdoor track and field.

Intramural Activities

Numerous intramural activities are offered throughout the academic year for men and women.

During the fall semester activities include: flag football, whiffle ball, 4-on-4 basketball, racquetball, coed soccer and volleyball.

During the spring semester the offerings include 5-on-5 and 3-on-3 basketball, floor hockey, sand volleyball, dodgeball, and kickball. Several aerobic classes are also offered and students are encouraged to use the recreational facilities for leisure enjoyment. All leagues are free and open to students, faculty and staff. Sign-up forms are available at the cage in O'Shaughnessy Hall.

Student Publications

Each student publication has a faculty adviser, or a managing editor, but the university delegates editorial freedom and responsibility to the editors, giving them latitude to carry out editorial responsibilities. The university is the official publisher of all student publications which, in turn, are governed by the Board of Student Media.

The photo staff consists of student photographers who work throughout the year taking pictures for the publications. The staff is supervised by student editors and publication advisers.

The Aquin

The *Aquin* is the student-edited newspaper at St. Thomas. Its primary purpose is to serve as a voice of the St. Thomas community. Opinions, ideas and information are welcomed from students, faculty, administrators and staff. The paper is published every week during the fall and spring semesters. Applications for *Aquin* photographers and editors are made to the Department of Journalism and Mass Communication.

Student Life

The Aquinas

The *Aquinas* is the university yearbook, and its student staff captures the school year's events through words, pictures, and graphic theme. The yearbook is distributed at no cost in the fall of each year. Applications for *Aquinas* student staff positions are made available through the *Aquinas* yearbook managing editor's office in Murray Herrick Center 112D.

Summit Avenue Review

Summit Avenue Review is the literary and visual arts magazine at St. Thomas. Designed and edited by students, the magazine publishes poetry, fiction, literary nonfiction, photography, and other visual art from the St. Thomas community. Work on the magazine begins in early fall, with a first submissions deadline in December and an April publication date. Inquiries should be sent to the Department of English. The magazine's Web address is:

www.stthomas.edu/summitavenuereview

Musical Organizations

Student musical ensembles appear regularly in concerts on campus, in the Twin Cities area, and tour nationally and internationally.

Instrumentalists and vocalists with diverse interests can choose from a selection of large and small ensembles – bands, orchestra, choirs, jazz ensembles (both vocal and instrumental), ensembles for pianos, guitars, woodwinds, brasses, strings, percussion, and music theater productions. Membership in most of these organizations is by audition. For details consult www.stthomas.edu/music.

Theater

Four productions per year are presented by the joint Department of Theater of the University of St. Thomas and College of St. Catherine. Alternating between the two campuses, the productions are presented at UST's Foley Theater and at CSC's Frey Theater, with the occasional use of the O'Shaughnessy Auditorium at CSC. The season of plays each year includes a variety of time periods and styles, from classical Greece to contemporary American. A musical is presented every year. Admission is free to all students with ACTC identification.

All students are eligible to take part in theater productions, regardless of major. Casting is by open audition. Audition notices are posted throughout campus and on the Department of Theater's website. To work backstage, students may sign up at the annual Theater Open House in the fall, or by contacting the department's technical director.

In addition to its production season, the Department of Theater sponsors a slam poetry team, PSST. This team performs on campus and in local venues. To join, sign up at the annual Theater Open House or contact the chair of the department.

Film Club

The Film Club, sponsored by the joint Department of Theater of the University of St. Thomas and College of St. Catherine, meets weekly to view and discuss outstanding current film. Admission is free, and refreshments are served. For a schedule, contact the chair of theater or check the department's Website.

Dean of Students Office

The Dean of Students Office assists and supports students in achieving their academic and personal goals. They are available to answer questions, to help resolve issues or concerns, and to refer students to the appropriate department, office or community resource.

The staff members of the Dean of Students Office provide a variety of programs and services for undergraduate and graduate students. These include new student orientation, student advocacy services, students' rights and responsibilities information, judicial services, emergency loans, and the publication of the on-line *Student Policy Book*.

The On-Line Student Policy Book

The *Student Policy Book* is published by the Dean of Students Office. It contains information regarding the Student Code of Conduct and all expectations, guidelines and policies that govern student life. All students are responsible for familiarizing themselves with the expectations outlined in the on-line *Student Policy Book* and will be held accountable for upholding the university's policies. It can be found at www.stthomas.edu/policies.

Student Affairs Life/Work Center

The Life/Work Center in 110 Terrence Murphy Hall on the Minneapolis campus, a department within the Division of Student Affairs, provides special services and resources to meet the unique needs of graduate students, education students (both graduate and undergraduate), and alumni/ae. Our core services include career counseling, personal counseling services, and the resources of the International Student Services and Multicultural Student Services staff. Legal services are provided periodically. Staff in the Life/Work Center can provide consulting services for career development, and personal life management concerns. Staff are available for in-class presentations and can provide resources and support for standardized self assessments which complement the curriculum goals. Contact the Life/Work Center at 651-962-4763 or lifework@stthomas.edu.



Campus Ministry

Campus Ministry believes that the depth of our faith powerfully affects the way we live and what we become. Christ affects us by giving our lives meaning and purpose. But faith can be especially challenged in college. It is in response to this challenge that Campus Ministry invites students, faculty and staff to explore their faith more fully through worship, service and personal growth.

In addition to six full-time professionals, Campus Ministry employs a team of residence hall chaplains and twenty student employees. The staff coordinates the religious life of the campus and offers a variety of programs.

In the area of worship, there are daily, Sunday and special community masses, penance services, evening prayer, and ecumenical services. Students can participate in worship through the Liturgical Ministers Program, Chapel Singers and the Liturgical Choir.

In the service area, Campus Ministry sponsors the Volunteers in Action program and VISION J-term and spring break volunteer service trips.

To inspire personal growth, Campus Ministry has a number of programs, including prayer groups, retreats, pastoral counseling and referral, marriage preparation, crisis intervention, special groups for support (*e.g.*, Faith in Action – a chapter of Courage ministry for those dealing with sexual orientation issues), and Common Ground – a house of hospitality where students gather to relax, pray, study, and meet new people.

Campus Ministry also offers the Rite of Christian Initiation for Adults (RCIA) to those who are preparing for baptism, eucharist and confirmation in the Catholic Church.

The Center for Campus Ministry is located in Murray-Herrick Center.

Personal Counseling and Testing

Personal Counseling is available to help students deal with a wide variety of concerns from the concerns of daily living to problems of a more serious nature. In addition to the licensed psychologists employed by the university, outside referral sources are also available. Personal Counseling also provides groups, workshops, seminars and consulting services on a variety of topics. Walk-in hours are available every day and are listed in the Daily Bulletin. Complete confidentiality is maintained in accordance with legal requirements and the professional code of ethics. The Personal Counseling Website has an extensive self-help section including anonymous screening for depression, anxiety, alcohol and eating disorders: www.stthomas.edu/personalcounseling.

Testing Services

Testing Services located in the Personal Counseling Office offers a full range of services including personality assessment, career testing, and group tests such as the Law School Admissions Test and the Miller Analogies Test.

Career Development Services

The Career Development Center provides expertise and information to students and alumni. This includes assistance with the tools and methods necessary for finding jobs and internships. The department provides individual assistance and convenient access to quality resources.

Individual counseling, seminars and a variety of resources are offered to assist in:

- Self-assessment and vocational testing
- Career choice
- Major field choice and change
- Researching specific careers and employers
- Seeking internships, full-time, part-time and summer employment
- On-campus interviewing
- Utilizing technology in career development

Career Coaching and Counseling

Confidential, individual appointments and work-shop presentations are used to assist students with skill building and career planning. Students explore their interests, values and abilities to determine possible career options.

Web Services

Our services can be accessed on the Web from campus, work, home, or anywhere with an Internet connection. Our Website is an invaluable asset, acting as a technological enhancement to broaden the reach of our services. It features seminars, handouts and information produced by our office, as well as suggested links to career resources on the Web.

www.stthomas.edu/careerdevelopment

Commuter Center and Off-Campus Services

The Commuter Center provides hospitality, information, programs, resources, and services to all students with an emphasis on commuters, non-traditional students, and students that live in the immediate neighborhood. Services include: off-campus housing listings; renter education materials; free legal advice; locker rentals; commuter e-mail updates; a student parent lending library; and lounge space with a microwave, refrigerators and computers. The Center is located in the lower level of Murray Herrick Campus Center. Phone: 651-962-6138; Website:

www.stthomas.edu/commutercenter

Multicultural Student Services

Multicultural Student Services (MSS), consistent with St. Thomas/ Catholic tradition, is concerned with providing a comprehensive system of advocacy and support for immigrant and U.S. students of color. The goal is to improve retention and the quality of the UST experience. We strive to prepare all students to think and act responsibly when confronted with the myriad diverse and changing needs of their local community and the world at large. Initiatives addressing academic support, developing partnerships and educational programming complement the academic mission of the university.

Multicultural Student Services also provides scholarships for undergraduate U.S. students of color. Information about these and other funding opportunities may be obtained from Student Financial Services.

Student Services

International Student Services

International Student Services provides advising and programming to support international students as they pursue their educational, career, and personal goals. This includes promoting the full integration of international students into the university community and intercultural training for students, faculty and staff.

International Student Services provides the following services and programs:

- Orientation programs (2-4 days) for new students about academic, cultural, legal, and practical life at a U.S. university
- Immigration advising for all nonimmigrant students and documentation for F-1 and J-1 students
- Counseling and advising on academic, cultural, financial, health, practical and personal matters
- Mentor Program: US and international students are hired and trained to serve as guides and helpers to new students
- Weekly International Student Electronic Newsletter
- A Website with information on programs and services, immigration rules, activities and programs, and the newsletter:

www.stthomas.edu/oiss

OISS@stthomas.edu

- Coordinate the International Education Week activities at St. Thomas each Fall Semester in collaboration with the International Matrix
- Close cooperation with the Globally-Minded Student Association, with U.S. and international members, which promotes interaction and interchange of ideas through social and cultural activities
- Cultural and educational programming such as the CultureLink, Communication Partners, and Friendship Family programs
- Career and job-search workshops in cooperation with the UST Career Resource Center

Box Office & Expeditions

The Box Office & Expeditions offers the university community the opportunity to purchase tickets to many UST campus-sponsored events (including campus dances and concerts), as well as discounted tickets to many local Twin Cities cultural, theatrical and athletic events. A sampling of tickets includes local theater productions, museums, athletic events, movie theaters, and specialty entertainment.

Expeditions is the campus outdoors programming and educational center. Expeditions offers a wide variety of outdoor camping, sporting and athletic equipment for a minimal fee.

Housing

The University of St. Thomas houses approximately 2,400 students in its residence halls, apartments, and other university-owned housing.

Living on campus provides students the opportunity to become part of a dynamic community. This community includes students with all kinds of backgrounds, lifestyles, and interests. Participating in such a community enhances the opportunity to establish a healthy balance of academic study and relaxation.

The University of St. Thomas offers traditional residence halls and apartment style living on the St. Paul campus. St. John Vianney Hall is the college seminary

residence.

Living on campus provides the convenience of living close to classes and faculty along with extra amenities like wireless internet access, free laundry, study areas, computer labs, and recreation space. Koch Commons, which connects Morrison, Dowling and Brady halls, has a fitness center and the Pit Stop, which sells smoothies, sandwiches and other snacks.

Nestled in a residential neighborhood in the city, students find St. Thomas to be a safe campus. The department of campus and residence life works to enhance the safety of students on campus through ground level security screens, ID card access, sprinkler systems, and night access staff. UST Public Safety is available 24 hours a day and a professional residence life staff member is on call each night.

Upon admission to the undergraduate program, each student will receive an *Application for On Campus Student Housing* along with instructions for completing the process online. New students desiring space in the residence halls must pay a \$200 housing deposit to the Office of Admissions either with a paper application or through the online process. The \$200 housing deposit is credited to the student's room and board charges during the first semester of residence. Priority for housing is based on the date the housing deposit is received.

Continuing students apply for housing for the coming academic year in the spring semester. The application process and deadlines are published in the Bulletin and on the residence life website during the spring semester. On-campus dining offers the most convenient options. Resident students (except upper-class students living in on-campus apartments in Morrison, Selby & Grand Ave) are required to purchase a meal plan.

All of the residence halls are described in detail on the residence life website including building amenities, room furnishings, floor plans, and 360 degree photos. Information on what to bring and what not to bring is provided on the website and included when housing assignments are mailed to new students.

Information and policies for residence life are found in the *Housing and Food Service Agreement* and the *Resident Student Handbook*. Both are available from the Office of Residence Life in Koch Commons or on the residence life website.

Visit www.stthomas.edu/residencelife for additional and updated information about living on campus.

Dining Facilities

All food locations accept Flex or Express dollars and cash.

St. Paul campus

Murray-Herrick Center houses a number of dining areas designed to meet the needs of various segments of the student population.

The *Food Court* is on the second floor, along with several areas used for special dining and catered events. The Food Court dining area is used for students on the board plan, although anyone may eat in the facilities.

The *Grill* is located on the main floor. Besides its main function of serving food – breakfast through dinner – the Grill provides a central gathering place for students.

Scooter's, located on the lower level, features pizza,

gourmet burgers, Dunn Brothers coffee, espresso, various snack and beverage items. It has a dance floor, a stage for live entertainment, a large screen TV and special sound equipment.

The *C-Store* is located adjacent to Scooter's on the lower level. Assorted snacks and sundries are available.

The *Pit Stop*, is located on the lower level Koch Commons between Brady and Dowling Residences. It provides deli sandwiches, Freshens® smoothies, frozen yogurt, Pretzel Logic large fresh baked pretzels with various toppings, and snack items.

The *Binz Refectory* is located on the south cam-pus adjacent to the soccer field. Students who have a food service contract, commuter students and guests may dine in the West dining room.

Beakers is located on the second floor in the Owens Science building. It features Dunn Brothers coffee and espresso, Deli Express Sandwiches, and various snack and beverage items.

Minneapolis campus

Food for Thought restaurant is located on the second floor of the 1000 LaSalle building, offering several different display cooking stations including Asian, Mexican, Grill, Deli, Pennini's, Pizza, salad bar, soups and a variety of other food, snacks, and beverage selections. We also feature Starbucks coffee in the Food Court.

Student Health Service & Travel Clinic

Student Health Service is an acute health care clinic and Travel Clinic, located in the lower level of Brady Residence Hall. The clinic is designed to meet students' individual medical, travel, and preventative health needs in a compassionate, culturally sensitive, and confidential manner. Health care needs are addressed by either a physician, nurse practitioner or a registered nurse.

Regular clinic hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Same-day appointments are usually available. Please call 651-962-6750 to schedule appointments.

Most services of the center are provided free of charge except travel visit, immunizations, prescription drugs, and certain laboratory tests.

In cases of a serious illness, students will be transferred to one of the area hospitals where they will be treated with charges billed to the student's insurance company.

Urgent Care centers and Emergency resources are listed on the Student Health Service Website www.stthomas.edu/studenthealth. The university offers an optional health and medical care insurance plan to all UST students. International students are required to participate in this insurance plan unless they can demonstrate comparable coverage. The policy is a low-cost accident and sickness insurance plan underwritten by a national insurance company. Information on these policies is sent to returning students and incoming freshmen every year.

All students must submit a health history and immunization record. A physical exam is required for any student wishing to participate in sports.

All students born after 1956 who are enrolled in a Minnesota public or private college or university are

required by Minnesota law to be immunized against diphtheria, tetanus, measles, mumps, and rubella. Questions should be addressed to the Student Health Service. A Record of Immunization form is available on the Student Health Service Website listed above.

Travel Clinic

Student Health Travel Clinic is now available for UST students.

The ideal time for a consultation is six to eight weeks before your trip. Consultations cannot be conducted over the phone. Travel experts are available 8 a.m. to 4 p.m., Wednesday and Thursday. Call 651-962-6750 to schedule an appointment.

At the Student Health Travel Clinic, health care professionals individualize care to one's specific medical history, itinerary and planned activities abroad to help minimize risk of exposure to infection. The Student Health Travel Clinic is a yellow fever vaccination center approved by the Minnesota Department of Health and the Center for Disease Control.

The travel clinic specialists will conduct a complete evaluation and provide you with:

- a thorough assessment of your medical history as it pertains to the risks of travel and prevention from infection
- general information on how to minimize exposure to insects and water-borne infections and sexually transmitted diseases, and other travel tips
- immunizations appropriate to your destination(s), your planned activities while there and your current medical condition
- medication to prevent malaria, where appropriate
- educational materials regarding the countries you will be visiting including infectious disease risks
- follow-up care upon your return if necessary

Wellness Center

The Wellness Center is dedicated to assisting students, staff, and faculty in developing healthy lifestyle choices and promoting behaviors that result in enhanced well-being. The center embraces the concept of wellness in developing the whole person.

The center offers programs, resources, and educational material on health promotion and illness prevention. The center is designed to increase the overall health of the university community and promote healthy lifestyle choices that will serve individuals throughout their lives.

The center is located in the lower level of Koch Commons.

Public Safety and Parking Services

The Department of Public Safety and Parking Services is located on the first floor of Morrison Hall and is open 24 hours a day, 7 days a week for the community's convenience. Public Safety officers are always on duty to answer questions or assist in whatever way possible.

Parking

Parking lots on University of St. Thomas property are open to vehicles with the appropriate UST parking permit. Faculty, staff and students must have a permit to park on campus.

Permits may be purchased at the Department of

Facilities

Public Safety and Parking Services, or at designated locations throughout campus during the first week of the fall semester.

Visitors to the University of St. Thomas St. Paul campus may park in the Morrison Hall ramp, the parking meters, or in Lot T with a south campus visitor permit.

Resident students are required to enter a permit lottery in order to be eligible to purchase a parking permit. Lottery forms for the following fall are included in the Residence Life contract mailed out in the Summer.

In order to purchase a parking permit, a UST identification card is required. Resident students are required to provide an accurate license plate number of the car. Persons purchasing a parking permit will receive a parking map indicating the lots available for the type of permit purchased, and a book or Web address of rules and regulations regarding parking.



Chapels

Chapel of St. Thomas Aquinas

The present Chapel of St. Thomas Aquinas was built in 1917. E.L. Masqueray, who also designed the St. Paul Cathedral and the Basilica of St. Mary, Minneapolis, was the architect. The university's chapel is an excellent example of the classicized mode of design that emanated from the Ecole des Beaux Arts during the early years of the twentieth century.

The luminous stained glass, designed by Chester Leighton of Minneapolis, and the paintings containing sacred and secular details by Joseph Capecci and Carl Olson, were installed in the 1940s. The chapel was renovated in 1987.

In 1987, a three-manual 56-rank mechanical action pipe organ, designed and built by Gabriel Kney of London, Ontario, was installed.

St. Mary's Chapel

St. Mary's Chapel of The Saint Paul Seminary was begun in 1901 and consecrated in 1905. Designed by Minnesota architect Clarence H. Johnston in the basilica style, it blends Romanesque and Byzantine architecture. Artist Bancel LaFarge of New Haven, Connecticut, completed the installation of the stained glass and murals in the 1930s.

The chapel was renovated in 1973, and more extensively in 1988. This project was undertaken with the assistance of liturgical consultant Frank Kacmarcik. A new sanctuary area was created in the north end of the chapel allowing the apse area to become the environment of the baptismal font and new access to the chapel.

In the spring of 2000 a two-manual, 27-rank mechanical action pipe organ designed by Noack Organ Company of Georgetown, Massachusetts, was installed.

St. John Vianney Chapel

The university seminary chapel was redesigned in 1998 by the Rev. Peter Christensen, the rector at that time. The theme of the chapel is "The Tree of Life." The chapel, an adjoining Eucharistic chapel, and an adjacent prayer room, replicating a medieval monastic cloister, are open for anyone wishing to use them. The seminary has become a focal point for contemporary religious art, including the iconic triptych in the foyer and the mosaic behind the altar.

A small one-manual Van Daalen organ was moved to the chapel in 2000.

Florance Chapel

The Florance Chapel is the lower chapel in the Chapel of St. Thomas Aquinas. An award-winning design in its renovation, it incorporates modern furnishings in the prairie school style of Frank Lloyd Wright along with some of the oldest sacred sculptural artwork owned by the university.

St. Thomas More Chapel

Located in the School of Law on the Minneapolis campus, the two-story St. Thomas More Chapel features colored art-glass windows, seating for more than 100 and a striking bronze crucifix. A meditation room overlooking the chapel on the second floor provides a quiet respite and a place for reflection.

University Libraries

The University of St. Thomas libraries contain more than 465,000 book volumes, 2,295 print periodical subscriptions, 5300 videos, and access to over 28,000 electronic journals. In addition, the libraries provide students and faculty with access to nearly 150 electronic databases. The O'Shaughnessy-Frey and Keffer Libraries integrate technology, electronic resources, and print resources together with user support from librarians and technical staff in their "Information Commons" making them favorite campus locations for research and studying.

O'Shaughnessy-Frey Library

The O'Shaughnessy-Frey Library Center is the principal library on the main campus, housing (in addition to the general and reference collections) the university Archives and Special Collections Department. The latter contains the Celtic Collection, one of the most outstanding collections of its type in this country, and a notable collection of Hilaire Belloc and G.K. Chesterton. The development of the Information Commons with the addition of 125 public access computers has made the OSF Library a favorite campus location for research and studying.

Charles J. Keffer Library

The Charles J. Keffer Library, located in Opus Hall on the Minneapolis campus, is the library for the School of Education, graduate programs in the College of Business, and the Graduate School of Professional Psychology. The Keffer Library is the principle library serving the special needs of the graduate student population of the University of St. Thomas

Archbishop Ireland Memorial Library

The Archbishop Ireland Memorial Library, located on the south campus, is the graduate theological library which primarily serves The Saint Paul Seminary School of Divinity. The Ireland Library collection is highly regarded by theological scholars.

CLIC/MINITEX

Relationships with two local library networks benefit UST users by providing access to the collections of regional libraries. Cooperating Libraries in Consortium (CLIC) allows students to obtain books and periodical articles from other Twin Cities private academic libraries (Augsburg College, Bethel College, Concordia College, Hamline University, Hamline Law School, Macalester College, Northwestern College, the College of St. Catherine, as well as the University of St. Thomas.) Interlibrary loans for materials not owned by the university are available within the CLIC institutions.

Another cooperative venture, MINITEX (Minnesota Interlibrary Telecommunications Exchange) links the university with more than 200 libraries throughout Minnesota, Wisconsin, and North and South Dakota, including the University of Minnesota.

Interlibrary loan is available and makes possible the borrowing of materials from libraries around the nation and the world.

Library Services

The library staff offers a wide range of services to support coursework and research. Reference librarians pro-

vide individual help as well as classroom instruction in the use of library materials. Group study rooms are available throughout the libraries.

Website: www.stthomas.edu/libraries.

Computing Resources

There are a wide variety of computing resources available for student use at the University. There are general-purpose labs, which any student can use for coursework or personal use. The Information Commons in O'Shaughnessy-Frey Library on the St Paul Campus and the Charles J. Keffer Library on the Minneapolis Campus house the largest general purpose computing facilities on each campus. The Information Commons brings together support for research, writing, information literacy, and computer application support to assist students in developing papers, presentations, and projects. The Information Commons provide both PC and Macintosh computers, printers, scanners and access to the UST wireless network.

There are also specialized departmental labs which are reserved for students who are enrolled in classes or working on course specific assignments. In addition, there are a number of Residence Hall labs that are open to St. Thomas students who live in the Residence Halls.

The University also provides a wireless network. The wireless network is available in the following locations.

In St Paul: OSF Library, MHC in the Grill, Scooters, Commuter Center, Campus Square, Student Dining, Koch Commons, Ireland Library, OSS Fourth Floor, 2nd floor commons, and LL, OWS - 2nd floor, Binz Refectory in the Student Dining Room, the Brady Educational Center and all of the Residence Halls

The wireless network is also accessible outdoors on the St Paul campus in the following areas (Note: weather conditions may affect access to the wireless network outdoors):

- Foley Theatre (between Murray-Herrick & Foley), Sabo Plaza (South Campus outside of O'Shaughnessy Science Hall and Owens Science Hall), the Lower Quad (O'Shaughnessy Hall across to O'Shaughnessy-Frey Library), and the Upper Quad (outside of the Residence Halls)
- In Minneapolis: Charles J. Keffer Library, the Law School and the Schulze School of Entrepreneurship

The Luann Dummer Center for Women

The Luann Dummer Center for Women was established in 1993 by a special bequest from the estate of Dr. Luann Dummer, longtime member of the Department of English and founding director of the Women's Studies Program at the university.

The center aims to foster the intellectual, spiritual and personal development of women. The center serves as a meeting place for women to share their expertise and experience and provides opportunities for students to interact with women role models. Although the center is dedicated especially to women, it is committed to the service of the entire campus community within the context of its mission.

The center sponsors a number of grants to support students, faculty and staff. These include a scholarship for a Women's Studies major, research grants for under-

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graduate and graduate students, professional development grants for staff and faculty, a curriculum development grant, and a leadership award to undergraduate students for participation in programs that will enhance their leadership skills, especially in programs which are directed toward public service.

Science Facilities

The Frey Science and Engineering Center, comprising the O'Shaughnessy Science Hall and the Owens Science Hall, houses the classrooms, instructional and research labs, and faculty/staff offices for the departments of biology, chemistry, engineering, geology, mathematics, Center for Applied Mathematics, physics, and quantitative methods and computer science. It also houses special support facilities such as an attached greenhouse and one-third of the university's computer terminals.

Theater and Auditoriums

Productions by the UST/CSC Joint Department of Theater are presented in Foley Theater.

The O'Shaughnessy Educational Center (OEC) auditorium has 330 seats on the main level and 292 seats in the balcony level and hosts a number of guest lectures, teleconferences, and student assemblies.

The auditorium in the John R. Roach Center (room 126 JRC) has 194 seats and contains state-of-the-art technology. It is used for course lectures, meetings, conferences and is the site for many student activities including film viewings.

The Baumgaertner Auditorium in Brady Educational Center (BEC), located on the south campus, has 348 seats and is used for musical performances and community events. Musical concerts are also presented in the St. Thomas Aquinas Chapel.

The 3M Auditorium, located in Owens Hall of the Frey Science and Engineering Center, has 143 seats, is technologically advanced, and hosts a number of course lectures, teleconferences, and community events.

The Thornton Auditorium, located in the 1000 LaSalle Building at the Minneapolis campus, serves as the site for a number of lectures and presentations.

Athletic Facilities

The athletic facilities at the university provide for student participation in a variety of varsity, intramural and recreational sports.

The 30,000-square-foot Coughlan Field House contains a running track, five volleyball courts, one collegiate-size and four intramural-size basketball courts, four tennis courts and six racquetball courts.

The adjacent Schoenecker Arena accommodates varsity basketball and volleyball and various recreational sports.

Weight-training and aerobic-training facilities are housed in O'Shaughnessy Hall in addition to a pool, a squash court, a multi-purpose gymnasium, and an athletic medicine training room. An aerobic-training fitness center is located in the Koch Commons.

Outdoor facilities include a 5,000-seat stadium for football and track. The track is an eight-lane poured polyurethane surface.

A 200-seat baseball field is located on the north field.

Additional recreational facilities are located on the

south campus. McCarthy Gymnasium has a gymnasium, pool, and four racquetball courts. Six tennis courts, soccer and softball fields provide additional outdoor facilities.

A telephone hotline, 651-962-5926, is provided to keep students informed of the availability of recreational facilities on a day-to-day basis.

University Bookstores

The St. Paul campus Bookstore is located in the Murray-Herrick Campus Center. The store sells new and used textbooks, school and office supplies, computers and computer supplies, insignia clothing and gifts, candy, class rings, cards, gifts and magazines.

The Minneapolis campus Bookstore, located in Terence Murphy Hall, sells textbooks for classes taught on that campus and most off-campus graduate classes. It also carries all of the same items mentioned above.

Call each store for hours of service: 651-962-6850 (St. Paul), 651-962-4340 (Minneapolis)

The bookstores maintain a web site at stthomas.edu/bookstore where you can order textbooks and merchandise online. Hours and phone numbers are listed for each store.

