OFFICE OF THE PRESIDENT

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Georgia State University

March 24, 2015

Belle S. Wheelan, Ph.D.
President
SACS-COC
1866 Southern Lane
Decatur, GA 30033-4097

Dear Dr. Wheelan:

Thank you for your letter of July 9, 2014 regarding Georgia State University's Fifth Year Interim Report. Please find enclosed our Referral Report, due April 1, 2015, addressing issues raised by the reviewers with respect to standards CS 3.4.3, (Admissions policies) CS 3.11.3 (Physical facilities), and FR 4.9 (Definition of credit hours).

Thank you for the opportunity to provide further clarification of Georgia State University's compliance with these standards. If additional information is required, please contact Peter Lyons, our SACS Liaison, at 404-413-2578 or via e-mail at lyonsp@gsu.edu.

Sincerely,

Mark P. Becker, Ph.D.
President

Enc. Georgia State University: Referral Report.

Georgia State University, a unit of the University System of Georgia, is an equal opportunity educational institution and is an equal opportunity/affirmative action employer.

Georgia State University
33 Gilmer Street SE
Atlanta, GA 30303

Referral Report
(In Response to Review of Fifth-Year Interim Report Submitted March 2014)

Peter Lyons, Ph.D.
Associate Provost for Institutional Effectiveness
Professor, School of Social Work
Georgia State University SACS Accreditation Liaison
(404) 413-2578
lyonsp@gsu.edu

Referral Report

Georgia State University

April 1, 2015

Commission Request in Response to Fifth-Year Interim Report

CS 3.4.3 (Admissions Policies)

"The institution provided hypertext links to screen shots of web sites (such as Admissions website, admission policies for undergraduates, Enrollment Management Committee, etc.), instead of the actual admissions policies, thus making it impossible to verify that admissions policies published on these sites are uniform with those published in the Undergraduate Catalog and Graduate Catalog. The institution should provide evidence that it publishes admissions policies consistent with its mission."
(Letter to Dr. Mark Becker, president, from Dr. Belle Wheelan, July 9, 2014)

Institutional Response

Georgia State University (GSU) publishes admissions policies that are consistent with its mission.

The GSU Mission Statement reads:

Georgia State University, a doctoral research institution, offers educational opportunities for traditional and nontraditional students at both the graduate and undergraduate levels by blending the best of theoretical and applied inquiry, scholarly and professional pursuits, and scientific and artistic expression. As an urban research university with strong disciplinary-based departments and a wide array

of problem-oriented interdisciplinary programs, the goal of Georgia State is to develop, transmit and utilize knowledge in order to provide access to quality education for diverse groups of students, to educate leaders for the State of Georgia and the nation, and to prepare citizens for lifelong learning in a global society. Georgia State University welcomes and encourages applications from all qualified students regardless of race, sex, religion, disability, or cultural background.

Admission into undergraduate programs at GSU is determined by the Office of Undergraduate Admissions and published in the Undergraduate Catalog with respective section provided as (Attachment A). These requirements are developed in accordance with the rules and regulations of the Board of Regents of the University System of Georgia. (Attachment B)

Admission decisions are primarily based on a previous academic performance and test scores. In some cases, personal qualities, circumstances, character and conduct may also be considered. Admission is a selective process and meeting minimums will not necessarily guarantee acceptance. A student has the right to appeal the decision as provided in the bylaws of the Board of Regents. Additionally, the Senate Committee on Admissions and Standards convenes to evaluate the undergraduate admissions enrollment goals and to see if admission standards and/or goals should be adjusted to meet overall enrollment goals.

Students with special talents who do not meet the university admission standards are considered through a special admissions review process. Applications for students in this category are reviewed by a University Senate Subcommittee which makes a recommendation to the Provost for Academic Affairs.

PCL XL error

Subsystem: KERNEL

Error: IllegalTag

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Position: 854

Attachment A

1100 Undergraduate Admissions

This chapter contains all information related to admission to an undergraduate program at Georgia State University. See subsections within this chapter for specific admission policies and procedures.

1110 Office of Undergraduate Admissions

200 Sparks Hall
admissions.gsu.edu
E-mail: admissions@gsu.edu

1115 General Admission Policy

Georgia State University welcomes applications from all qualified individuals regardless of race, color, sex, religion, creed, age, sexual orientation, gender, disability, or national origin. Admission is based on a number of factors, depending upon level of entry and previous educational experience. Admission and placement decisions are made by the Office of Undergraduate Admissions using criteria approved by the University Senate and developed in accordance with policies of the Board of Regents of the University System of Georgia. Admission decisions are based on factors such as, but not limited to, an applicant's academic record, test scores, circumstances, good conduct and character. Applications are reviewed and considered in the context of the overall applicant pool for the respective term. Admission is a competitive, selective process and meeting minimum requirements does not guarantee acceptance.

Applications received after the deadline for the term of application or received without a designated term will be processed for the next available term. The application fee is non-refundable. Completed applications submitted to the university are valid for 3 terms (the next available term plus the 2 consecutive terms that follow). To be considered during the second or third consecutive term after submitting an application, applicants need only submit a reactivation form, together with any required credentials, by the application deadline date for that particular term. An offer of admission by the university is valid only for the term specified by the university at the time of acceptance and does not constitute approval for any term not so specified.

Applicants with a criminal and/or disciplinary history who are determined to be otherwise admissible for a respective term based on their academic record and other credentials are required to complete a disciplinary/criminal review process before an admission decision is made by the university.* Instructions for completing that review process are communicated to the applicant after the university has determined that the applicant is otherwise admissible for that term.

Absent extenuating circumstances, good disciplinary standing at previously attended colleges and universities is a condition of admission for all applicants. For purposes of admission, good disciplinary standing means that the applicant has no pending disciplinary charges, outstanding disciplinary sanctions or disciplinary issues that would prevent the applicant from re-enrolling at the previously attended institution.

Omissions or misrepresentations on an application for admission are grounds for automatically invalidating consideration by, acceptance to and continuation at Georgia State. Applicants have a duty to update their application with Georgia State when information changes after application submission.

All materials submitted as part of an application for admission become and remain the property of the university and will not be returned to the applicant, duplicated, or transferred to another institution.

Admission to Georgia State University or re-entry approval does not imply admission to a specific major or professional program.

*Applicants are required to answer the following background questions on the Georgia State University admissions application: (1) Are you ineligible to enroll at any previously attended institution? (2) Are you currently on or have you even been placed on academic probation, suspension, exclusion or any other type of academic warning at any previously attended institution? (3) Are you currently charged with, or have been found guilty of, any violation of academic honesty, honor code, or conduct regulations of a previously attended institution? (4) Have you left a previous institution while there were pending charges of any violation of academic honest, honor code, or conduct regulation? (5) Are you currently charged with, or have been found guilty of, any violation of a federal, state, or municipal law, regulation or ordinance other than minor traffic violations, including offenses for which any type of first offender status have been granted? (6) Have you ever entered a plea of guilty, no contest, nolo contendere, an Alford plea, or otherwise accepted responsibility for the commission of a crime? and (7) Have you received any type of discharge from military service other than an honorable discharge?

Any changes in a student's record prior to enrollment will necessitate a new review of the application. Any omissions or misrepresentations on a student's application for admission will automatically invalidate consideration by, acceptance to and continuation at Georgia State.

All credentials submitted with the application for admission become and remain the property of the university and will not be returned to the student, duplicated, or transferred to another institution.

In accordance with the Board of Regents policy (see Policy Manual 4.1.6) and starting Fall 2011, a person who is not lawfully present in the United States is not eligible for admission to Georgia State University. All applicants must provide documentation of their legal presence in the US. Applicants will be required to submit a copy one of the following documents: Georgia driver's license, Georgia identification card, U.S. passport, Certified U.S. Birth Certificate (must be submitted in person), Military ID (must be verified in person) or permanent residence card.

Admission to Georgia State University or re-entry approval does not imply admission to a specific major or professional program.

- Students who wish to take 3000 or 4000 level teacher education courses (designated by a "TE" in the course description) or who wish to enter one of the teacher education programs must be approved by the College of Education or the College of Arts and Sciences, depending on the student's teaching field major (see Section 1605).
- Prospective applicants who are interested in the Byrdine F. Lewis School of Nursing and Health Professions and have completed preparation to enter the professional or clinical program of their major should contact that school for information on additional departmental application procedures,

requirements, and deadlines.
- Students who wish to apply for admission to the School of Music should contact the School of Music office to request separate application materials and to make an appointment for an audition.

1115.10 Special Talent Admission Policy

Students with special talents who do not meet the university admission standards are considered through a special admissions review process. Applications for students in this category are reviewed by a subcommittee of the University Senate on Admissions and Standards which makes a recommendation to the Provost. In their determinations, the committee will review grade point average, test scores, grades and other relevant factors.

The committee members will recommend to the Provost those students whom they determine have a reasonable chance of academic success at Georgia State University. Recommendations include the committee's rationale for each student.

Special Talent Admission Appeals

Decisions to deny admission to special talent applicants by the Office of Admissions may be appealed by the chair of an academic department or the Athletic Director to the Provost for Academic Affairs.

1120 Freshman Applicants

Definition

Those applicants who have never enrolled in a regionally-accredited college or university (unless jointly enrolled while completing high school) are freshman applicants.

Freshman Deadlines

An application for admission and the nonrefundable application fee must be submitted or postmarked by the established deadlines. Applicants are encouraged to apply online at http://admissions.gsu.edu/how-do-i-apply/. Complete credentials must be received before a decision can be made. All required credentials should be submitted to the Office of Admissions no later than fifteen business days following the submission date of the application for admission.

Fall Semester Applicants Only

The Office of Undergraduate Admissions offers four deadlines for Fall application to the University, including Early Action, Scholarship Consideration, Priority Decision, and Regular Decision. Application submission deadlines are as follows:

Early Action Deadline	November 15
Scholarship Deadline	January 3rd
Regular Decision Deadline	March 1st

First-time freshmen applying for fall semester entry will be considered for admission beginning in November and decisions will continue to be made throughout the academic year until enrollment goals have been met. It is recommended that applicants apply as early as possible to be considered for admission, university housing, scholarship funding, and need-based financial aid .

Early Action Deadline

Qualified freshmen applicants for whom Georgia State University is a top choice are encouraged to apply for admission on or before November 15 of their senior year to receive an admission decision no later than January 31. Only those applicants with completed admission files, including test scores, transcripts, fee, and any requested additional documentation will be notified by this date. All others will be deferred to the Regular Decision process. Primary consideration under the Early Action plan will be focused on demonstrated academic achievement, including core academic course grades through the junior year, rigor of curriculum, and performance on the SAT and/or ACT with writing assessment. The Early Action plan is non-binding and provides applicants an early decision with no obligation to enroll; this option is only open to freshmen who apply for the **fall entry term** to Georgia State. An Early Action applicant must submit the required application, fee and transcripts along with official SAT/ACT scores sent online from the appropriate testing agency no later than December 1. Early Action applicants will receive notification of their admission decision in January, and may be offered admission for fall, deferred to the Regular Decision process for further consideration, or denied admission to Georgia State University. Applicants who are offered admission under Georgia State's Early Action plan are not bound to accept the offer of admission and are given until May 1 to submit their confirmation intent to enroll and attend Georgia State. If an applicant wishes for November or December test scores or mid-year senior grades to be considered in the admissions decision, he or she would be better advised to apply under the Regular Decision plan and deadline.

Early Action Applicants deferred to the Regular Decision plan will be strongly encouraged to submit mid-year senior grades and improved SAT and/or ACT scores that show improvement. All deferred Early Action candidates with complete applications will be notified of a final admission decision no later than May 1.

Scholarship Consideration Deadline

If you wish to be considered for a Georgia State University scholarship based on competitive test scores and academic achievement, be sure to submit your completed application and required admission documents **no later than January 3.** Only applicants with completed admission files, including submission of all required admission documents and fee will be considered for possible scholarships. If you are considered for specific scholarships, you may be contacted by the Honors Program for additional information.

Regular Decision Deadline

Freshmen applicants choosing this plan must submit their application and all supporting documentation no later than March 1 of their senior year. Those applicants with completed admission files, including test scores, transcripts, fee, and any requested additional documentation will be notified no later than April 1. Primary consideration under the Regular Decision plan will also be focused on demonstrated academic achievement (grades in core academic courses, rigor of curriculum, and performance on the SAT or ACT

with writing assessment), with secondary consideration given to a combination of the following factors: intellectual pursuits, creative endeavors, and intercultural experiences; public service, co-curricular activities, community involvement, leadership, and family commitments; and integrity and personal maturity. Both Regular Decision and Deferred Early Action candidates will be notified of acceptance, waitlisted or denied admission to Georgia State University no later than May 1.

Spring and Summer Deadlines

An application for admission and the nonrefundable application fee must be submitted or postmarked by the established deadlines. Complete credentials must be received before a decision can be made. All required credentials should be submitted to the Office of Admissions no later than fifteen business days following the submission date of the application for admission. Applications are processed in the order in which they are **complete** and ready for a decision.

Semester	Priority Deadline Dates	Regular Deadline Dates
Spring	October 1	December 1
Summer	February 1	March 1

Note: All deadlines are subject to change.

Minimum Freshman Admission Requirements

Admission to Georgia State University is a selective process and meeting minimum admission requirements does not guarantee acceptance. All of the following minimum requirements must be met in order for an applicant to receive consideration as a freshman:

- Be a graduate of and have completed the high school curriculum requirements for the University System of Georgia from a high school accredited by a regional accrediting association (such as the Southern Association of Colleges and Schools), a high school accredited by the Georgia Accrediting Commission, or a public high school regulated by a school system and state Department of Education. A Certificate of Attendance does not qualify an applicant for admission consideration.
- Have completed the University System of Georgia Board of Regents' College Preparatory Curriculum. Seventeen curriculum course units required as follows:
    1. English (4 units): emphasis in grammar and usage; literature (American, English, and World); and advanced composition skills.
    2. Mathematics (4 units): algebra I, algebra II, geometry, and one additional mathematics course with these units as prerequisites.
    3. Science (4 units): at least one laboratory course from the life sciences and one laboratory course from the physical sciences. (Applicants graduating in 2012 or later must have 4 units.)
    4. Social Science (3 units): at least one course focusing on United States studies and one course focusing on world studies.
    5. Foreign language (2 units in the same language): emphasis in speaking, listening, reading, and writing.
- Have a minimum 2.80 high school grade point average calculated on the 17 courses listed above.
- Submit electronic SAT scores (including the writing section) with a minimum combined score of 900 (verbal/critical reading + mathematics) with at least 430 verbal/critical reading and 400 mathematics or electronic ACT scores (including the Writing Test) with a minimum composite

score of 19 with at least 17 English and 17 mathematics.

- Permanent residents, educated in the United States, whose native language is not English are encouraged to take the TOEFL. If the TOEFL is not taken, applicants from local areas will be required to take the Georgia State Test of English Proficiency (GSTEP) to determine appropriate admission.
- Have a freshman index (FI) of 2500 or higher. The FI is based on a combination of SAT/ACT scores and high school grade point average (HSGPA) in college preparatory courses only. The FI formula using SAT scores is: SAT FI = (500 x HSGPA) + SAT V + SAT M. The FI formula using ACT scores is: ACT FI = (500 x HSGPA) + (ACT composite x 42) + 88. In calculating the HSGPA for FI purposes, the applicant's transcript is calculated upon **only 17 of the required high school curriculum** taken such as English, mathematics, science, social studies, and foreign language.

High-Ability CPC-Deficient Freshman

Certain high-ability applicants are eligible for admission to Georgia State even if they have not fully completed the College Preparatory Curriculum (CPC). Applicants who have graduated from high school and have:

- completed the CPC English requirement,
- completed the CPC Math requirement,
- three units of Science,
- two units of Social Science,
- a combined SAT score (or ACT equivalent) of 1100 or better, and
- a high school GPA (as calculated for the FI) of 3.3 or better, are eligible for admission as high-ability CPC deficient freshman. High-ability applicants with CPC deficiencies will have their files reviewed individually and some may be admitted. No more than 100 high-ability CPC deficient freshman will be admitted in any academic year.

Applicants admitted with CPC deficiencies must complete the CPC requirements by taking the Georgia State courses in the sciences, social sciences or foreign languages (depending on the area of their CPC deficiencies). These courses will be selected by the University Advisement Center. Credits earned in courses taken to meet CPC deficiencies do not count towards graduation requirements. Students must earn a grade of C or better in those courses they take to meet CPC deficiencies. Students must complete all CPC-required courses before they earn 30 hours and in their first three semesters of enrollment. Otherwise, they may not register for any courses except CPC courses until all CPC requirements are complete.

Home-Schooled Students

Applicants for freshman admission who have been home-schooled or graduated from non-accredited high schools may be considered for admission by meeting one of the following two criteria:

Option One: Portfolio Admission

Applicants who wish to apply for admission under the portfolio review option must:

1. Demonstrate a combined SAT test score (or an ACT equivalent) that is at or exceeds the average

SAT for those enrolled as first time freshmen for the previous fall term. The current score is 1090 (SAT) or 24 (ACT).
2. Submit electronic SAT scores (including the writing section) of at least 430 verbal/critical reading and 400 mathematics or electronic ACT scores (including the Writing Test) of at least 17 English and 17 mathematics.
3. Submit a portfolio that demonstrates satisfactory completion of the 16 College Preparatory Courses (CPC) required for admission to a University System of Georgia research institution. This portfolio must include information about the course of study leading to satisfactory completion of **each** CPC unit, including a list of all educational resources (books and other materials), course outline and appropriate outcomes assessment. Georgia State University reserves the right to request any further information that it feels necessary to evaluate the completion of the CPC requirements.

Option Two: SAT Subject Test Admission

Applicants who wish to apply for admission under the SAT Subject Test option must:

1. Submit electronic SAT scores (including the writing section) with a minimum combined score of 900 with at least 430 verbal/critical reading and 400 mathematics or electronic ACT scores (including the Writing Test) with a minimum composite score of 19 with at least 17 English and 17 mathematics.
2. Submit acceptable scores on six SAT Subject Tests and demonstrate proficiency in a foreign language at the level of two years of high school study. Minimum acceptable scores on the prescribed SAT Subject Tests are:
    - **520** on the English Writing test (now a required part of the SAT or ACT)
    - **530** on the Literature test
    - **500** on the Mathematics Level 1 test or a score of 570 on the Mathematics Level 2 test
    - **520** on the Biology test
    - **540** on the Chemistry test or 590 on the Physics test
    - **560** on the U.S. History test, and
    - **540** on the World History test

The appropriate level of competency in a foreign language will be evaluated by the Georgia State University Department of Modern and Classical Languages, utilizing methods including both oral and written components.

1125 Transfer Applicants

Definition

Those applicants who have previously attended a regionally-accredited college or university (except for students jointly enrolled while completing high school) are transfer applicants.

Transfer Deadlines

An application for admission and the **nonrefundable** application fee must be submitted or postmarked by the established deadlines. Applicants are encouraged to apply online at http://admissions.gsu.edu/how-do-i-

apply/transfer-students/. Complete credentials must be received before a decision can be made. All required credentials should be submitted to the Office of Admissions no later than fifteen business days following the submission date of the application for admission. Applications are processed in the order in which they are **complete** and ready for a decision. Students wishing to be considered for a subsequent term must submit a reactivation form at the following website (http://admissions.gsu.edu/how-do-i-apply/other-enrollment-types/reactivation/), and any additional credentials that may be necessary by the appropriate deadline. Applicants interested in early registration dates and orientation, university housing, and/or financial aid are urged to apply and complete their applications by the **Deadline Dates** listed below.

Semester	**Priority Deadline Dates**	**Regular Deadline Dates**
Fall	February 1	July 1
Spring	October 1	December 1
Summer	February 1	April 1

Note: All deadlines are subject to change.

For international student application deadline dates, please see Section 1165.

The professional and clinical programs in the Byrdine F Lewis School of Nursing and Health Professions may have earlier deadlines. Please contact the Office of Academic Assistance, Byrdine F Lewis School of Nursing and Health Professions, 404-413-1000, for information on procedures and deadline dates.

Admission Requirements

All of the following minimum requirements must be met in order for an applicant to receive consideration as a transfer, but meeting them does not guarantee admission. An applicant must:

- have a minimum cumulative 2.5 grade point average in college-level courses (excluding developmental/remedial courses) from all accredited institutions attended.
- be eligible to re-enroll at the last institution attended.
- have completed all college preparatory curriculum and learning support coursework required by any unit of the University System of Georgia (USG).
- in addition, those students who have completed **fewer than 30 semester hours or 45 quarter hours** of college-level academic coursework attempted at one or more regionally accredited institutions must meet all freshman admission requirements (see Section 1120).
- arrange for **all** transcripts to be received directly by the Office of Undergraduate Admissions or provide them in sealed envelopes directly from the institution. Student copies of transcripts, official transcripts opened by the student, and fax copies are not acceptable.

Transfer students should be aware of the Board of Regents' requirements in reading, writing, history, and constitution (see Sections 1420 and 1425).

Transfer Credit Policy

When an applicant is accepted for undergraduate transfer admission, courses that parallel the curriculum of Georgia State University will be accepted for transfer credit. Credit must have been earned at institutions

of higher education with full accreditation by one of the following accreditors:

- Middle States Association of Colleges and Schools
- New England Association of Schools and Colleges
- North Central Association of Colleges and Schools
- Northwest Commission on Colleges and Universities
- Western Association of Schools and Colleges
- Southern Association of Colleges and Schools

Courses completed at a two-year college will be granted lower-division credit.

The total number of hours that may be earned toward a degree by extension or correspondence courses may not exceed 30 semester hours.

In general, transfer credit will not be awarded for a course that a student has previously attempted at Georgia State (including attempts which resulted in a withdrawal). However, individual departments may waive this rule for their courses.

Because the university has a minimum academic residence requirement, the amount of transfer credit applicable to a degree program may be limited (See Section 1440). In addition, Colleges and Departments have their own transfer credit policies and this may also limit the amount of transfer credit applicable to a degree program. All such policies are stated in this Catalog in the following sections:

- 2000 Andrew Young School of Policy Studies
- 3020 College of Arts and Sciences
- 4050 College of Education
- 5020.10 Byrdine F Lewis School of Nursing and Health Professions
- 7020.10 Robison College of Business

Georgia State maintains a web site, http://advisement.gsu.edu/transfer-students/equivalency-charts/, which indicates courses at other institutions that will be accepted as transfer credit (subject to the restrictions noted in this section). If a course at other institution is not on this list, students should consult the University Advisement Center.

Georgia State University will allow no more than 12 semester hours of D grades to apply toward degree requirements of a baccalaureate program of study. This 12 semester hours includes both credit completed at Georgia State (resident credit) and transfer credit. Certain degree programs may designate a lesser number of D grades as acceptable. Consult your college's chapter of this catalog for stricter requirements.

A student who takes a course at another institution will not receive transfer credit for that course until the end of the semester following the semester in which the course was taken. Therefore, students may not take courses for degree credit at another institution during the semester they graduate from Georgia State.

Transfer Credit for Core Courses

1. Students will be granted credit for all of Areas A-E of the core if they hold one of the following:

a. a baccalaureate degree from U.S. institution of higher education accredited by one of the six accreditors listed above
b. for those who have graduated from a non-U.S. institution, the equivalent of a baccalaureate degree from a U.S. institution of higher education accredited by one of the six accreditors listed above as certified by Georgia State or a Georgia State-approved agency such as Joseph Silny and Associates, Inc.
c. an associate's degree designed to transfer to a baccalaureate program from a University System of Georgia (USG) institution

2. However, there are two exceptions to the policy stated in 1 above.
   a. Students seeking a baccalaureate degree in biology, chemistry, computer science, geology, mathematics, physics, science education, or math education who do not hold a baccalaureate degree in one of these fields will only be granted credit for all of Areas B, C, and E. They will be granted credit in Areas A and D on a course-by-course basis.
   b. Students seeking a baccalaureate degree in nursing, nutrition or respiratory therapy will only be granted credit for all of Areas A, B, C, and E. They will be granted credit in Area D on a course-by-course basis.
3. Students who hold any other associate's degree, such as an associate's degree from a non-USG institution or an associate's degree not designed to transfer to a baccalaureate program, will be granted transfer credit for core courses on a course-by-course basis.

1130 Postbaccalaureate Applicants

Definition

Those applicants who have received a bachelor's degree and who wish to take undergraduate courses without being admitted to a second undergraduate degree program are postbaccalaureate applicants. An applicant wishing to seek a second baccalaureate degree should refer to Section 1125. Georgia State University graduates should refer to Section 1170.

Deadlines

Semester	**Regular Deadline Dates**
Fall	July 1
Spring	December 1
Summer	April 1

Note: All deadlines are subject to change.

For international student application deadline dates, please see Section 1165.

After the Regular Deadline Dates, only postbaccalaureate applications that are **complete** at the time of submission (application, **nonrefundable** application fee, and all required documents) will be processed and only if space is available and time permits.

An applicant wishing to seek a second bachelor's degree in a professional or clinical program in the Byrdine F Lewis School of Nursing and Health Professions should apply to the university as a transfer student.

Once a student has been admitted to the university, there is a second application process for those interested in majors in the Byrdine F. Lewis School of Nursing and Health Professions. Please contact the Office of Academic Assistance, Byrdine F. Lewis School of Nursing and Health Professions, for information on procedures and deadline dates.

Admission Requirements

Postbaccalaureate applicants **must hold** a baccalaureate degree or the equivalent from an institution of postsecondary education with full accreditation by a regional association of colleges and schools and, where appropriate, the Commission on Colleges.

The postbaccalaureate status is not available for applicants seeking teacher certification in any area other than music education and art education (see Section 1605).

In order to be considered for admission as a postbaccalaureate student, an applicant must complete an application for undergraduate admission (including the nonrefundable fee) and submit an official transcript from the degree-granting institution by the appropriate deadline. If a student wishes to change to a degree-seeking status after enrolling at Georgia State University as a postbaccalaureate student, conditions for acceptance as a transfer student must be met. An application for admission, the nonrefundable application fee and required transcripts must be filed with the Office of Undergraduate Admissions located in 200 Sparks Hall by the established application deadline for the intended semester of entry.

All scholastic discipline policies and all course prerequisite policies are applicable to Postbaccalaureate students. Postbaccalaureates may not attend another institution as transient students from Georgia State. Transient status is only for degree-seeking students. Postbaccalaureate students wishing to attend another institution must apply directly to the other school.

1135 Transient Applicants

Definition

Students who are currently enrolled in a transferable degree program at another accredited college or university in the United States who wish to register at Georgia State University for the purpose of completing work to transfer back to the home institution are transient applicants. Transient students may attend for only one fall or one spring semester. However, attendance as a transient student in summer semesters is unlimited.

Deadlines

Semester	Regular Deadline Dates
Fall	July 1
Spring	December 1
Summer	April 1

Note: All deadlines are subject to change.

For international student application deadline dates, please see Section 1165.

After the Regular Deadline Dates, only transient applications that are complete at the time of submission (application, nonrefundable application fee, and all required documents) will be processed and only if space is available and time permits.

Admission Requirements

In order to be eligible for admission as a transient, a student must submit an application for undergraduate admission (including the **nonrefundable** fee) and request an official statement granting permission to enroll as a transient student from the home institution. The appropriate academic official at the home institution must send this statement directly to Georgia State University. The application will be valid for 3 terms (the initial term plus 2 additional terms). Students who do not enroll the semester for which they were accepted and wish to register later must either reactivate their application or submit a new application by the application deadline and arrange for a current official statement updated for the new semester to be sent.

International students who are attending school on another institution's immigration document (F-1/I-20, J-1/IAP-66) will not be issued any additional documents, but must also submit a statement of permission from the International/Foreign Student Advisor at the home institution.

The following regulations are applicable to transient students:

- They should seek academic advisement at their home institution to determine if courses taken at Georgia State are acceptable to their degree program.
- All scholastic discipline policies and all course prerequisite policies are applicable to transient students.
- Transcripts for courses completed at Georgia State as a visiting student must be requested from the Office of the Registrar at http://registrar.gsu.edu/academic-records/transcripts/ to be sent to the home institution.
- Transient students are admitted to and register through the college or school selected on their application. If the applicant does not indicate a college, and if a transient approval letter has been received, placement will be determined from the courses indicated in the letter.
- In order to continue for an additional summer semester as a transient, a student must file a re-entry application and arrange for all necessary supporting documentation to be received in the Office of Undergraduate Admissions by the established deadlines (see Section 1170). With the exception of summer semesters, registration as a transient student is limited to one semester. If a student wishes to become a transfer student, the student must file a new application for undergraduate admission (including the **nonrefundable** application fee) and arrange for **all** transcripts to be received by the Office of Undergraduate Admissions by the appropriate deadline. Student copies of transcripts or official transcripts opened by the student are **not** acceptable (see Section 1125).

1145 Nontraditional Applicants

Definition

Non-traditional applicants are defined as individuals who meet **all** of the following criteria:

- Have been out of high school at least five years or whose high school class graduated at least five years ago.
- Hold a high school diploma from an accredited high school as specified under Section 1120 or have satisfactorily completed the GED.
- Have not attended college within the past five years.
- Have earned fewer than 30 transferable semester (45 transferable quarter) credit hours.

Deadlines

A non-traditional applicant must follow the freshman deadlines (see Section 1120) for submitting an application, nonrefundable application fee and transcripts. Applicants are encouraged to apply online at admissions.gsu.edu.

Admission Requirements

Applicants must take the COMPASS assessment to be admitted to the university. The Office of Undergraduate Admissions notifies applicants of test date, time, and location. Applicants must earn the following scores on the COMPASS to be eligible for admission: reading = 74, writing = 60, and mathematics (COMPASS algebra test) = 37. If the file is not completed in time for testing to be scheduled prior to registration, it may become necessary to update the application to a future semester. If an applicant does not earn a required score(s) on the first attempt, that part(s) of the COMPASS may be retaken but the second attempt must be at least ninety (90) days after the first attempt. Applicants who do not earn all three of the required scores after two attempts may not reapply to Georgia State as nontraditional applicants for five years.

1150 Dual Enrollment Programs

At Georgia State, we have three programs that give academically outstanding high school students an opportunity to enroll in undergraduate courses. Students have a choice to enroll in the Accel Program or Move On When Ready (MOWR) to earn both high school and college credits. We also offer Joint Enrollment, but in this program, students only earn college credit.

Accel Program

Definition

The Accel Program is an opportunity for academically outstanding high school student to enroll as a special non-degree seeking undergraduate student. Students may enroll full-time (12-15 semester hours) or part-time (1-11 semester hours) to earn both high school and college credits. Participation is only permitted during the normal fall and spring semesters of the high school and college school year.

Eligibility

To be eligible for the Accel program, a student must:

- Be a high school student seeking a high school diploma from a public or private school, including home study, or home school programs
- Be on track to graduate
- Be a legal resident of Georgia and meet U.S. citizenships requirements
- Obtain approval of the high school guidance counselor and parent(s)/legal guardian(s)

Admission Requirements

Students must demonstrate a high degree of academic potential and maturity to be considered for the Accel Program. To be considered for admission, a student **must** meet all three requirements for admission:

Students not meeting one or more of the requirements will not be admissible for participation in the program.

1. **GPA Requirement:** 3.0 in the College Preparatory Curriculum (CPC) course units
2. **Test scores:** Students may take either the ACT or SAT. The following minimum scores are **required:**
   ACT Requirement: 23 English and 23 Math
   SAT Requirement: 530 Verbal (Critical Reading) and 530 Math
3. **Freshman Index (FI):** 2600 or higher for seniors and 2700 or higher for juniors
   The FI is based on a combination of SAT/ACT scores and high school grade point average (HSGPA) in college preparatory classes only.
   The FI formula using SAT scores is *SAT FI = (500 x HSGPA) + SAT Verbal + SAT Math.*
   The FI formula using ACT scores is *ACT FI = (500 x HSGPA) + (ACT composite x 42) + 88.* In calculating HSGPA for FI purposes, the applicant's transcript is calculated upon only the academic (college preparatory) courses taken – English, Math, Science, Social Science and Foreign Language

Deadlines

Applicants must submit the application, **nonrefundable** application fee and required documents by the appropriate deadline.

Semester	**Deadline**
Fall	May 1
Spring	November 1

Accel program students are not eligible to enroll in classes for the summer semester. **Note:** All deadlines are subject to change.

Coursework

Talk to your high school guidance counselor about the classes you want to take. All schedules are subject to the approval of the appropriate high school official and Georgia State University. Students will take all coursework at Georgia State University's main campus. Courses must be selected from the approved Course Directory for Accel. Coursework taken under the Accel Program does not count against HOPE Scholarship hours.

Cost

The cost for full-time coursework up to 15 semester hours from the approved course listing will be covered under the Accel program. Accel only covers tuition. Other cost of attendance expenses including lab fees, books, meals, transportation and personal expenses are the responsibility of the parent/guardian. Any additional credit hours and/or courses not covered under Accel must be paid for out of pocket.

Policies & Regulations

- Georgia State University Accel Program students are not permitted to live on campus in University Housing and must have a form of transportation to campus.
- Students admitted to the program are subject to the same fees, rules, and regulations as other Georgia State University students.
- A student enrolled simultaneously at the university and the high school is also subject to any rules and regulations imposed by that high school.
- All students are required to earn a high school college preparatory diploma on or before their original graduation date using the college-level coursework, as appropriate.

Move On When Ready

Definition

Move on When Ready (MOWR) is an opportunity for academically outstanding high school students to enroll as special non-degree seeking undergraduate students at Georgia State before graduation from high school. Students must be enrolled full-time (12-15 semester hours) and will earn both high school and college credits. Participation is only permitted during the normal fall and spring semesters of the high school and college year.

Student Eligibility

To be eligible for Move On When Ready, a student must:

- Be entering 11th or 12th grade and have spent the prior year in attendance at a **public** high school in Georgia *(students attending a private high school will need to apply for the Accel Program)*
- Be on track to graduate
- Be a legal resident of Georgia and meet U.S. Citizenship requirements
- Obtain approval of the high school guidance counselor and parent(s)/legal guardian(s)
- Achieve a grade of C- or higher in their Georgia State courses to remain eligible for the program

Admission Requirements

Because of the demanding nature of college-level course work at a research institution, MOWR students must demonstrate a high degree of academic potential and maturity. To be considered for admission, a student must meet all three requirements for admission:

Students not meeting one or more of the requirements will not be admissible for participation in the program.

1. **GPA Requirement:** Sophomores applying to be a MOWR student as a junior must have a GPA of 3.5 or higher; Juniors applying to be a MOWR student as a senior must have a GPA of 3.3 or

higher. Both applicant types must have a minimum GPA of 3.3 in the College Preparatory Curriculum (CPC) course units.

2. **Test scores:** Students may take either the ACT or SAT. The following minimum scores are **required:**
   ACT Requirement: 23 English and 23 Math
   SAT Requirement: 530 Verbal (Critical Reading) and 530 Math
3. **Freshman Index (FI):** 2700 or higher for seniors and 2800 for juniors.
   The FI is based on a combination of SAT/ACT scores and high school grade point average (HSGPA) in college preparatory classes only.
   The FI formula using SAT scores is *SAT FI = (500 x HSGPA) + SAT Verbal + SAT Math.*
   The FI formula using ACT scores is *ACT FI = (500 x HSGPA) + (ACT composite x 42) + 88.* In calculating HSGPA for FI purposes, the applicant's transcript is calculated upon only the academic (college preparatory) courses taken – English, Math, Science, Social Science and Foreign Language.

Deadlines

Applicants must submit the application, **nonrefundable** application fee and required documents by the appropriate deadline.

Semester	**Deadline**
Fall	May 1
Spring	November 1

MOWR program students are not eligible to enroll in classes for the summer semester. **Note:** All deadlines are subject to change.

Program Cap

Per the Board of Regents Policy, Georgia State only admits 10 students for the academic year into the MOWR program. Once the cap is reached, students may be considered for the Accel Program.

Coursework

Students will take all coursework at Georgia State University's main campus. Move on When Ready courses must be selected from the approved MOWR course list. Coursework taken through MOWR does not count against HOPE Scholarship or HOPE Grant hours.

Cost

The cost for full-time coursework up to 15 semester hours from the approved course listing will be funded by the high school Full-Time Equivalent (FTE) program. Eligible participating institutions will accept the determined Move On When Ready amount as full payment for the student's tuition and mandatory fees. Other cost of attendance expenses including lab fees, books, meals, transportation and personal expenses are the responsibility of the parent/guardian. Any additional credit hours and/or courses not covered under the approved course list must be paid for out of pocket. **Students must be aware that grades of C- or better apply to all classes, whether covered out of pocket or through FTE funding.**

Policies & Regulations

MOWR students must follow the following academic regulations in addition to all the other academic regulations of Georgia State University.

- Georgia State University MOWR students are not permitted to live on campus in University Housing and must have a form of transportation to campus.
- Admission to Georgia State under MOWR does not imply admission to any other status. MOWR students who later wish to enroll at Georgia State outside the MOWR program must reapply.
- Students may not attend classes during the summer semester
- Students may attend for a maximum of two years (four semesters)
- Students must courses that meet their high school graduation requirements.
- Students must pass any placement exams required for the courses they wish to take.
- Students may not take any courses at any high school or at any other institution of higher education while enrolled in the program.
- Students may participate in student clubs and other student life activities
- Students who earn a C- or lower in any class will not be allowed to continue in the MOWR program at Georgia State.
- College credits earned while in the MOWR program are transferable to other USG institutions.

MOWR student should be aware that they must meet all state high school graduation testing requirements, including End of Course Tests and the Georgia High School Graduation Tests. Georgia State courses are not designed to prepare students for these tests.

Joint Enrollment

Definition

High school students may supplement and enhance their high school curriculum by enrolling in college courses as a joint enrollment student. Courses taken through joint enrollment result in college credit, not high school credit, and students are responsible for their tuition and fees. Students wishing to attend as a joint enrollment student must meet the Accel Program admission requirements of Georgia State University.

Student Eligibility

To be eligible for Joint Enrollment, a student must:

- Be a high school student seeking a high school diploma from a public or private school, including home study, or home school programs
- Be on track to graduate
- Be a legal resident of Georgia and meet U.S. Citizenship Requirements
- Obtain approval of the high school guidance counselor and parent(s)/legal guardian(s)

Admission Requirements

Students must demonstrate a high degree of academic potential and maturity to be considered for Joint

Enrollment (Program for Excellence/PFE). Joint enrollment is open to high school juniors and seniors meeting our application requirements. To be considered for admission, a student must meet all three requirements for admission:

Students not meeting one or more of the requirements will not be admissible for participation in the program.

1. **GPA Requirement:** 3.0 in the College Preparatory Curriculum (CPC) course units
2. **Test scores:** Students may take either the ACT or SAT. The following minimum scores are **required:**
   ACT Requirement: 23 English and 23 Math
   SAT Requirement: 530 Verbal (Critical Reading) and 530 Math
3. **Freshman Index (FI):** 2600 or higher for seniors and 2700 or higher for juniors
   The FI is based on a combination of SAT/ACT scores and high school grade point average (HSGPA) in college preparatory classes only.
   The FI formula using SAT scores is *SAT FI = (500 x HSGPA) + SAT Verbal + SAT Math.*
   The FI formula using ACT scores is *ACT FI = (500 x HSGPA) + (ACT composite x 42) + 88.* In calculating HSGPA for FI purposes, the applicant's transcript is calculated upon only the academic (college preparatory) courses taken – English, Math, Science, Social Science and Foreign Language.

Deadlines

Applicants must submit the application, **nonrefundable** application fee and required documents by the appropriate deadline.

Semester	**Deadline**
Fall	April 1
Spring	December 1
Summer	April 1

Note: All deadlines are subject to change.

Coursework

Students will take all coursework at Georgia State University's main campus

Cost

Participation in Joint Enrollment is funded entirely by the student. To view current tuition costs for Georgia State University, please visit Student Financial Services at http://sfs.gsu.edu.

Policies & Regulations

- Georgia State University Joint Enrollment students are not permitted to live on campus in University Housing and must have a form of transportation to campus.
- Students admitted to the program are subject to the same fees, rules, and regulations as other Georgia State University students.
- A student enrolled simultaneously at the university and the high school is also subject to any rules

and regulations imposed by that high school.
- All students are required to earn a high school college preparatory diploma on or before their original graduation date using the college-level coursework, as appropriate.

1154 Early College

Definition

Early College is a program that allows students from selected high schools to enroll at Georgia State. Early College students enrolled in a participating high school may earn a high school diploma with the potential to earn an Associate's degree or two years of college credit towards a Bachelor's degree. Unlike Move on When Ready (MOWR) and Joint Enrollment (JE), Early College enrollment is open only to students enrolled at an Early College high school that has partnered with Georgia State University.

Deadlines

Applicants must submit the application and required documents by the appropriate deadline. Early College deadlines are set by joint agreement of the Georgia State University Office of Admissions and the Early College high school. Students should consult their Early College liaison for applicable deadlines. Early College students do not pay an application fee.

Admission Requirements

Because of the demanding nature of college-level course work at a research institution, Early College students must have a high degree of academic potential and maturity. To be considered for admission, a student must meet the following minimum requirements:

- Have spent the entire year prior to enrollment at an Early College high school in Georgia.
- Be currently enrolled at an Early College high school that has partnered with Georgia State University.
- Be high school sophomore (to apply to be an Early College student as a second semester sophomore or as a junior) or a high school junior (to apply to be an Early College student as a senior).
- Obtain the recommendation of the student's high school guidance counselor.
- Obtain the approval of the student's parents or legal guardians.
- Be on track to complete all CPC requirements.
- Achieve a minimum high school GPA of 2.75 in college prep (CPC) courses.

In addition, the admission decision will also consider:

- A personal essay to be reviewed by the high school guidance counselor making the recommendation.
- The student's attendance record in high school. Normally, a minimum attendance rate of 90% is required to be permitted to take classes at Georgia State.

Students must also provide a copy of their most recent high school transcript showing all grades completed to date.

Admission to Georgia State under Early College does not imply admission to any other status. Early College students who later wish to enroll at Georgia State outside the Early College program must reapply.

Academic Regulations

Early College students must follow the following academic regulations in addition to all the other academic regulations of Georgia State University.

- They may not attend classes during the summer semester except by special permission of the Georgia State University Advisement Center.
- They may attend for a maximum of five semesters. (However, students should be aware that the ACCEL program will only pay for four semesters.)
- The courses in which they are enrolled must be part of Georgia State's core curriculum and must count towards their high school graduation requirements.
- They must pass any placement exams required for the courses they wish to take.
- They may not take any courses at any other institution of higher education while enrolled in the program.
- They may not live on campus but may participate in some student clubs and other student life activities with the advance permission of the Office of the Dean of Education.
- Early College students may only enroll in Georgia State courses approved by their high school guidance counselor and Georgia State University Advisement Center.
- If they earn a Georgia State cumulative GPA below 2.0, in next semester students must either attend a USG 2-year institution (that is a Georgia State Early College partner) or attend only high school. They may return to Georgia State only after taking at least six hours at the 2-year institution and earning a GPA of 3.0 (or better) or earning a high school semester GPA of 3.25 (or better).
- Students must participate in the Early Alert program. Faculty who have Early College students in their courses must participate in the Early Alert program.
- College credits earned while in the Early College program are transferable to other USG institutions.

Early College students should be aware that they must meet all state high school graduation testing requirements, including End of Course Tests and the Georgia High School Graduation Tests. Georgia State courses are not designed to prepare students for these tests.

1155 GSU-62 Program

Definition

Applicants who meet the criteria listed below may apply for GSU-62 waivers of tuition and fees. The regulations listed also apply to the GSU-62 student who wishes to audit classes instead of taking courses for credit. Audit registration is completed by the Enrollment Services Center and requires permission from the instructor prior to registration.

Deadlines

Applicants must submit the application and required documents by the appropriate deadline.

Semester	Priority Deadline Dates	Regular Deadline Dates
Fall	February 1	March 1
Spring	October 1	October 1
Summer	February 1	March 1

Note: All deadlines are subject to change.

The following minimum requirements must be met in order for a student to receive a GSU-62 waiver.

- Must meet all applicable admission requirements for their program of study.
- Must be 62 years of age or older at the time of registration. (Submit a birth certificate or other comparable written documentation, such as a passport, verifying proof of your age.)
- Must be classified as a Georgia resident in accordance with the Regents' Requirements for Resident Status.

GSU-62 students will register on a space available basis during late registration. No tuition and fees will be assessed except for certain classes which require supplies or laboratory fees. All usual student and institutional records will be maintained.

This status can include graduate studies with the exception of the College of Law. Contact the appropriate graduate office in the university for application information. GSU-62 students must be admitted to graduate study to be eligible to enroll for graduate courses (those numbered 5000 and higher).

1165 International Students, Students with Non-U.S. Credentials, and Non-native Speakers of English

Georgia State University encourages the enrollment of students from other countries. After reading this section, if you need additional information or have questions, please contact: Georgia State University, Office of Undergraduate Admissions, P.O. Box 4009, Atlanta, GA 30302-4009 or in person at 200 Sparks Hall, phone: 404-413-2500, fax: 404-413-2002, admissions@gsu.edu, or http://admissions.gsu.edu/how-do-i-apply/international-students/.

Definition

The following definitions apply:

- International applicants and students are individuals who are not U.S. citizens, permanent residents, asylees, refugees, or holders of the A, E, I, G, H, K or L visa status.
- Applicants and students with non-U.S. academic credentials are individuals who received their secondary school diploma, and/or any college credit through an institution outside the U.S.
- Non-native speakers of English are students whose native language, as reported on the admission application, is a language other than English.

Note: An individual may fall into one, two or all three of the above categories. Applicants and students who fall into more than one category must follow the procedures and meet at least the minimum requirements

for all categories in which they fall.

Deadlines

Applications for admission, including the nonrefundable application fee, as well as all required academic credentials, test scores, and financial documentation must be received by the established deadlines. Applications and reactivations received after the deadline dates will be processed for the following semester. Applicants are encouraged to apply online at http://admissions.gsu.edu/.

Semester	Priority Deadline Dates	Regular Deadline Dates
Fall	February 1	March 1
Spring	October 1	October 1
Summer	February 1	March 1

Note: All deadlines are subject to change.

Admission Requirements

International Applicants

In addition to meeting all other applicable requirements for admission, international applicants who will need a student visa status (F or J) must demonstrate the ability to meet the estimated financial obligations of tuition, fees and living expenses by submitting the Foreign Student Financial Statement and the required documentation of financial support.

Applicants with Non-U.S. Credentials

In addition to meeting all other applicable requirements for admission, freshman applicants and transfer applicants with less than 30 semester hours of transferable credit must demonstrate academic preparation equivalent to graduation with a U.S. secondary college preparatory curriculum and have a GPA of 3.0 based on only academic courses. Applicants who have completed non-U.S. university level coursework must have earned satisfactory grades on all such work attempted and be in good academic standing. The applicant does not need to meet the Freshman Index or minimum CPC requirements of those graduating from a U.S. high school.

Applicants must present official secondary (high school) or postsecondary (college or university) credentials, certificates, or diplomas. Official documents must bear authoritative signatures, seals and/or stamps. These should be sent by the institution responsible for issuing such documents. In cases where it is impossible for these credentials to be sent from the institution, or only one set of originals is available to students, applicants should forward an attested copy of the original. A proper institution official or the Ministry of Education in the home country must do the attestation. A certified original translation must accompany all documents not printed in English.

Georgia State University requires that all international academic documents (transcripts, mark sheets, certificates, leaving examination results, etc.) be formally evaluated by an independent evaluation service. Applicants should submit an application to Josef Silny and Associates, Inc., along with the appropriate fee for the document-by-document evaluation and grade point average equivalent (required for first time

university students) or the fee for the course-by-course evaluation (required for students with previous university attendance). Fees from overseas must be in the form of an International Money Order. Applicants must also submit to Josef Silny and Associates, Inc., official transcripts, diplomas, and certified English translations. Josef Silny and Associates, Inc., will return original documents to the applicant if a self-addressed, stamped envelope is included with the application for evaluation.

Applicants with detailed questions about this evaluation process should contact Josef Silny and Associates, Inc., at 305/273-1616, 7101 SW 102 Avenue, Miami, FL 33173, or online at www.jsilny.com.

Although the university recommends Josef Silny and Associates, Inc., evaluations will be accepted from the following services: Educational Credential Evaluators, Inc., P.O. Box 514070, Milwaukee, Wisconsin 53203-3470 or World Education Services, Bowling Green Station, P.O. Box 5087, New York, NY 10274-5087.

Applicants who have completed university-level studies overseas should submit catalogs or official course descriptions from the schools attended to Georgia State University in order to have credit considered for application to a degree program. All information must be translated into English and verified by the proper authorities.

Applicants Who are Non-Native Speakers of English

In addition to meeting all other applicable requirements for admission, non-native speakers of English must demonstrate sufficient English language proficiency. This can be demonstrated by submitting any one of the following: an SAT verbal/critical reading score of at least 430, an ACT English subtest score of at least 17, a TOEFL score of 550 (paper test) or 79-80 (internet-based test), a GSTEP score of 6, an International English Language Testing System (IELTS) score of 6.5, or by successfully completing Georgia State University's Intensive English Program.

TOEFL bulletins (including registration forms) can be obtained at United States embassies and consulates, bi-national centers, or by writing to: Test of English as a Foreign Language, P.O. Box 6154, Princeton, N.J. 08541-6154, U.S.A. (www.toefl.org).

Information concerning IELTS test dates and test sites may be obtained at www.ielts.org.

To register for the GSTEP, please contact the Department of Applied Linguistics and English as a Second Language at 404-413-5200 (http://www2.gsu.edu/~wwwtep/).

F-1 Visa applicants who are non-native speakers of English and who meet all admission requirements except the English language proficiency requirement may be granted conditional admission. To be eligible for conditional admission, applicants must have a TOEFL score of 480 (paper test) or 54-55 (internet-based test). Students granted conditional admission will be required to take certain courses in the Intensive English Program (IEP) before taking other courses. A student may remain on conditional admission status for no more than three semesters. For more information about the IEP, see http://www2.gsu.edu/~wwwiep/.

1170 Re-entry Applicants

Definition

An undergraduate re-entry applicant is a student who previously enrolled at Georgia State University and who wishes to reenroll at Georgia State in one of the following ways:

- Previously enrolled as an undergraduate degree-seeking student wishing to return as an undergraduate degree-seeking student after an absence of three or more semesters.
- Previously enrolled as an undergraduate degree-seeking student wishing to return as an undergraduate postbaccalaureate student after an absence of three or more semesters.
- Previously enrolled as an undergraduate postbaccalaureate student wishing to return as an undergraduate postbaccalaureate student after an absence of three or more semesters.
- Previously enrolled as an undergraduate degree-seeking student wishing to return as an undergraduate transient student after an absence of three or more semesters.
- Previously enrolled as an undergraduate transient student wishing to return as an undergraduate transient student for any term. Note: Students are only permitted to attend one spring or one fall semester as an undergraduate transient student, but may apply for unlimited summer semesters.

The re-entry application cannot be used in the following situations:

- Transient and postbaccalaureate students cannot apply for re-entry to update to degree-seeking (transfer) status. Transients and postbaccalaureate students wishing to become transfer students should complete a new application for admission, submit the appropriate application fee and all transcripts to the Office of Undergraduate Admissions. Students should refer to Section 1125 for deadlines, admission requirements and other policies related to transfer admission.
- Students that have only attended Georgia State University at the graduate level cannot apply for re-entry to enroll at the undergraduate level. Graduate students wishing to enroll at the undergraduate level should complete a new application for undergraduate admission, submit the appropriate application fee and all transcripts to the Office of Undergraduate Admissions. Students should refer to the appropriate area of Section 1100 for deadlines, admission requirements and other policies related to transfer, transient, and postbaccalaureate admission.

Deadlines

Applications for re-entry admission and the **nonrefundable** re-entry application fee must be submitted or postmarked by the established deadlines. Applicants are encouraged to apply online at http://admissions.gsu.edu/how-do-i-apply/other-enrollment-types/re-entry-students/. Complete credentials must be received before a decision can be made. All required credentials should be submitted to the Office of Admissions no later than fifteen business days following the submission date of the re-entry application. Re-entry applications are processed in the order that they are complete and ready for a decision. Students wishing to be considered for a subsequent term must submit a reactivation form at the following website (http://admissions.gsu.edu/how-do-i-apply/other-enrollment-types/reactivation/), and any additional credentials that may be necessary by the appropriate deadline. The re-entry application is valid for 3 terms (the initial term plus 2 additional terms).

Applicants interested in early registration dates, university housing and financial aid are urged to apply and complete their applications by the Priority Deadline Dates listed below. Any re-entry application received after the regular deadline for the term indicated on the re-entry application will be processed for the next

available term and the application fee will not be refunded.

To Return in	Priority Deadline	Regular Deadline
Fall	February 1	July 1
Spring	October 1	December 1
Summer	February 1	April 1

Note: All deadlines are subject to change.

Admission Requirements

Degree-seeking Re-entries. Applicants who previously attended Georgia State as degree-seeking and wish to return as degree-seeking must meet the following requirements:

- Students that have attended other institution(s) since their last enrollment at Georgia State University must submit official transcripts from the institution(s). Student copies of transcripts, official transcripts opened by the student, and fax copies are **not** acceptable. Re-entry applicants must be eligible to return to their last institution of attendance for the term of desired reenrollment at Georgia State in order to be granted admission as a re-entry student.
- Students that last attended Georgia State University in the Learning Support Program (formerly the Department of Academic Foundations and Developmental Studies), have COMPASS scores below those currently required to exit LSP, and have not fulfilled their LSP requirements must either:
    1. Retake the appropriate COMPASS tests and earn the minimum reading score currently required to exit LSP (74), the minimum writing score currently required to exit LSP (60), and the minimum math score currently required to exit LSP (37) or
    2. Complete their LSP courses at another USG institution (for example, Georgia Perimeter College) and then reapply for re-entry.
- Undergraduate students reentering on supervision or probation are required to participate in the Academic Improvement Program (see Section 1360.20).
- Students that were placed on exclusion at the conclusion of their last term at Georgia State University must submit an application for academic renewal to the University Advisement Center. Approval for academic renewal must be granted before students previously excluded can be approved to reenter the University. Students should refer to section 1360.30 for policies and procedures related to academic renewal prior to submitting an application for re-entry.

Transient Re-entries. Students wishing to apply for re-entry as a transient student must submit an official transient letter from their home institution. Unofficial transient letters, transient letters opened by the student, and fax copies are **not** acceptable. The transient letter must indicate that the student has permission to attend Georgia State University for the desired term of enrollment. Transient students must be eligible to return to their home institution for the desired term of enrollment. A new re-entry application and a new transient letter are required for each subsequent term of enrollment at Georgia State. Note: students are only permitted to attend one spring or one fall semester as an undergraduate transient student, but unlimited summer semesters.

Degree-seeking to Postbaccalaureate Re-entries. Previous degree-seeking students wishing to reenroll as a postbaccalaureate student must submit a transcript from the institution awarding the baccalaureate

degree. Student copies of transcripts, official transcripts opened by the student, and fax copies are **not** acceptable. For those students that were previously awarded their undergraduate degree by Georgia State University, a Georgia State University transcript is not needed.

Postbaccalaureate to Postbaccalaureate Re-entries. Previous postbaccalaureate students wishing to return to Georgia State University as a postbaccalaureate are not required to submit any additional transcripts.

1175 Academic Regulations that Apply to Various Admission Categories

1175.10 Transient Students

Transient students may attend for only one fall or one spring semester. However, attendance as a transient student in summer semesters is unlimited. In order to continue for an additional summer semester(s) as a transient, a student must file a re-entry form and arrange for all necessary supporting documentation to be received in the Office of Undergraduate Admissions by the established deadlines. To continue attending, transient students must be in good academic standing at Georgia State University. Transient students who wish to become transfer students must apply to the Office of Undergraduate Admissions to be admitted as a transfer student. All scholastic discipline policies and all course prerequisites are applicable to a transient student. Transcripts for courses completed at Georgia State as a transient must be requested from the Office of the Registrar to be sent to the home institution. Transient students are admitted to and register through the college or school selected on their application. If the applicant does not indicate a college, and if a transient approval has been received, placement will be determined from the courses indicated in the letter. Transient students who seek re-entry must complete a new re-entry form for the semester that they wish to attend.

1175.20 Postbaccalaureate Students

The postbaccalaureate status is not available for students seeking teacher certification in any area other than music education and art education. Postbaccalaureates may not attend another institution as a transient student while the postbaccalaureate is a student at Georgia State University.

1175.30 International Students

International students with student visas are required to carry a full course load (12 semester hours). International students with student visas who wish to re-enter must complete a new re-entry form for the semester that they wish to attend.

1180 Undergraduate Admissions Appeals

The Assistant Vice President for Undergraduate Admissions and the Vice President for Enrollment Management and Student Success and Vice Provost are the President's designees for purposes of hearing

Undergraduate Admissions Appeals.

Applicants for undergraduate admission who are denied due to academic ineligibility may appeal the denial to the Assistant Vice President for Undergraduate Admissions within twenty (20) calendar days of the date of the denial letter. The decision of the Assistant Vice President for Undergraduate Admissions is final.

Applicants for undergraduate admission who are denied for reasons related to disciplinary/criminal history or falsification of application may appeal the denial to the Vice President for Enrollment Management and Student Success and Vice Provost within twenty (20) calendar days of the date of the denial letter. The decision of the Vice President for Enrollment Management and Student Success and Vice Provost is final.

Attachment B

University System of Georgia
Creating A More Educated Georgia

Search the policy manual
Go

4.2 Undergraduate Admissions

Every student admitted as an undergraduate in any USG institution must meet the requirements for one of the categories listed below and must meet any additional requirements that may be prescribed by the institution. Applicants should be advised that meeting minimum requirements will not guarantee admission at any institution. Institutions may set additional and/or higher requirements than listed here.

Except as explicitly permitted in this Policy Manual, any exceptions to these admissions policies may be made only with written approval of the USG chief academic officer. Exceptions to these admissions policies will also be reviewed by the Board biennially to ascertain how such action impacts institutions within a given sector.

Students must submit transcripts of all secondary and college work and must follow the application procedures specified by the institution to which they are applying.

4.2.1 Admission Requirements for Programs Leading to the Baccalaureate Degree

These policies apply to first time freshmen as well as to those who have not earned the equivalent of thirty (30) semester hours of transferable college credit.

4.2.1.1 Freshman Requirements

Students applying for freshman admissions to a USG institution must meet the following criteria.

Required High School Curriculum
Completion of the USG's Required High School Curriculum ("RHSC") requirements and graduation from a high school accredited by a regional accrediting association (such as the Southern Association of Colleges and Schools) or the Georgia Accrediting Commission or from a public school regulated by a school system and state department of education.

Students applying to any institution must present credit for sixteen (16) specified units. Students who graduate from high school in 2012 or later must present credits for seventeen (17) specified units. The 16 (17 for students who graduate in 2012 or later) specified USG units are:

1. MATHEMATICS: Four (4) units of Mathematics, including Algebra I, Algebra II, and Geometry. For students who graduate from a Georgia Public School in 2012 or later, the 4 units of Mathematics must include a course at the level of Math 3 or higher.
2. ENGLISH: Four (4) units of English which have as their emphasis grammar and usage, literature (American, English, World), and advanced composition skills.
3. SCIENCE: Three (3) units of science, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences. Students who graduate in 2012 or later must have four (4) units of science. Georgia Public high School graduates must have at least one (1) unit of biology, one (1) unit of physical science or physics, and one (1) unit of chemistry, earth systems, environmental science, or an advanced placement science course.
4. SOCIAL SCIENCE: Three (3) units of social science, with at least one (1) course focusing on United States studies and one (1) course focusing on world studies.
5. FOREIGN LANGUAGE: Two (2) units in the same foreign language emphasizing speaking, listening, reading, and writing. Two (2) units of American Sign Language may be used to satisfy this requirement.

In addition to these minimum requirements, students are encouraged to take additional academic units in high school to improve their probability for admission and success.

Freshman Index
Effective Fall semester 2011, presidents of state and two-year colleges at their option shall require one of the following: a) submission of SAT/ACT test scores and meeting of the Freshman Index, as described below; or b) a minimum high school grade point average (HSGPA) and mandatory placement testing in lieu of SAT/ACT test scores for admissions.

A designated score on the Freshman Index ("FI"), which is based on a combination of a student's SAT I or ACT assessment scores and high school grade point average (HSGPA). The Freshman Index is:

1. FI = 500 x (HSGPA) + SAT Verbal/Critical Reading + SAT I Math (or)
2. FI = 500 x (HSGPA) + (ACT Composite x 42) + 88

The minimum FI required for admission to a:

1. Research university is 2500;
2. Regional university is 2040;
3. State university is 1940; and,
4. State or two-year college is 1830.

In addition to the FI, students must have a minimum SAT I Verbal score of 430 and Mathematics score of 400 (or ACT equivalent) for admission to a university (research, regional, or state).

Students without these minimum scores but with SAT I scores of at least 330 Verbal and 310 Mathematics may be considered for admission to a two-year college, but will be required to exempt or exit Learning Support in the areas of deficiency.

Institutions may set higher requirements for admission. Students meeting the minimum FI requirements are not guaranteed admission.

(BoR Minutes, Aug. 2010; Aug. 2014)

4.2.1.2 Exceptions to Freshman Admission Requirements for Special Groups of Students

Students may also be admitted as freshmen based on alternative evidence of college readiness. The following are modified or additional requirements for specific groups of applicants.

Limited Admissions Category
In recognition of the fact that a limited number of students do not meet established standards but do demonstrate special potential for success, institutions are authorized to grant admission to a limited number of such students. Institutions will use multiple measures whenever possible, such as interviews, portfolios, and records of experiential achievements, for students being considered for Limited Admission.

The number of students who may be granted Limited Admissions will be restricted based on institutional sectors, with two-year colleges allowed the highest percentage for Limited Admissions. Nontraditional freshmen will not be included in the Limited Admissions percentage allowed for each institution.

The FI required for Limited Admission to a:

1. Research university is 2020;
2. Regional university, 1830; and
3. State university, 1790.

In addition to the FI, Limited Admissions, students must have a minimum SAT Verbal/Critical Reading score of 430 and Mathematics score of 400 (or ACT equivalent) for admission to a university (research, regional, or state). Students with SAT I (or ACT equivalent) scores of at least 330 Verbal and 310 Math may be considered for Limited Admission to a two-year college, but will be required to exempt or exit Learning Support in the areas of deficiency according to USG procedure (see Academic and Student Affairs Handbook 2.9.1) (BoR Minutes, Aug. 2014).

At research, regional, and state universities, students granted Limited Admission must also have completed the sixteen (16)-unit Required High School Curriculum, and students who graduate in 2012 or later must have completed seventeen (17) units. At state

and two-year colleges, students may be considered for Limited Admission if they have a high school diploma or GED and meet the minimum SAT/ACT score requirements. A GED is acceptable only if the student's high school class has graduated. Certificates of attendance or special education diplomas are not acceptable.

Students who enter under the Limited Admissions category, including Presidential Exceptions as noted below, must make up any Required High School Curriculum units deficiencies in accordance with USG procedures. They must also be screened, as applicable, for placement in Learning Support courses using USG placement criteria and must meet criteria for exemption or exit of Learning Support in English (reading/writing) and mathematics.

For students transferring from a Commission on Colleges (COC)-accredited Technical College System of Georgia (TCSG) technical college, comparable scores from the TCSG technical college may be used according to guidelines issued by the Executive Vice Chancellor and Chief Academic Officer.

Presidential Exceptions
Presidents of USG institutions may grant exceptions to the Required High School Curriculum units and FI requirements for Limited Admissions if the student shows promise for academic success in college and has at least a high school diploma or GED credential. Institutions will be required to report to the USG chief academic officer on those students granted Presidential Exceptions. Presidential Exceptions must be included as part of the institution's maximum percentage for Limited Admissions.

Alternative Requirements for Home-Schooled Students and Graduates of Non-Accredited High Schools
Applicants from home schools or graduates of non-accredited high schools may validate the Required High School Curriculum in an alternative way. SAT scores and satisfactory documentation of equivalent competence in each of the areas at the college-preparatory level may be used in lieu of the FI and Required High School Curriculum unit requirements.

A student whose SAT Composite (Verbal/Critical Reading plus Mathematics) (or ACT equivalent) score is at or above the average SAT score of the previous year's fall semester first-time freshmen admitted to the USG institution to which he/she is applying and who has completed the equivalent of each of the areas as documented by a portfolio of work and/or other evidence that substantiates completion of the Required High School Curriculum qualifies for consideration for admission.

Students in this category must also meet the minimum SAT Verbal/Critical Reading requirement and the minimum SAT Mathematics requirement (or ACT equivalent) for the sector to which they apply.

Applicants who achieve designated scores on each of the following SAT II Subject Tests in an area will be considered to have demonstrated equivalent competence and do not need to submit additional documentation in that area: English Writing, Literature, Math IC or Math IIC, American History & Social Studies, World History, Biology, and one of the following: Chemistry or Physics.

Students admitted in this category with satisfactory documentation of competence in all areas will not be counted in the institution's Limited Admissions (including Presidential Exceptions) category. Those with qualifying SAT I scores and documentation of partial completion of the Required High School Curriculum may be admitted on the same basis and with the same conditions as other students with deficiencies.

Admission of Students with Outstanding Scores
Students who demonstrate very high academic ability by achieving a composite SAT Composite (Verbal/Critical Reading plus Math) score in the upper five percent (5%) of national college-bound seniors according to the most recent report from the College Board and who show other evidence of college readiness may be admitted under this section. An ACT score which is equivalent to this SAT score may also be used.

Institutions must carefully evaluate such students to determine their ability to benefit from college coursework.

Students admitted in this section will not count in an institution's Limited Admissions exceptions.

Admission of International Students
Freshman international students may be admitted in another admissions category or may be admitted in a separate category for international students under established USG procedures. If these students do not meet the alternative USG admission procedures, they might be considered as Presidential Exceptions.

Admission of Students with Disabilities
Because the core curriculum of each institution requires students to complete college-level courses in English, mathematics, social science, and science, all students must complete the Required High School Curriculum in these areas. Students with disabilities that preclude the acquisition of a foreign language may petition for admission without this requirement according to procedures established by the USG.

Students with disabilities are expected to meet the sector's minimum SAT or ACT score requirements, but should request the appropriate testing accommodations from the agencies administering the SAT or ACT.

Dual Enrollment/Joint Enrollment/Early Admission of High School Students
The USG recognizes the need to provide academically talented high school students with opportunities for acceleration of their formal academic programs. This recognition has led to the development of three organized programs:

1. A dual enrollment program in which a student, while continuing his/her enrollment in high school, enrolls in a course(s) for both high school and college credit.
2. A joint enrollment program in which a student, while continuing his/her enrollment in high school as a junior or senior, enrolls in courses for college credit.
3. An early admissions program in which the student enrolls as a full-time college student following completion of the junior year in high school.

The minimum admissions standards for the dual enrollment, joint enrollment, and early admissions programs have been developed to allow certain students to receive both high school and college credit for some courses. Procedures for admission, course selection, and instruction can be found in Section 3.0 of the Academic Affairs Handbook (BoR Minutes, Sept. 2004).

Residential Programs
The USG offers residential programs for gifted, talented, and motivated students at two institutions: the Advanced Academy of Georgia at the University of West Georgia, and the Georgia Academy of Mathematics, Engineering, and Sciences at Middle Georgia State College. Admissions and program requirements are established by the individual institutions (BoR Minutes, Sept. 2004; Aug. 2014).

Early College
Early Colleges enhance students' opportunities to accelerate their education by participating in a joint high school/college program. Each Early College represents an approved partnership between a Georgia public school system and a USG institution. Students in USG-recognized Early Colleges are eligible for enrollment in college courses while they are enrolled in the Early College (BoR Minutes, Sept. 2004).

4.2.1.3 Undergraduate Admission Requirements for Transfer Students

Students with fewer than thirty (30) transferable semester credit hours must meet the freshman admission requirements at the institution to which they are transferring. Students who have earned thirty (30) or more semester hours must have completed any learning support and Required High School Curriculum deficiency requirements if transferring from a USG institution. Depending on the sector of the institution to which students transfer, students must meet the transfer grade point average, as indicated in the following table:

MINIMUM SYSTEM ADMISSION STANDARDS FOR TRANSFER STUDENTS

SECTOR	30-59 *SEMESTER CREDITS	60 OR MORE SEMESTER CREDITS
Research Universities	At least 2.30 GPA** and have met all LS and RHSC requirements	At least 2.30 GPA
Regional and State Universities	At least 2.00 GPA** and have met all LS and RHSC requirements	At least 2.00 GPA
State and Associate Degree Colleges	Eligible to continue or return to sending institution	Eligible to continue or return to sending institution

*Transferable Hours are defined as hours which would be acceptable by the receiving institution according to the USG's and the receiving institution's prevailing policies. These hours should include transferable hours earned at all postsecondary institutions attended (BoR Minutes, Aug. 2014).

** Transfer GPA is defined as the GPA calculated on all transferable hours (see previous definition) plus all attempted but unearned hours at regionally accredited institutions in courses applicable to transfer programs at the receiving institution.

Students completing non-transfer associate degrees (e.g., Associate of Applied Science, Associate of Science in various health areas, and Associate of Applied Technology) at regionally accredited institutions will be evaluated on an individual basis to determine their eligibility for admission.

Priority Consideration
In addition to the minimum transfer standards listed above, students must meet higher USG and/or institutional standards to be considered for priority transfer admission. Institutions must give priority consideration for admission to students transferring from another USG institution who meet these established standards. Students meeting these higher standards would be ensured of receiving priority consideration for admission. In addition, transfer students must be given the same consideration as native students in determining program admissibility.

4.2.1.4 Non-Traditional Students

In order to make the USG more accessible to citizens who are not of traditional college-going age and to encourage a higher proportion of Georgians to benefit from life-long learning, institutions may admit as many non-traditional students as is appropriate based on institutional mission, academic programs, and success in retaining and graduating non-traditional students.

The number of non-traditional students an institution enrolls will not be counted against the percent of Limited Admissions allowed each institution. Institutions may set additional criteria for admission of non-traditional students.

Non-Traditional Freshmen
Non-traditional freshmen are defined as individuals who meet all of the following criteria:

1. Have been out of high school at least five years and whose high school class graduated at least five years ago;
2. Hold a high school diploma from an accredited or approved high school as specified in Section 4.2.1.1 of this Policy Manual or have satisfactorily completed the GED; and,
3. Have earned fewer than 30 transferable semester credit hours.

All non-traditional freshmen must be evaluated for Learning Support status in English (reading/writing) and mathematics using USG placement criteria (see Academic and Student Affairs 2.9.1).

For students transferring from a Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)-accredited TCSG college, comparable scores from the TCSG college may be used according to guidelines issued by the USG chief academic officer (BoR Minutes, Aug. 2014).

As an alternative, an institution may allow non-traditional freshmen who have within the past seven (7) years posted SAT scores of at least 500 in both Verbal/Critical Reading and Mathematics or ACT scores of at least 21 on both English and Mathematics to exempt the placement test.

Non-Traditional Transfers
Non-traditional transfer students are defined as individuals who meet all of the following criteria:

1. Have been out of high school at least five years or whose high school class graduated at least five (5) years ago; and,
2. Have earned thirty (30) or more transferable hours of college credit, as defined in Section 4.2.1.1 of this Policy Manual.

A non-traditional transfer student can be admitted, according to the institution's policy, if his/her transfer GPA is below the transfer standard for the institution's sector. These students do not count against the number of Limited Admissions allowed for transfer students at that institution. Institutions should require placement evaluation as appropriate (BoR Minutes, Aug. 2014).

4.2.1.5 Persons Aged 62 or Over

Pursuant to the provisions of the Georgia Constitution, the USG establishes the following rules with respect to enrollment of persons 62 years of age or older in USG programs. To be eligible for enrollment under this provision such persons:

1. Must be residents of Georgia, 62 years of age or older at the time of registration, and shall present a birth certificate or other comparable written documentation of age to enable the institution to determine eligibility.
2. May enroll as a regular or auditing student in courses offered for resident credit on a "space available" basis without payment of fees, except for supplies, laboratory or shop fees.
3. Shall meet all USG and institution undergraduate or graduate admission requirements. However, institutions may exercise discretion in exceptional cases where circumstances indicate that certain requirements such as high school graduation and minimum test scores are inappropriate. In those instances involving discretionary admission institutions will provide diagnostic methods to determine whether or not participation in Learning Support will be required prior to enrollment in regular credit courses. Reasonable prerequisites may be required in certain courses.
4. Shall have all usual student and institutional records maintained. However, institutions will not report such students for budgetary purposes.
5. Must meet all USG, institution, and legislated degree requirements if they are degree-seeking students.
6. May not enroll in dental, medical, veterinary, or law schools under the provisions of this policy.

4.2.1.6 Course Credits for International Baccalaureate Diploma Completion

System-wide Implementation Guidelines

In recognition of the fact that a strong predictor of college success is a rigorous high school curriculum, USG institutions will award academic credit for appropriate courses in the USG core curriculum for corresponding subject areas in a completed International Baccalaureate ("IB") Diploma Program in which the student obtained designated end of course assessment scores.

Both Standard Level (college preparatory) and Higher Level (college comparable) courses will be considered for credit in a completed Diploma Program, as the program does not allow students to take all Higher Level courses. Higher Level end- of-course assessment scores of four or more and Standard Level scores of five or better suggest that the IB Program work is comparable to a college course.

The course credit schema in the table below will be used system-wide, with allowances made for variable credits in each category to account for labs, and on occasion, for depth of material covered in the IB Program subject area that may be comparable to more than one college level course.

	Semester Credit Hours Granted	
Score	**Standard Level**	**Higher Level**
4	0	3 - 4
5	0 - 4	3 - 8
6 - 7	3 - 8	3 - 12

The particular courses for which students receive college credit may vary from institution to institution, depending on what courses the institution offers. Determinations of course comparability will be made by the respective departments. Institutions shall, however, attempt to have consistency across the USG on common numbered core courses.

The total college course credits awarded for IB assessments may not exceed 24.

All institutions shall have a widely disseminated policy governing the award of course credits for IB assessments. The policy will apply to both resident and non-resident students.

Institutions will collect data on IB students, analyze the data, and recommend revisions to the policy if warranted.

A student may opt not to accept credits if he/she sees that acceptance of credits may disadvantage him/her. Further, if a student believes that the assessment of his/her work from the IB Diploma Program and subsequent awarding of credits for such is in error, he/she may file an appeal with the appropriate department chair and request a re-assessment. As with other academic matters, if the issue is not satisfactorily resolved at the department level, the student may then appeal to the dean of the respective college, with a final appeal to the vice president for academic affairs, whose decision in the matter will be final.

Individual Institution Implementation Guidelines

Along with the system-wide policy, individual institutions may choose to offer additional benefits. After the appropriate core

courses are credited, if the student (diploma completer) has additional acceptable IB assessment scores (4 or better for HL, 5 or better for SL) that have not been awarded course credits, individual institutions may award credit for other lower-division courses outside of the core for up to a maximum of 24 credits (total).

Institutions may choose to award other benefits to diploma completers as well (e.g. early registration, parking pass, etc). If that is the case, details will be available on the institution's website.

Institutions may choose to award credit to students who did not complete the diploma program but were awarded a certificate for completion of a specific subject area for Higher Level courses with an assessment score of 4 or better.

4.2.2 Admission Requirements for Undergraduate Programs Not Leading to the Baccalaureate Degree

4.2.2.1 Admission to Career Programs

Admissions requirements for career certificates and career degrees (Associate of Applied Science degrees and Associate of Science degrees in allied health areas) depend upon the extent to which the general education component is based on Core Curriculum courses.

There are two sets of admissions requirements, as specified in Section 3.02.01 of the Academic Affairs Handbook, for:

1. Programs with a Core-based general education component allowing more than twelve (12) semester hours of Core curriculum course work; and,
2. Programs with non-Core general education components allowing twelve (12) or fewer semester hours of Core Curriculum coursework.

Students admitted in the career degree or certificate category who have not completed a career degree may apply for admission to programs that lead to a baccalaureate degree if they meet regular or Limited Admission requirements. Students admitted in this category can be admitted into a program leading to a baccalaureate only if

1. On admission to the institution they would have met the requirements for regular or Limited Admission; or
2. They show exceptional promise and are admitted as a Presidential Exception. Students admitted in this category must fulfill all learning support and CPC requirements.

4.2.2.2 Admission of Students to Certificate Programs at Designated Vocational Divisions

Students admitted to vocational divisions at Bainbridge College, Clayton State University, College of Coastal Georgia, and Dalton State College are not required to meet the CPC and FI standards for regular or Limited Admissions; however, they are required to meet the admissions standards established by the TCSG for the same or similar programs, and they must meet prerequisite requirements for Core Curriculum courses. A student seeking admission to a transfer program must meet the requirements for freshman or transfer admissions.

4.2.2.3 Admission of Non-Degree Students

Institutions may permit students to enroll as non-degree students for a maximum of twelve (12) semester credit hours, including institutional credit. Students may not enroll in any course for which there is a Learning Support prerequisite unless they have been evaluated for and have been exempted from the relevant Learning Support course (BoR Minutes, Aug. 2014).

Institutions may permit students who have earned the baccalaureate degree from a regionally accredited institution to enroll as non-degree students in courses with no limitation on the number of hours of undergraduate credit these students can earn.

4.2.2.4 Admission of Transient Students

An applicant who is enrolled in one institution and who wishes to take courses temporarily in another institution shall submit the documents outlined in Section 3.81 of the Academic and Student Affairs Handbook.

A student who is enrolled in a USG institution that is not currently affiliated with eCore, and who wishes to take online general education course(s) provided through eCore shall follow the guidelines in Section 3.8.2 of the Academic and Student Affairs Handbook. Per Board Policy 3.3.1, eCore courses, like any core curriculum course taken at a USG institution, are fully transferable to the student's home institution or upon transfer to another USG institution (BoR minutes, October 2014).

4.2.2.5 Admission of Auditors

Students who submit evidence of graduation from a high school, as specified in Section 4.2.1.1 of this Policy Manual, or a GED certificate may register as auditors. Under extraordinary circumstances, the president may waive the requirement of high school diploma or equivalent. Students registered as auditors shall be required to pay the regular tuition and fees for enrollment.

4.2.3 Additional Admissions Policies

4.2.3.1 General

In addition to the general admissions policies described above, each USG institution may increase the requirements, entry levels, and/or testing procedures for general admission to the institution or to special programs at the undergraduate or graduate levels provided they do not conflict with USG policies. Institutions should make available appropriate admissions information to students.

4.2.3.2 Referral of Students to Other Institutions

Institutions should actively assist Georgia applicants who have been denied admission to find another institution that more appropriately matches their academic credentials.

4.2.3.3 Right to Refuse Admission

An applicant may be declared eligible for admission, registration, enrollment, or re-enrollment at a USG institution only after satisfying all requirements established by the USG and the institution concerned. The institution shall have the right to examine and appraise the character, personality, and qualifications of the applicant. In order that this examination and appraisal may be made, the applicant shall furnish to the institution such biographical and other information, including references, as may be required.

Each USG institution reserves the right to refuse admission to:

1. A non-resident of Georgia.
2. An applicant whose admission would cause the institution to exceed its maximum capacity.
3. An applicant whose request for admission is only to a program that is already filled.
4. An applicant whose transcript(s) are from an unaccredited institution or who is otherwise ineligible for admission.

4.2.3.4 Right to Limit Admissions

The Chancellor may limit the number of students admitted to an institution.

4.2.3.5 Social Security Numbers

The USG is dedicated to insuring the privacy and proper handling of confidential information pertaining to students and employees.

The Social Security number shall be required from all entering students for a permanent and lasting record. When possible, an alternative number will be assigned and used by institutions for all purposes that do not require the Social Security number.

In no event shall grades be posted by using the Social Security number.

Attachment C

1100 Graduate Admissions

First-time, prospective students who want to apply for admission at the graduate level must refer to the college sections in this catalog for admission requirements of the particular graduate programs.

Georgia State University welcomes applications from all qualified individuals regardless of race, color, sex, religion, creed, age, sexual orientation, gender, disability, veteran status or national origin. Admission is based on a number of factors including, but not limited to, an applicant's academic record, test scores, experience, circumstances, good conduct and character. Admission is a competitive, selective process and meeting minimum requirements does not guarantee acceptance.

Absent extenuating circumstances, good disciplinary standing at previously attended colleges and universities is a condition of admission for all applicants. For purposes of admission, good disciplinary standing means that the applicant has no pending disciplinary charges, outstanding disciplinary sanctions or disciplinary issues that would prevent the applicant from re-enrolling at previously attended postsecondary institutions.

Applicants with a criminal and/or disciplinary history who are determined to be otherwise admissible for a respective term based on their academic record and other credentials are required to complete an admissions background review process before an admission decision is made by the university. Instructions for completing that review process are communicated to the applicant after the university has determined that the applicant is otherwise admissible for that term.

Omissions or misrepresentations on an application for admission are grounds for automatically invalidating consideration by, acceptance to and continuation at Georgia State. Applicants have a duty to update their application with Georgia State when information changes after application submission.

Graduate Admissions Appeals

The Chair of the academic department of the graduate program and the Vice President for Enrollment Management and Student Success and Vice Provost are the President's designees for purposes of hearing Graduate Admissions Appeals.

Applicants for graduate program admissions who are denied admission due to academic ineligibility may appeal the denial to the department chair within twenty (20) calendar days of the date of the denial letter. The decision of the department chair is final.

Applicants for graduate admission who are denied for reasons related to disciplinary/criminal history or falsification of application may appeal the denial to the Vice Provost for Academic Programs within twenty (20) calendar days of the date of the denial letter. The decision of the Vice President for Enrollment Management and Student Success and Vice Provost is final.

1110 Reentry Applicants

1110.10 Definition

A graduate reentry applicant is a student who previously enrolled at Georgia State University and who wishes to reenroll in the same graduate program for one of the following reasons:

- The student is on inactive status as a result of three or more semesters of non-registration.
- The student has received a registration hold due to violation of the continuous enrollment policy (see section 1312.40 for additional details regarding the continuous enrollment policy).

Students that have only attended Georgia State University at the graduate level cannot apply for reentry to enroll at the undergraduate level. Graduate students wishing to enroll at the undergraduate level should complete a new application for undergraduate admission and submit the appropriate application fee and all transcripts to the Office of Undergraduate Admissions. Students should refer to the appropriate area of Section 1100 for deadlines, admission requirements and other policies related to transfer, transient and postbaccalaureate admission.

All reentry students must notify their college's Office of Academic Assistance/Office of Graduate Studies prior to registering if any of the following conditions apply:

- The student has attended another school since last attending Georgia State University.
- The student has disciplinary actions pending at the last institution attended since matriculation at Georgia State.
- The student has been convicted of a crime other than a minor traffic violation since last attending Georgia State.

Failure to notify the university of the above conditions could result in university sanctions, including expulsion.

1110.20 Deadlines

Applications for reentry admission and the **nonrefundable** reentry application fee must be submitted by the deadlines established by the college to which the student wishes to return. Students should visit the website for their college's Office of Academic Assistance/Office of Graduate Studies to access the specific deadlines and to download the complete reentry application. Students who have attended other colleges and/or universities since last registering at Georgia State must have official transcripts of all coursework submitted prior to their college's reentry deadline for the appropriate semester.

1115 Graduate Admissions Appeals

The Chair of the academic department of the graduate program and the Vice President for Enrollment Management and Student Success and Vice Provost are the President's designees for purposes of hearing Graduate Admissions Appeals.

Applicants for graduate program admissions who are denied admission due to academic ineligibility may appeal the denial to the department chair within twenty (20) calendar days of the date of the denial letter.

The decision of the Vice President for Enrollment Management and Student Success and Vice Provost is final.

Applicants for graduate admission who are denied for reasons related to disciplinary/criminal history or falsification of application may appeal the denial to the Vice President for Enrollment Management and Student Success and Vice Provost within twenty (20) calendar days of the date of the denial letter. The decision of the Vice President for Enrollment Management and Student Success and Vice Provost is final.

1120 Academic Advisement

Academic advisement is an essential component of an education at Georgia State University, and the university is committed to providing the individual advice and assistance that students need at every step of their degree programs. All graduate students are advised in their respective colleges or departments. Contact your college's Office of Academic Assistance/Office of Graduate Studies if you have questions about advisement resources available to you.

1130 Changing Catalog Editions

Students must normally satisfy the curricular degree requirements of the catalog in effect at the time they enter Georgia State University. In some circumstances, revisions may be required to provide more effective programs. The term "curricular degree requirements" refers to the courses and grades required to earn the degree. Changes in academic regulations affect all students, regardless of the catalog edition; examples include the scholastic discipline policy, procedures for removing incomplete grades, and appeals procedures.

Graduate students should consult their college's chapter of this catalog for information on the instances when a student will be required to change catalog editions.

Students may choose to satisfy the curricular degree requirements of a later catalog, but, if they choose to do this, they must meet all the requirements of the later catalog. Curricular degree requirements of more than one catalog edition cannot be combined. Students who choose to satisfy requirements of a later catalog must notify the Office of Academic Assistance/Office of Graduate Studies of their college.

Degrees will be awarded only to students who have satisfied all of the academic and administrative requirements of the university and the college awarding the degree.

Referral Report

Georgia State University

April 1, 2015

Commission Request in Response to Fifth-Year Interim Report

CS 3.11.3 (Physical Facilities)

"The institution did not provide sufficient documentation to demonstrate that it maintains its off-campus physical facilities. In the Institutional Summary form, the institution identified five off-campus locations: Alpharetta Center, Buckhead Center, the Pallisades, the WellStar Center, and the Bermuda College Center. In the narrative section for this standard, the institution refers to additional off-campus instructional sites in Panthersville, at Mt. Wilson in California, the Language Research Center in DeKalb County, and leased space at 200 Tower Place. The Committee assumed that these additional four sites do not qualify as off-campus instructional sites that offer 50% or more credits to a degree. The institution did not provide any narrative or documentation on the operations or maintenance of most of the off-site facilities.

The institution also stated that its facilities are either maintained by its own employees or by contract employees, depending on the size, scope and mission of the facility. However, it did not provide documentation to determine how each facility is maintained. In addition, the institution did not identify its responsibility for its leased sites.

The institution should provide sufficient evidence as to how it operates and maintains each of its off-campus instructional sites." (Letter to Dr. Mark Becker, president, from Dr. Belle Wheelan, July 9, 2014)

Institutional Response

The following Georgia State University off-campus sites that were referred to in the report are not instructional sites:

- Panthersville Recreation Complex includes two large lighted fields, sundeck, restrooms and parking. This area is used for intramural and sport club events but may be reserved by student groups. Located in DeKalb County (adjoining LRC) these facilities are maintained by GSU maintenance and Athletic department staff including a grounds keeper for turf management.
- The site at Mt. Wilson California is the flagship project of Georgia State University's Center for High Angular Resolution Astronomy (CHARA) is its optical/interferometric array of six telescopes located on Mount Wilson, California. Each telescope of the CHARA Array has a light-collecting mirror 1-meter in diameter. The telescopes are dispersed over the mountain to provide a two-dimensional layout that provides the resolving capability (but not the light collecting ability!) of a single telescope a fifth of a mile in diameter. Light from the individual telescopes is conveyed through vacuum tubes to a central Beam Synthesis Facility in which the six beams are combined together. When the paths of the individual beams are matched to an accuracy of less than one micron, after the light traverses distances of hundreds of meters, the Array then acts like a single coherent telescope for the purposes of achieving exceptionally high angular resolution.

The Array is capable of resolving details as small as 200 micro-arcseconds, equivalent to the angular size of a nickel seen from a distance of 10,000 miles. In terms of the number and size of its individual telescopes, its ability to operate at visible and near infrared wavelengths, and its longest baselines of 330 meters, the CHARA Array is arguably the most powerful instrument of its kind in the world.

- The Language Research Center (LRC) in DeKalb County is a research facility. LRC scientists conduct noninvasive social, cognitive and biobehavioral research with chimpanzees (*Pan Troglodytes*), monkeys (*Macaca mulatta* and *Cebus apella*), and human (*Homo sapiens*) adults and children. Center scientists and caretakers are also committed to providing the best possible environment and to using empirically validated procedures for promoting and assessing the psychological and physical well-being of the resident animals they study. Located in DeKalb County LRC consists of four (21,917 GSF) buildings on a 55-acre site. It primarily supports the primate and animal research activities and received grant funding from NIH, NSF, NASA, the Wenner-Gren Foundation, the McDonnell-Pew Foundation and other agencies. It is maintained by GSU maintenance staff as part of the regular GSU Zone scheduled maintenance.
- 200 Tower Place is the location of the Buckhead Center and it is described below.

The following descriptions detail the Georgia State University Facilities Management off Site Instructional Locations maintenance plans:

WellStar Development Center 2000 South Park Place Atlanta, GA:

The Professional MBA and Master of Health Administration dual degree program was offered at the WellStar Development Center. This site was approved by SACSCOC for delivery of the MBA/MHA

program in June of 2012, and the first cohort of 38 students began their studies in the 27 month program in the fall of 2012. All students were WellStar employees or affiliates. The MBA/MHA program is the only program offered at this site, and it is taught primarily through live instruction using regular faculty from the GSU Robinson College of Business, supplemented by online resources that enhance the in-class instruction. The students graduated in December of 2014 and currently there are no Robinson College of Business programs offered at this location.

Per representative from WellStar, the 64 seat stadium style classroom is maintained by WellStar's building engineering team on a regular and by request basis. The space is cleaned daily by WellStar's Environmental Services team.

WellStar Health System is "a not-for-profit system recognized as a national leader in comprehensive care. ... Serving a population of more than one million residents of NW metropolitan Atlanta, WellStar consistently looks at total patient wellness and works to ensure that all systems support that focus. With industry awards ranging from Integrated Delivery Networks to Working Mother Magazine's Best Places to Work, WellStar strives to provide the best care possible with Atlanta's top medical professionals."[1]

Bermuda College, Paget Parish, Bermuda:

The Bermuda College Distance Learning Program began in August 2014. This unique program gives students living in Bermuda who have completed at least 60 credits from Bermuda College and have been accepted by Georgia State University, an opportunity to complete their four-year degree in

Finance, Risk Management and Insurance, or both while remaining in Bermuda. Students in this program take evening classes via live simulcast in a classroom located in Bermuda College.

The Robinson College IT team worked with the Bermuda College IT team to establish a PolyCom connection. Several tests were made prior to the program going live. While the PolyCom equipment is on loan from Georgia State to Bermuda College, Bermuda College maintains the classroom and the equipment. Representatives from the Robinson College visit the Bermuda College classroom periodically in order to monitor the quality of the audio and video transmission, and to make sure the quality of the educational experience is acceptable.

Per the Director of Facilities and Security Management for Bermuda College, the classroom is cleaned daily. The tiled floor is cleaned and dust mopped and the desks are cleaned with a sanitizing spray.

The New England Association of Higher Education accredits the Bermuda College. The facilities standard requires: "Proper management, maintenance, and operation of all physical facilities, including student housing provided by the institution, are accomplished by adequate and competent staffing" and "Facilities are constructed and maintained in accordance with legal requirements to ensure access, safety, security, and a healthful environment with consideration for environmental and ecological concerns."

Alpharetta Academic Facility, North Metro Center:

The Alpharetta Academic Facility is a 49,580 GSF classroom and office facility maintained by GSU maintenance staff. The classroom and office facility located in Alpharetta, Georgia is owned by

GSU/Board of Regents and was built in 2011. It consists of three tiered classrooms, eleven regular classrooms, computer labs, faculty/staff offices and student social and study areas. The preventive maintenance and general repair work is performed by GSU Facilities Management staff with the oversight from Zone 5 Chief. Outside contractors are utilized for specialized repair work related to mechanical, electrical and elevator systems with the oversight from the GSU maintenance personnel. Custodial, cleaning and trash removal services are provided by GSU Building Services staff.

Leased Space at 200 Tower Place, Buckhead (We believe the initial review assumed this was another facility but it is the location of the Buckhead Center) - Maintenance and Repair:

GSU currently leases 63,826 GSF at 3348 Peachtree Road for academic use for several executive and professional business degree programs offered by the J. Mack Robinson College of Business and is maintained by the building owner as per lease terms and conditions.

During the terms of this rental agreement, the Landlord shall make such improvements, repairs or replacements as may be necessary for normal maintenance of the Building Systems serving the Premises, the exterior and the structural portions of the Building and the Common Areas. The maintenance and repairs to be performed by Landlord hereunder shall be at Landlord's expense, unless the need for such maintenance or repairs was caused by the negligence or willful misconduct of Tenant, its employees, agents, contractors or invitees, in which event Tenant shall reimburse Landlord for the cost of such maintenance or repairs, plus a construction oversight fee for Landlord in an amount equal to ten percent (10%) of the cost and expense of such maintenance or repairs; the construction oversight or management fee, if any, applicable to construction of the Initial Improvements shall be governed by the terms of the Work Letter and not by the provisions of this Section. Landlord is not responsible for

replacing and/or repairing Tenant's fixtures or any Above Standard improvements, or fixtures. Except as expressly provided in this Lease, Tenant shall accept the Premises including any existing appliances and Above Standard fixtures in their "**AS IS, WHERE IS**" condition as of the Effective Date. For purposes of this Lease, all Above Standard improvements and fixtures existing in the Premises as of the Effective Date shall be deemed to be Tenant's property until the expiration or earlier termination of this Lease or Tenant's right to possession of the Premises under this Lease, at which time such Above Standard improvements and fixtures shall become the property of Landlord and shall be surrendered to Landlord with the Premises.

Services: Landlord shall furnish Tenant during Tenant's occupancy of the Premises the following services: (i) Cleaning and Janitorial Services, (ii) domestic water at those points of supply provided for general office use of tenants in the Building, (iii) electricity for normal, Building Standard office uses subject to Section 12, (iv) elevator service at the times and frequency reasonably required for normal business use of the Premises, (v) lamp and ballast replacement for Building Standard light fixtures, (vi) HVAC service between 7:00 o'clock a.m. and 6:00 p.m. on Monday through Friday ("**Building Standard Hours**"), except on New Year's Day, Memorial Day, July 4, Labor Day, Thanksgiving Day, Christmas Day and other holidays observed by a majority of the tenants of the Building ("**Holidays**"). If any Holiday falls on a weekend, the Building may observe the Holiday on the preceding Friday or the succeeding Monday. In addition to HVAC service provided during Building Standard Hours, Landlord shall, upon Tenant's request, provide HVAC service to the Premises between the hours of 8:00 a.m. and noon on Saturday, at no additional charge to Tenant, provided that such request is made no later than 2:00 p.m. on the immediately preceding day. Tenant may periodically request, and Landlord shall furnish HVAC service on days and at times other than those referred to above, provided Tenant requests such service in accordance with the Project Rules, defined below, then in effect, and agrees to reimburse Landlord

for this service at the then existing rate being charged in the Building, except as provided to the contrary herein. If Tenant utilizes services provided by Landlord hereunder in either quantity and/or quality exceeding the quantity and/or quality customarily utilized by normal office uses of comparable premises in the Building, then Landlord may separately meter or otherwise monitor Tenant's use of such services, and charge Tenant a reasonable amount for such excess usage; such amount shall constitute additional Rent due hereunder within fifteen (15) days of Tenant's receipt of Landlord's statement for such excess. Landlord shall not be liable for any damages directly or indirectly resulting from, nor shall any Rent be abated by reason of, the installation, use or interruption of use of any equipment in connection with furnishing any of the foregoing services, or failure to furnish or delay in furnishing any such service except when such failure or delay is caused by the gross negligence or willful misconduct of Landlord. The failure to furnish any such services shall not be construed as an eviction of Tenant or relieve Tenant from any of its obligations under this Lease. Tenant shall, at Tenant's expense, be responsible for cleaning and maintaining any Above Standard improvements or fixtures, including Above Standard Tenant Work, defined below, and Above Standard Initial Improvements, in the Premises.

Leased Space at Pallisades, Peachtree-Dunwoody - Maintenance and Repair:

GSU currently leases 10,718 GSF at 5909 Peachtree Dunwoody Road for academic use by J. Mack Robinson College of Business and is maintained by the building owner as per lease terms and conditions.

During the term of this Rental Agreement, Landlord, shall, at his sole cost, service, replace, keep and maintain in good order and repair each and every part and portion of the existing demised Premises together with any improvements or additions the Landlord might install in or place upon the demised Premises in the course of the term of this Rental Agreement. Landlord agrees that any services,

replacement, or repairs by the Tenant, to the existing Premises or to any improvements or additions made by the Landlord, shall not be construed as a waiver by the Tenant of this provision. In the event that Tenant constructs or erects any additions and/or improvements to or on the demised Premises, Landlord shall have no obligation whatsoever to service, replace, keep and maintain the same in good order and repair.

Janitorial Services: Landlord shall furnish, without additional charge, on all Business Days, janitorial services for general cleaning of the Premises. Tenant agrees to report promptly to the Landlord any neglect of duty or any incivility on the part of such employees which in any way interferes with the full enjoyment of the Premises rented by the Tenant.

Rubbish Removal: Landlord shall keep the Premises clean, both inside and outside at his own expense, and shall see that all garbage, trash, and all other refuse is removed from the said Premises

Referral Report

Georgia State University

April 1, 2015

Commission Request in Response to Fifth-Year Interim Report

FR 4.9 (Definition of Credit Hours)

"The institution demonstrated that it has policies and procedures for determining the credit hours awarded for courses and programs that conform to commonly accepted practices. However, the institution did not provide evidence of the implementation and enforcement of its credit hour policy."
(Letter to Dr. Mark Becker, president, from Dr. Belle Wheelan, July 9, 2014)

Institutional Response

Georgia State University has policies and procedures in place for determining the number of credit hours awarded for courses that conform to accepted practices in higher education and with SACS.

The University determines and monitors the credit hours for all courses regardless of format, session length, instructional method (online, hybrid, and traditional face-to-face), and at all instructional locations—on and off-campus instructional sites. Attachment A shows course extractions from the Banner system demonstrating Credit Hours. This document identifies the term in which a course was offered, the CRN number for the course, the subject code, course number, section number, course title, number of credit hours, the term part code and description, the beginning and end times for the course,

the days the course was held, the start and end dates for the course, and instructional code and description, and the campus code and description.

Georgia State University follows the policies and procedures for determining credit hours set by the Board of Regents University System of Georgia. Section 3.4.1 of the Board of Regents Manual requires that a "minimum of 750 minutes of instruction or equivalent is required for each semester credit hour." Furthermore, the Board of Regents requires that a semester be no less than fifteen (15) calendar weeks in length.

The University Senate provides further specification. Senate policy notes that the Board of Regents policy applies to "all learning environments, including, but not limited to, classrooms, laboratories, studio, field experiences, internships, practica, clinical rotations, independent study, online environments, and distance learning formats." In addition to 750 minutes of instruction for each credit hour, the Senate policy requires a minimum of 1500 minutes of out of class student work or equivalent for each credit hour. Attachment B provides the University Credit Hour Policy.

The clock schedule and related policies reflect state and federal guidelines, with a minimum of 12.5 contact hours for each credit earned. The clock schedule is adhered to within each college by a specified college scheduler. As confirmation of clock hour policy implementation, we have attached the University clock schedule that outlines the contact hours of instruction based on credit hours. Attachment C outlines the University Clock Schedule.

Georgia State University follows federal guidelines in defining the credit hour:

(1) One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit,

or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or

(2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Georgia State University adheres to the Board of Regent's policies on academic activities:

3.4.1 Semester System

- All USG institutions shall be on the semester system (BoR Minutes, December, 1995).
- The academic year shall consist of two (2) regular semesters, each not to be less than fifteen (15) calendar weeks in length, excluding registration.
- A minimum of 750 minutes of instruction or equivalent is required for each semester credit hour.

3.4.2 Uniform Academic Calendar

- Institutions will have two (2) semesters, each with fifteen (15) instructional weeks.
- All institutions, with the exception of the Medical School at Georgia Regents University, shall begin and end classes during prescribed periods. The prescribed dates for starting and ending classes can be found in the Academic Affairs Handbook.
- Each institution will determine all other necessary dates for the semester, including the possibility of flexible scheduling within and between semesters. Each term must be separated by a minimum of one (1) day.

The University also maintains and adheres to policies governing the conversion of credit hours following standard accepted practices for the articulation of credit through the advisement and admissions processes.

The Transfer Admission Guarantee or (TAG) is an agreement between Georgia State University and certain two-year colleges or universities that prepare students to meet certain standards to be guaranteed acceptance as transfer students. If you meet the requirements of the TAG program at your previous school, you are guaranteed acceptance as a transfer student to Georgia State University; however, TAG does not guarantee acceptance to a specific program or major, as each program may have additional requirements and/or standards. The general requirements to qualify for TAG are as follows:

- Complete 60 units transferrable to Georgia State University and all courses listed on the required course pattern on the Intent to Transfer form with grades of C or better.
- Maintain a cumulative 2.7 GPA.
- Meet the conditions of the Georgia State University Code of Student Conduct.
- Apply for admission by the Transfer deadline, and submit all required documents.

When an applicant is accepted for undergraduate transfer admission, courses completed with grades of C or better (D grades discussed below), which parallel the curriculum of Georgia State (exclusive of developmental, vocational, occupational courses, etc.) will be accepted for transfer credit. Such credit must have been earned at institutions of higher education with full accreditation by a regional association of colleges and schools, and where appropriate, the Commission on Colleges.

The determination of how transfer credit may be used to satisfy the specific course requirements for a degree is made by the department that administers the degree program requirements. The departments also have the privilege to test the student's proficiency in transferred course work.

These general guidelines apply to transfer credit:

- A maximum of 12 semester hours of D grades may be applied toward degree requirements. The 12 semester hours include both resident credit (earned at Georgia State) and transfer credit. Transfer credit will not be given for English composition courses with grades of D. Additional restrictions in acceptable D grades may be included in certain degree programs. Be sure to check the description of your planned degree program in the current General Catalog. No credit will be awarded for a grade earned at a foreign institution that is equivalent to a grade of D in the United States. A maximum of 60 semester hours from a two-year college or 81 academic semester hours from a four-year college may be applied in the program for which the applicant enrolls. Typically, courses completed at a two-year college will be granted lower-division credit. The total number of hours that may be earned toward a degree by extension or correspondence courses may not exceed 27 semester hours.
- Because the university has a minimum residence requirement, the amount of transfer credit applicable to a degree program may be further limited.
- Georgia State University does not grant credit for College-Level General Educational Developmental Tests, USAFI courses, or courses completed at any United States armed forces service school, with the exception of the military academies.
- Some credit may show up with a 1099, 2099, 3099, or 4099 number. If you receive credit with this number, this means we did not have an exact course to transfer your course to, however, we did

give you credit for the transfer course. (For example: BIOL 2099, or HIST 1099) Student may have these courses reviewed by the department.

Academic departments determine class offerings and schedules. Common meeting days are Monday/Wednesday, Tuesday/Thursday, Monday/Wednesday/Friday. The University offers courses throughout the day, evenings, and on weekends. The University has a 15-week schedule with 14 weeks of instruction and one week of final exams. The University offers the majority of courses during a full session. The University also offers two mini-mester sessions within the full fall and spring terms, which meet 7.5 weeks. During the summer term, the University offer a 3 week summer May-Mester and 6 and 7 week sessions as well. Meeting times are adjusted to meet contact hours based on credit hours assigned to the course. The creation of the classes must adhere to calculation guidelines regardless of the length of the session.

Curriculum is approved through the University Senate Sub-Committee, Committee on Academic Programs (CAP) following the university curriculum approval process. Attachment D describes the University Curriculum Approval Process.

All proposals for changes or additions to the Georgia State University core curriculum must be in writing and must adhere to the principles, framework, and format established by the Board of Regents in the *Academic Handbook*. By University Senate Bylaws, proposals for changes and additions to the core curriculum will be considered at the Senate level by the Undergraduate Council (a subcommittee of the Committee on Academic Programs) and by the Committee on Academic Programs (CAP) before being forwarded to the Provost. It is the policy of the CAP to consider only those proposals which have the prior written approval and support of the academic department/unit and College responsible for the delivery of the course in question.

By Board of Regents regulations, changes and additions to the core curriculum that are approved by Georgia State University must then be approved at the Board of Regents level before they can take effect. Departments/units that are considering proposing changes or additions to the core curriculum are urged to discuss the proposal with their College Dean and with the Chair of CAP.

Each course is approved to earn a certain amount of credit hours. A credit hour is defined as the amount of work necessary to meet intended learning outcomes to earn a Carnegie unit via direct instruction and/or other academic activities monitored via instructional tools used for hybrid and online course offerings. One semester hour is equal to no less than 12.5 contact hours for each credit earned. A clock hour is equal to the Carnegie hour, not less than 50 minutes.

Attachment A

Table 4.9 - 3 Examples of On-Campus Full Semester Lecture-Based Courses, Fall 2014 and Spring 2015

6-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODE	INST_DESC	CAMP_COD	CAMPUS
3529	201408	80651	NURS	3510	005	CARING FOR ADULT	6	1	Full Term	0800	0850	F	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
4313	201408	82279	SPAN	1101	005	INTENSIVE ELEM SP.	6	1	Full Term	1000	1145	MWF	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
4497	201408	84333	FI	4000	010	FUNDAMENTALS OF	6	1	Full Term	1300	1540	TR	8/25/2014	12/16/2014	A	Lecture	A	Main Campus

5-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODE	INST_DESC	CAMP_COD	CAMPUS
3571	201408	80205	CHEM	6600	010	BIOCHEMISTRY I	5	1	Full Term	1730	1900	MWF	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
3704	201408	80653	NURS	3810	005	PSYC/MNTL HLTH FC	5	1	Full Term	1300	1530	F	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
4915	201408	82576	NURS	3610	005	CARING FOR CHLDB	5	1	Full Term	1300	1530	F	8/25/2014	12/16/2014	A	Lecture	A	Main Campus

4-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODE	INST_DESC	CAMP_COD	CAMPUS
3534	201408	80141	BIOL	6480	005	PRINCIPLES OF TOXI	4	1	Full Term	1730	1915	MW	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
3542	201408	80158	BIOL	8620	005	EUKARYOTIC MOLEC	4	1	Full Term	1300	1445	TR	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
3561	201408	80189	CHEM	2400	005	ORGANIC CHEMISTF	4	1	Full Term	1010	1120	MWF	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
5738	201408	87179	HIST	3700	010	HON CHINA AND JA	4	1	Full Term	1300	1445	MW	8/25/2014	12/16/2014	A	Lecture	A	Main Campus

3-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODE	INST_DESC	CAMP_COD	CAMPUS
3790	201408	87874	PHIL	3060	005	EXISTENTIALISM	3	1	Full Term	0930	1045	TR	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
3822	201501	10006	AAS	3500	005	JAZZ HISTORY	3	1	Full Term	0900	0950	MWF	1/12/2015	5/5/2015	A	Lecture	A	Main Campus
3891	201408	84028	ENGL	1102	160	ENGLISH COMPOSIT	3	1	Full Term	1330	1445	MW	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
4187	201408	83129	BIOL	7840	005	ANIMAL BIOLOGY	3	1	Full Term	0930	1045	TR	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
4233	201408	84227	PH	7300	005	URBAN HEALTH	3	1	Full Term	1300	1530	R	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
4448	201408	82333	ASTR	1000	005	INTRODUCTION TO	3	1	Full Term	1000	1050	MWF	8/25/2014	12/16/2014	A	Lecture	A	Main Campus

2-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODE	INST_DESC	CAMP_COD	CAMPUS
9551	201501	16845	BIOL	8710	025	CONCEPTS: MOLECU	2	1	Full Term	1445	1625	W	1/12/2015	5/5/2015	A	Lecture	A	Main Campus
9645	201501	16869	LAW	7482	005	THEORIES OF JUSTI	2	1	Full Term	1610	1750	W	1/12/2015	5/5/2015	A	Lecture	A	Main Campus
10164	201408	88938	SPCH	1000	056	HUMAN COMMUNIC	2	1	Full Term	0900	0950	M	8/25/2014	12/16/2014	A	Lecture	A	Main Campus

1-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODE	INST_DESC	CAMP_COD	CAMPUS
113	201408	89287	PSYC	6650	010	PSYCHOLOGY: SPECI	1	1	Full Term	1430	1545	TR	8/25/2014	12/16/2014	H	Directed S	A	Main Campus
6373	201408	88813	GSU	1010	620	NEW STUDENT ORIE	1	1	Full Term	1030	1145	F	8/25/2014	12/16/2014	A	Lecture	A	Main Campus
7648	201501	10221	CHEM	1201	005	CHEM I CONCEPT DE	1	1	Full Term	1430	1520	R	1/12/2015	5/5/2015	A	Lecture	A	Main Campus

Table 4.9 - 4 Examples of On-Campus Half-Semester Lecture-Based Courses, Fall 2014 and Spring 2015

4-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODI	INST_DESC	CAMP_COI	CAMPUS
10778	201501	18310	PH	7017	005	BIOSTATIS	4	B	Mini-mes	1300	1625	TR	3/2/2015	4/24/2015	A	Lecture	A	Main Campus

3-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODI	INST_DESC	CAMP_COI	CAMPUS
4564	201408	82361	BIOL	8637	005	NUCLEIC A	3	B	Mini-mes	1730	2015	TR	10/13/2014	12/5/2014	A	Lecture	A	Main Campus
11403	201501	18828	ECE	9394	010	GEOMETR'	3	B	Mini-mes	1630	2200	R	3/2/2015	4/24/2015	A	Lecture	A	Main Campus
8459	201501	18243	ECON	2105	005	PRINCIPLE:	3	B	Mini-mes	0800	1045	MW	3/2/2015	4/24/2015	A	Lecture	A	Main Campus
8562	201408	89040	NUTR	6300	010	NUTR COU	3	B	Mini-mes	1000	1430	F	10/13/2014	12/5/2014	A	Lecture	A	Main Campus
5770	201408	88255	HIST	4890	015	HON TOPI(	3	A	Mini-mes	1730	2015	TR	8/25/2014	10/11/2014	A	Lecture	A	Main Campus
11090	201501	18580	ENGL	1102	600	ENGLISH C	3	A	Mini-mes	0800	1045	TR	1/12/2015	2/28/2015	A	Lecture	A	Main Campus

2-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODI	INST_DESC	CAMP_COI	CAMPUS
12170	201501	12520	CHEM	3110	030	ORGANIC (	2	B	Mini-mes	1600	1950	MW	3/2/2015	4/24/2015	B	Lecture/Sl	A	Main Campus
6873	201501	16680	PERS	2001	025	PERSPECTI	2	A	Mini-mes	1000	1145	MW	1/12/2015	2/28/2015	A	Lecture	A	Main Campus
7466	201501	13461	RT	1010	010	CPR	2	A	Mini-mes	1730	1915	MW	1/12/2015	2/28/2015	A	Lecture	A	Main Campus

1-credit hour courses

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODI	INST_DESC	CAMP_COI	CAMPUS
6426	201408	85595	GSU	1010	135	NEW STUI	1	A	Mini-mes	1000	1115	TR	8/25/2014	10/11/2014	A	Lecture	A	Main Campus
10175	201501	14498	NURS	2040	005	CONCPT FC	1	A	Mini-mes	1500	1640	W	1/12/2015	2/28/2015	A	Lecture	A	Main Campus

Table 4.9 - 6 Examples of On-Campus Full-Semester Laboratory, Practicum, or Clinically-Based Courses, Fall 2014 and Spring 2015

4-credit courses

TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_CODE	INST_DESC	CAMP_CODE	CAMPUS
15059	201501	17630	3DS	3350	005	CERAMIC S	4	1	Full Term	1100	1350	MW	1/12/2015	5/5/2015	E	Supervise	A	Main Campus
15156	201501	13157	RT	6051	005	CLINICAL P	4	1	Full Term	0700	1500	TR	1/12/2015	5/5/2015	E	Supervise	1	Main Campus NON-S25
15712	201408	81859	CHEM	4170	045	CHEMISTR	4	1	Full Term (Fall or Spring)				8/25/2014	12/16/2014	E	Supervise	1	Main Campus NON-S25
16226	201408	84208	DPP	3600	005	DRAWING	4	1	Full Term	1430	1720	MW	8/25/2014	12/16/2014	E	Supervise	A	Main Campus

3-credit courses

14520	201501	15682	MUS	8920	005	RESEARCH	3	1	Full Term (Fall or Spring)				1/12/2015	5/5/2015	E	Supervise	1	Main Campus NON-S25
14521	201501	16639	ECE	8700	005	READING I	3	1	Full Term	1200	1500	R	1/12/2015	5/5/2015	E	Supervise	A	Main Campus
14522	201501	18278	PHOT	3000	015	PHOTOGR/	3	1	Full Term	1730	2020	TR	1/12/2015	5/5/2015	E	Supervise	A	Main Campus
15056	201501	13936	BIOL	3810	035	MOLECULA	3	1	Full Term	1500	1550	F	1/12/2015	5/5/2015	E	Supervise	A	Main Campus
15971	201408	84471	GRD	6020	005	ADVANCEI	3	1	Full Term	1100	1350	MW	8/25/2014	12/16/2014	E	Supervise	A	Main Campus
16134	201408	83486	PHYS	3300	010	ADVANCEI	3	1	Full Term	1400	1630	MW	8/25/2014	12/16/2014	E	Supervise	1	Main Campus NON-S25

2-credit courses

15339	201501	10733	MUS	1740	005	GROUP IN:	2	1	Full Term	1430	1520	TR	1/12/2015	5/5/2015	E	Supervise	1	Main Campus NON-S25
15355	201501	11679	MUA	1700	015	BEGIN PIA	2	1	Full Term	1610	1700	TR	1/12/2015	5/5/2015	E	Supervise	1	Main Campus NON-S25

1-credit courses

14518	201501	14689	BIOL	7910	015	GENETICS	1	1	Full Term	1530	1645	MW	1/12/2015	5/5/2015	E	Supervise	1	Main Campus NON-S25
14524	201408	88262	BIOL	2310	005	FUNDAME	1	1	Full Term	0900	1030	M	8/25/2014	12/16/2014	E	Supervise	1	Main Campus NON-S25
14531	201501	17682	MUS	4021	005	SINGING I	1	1	Full Term	1200	1250	MW	1/12/2015	5/5/2015	E	Supervise	1	Main Campus NON-S25
14803	201501	15259	BIOL	7850	015	ANIMAL BI	1	1	Full Term	1400	1630	R	1/12/2015	5/5/2015	E	Supervise	A	Main Campus

Table 4.9 - 8 Examples of On-Campus Half-Semester Laboratory and Practicum-Based Courses, Fall 2014 and Spring 2015

5-credit hours

	TERM	CRN	SUBJ	CRSE	SECTION	TITLE	HOURS	TERMPART	TERMPART	BEGIN	END	DAYS	START_DATE	END_DATE	INST_COD	INST_DESC	CAMP_COD	CAMPUS
14868	201501	14277	BIOL	6440	035	PRACTICA-	5	B	Mini-mester 2 (Fall or Spring)				3/2/2015	4/24/2015	E	Supervise	1	Main Campus NON-S25
15475	201408	87723	BIOL	6440	095	PRACTICA-	5	B	Mini-mester 2 (Fall or Spring)				10/13/2014	12/5/2014	E	Supervise	1	Main Campus NON-S25
14788	201501	14278	BIOL	6440	040	PRACTICA-	5	A	Mini-mester 1 (Fall or Spring)				1/12/2015	2/28/2015	E	Supervise	1	Main Campus NON-S25

Attachment B

Georgia State University Policy

2.40.08 Assignment of Credit Hours

By: Senate

Policy Summary

Awarding of academic credit is the responsibility of each academic unit. The BOR requires a minimum of 750 minutes of classroom or direct faculty instruction or equivalent for each semester credit hour and a minimum of 1500 minutes of out of class work or equivalent.

Administration of Policy

Mandating Authority:
University Senate

Responsible Office(s):
Academic Deans and Department Chairs (see individual colleges)
Senate Committee on Academic Programs

Responsible Executive(s):

Background: None

Committee Members: None

Full Policy Text

Each semester credit hour requires

a) a minimum of 750 minutes of classroom or direct faculty instruction or equivalent and

b) a minimum of 1500 minutes of out of class student work or equivalent.

Academic units may require more than these minima (for example, to fulfill requirements of specialized accrediting agencies).

These minima, or the equivalent amount of work, apply to all learning environments, including, but not limited to, classrooms, laboratories, studio, field experiences, internships, practica, clinical rotations, independent study, online environments, and distance learning formats.

Academic units, in conjunction with the college-level committees overseeing curriculum matters, are responsible for assuring that credit hours are awarded consistant with this policy in all learning environments.

This policy does not prohibit the awarding of credit based on a student's demonstration of the acquisition of competencies equivalent to those of an approved course (for example, credit by

examination).

The previous policy on Assignment of Credit Hours is repealed.

Rationale or Purpose

As part of our SACS review, it became apparent that GSU's policy on the assignment of credit hours was not clear in two respects. 1) It was not clear that the 750 minute rule was a minimum below which academic units could not go and 2) It was not sufficiently clear that students are required to do out of class work.

Policy History

None

Cross References

None

Appendix

None

Additional Information

Additional Helpful Resources

Attachment C

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University

1 Semester Hour Courses (750 minutes- including 150 minute final exam)
(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Morning Classes		
1 day/week, 14 sessions (M, W, F) 50 min/class	1 day/week, 14 sessions (T, R) 50 min/class	1 day/week, 14 sessions (S) 50 min/class
8:00-8:50	8:00-8:50	8:00-8:50
9:00-9:50	9:30-10:20	9:05-9:55
10:00-10:50	11:00-11:50	10:10-11:00
11:00-11:50		11:15-12:05
12:00-12:50		

Afternoon Classes		
1 day/week, 14 sessions (M, W, F, S) 50 min/class	1 day/week, 14 sessions (T, R) 50 min/class	1 day/week, 14 sessions (S) 50 min/class
13:00-13:50	13:00-13:50	13:00-13:50
15:00-15:50	14:30-15:20	15:00-15:50
	4:00 – 4:50 (laboratory only)	

Evening Classes		
1 day/week, 14 sessions (M, W, F, S) 50 min/class	1 day/week, 14 sessions (T, R) 50 min/class	1 day/week, 14 sessions (S) 50 min/class
17:30-18:20	17:30-18:20	6:30-17:20
19:15-20:05	19:15-20:05	18:00-18:50
20:45-21:35	20:45-21:35	19:15-20:05

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University

2 Semester Hour Courses (1500 minutes- including 150 minute final exam)

(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Morning Classes			
2 day/week, 14 sessions (MW) 50 min/class	2 day/week, 28 sessions (TR) 50 min/class	1 day/week, 14 sessions (Fri) 100 min/class (1hr/40min)	1 day/week, 14 sessions (S) 100 min/class (1 hour/40 min)
8:00 - 8:50	8:00 – 8:50	9:00 – 10:40	8:00-9:40
9:00 - 9:50	9:30 – 10:20	11:00 – 12:40	11:00-12:40
10:00 - 10:50	11:00 – 11:50		
11:00 - 11:50			
12:00 -12:50			

Break 12:15 - 1:00 -TR

Afternoon Classes			
2 day/week, 28 sessions (MW) 50 min/class	2 day/week, 28 sessions (TR) 50 min/class	1 day/week, 14 sessions (M, T, W, R, Fri,) 100 min/class (1hr/40min)	1 day/week, 14 sessions (S) 100 min/class (1 hour /40min)
13:00 - 13:50	13:00-13:50	13:00 - 14:40	13:00-14:40
14:00 - 14:50	14:30-15:20	14:45 - 16:25	15:00-16:40
15:00 - 15:50			

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University
2 Semester Hour Courses (1500 minutes- including 150 minute final exam)
(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Evening Classes		
2 day/week, 28 sessions (MW and TR) 50 min/class	1 day/week, 14 sessions (M, T, W, R, Fri) 100 min/class (1hr/40min)	1 day/week, 14 sessions (S) 100 min/class (1 hour/40 min)
17:30 - 18:20	17:30 - 19:10	17:30-19:10
19:15 – 20:05	19:15 –20:55	19:30-21:10
20:45 – 21:35		

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University

3 Semester Hour Courses (2250 minutes- including 150 minute final exam)
(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Morning Classes				
3 day/week 42 sessions (MWF) 50 min/class	2 day/week 28 sessions (MW) 75 min/class (1 hr/15 min)	2 day/week 28 sessions (TR) 75 min/class (1 hr/15 min)	1 day/week 14 sessions (F) 150 min/class (2 hrs/30 min)	1 day/week14 sessions(S) 150 min/class (2 hrs/30 min)
8:00 - 8:50	7:30 - 8:45	8:00 – 9:15	9:00 - 11:30	8:00-10:30
9:00 - 9:50	12:00 – 13:15	9:30 – 10:45		11:00-13:30
10:00- 10:50		11:00 – 12:15		
11:00 - 11:50				
12:00 - 12:50				

Break 12:15 - 1:00 –TR

Afternoon Classes				
3 day/week 42 sessions (MWF) 50 min/class	2 day/week 28 sessions (MW) 75 min/class (1 hr/15 min)	2 day/week 28 sessions (TR) 75 min/class (1 hr/15 min)	1 day/week 14 sessions (M,T, W, R, F) 150 min/class (2 hrs/30 min)	1 day/week 14 sessions (S) 150 min/class (2 hrs/30 min)
13:30 - 14:20	13:30 - 14:45	13:00 - 14:15	13:00 – 15:30	14:00-16:30
15:00 – 15:50	15:00 –16:15	14:30 – 15:45		

Approved Full Semester Clock Schedule
Georgia State University
3 Semester Hour Courses (2250 minutes- including 150 minute final exam)
(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Evening Classes				
3 day/week 42 sessions (MWF) 50 min/class	2 day/week 28 sessions (MW, TR) 75 min/class (1 hr/15 min)	2 day/week 28 sessions (TR only) 75 min/class (1 hr/15 min)	1day/week 14 sessions (M, T, W, R, F) 150 min/class (2 hrs/30 min)	1day/week 14 sessions (S) 150 min/class (2 hrs/30 min)
17:30 - 18:20	17:30 - 18:45	16:00 – 17:15	16:30 - 19:00	17:30-20:00
19:15 – 20:05	19:15 - 20:30		19:15- 21:45	
20:45 – 21:35	20:45 - 22:00			

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University

4 Semester Hour Courses (3000 minutes- including 150 minute final exam)

(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Morning Classes			
3 day/week, 42 sessions (MWF) 70 min/class (1 hr/10 min)	2 day/week, 28 sessions (TR) – NO MW Morning 105 min/class (1hr/45 min)	1 day/week, 14 sessions (F) 205 min/class (3 hrs/25 min)	1 day/week, 14 sessions (S) 205 min/class (3 hrs/25 min)
7:30 - 8:40	8:00-9:45	9:00-12:25	8:00-11:25
12:00 – 13:10	10:00-11:45		

Afternoon Classes			
3 day/week, 42 sessions (MWF) 70 min/class (1 hr/10 min)	2 day/week, 28 sessions (MW &TR) 105 min/class (1hr/45 min)	1 day/week, 14 sessions (M, T, W, R, F) 205 min/class (3 hrs/ 25min)	1 day/week, 14 sessions (S) 205 min/class (3 hrs/25 min)
13:30- 14:40	13:00-14:45	13:00-16:25	13:00-16:25
15:00 - 16:10	14:50-16:35		

Evening Classes			
3 day/week, 42 sessions (MWF) 70 min/class (1 hr/10 min)	2 day/week, 28 sessions (MW &TR) 105 min/class (1 hr/ 45 min)	1 day/week, 14 sessions (M, T, W, R, F) 205 min/class (3 hrs/25 min)	1 day/week, 14 sessions (S) 205 min/class (3 hrs/25 min)
17:30 - 18:40	17:30-19:15	17:30-20:55	17:30-20:55
19:15 - 20:25	19:20-21:05		
20:45 - 21:55			

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University

4 Semester Hour Courses (2250 minutes of lecture/750 minutes lab)
3 hours Lecture times (1 hour labs follow 1 hour clock schedule)
Minutes include 150 minute final exam
(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Morning Classes		
3 day/week, 42 sessions (MWF) 50 min/class	2 day/week, 28 sessions (MW) 75 min/class (1 hr/15 min)	2day/week 28, sessions (TR)75 min/class (1hr/15 min)
8:00 - 8:50	7:30 – 8:45	8:00 - 9:15
9:00 - 9:50	12:00 – 13:15	9:30 - 10:45
10:00 - 10:50		11:00 - 12:15
11:00 - 11:50		
12:00 - 12:50		

Afternoon Classes			
3 day/week 42 sessions (MWF) 50 min/class	2 day/week 28 sessions (MW) 75 min/class (1 hr/15 min)	2 day/week 28 sessions (TR) 75 min/class (1 hr/15 min)	1 day/week 14 sessions (M,T, W, R, F) 150 min/class (2 hrs/30 min)
13:30 - 14:20	13:30- 14:45	13:00 - 14:15	13:00 – 15:30
15:00 – 15:50	15:00– 16:15	14:30 – 15:45	

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University
4 Semester Hour Courses (2250 minutes of lecture/750 minutes lab)
3 hours Lecture times (1 hour labs follow 1 hour clock schedule)
Minutes include 150 minute final exam
(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

EVENING CLASSES			
3 day/week, 42 sessions (MWF) 50 min/class	2 day/week, 28 sessions (MW/TR) 75 min/class (1 hr/15 min)	2 day/week 28 sessions (TR only) 75 min/class (1 hr/15 min)	1 day/week 14 sessions (M, T, W, R, F) 150 min/class (2 hrs/30 min)
17:30 - 18:20	17:30 - 18:45	16:00 – 17:15	16:30 – 19:00
19:15 – 20:05	19:15 - 20:30		19:15 – 21:45
20:45 –19:35	20:45 - 22:00		

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University

5 Semester Hour Courses (3750 minutes-including 150 minute final exam)
(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Morning Classes		
Daily 70 sessions (MTWTF) 55 min/class	No MW/TR	1 day/week, 14sessions (F, Sat) 260 min/class (4 hrs/20 min)
8:00-8:55		9:00-13:20
11:00-11:55		

Afternoon Classes		
3 day/week 42 sessions (MWF) 90 min/class (1 hr/30min)	2 day/week 28 sessions (MW/TR) 130 min/class (2hrs/10 min)	1 day/week, 14 sessions (F, Sat) 260 min/class (4 hrs/20 min)
13:00-14:30	13:00-15:10	13:00-17:20
15:00-16:30		

Evening Classes		
3 day/week 42 sessions (MWF) 90 min/class (1 hr/30 min)	2 day/week 28 sessions (MW/TR) 130 min/class (2hrs/10 min)	1 day/week, 14 sessions (F, Sat) 260 min/class (4 hrs/20 min)
17:30-19:00	17:30-19:40	17:30-21:50
19:15-20:45	19:45-21:55	

OFFICE OF ENROLLMENT SERVICES
Approved Full Semester Clock Schedule
Georgia State University

6 Semester Hour Courses (4500 minutes—including 150 minute final exam)

(A minimum of 1500 minutes of out of class student work or equivalent is required for each credit hour.)

Morning Classes	
3 day/week 42 sessions (MWF) 105 min/class (1hr/45 min)	2 day/week 28 sessions (TR) 160 min/class (2 hrs/40 min)
8:00-9:45	8:00-10:40
10:00-11:45	

Break 12:15 - 1:00 -TR

Afternoon Classes		
3 day/week 42 sessions (MWF) 105 min/class (1 hr/ 45 min)	2 day/week 28 sessions (MW) 160 min/class (2 hrs/40 min)	2 day/week 28 sessions (TR) 160 min/class (2 hrs/40min)
13:00-14:45	13:30-16:10	13:00-15:40
15:00-16:45		

Evening Classes	
3 day/week 42 sessions (MWF) 105 min/class (1 hr/45min)	2 day/week 28 sessions (MW, TR) 160 min/class (2 hrs/40 min)
17:30-19:15	19:15-21:55
19:30-21:15	

Attachment D

Approved by CAP, May 2007

Georgia State University
Committee on Academic Programs

PROPOSALS FOR CHANGES AND ADDITIONS TO THE CORE CURRICULUM

Georgia State University's core curriculum is guided by the principles and framework for the core curriculum established by the Board of Regents, as outlined in Section 2.04 in the *Academic Handbook of the Board of Regents of the University System of Georgia* http://www.usg.edu/academics/handbook/section2/2.04/2.04.phtml

All proposals for changes or additions to the Georgia State University core curriculum must be in writing and must adhere to the principles, framework, and format established by the Board of Regents in the *Academic Handbook*.

By University Senate Bylaws, proposals for changes and additions to the core curriculum will be considered at the Senate level by the Undergraduate Council (a subcommittee of the Committee on Academic Programs) and by the Committee on Academic Programs (CAP) before being forwarded to the Provost. It is the policy of the CAP to consider only those proposals which have the prior written approval and support of the academic department/unit and College responsible for the delivery of the course in question.

By Board of Regents regulations, changes and additions to the core curriculum that are approved by Georgia State University must then be approved at the Board of Regents level before they can take effect.

Departments/units that are considering proposing changes or additions to the core curriculum are urged to discuss the proposal with their College Dean and with the Chair of CAP.

Rationale or Purpose

The USG core curriculum was developed with the goals of assuring institutional accountability for learning, incorporating learning requirements in global perspectives and critical thinking, allowing institutions some flexibility in tailoring courses to their institutional mission, while ensuring that core curriculum courses completed at one USG institution are fully transferable to another USG institution.

Policy History

None

Cross References

None

Appendix

None

Additional Information

Additional Helpful Resources