ACADEMIC REGULATIONS

Academic Year

Troy University operates on the semester system. Some courses are offered on an accelerated semester schedule/term.

Associate Degrees

Degree Requirements

In order to receive the associate degree, students must complete all course requirements for the degree. An associate degree cannot be declared if a baccalaureate degree has been awarded in the same program.

Credit Hours

The student seeking an associate degree must meet the following requirements:

1. A minimum of 60 semester hours.
2. At least 50% of the degree program must be traditional academic credit (excludes credit by correspondence, challenge exams, CLEP, DSST, Military, ACE, etc.).
3. No more than 25% of the degree may be earned using portfolio-based credit. (*See Specialized Curricula-Experiential Learning Credit.)*
4. At least 25% of the credit hours required for the degree must be completed in residence with Troy University. See the Academic Evaluation available on Student Planning.
5. Nine semester hours must be completed in residence at Troy University in the major area of concentration. See *Residency* for additional information.
    - *Note: This does not apply to the Associate of Science in General Education and the Associate of Arts in General Education degree.*

Grade Point Average

1. A candidate for graduation must have an overall institutional average of C (2.0 GPA).
2. A candidate for graduation must have an overall cumulative average of C (2.0 GPA).
3. A candidate for graduation must have an overall average of C (2.0 GPA) in the major
    - *Note: This does not apply to the Associate of Science in General Education and the Associate of Arts in General Education degree.*

Second or Subsequent Associate Degrees

The following policies apply:

1. No more than one Associate of General Education degree may be earned.
2. Credit earned in a concentration or major may be used to meet the requirements of only one associate degree.
3. Credit earned in a concentration or major may not be used retroactively to satisfy the requirements of another associate degree.
4. Only one degree will be conferred on a student for any term/semester.

Requirements

1. Complete the first degree as certified by the Registrar.
2. Declare a new program of study after the first degree has been certified as completed by the Registrar.
3. Earn an additional 15 semester hours in residence in the declared program (see residency credits under residency).
4. File a Graduation Application through Student Self-Service in Trojan Web Express in accordance with the published deadlines.
5. Meet all current requirements for the second or subsequent degree. An associate degree cannot be declared once a baccalaureate degree has been awarded in the same program.

Attendance Policy

Students receiving financial assistance are required to attend classes according to the regulations for financial assistance benefits in addition to those regulations required for the course.

Faculty members may levy academic penalties upon unexcused absences. However, such penalties for unexcused absences will be a part of each course syllabus and will be distributed to each class at the beginning of the term and a copy filed in the departmental office.

Auditing a Course

A student may audit any Troy University course by indicating audit at the time of registration. No credit will be given, and fees will be assessed based on the audit credit-hour rate. Audit hours are not counted in maximum or minimum load limits. Students are not permitted to change from audit to credit hours after the last day to add a course, or from credit to audit after the last day for dropping a course.

Baccalaureate Degrees

Note: Students earning a degree in the College of Education should refer to the *Education* section for additional requirements.

Degree Requirements

In order to receive the baccalaureate degree, the student must complete all requirements for the degree.

Credit Hours

The student seeking a baccalaureate degree must meet the following requirements:

1. A minimum of 120 semester hours.
2. At least 50% of the degree program must be traditional academic credit (excludes credit by correspondence, challenge exams, CLEP, DSST, Military, ACE, etc.).
3. No more than 25% of the degree may be earned using portfolio-based credit. *See Specialized Curricula-Experiential Learning Credit.*
4. At least 25% of the credit hours required for the degree must be completed in residence with Troy University. (See the Academic Evaluation available on Student Planning.)
5. Twelve semester hours of work in each major field must be completed in residence with Troy University. See *Residency* for additional information.
6. A course may be used to satisfy only one requirement. For example, if the same course is required for both the major and minor selected, it may be used to satisfy only one of these requirements. An additional course or courses must be completed to satisfy the remaining requirement.

Grade Point Average

1. A candidate for graduation must have an overall institutional average of C (2.0 GPA (unless the academic program specifies a higher GPA for licensure or certification purposes–See College Dean) *Example: The School of Education requires a 2.75 GPA for any degree program that must meet TEP requirements. See Teacher Certification for additional Information. Other programs may have a GPA requirement for graduation. See the Dean of the College.*
2. A candidate for graduation must have an overall cumulative average of C (2.0 GPA (unless the academic program specifies a higher GPA for licensure or certification purposes–See College Dean)
3. A candidate for graduation must have an overall average C (2.0 GPA) in each major field (unless the academic

program specifies a higher GPA for licensure or certification purposes–See College Dean)

Second or Subsequent Baccalaureate Degrees

In order to earn a second or subsequent baccalaureate degree, a student must:

1. Complete the first degree as certified by the Registrar.
2. Declare a new program of study after the first degree has been certified as completed by the Registrar.
3. Earn an additional 30 semester hours in residence in the declared program (*see residency credit).*
4. Earn a minimum of 12 semester hours (beyond the previously earned degree) in the major field.
5. File a Graduation Application through Student Self-Service in Trojan Web Express in accordance with the published deadlines.
6. Meet all current requirements for the second or subsequent degree.
7. A course may be used to satisfy only one requirement. For example, if the same course is required for both the major and minor selected, it may be used to satisfy only one of those requirements. An additional course or courses must be completed to satisfy the remaining requirement.
8. Only one degree with be conferred on a student for any term/semester.

Students With a Completed Bachelor's Degree

Some or all General Studies requirements may be waived for the TROY **bachelor** degree programs for students who have earned a previous bachelor's degree **in transfer** from a regionally accredited institution provided the General Studies courses are not direct prerequisites for courses needed at TROY for the selected degree program or are not directly specified for the student's major/program. Regardless of any waived coursework, all residency requirements for TROY (minimum 25% of degree hours) and in the major/concentration area (minimum 12 hours) must still be met. All requests for waivers must be communicated to the appropriate Troy University Campus Registrar prior to beginning any Troy University course work toward this bachelor's degree.

Institutional Assessment of Student Academic Performance

Troy University is committed to the continual improvement of its educational programs. The University periodically conducts assessments of student outcomes; therefore, a student can expect to participate in academic outcomes assessment activities during his or her time of enrollment.

Class Section Cancellation

The institution reserves the right to cancel any class section due to insufficient enrollment.

Classification

Hours Earned	*Classification*
Less than 30	Freshman
30-59	Sophomore
60-89	Junior
90 or more	Senior

Good Academic Standing

A student is considered in Good Standing when the overall cumulative GPA is 2.00 or greater

Credit Definitions

Regular Credits

College credits are expressed in semester hours or credit hours.

Credit Hour Equivalency

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 15 weeks (does not include final exam time) for one semester or the equivalent amount of work over a different amount of time; or
2. 50 minutes of classroom instruction plus additional out of class work (the general expectation is two hours) for 15 weeks is the basis for a credit hour; or
3. a minimum of 2,250 minutes per three semester hour course of instruction, which does not include final exam time; or
4. an amount of work represented in intended learning outcomes that are at least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Laboratory Credits

Two hours of laboratory work are usually accepted as the equivalent of one hour of regular class work. The actual number of hours is determined in order to satisfy the course objectives.

Credit by Examination

Credit is allowed for CLEP, General and Subject Examinations, the Advanced Placement program, IB, GCE-A/AS, and DSST examinations as approved by the Academic Council and department chairs. The number of credits allowed for satisfactory performance on the general examinations may be reduced by the amount of credit the student has previously earned in the subject matter areas covered by the examinations.

Some departments of the University have developed challenge examinations in areas which, with approval of the Academic Council, can be used in lieu of certain required courses. Consult the appropriate department chairs for additional information.

Experiential Credit

Troy University recognizes that learning equivalent to the college level can occur outside the formal structure of accredited colleges and universities. Policies and procedures have been established for the assessment of this learning based upon the "Principles of Good Practice in Assessing Experiential Learning" recommended by the Council for the Adult and Experiential Learning (CAEL).

In addition, credit as recommended by the American Council on Education may be granted for learning acquired through military, industrial, or regionally accredited technical school training programs where the learning is applicable to the student's degree program. Experiential credit is considered non-traditional credit.

Provisional Credit

If a student meets regular admission standards and has earned college level courses at an unaccredited institution of higher learning, the student may be given provisional credit. However, the credits will not be considered for acceptance until the student has completed 24 credit hours with a cumulative GPA of 2.0 or better at Troy University. Credits will be reviewed by the Dean of the Discipline and the Record's Office. A determination will be made based on (1) the unaccredited institution's affiliation with the Commission for Higher Education Accreditation; and/or (2) acceptance of credit by at least three other accredited institutions located in the area of the unaccredited institution.

Transfer Credit

Transfer credit is defined as college credit that was earned at a regionally accredited institution and is transferable and accepted for credit toward degree programs at Troy University, and credit recommended by the American Council on Education.

In addition, credit as recommended by the American Council on Education may be granted for learning acquired through military, industrial, or regionally accredited technical school

training programs where the learning is applicable to the student's degree program.

See the *Admissions* chapter of this catalog for more information regarding transfer credit.

Transient Credit

A currently enrolled student who wishes to study at another institution for a term should consult with the Record's Office concerning procedures and required approvals. Any courses taken by a student after the initial registration with Troy University must have prior approval by the University, and transient hours must be included with the student's semester load for load-limit purposes. If a student takes coursework at another institution without proper transient authorization, the University reserves the right to deny credit for these courses. No more than six semester hours of credit may be taken as Transient after the last term of enrollment with Troy University.

Course Sequences

In general, students should take all required courses in their plan of study in the appropriate numeric sequence when possible, unless otherwise stated in this catalog or by the student's assigned academic advisor. Courses and programs that have prerequisite requirements must not be attempted until the necessary prerequisites have been satisfactorily met.

Advanced Courses

Advanced courses are courses at the sophomore level or above.

Upper level courses

Upper level courses are courses at the junior level or above.

Numeric course sequencing

- 0090 sequence: Developmental/remedial courses (*do not count toward degree requirements*)
- 1100 sequence: Freshman level *(exceptions noted in course descriptions as related to developmental/remedial course work)*
- 2200 sequence: Sophomore level
- 3300 sequence: Junior level
- 4400 sequence: Senior level
- 5500 sequence: Graduate courses (*open to seniors by permission*)
- 6600 sequence: Graduate students only
- 7700 sequence: Education Specialist students only
- 8800 sequence: Graduate students only—doctoral level

Credit Load Calculation

Definitions

- A "semester" is defined for hour limit purposes as 16 weeks of class meetings.
- A "term" is defined for hour limit purposes as up to a nine week period of class meetings.

Fall, Spring, and Accelerated Semesters/Terms

- Minimum Full-Time Undergraduate Load: 12 semester hours (six semester hours for accelerated semester/term schedules).
- Maximum: 18 semester hours (10 semester hours for accelerated semester/term).
- Overload: 19-21 semester hours (11-13 semester hours for accelerated semester/term schedules). Credit overload requires unconditional admission status, a minimum institutional GPA of 3.5, recommendation from the student's academic adviser, and signature of the dean or designee. Undeclared majors requesting an overload must have the signature of the Associate Provost/Dean of Undergraduate Studies or designee.
- Students on academic probation: Limited to 13 semester hours (seven semester hours for accelerated semester/term schedules)

Summer Semesters (Alabama Campuses)

- Minimum Full Time Undergraduate Load: 9 to 12 semester hours (over the entire summer). Students are advised that full -time status for federal financial assistance is 12 semester hours.
- Maximum: 13 semester hours
- Overload: 14-15 semester hours. Credit overload requires unconditional admission status, a minimum institutional GPA of 3.5, recommendation from the student's academic adviser, and signature of the dean or designee. Undeclared majors requesting an overload require the signature of the Associate Provost/Dean of Undergraduate Studies or designee.
- Students on Academic Probation: Limited to 10 semester hours.

Important note regarding concurrent enrollment: Within the beginning and ending dates of a fall or spring semester, concurrent enrollment in the semester and any term(s) may not exceed 18 hours. Enrollment in more than 18 hours requires a student to meet the University policy for an overload.

Concurrent enrollment in the summer semester and any term(s) may not exceed 13 hours. Enrollment in more than 13 hours requires a student to meet the University policy for an overload.

The maximum number of overload hours for any fall or spring semester block of time is 21.

Drop

A student who wishes to reduce, but not entirely eliminate, his or her credit load may drop a course. Students may drop a course or courses online via Student Planning, or submit a request in the Record's Office.

The last day to drop a course will be assigned for each term, session or semester based on 65% completion of the length of the course. Dates will be published in the Academic Records web page (www.my.troy.edu/records). The 65% rule also applies to international teaching locations.

- ***From Early Registration through Late Registration-Free Course Schedule Adjustment Period***

  Students may drop a course or courses during the Free Course Schedule Adjustment Period. Tuition and refundable fees will be returned.

- ***From the end of Late Registration (Free Course Schedule Adjustment Period) through the last day to Drop***

  A non-punitive grade of DR will be assigned up until the last day to drop, as posted in the Schedule of Classes and on appropriate web pages. **Students may not drop after the deadline**. Any student who fails to do so will be assigned a grade.

  Extenuating circumstances such as military deployment must be properly documented before an exception will be considered.

Grade Appeals

Faculty members have the authority to grade student work and to assign grades, these are academic judgments. A faculty member's syllabus enumerates student academic performance expectations and consequences. Faculty members render academic judgments when a student's academic performance violates established standards or fails to meet stated expectations. Academic judgments, made by faculty, are based on academic content, course requirements, and student performance. Students may not appeal grades based on allegations concerning the

competence of a faculty member, the fairness of examinations, the difficulty of a course, or other matters of a purely academic nature. Grades for individual assignments and exams may not be appealed. While it is recognized that faculty hold the right and responsibility to grant a grade, a student who receives a course grade that he or she believes to be unwarranted for reasons other than those listed above may appeal that grade using these stated procedures:

Step 1. Within the first four weeks of the start of the following term or semester in which the grade is received, the student shall have informally appealed the grade to the instructor. If that instructor is not teaching at Troy University during the term following issuance of the grade, the student will make contact with the instructor through the department chair to informally appeal the grade. In the case of a course taught through TROY Online, students should contact their home campus or site to determine the person designated by the appropriate college dean to assist the students with their appeals.

Step 2. If the issue is not resolved at this informal level and the student wishes to pursue the appeal, the student shall request in writing a meeting with the respective department chair. This request shall be addressed to the department chair and shall be received no later than the end of the fifth week of instruction for the term or semester following issuance of the grade. The request must summarize the student's complaint and the student's informal appeal to the instructor. In the case of a course taught through TROY Online, students should contact their home campus or site to determine the person designated by the appropriate college dean to assist the students with their appeals.

Step 3. Within two weeks of receipt of the request, the department chair shall discuss the appeal with the student and with the instructor, separately or at the same time. If the department chair upholds the decision, the matter is closed. The decision is final.

Step 4. If the department chair does not support the decision of the instructor, the matter shall be appealed within two weeks of the department chair's decision to the designated associate dean or dean of the college. The department chair will forward the appeal package to the designated associate dean or dean. The designated associate dean or dean will empanel three full-time faculty colleagues from the department and/or discipline to review the matter. *The decision of this panel shall be final and binding on all parties.*

Note: Students may not use this procedure to appeal grades resulting from violations of academic honesty. Students should refer to the *Oracle*, the University's official student handbook, for those appeals.

Grade Point Average (GPA)

The grade point average is computed by dividing the number of credit hours attempted into the total number of grade points earned. The official transcript displays two GPA types: (1) The institutional GPA is based on hours attempted with Troy University only; (2) the Cumulative GPA is based on hours attempted with Troy University *and* transfer institutions.

Grading System

Grade	Description	Cred-it	Grade points per credit hour	Calcu-lates in GPA
A	Excellent	Yes	4	Yes
B	Above Average	Yes	3	Yes
C	Average	Yes	2	Yes
D	Below Average	Yes	1	Yes
F	Failure	No	0	Yes
AU	Audit	No	0	No
DR	Dropped course prior to the published deadline	No	0	No
FA	Did not attend any classes	No	0	Yes
I	Incomplete	No	0	No
FI	Course requirements not completed by end of time limit for course assigned an Incomplete. Assigned by registrar. *(Same as F)*	No	0	Yes
NG	No grade reported by faculty at end of term (assigned by Registrar)	No	0	No
P	Pass	Yes	0	No
W	Withdrawal prior to the published deadline	No	0	No

Graduation

Students must complete degree requirements within eight years after first entering Troy University or student will be moved to the current catalog. Students not attending Troy University for two consecutive calendar years must meet all degree requirements of the current Catalog at the time of readmission.

Filing for Graduation

A Graduation Application must be filed according to the published dates.

Degree Plans / Academic Evaluations

Academic evaluations are available to students online through the Student Planning module. However, evaluations are not considered official unless issued by or stamped by an academic evaluator or designated representative of the University Registrar's office. Notation of this official review can be found under the "Show Program Notes" section of Student Planning/My Progress

Honors and Awards

Chancellor's Honor List

Full-time undergraduate students who are registered for 12 semester hours and who earn a grade point average of 4.00 qualify for the Chancellor's List, which is published at the end of each term. A Troy University part-time student who earns a 4.00 grade point average on 12 consecutive semester hours of credit will also be named on the Chancellor's List.

Provost's Honor List

Full-time undergraduate students who are registered for 12 semester hours and who have a grade point average of 3.65 or higher qualify for the Provost's List, which is published at the end of each term. A Troy University part-time student who averages

3.65 or higher on 12 consecutive semester hours of credit will also be named on the Provost's List.

Graduation with Honors

To be eligible for graduation honors, students must have earned a minimum of 30 semester hours of non-pass/fail work at Troy University prior to their final registration. Honors will be calculated based on the average of all hours attempted at Troy University and transfer credit, excluding any remedial courses.

Please note: Due to the unavailability of grades for the final semester during the time commencement programs are printed, honors designations are based on the grade point average earned through the previous academic term. Final academic honor designations are determined after grades have been posted. Final, official honor designations will be printed on the transcripts. Diplomas will be reprinted for students whose last term alters the honors designation.

Undergraduate honor students are awarded differentiated diplomas as follows:

- Cum Laude: Grade point average of 3.40
- Magna Cum Laude: Grade point average of 3.60
- Summa Cum Laude: Grade point average of 3.80

Inclement Weather and Emergency Situations

Both faculty and students are responsible for meeting all assigned classes. In the event of inclement weather, faculty and students will be expected to attend classes as usual as long as they may do so without risking peril to themselves or to others. During periods of inclement weather, faculty and students will not be penalized for absences dictated by perilous conditions. In severe cases of inclement weather or other emergency conditions, each campus or site will announce cancellation of classes through local and regional media as well as through the University's website.

As part of Troy University's efforts to provide accurate, timely information to our University community, the SOS communication system delivers emergency notices to a variety of electronic devices. To subscribe to SOS visit the SOS– Emergency Information web page at http://my.troy.edu.

Incomplete Grade

This incomplete grade policy replaces all other incomplete grade policies as of August 9, 2012.

If a student is unable to complete all course grading requirements, the student may be eligible to request the assignment of an incomplete grade. An incomplete grade is not automatically assigned by the instructor, but must be requested by the student and approved by the instructor. The decision to approve or reject a student's request for an incomplete grade is at the discretion of the instructor using the following criteria:

- Student submits a completed "**Petition for an Incomplete Grade"** form prior to assignment of a course grade.
- Student's progress in the course is deemed satisfactory.
- Student is passing the course when the request is made.
- The circumstances that prevented the student's completion of course requirements are beyond the student's control, and adequate documentation is provided.

Time limit for removal of incomplete grade

Any student who receives an "I" must adhere to the deadlines set by the instructor for when required assignments must be received. The deadline must not exceed 9 weeks from the date of the end of the term that the "I" was awarded. All set deadlines apply whether or not the student enrolls for the semester or term following the assignment of the incomplete grade. Work received on or before the instructor set deadlines will be graded and computed into the final course grade. The instructor will submit a **"Change of Grade"** form to the registrar on or before the last day to remove an Incomplete from the previous semester or term published in the University's master calendar. Student assignments not received by instructor deadlines will not be graded and a "Change of Grade" form will not be submitted. If a "Change of Grade" form is not submitted by the appropriate time, the "I" will automatically be converted to an "FI". An "FI" is calculated as an "F" when determining grade point average.

Placement in Academic Courses

A student may be placed in an advanced section of a given subject area if the student's record indicates a high degree of achievement or if it indicates the student has successfully completed studies that should not be duplicated. Troy University does not accept placement exemptions granted by other institutions. Students are allowed one subsequent retest in both Math and English after their initial attempt at placement testing. Students must wait a minimum of 30 days before being allowed to retest. Any placement exams taken within the 30 day wait period will not be accepted. All placement test scores must be less than three (3) years old to be accepted by Troy University. For more information, students should consult their academic advisers and/ or their respective academic departments.

ACT (English): with ACT (English) score of 30-34, student will receive three hours credit for ENG 1101.

ACT (English): with ACT (English) score of 35-36, student will receive six hours credit for ENG 1101 and ENG 1102.

SAT (Verbal): with SAT (Verbal) score of 680-710 or new SAT 720-740, student will receive three hours credit for ENG 1101.

SAT (Verbal): with SAT (Verbal) score of at least 720 or new SAT 750, student will receive six hours credit for ENG 1101 and ENG 1102.

Readmission

1. **Former Students in Good Standing:**
   -Students in academic good standing with the University who have not been enrolled for two years (from the last term/semester for which grades were received) must submit a new application for admission.
   www.troy.edu/applications-admissions

   -Former TROY students who enrolled at another institution since their last term/semester of enrollment must submit a new application for admission. Transcripts from that institution(s) must also be submitted.

   -Students who have not received a grade at TROY within two years and have not attended another institution must contact the Office of Admissions at 1-800-414-5756 for further guidance on registering for classes

2. **Students Suspended from Troy University:** Students who have been suspended from Troy University must apply for readmission and may be readmitted under probation after serving suspension. However, students may appeal to the Senior Vice Chancellor of Academic Affairs or designee for readmission under certain mitigating circumstances to avoid suspension. Appeal forms are available in the Registrar's Office.

3. **Academic Bankruptcy:** Undergraduate students who are returning to the university following an absence of three years or more have the opportunity to petition for an Academic Bankruptcy of one academic reporting term if the appropriate criteria are met.

Eligibility

Student must be eligible for enrollment at the time a petition for Academic Bankruptcy is filed.

Student must be absent from TROY a minimum of 3 consecutive years to qualify.

Student must have a term GPA of 1.75 or lower in the requested term.

Application of Academic Bankruptcy Terms/Limitations

Complete term forgiveness may be applied only one time during the student's academic career at Troy University.

The application of the academic bankruptcy will apply to ALL coursework in the bankrupted term. (Credit attempted or earned for ALL courses within the term will display as zero credits, regardless of awarded grade.)

Term for bankruptcy consideration can be up to one "Reporting Term".

Two Accelerated Terms and/or the corresponding Traditional Semester

Academic bankruptcy can only apply to undergraduate coursework.

An academic bankruptcy cannot be applied once a baccalaureate degree is earned.

Transfer and placement credits are not eligible for academic bankruptcy.

No financial forgiveness will apply. No financial obligation will be lifted or refunded. Money owed will still be owed.

If Business office hold is in place, it must be cleared prior to any Academic Bankruptcy forgiveness request is considered.

If Academic Bankruptcy is approved, registration upon enrollment will require advisement through one of TROY's assigned Centers for Student Success.

For any additional questions, you may contact the University Registrar's Office.

Registration

Students should register during designated registration times. Once students have registered for a course or courses, they have incurred a financial commitment which must be met. Students can pay their tuition online by accessing the View Account and Make Payments tab on Trojan Web Express.

Students must be registered for all classes prior to attendance in these classes. If a student's name does not appear on a class roster, they may not sit in or otherwise attend the course.

Students who fail to attend a class without following drop/withdrawal policies will receive a grade of "FA" and still be charged full tuition and fees. Students with an outstanding balance will not be permitted to register for future terms.

Registration in Special Programs

1. Contract Program

Entering students who do not find a stated program which meets their specific needs should consult the department chair to discuss the possibility of a contract program, which normally consists of at least 30 hours of a regular academic major and 36 hours of agreed upon electives that contribute to the student's program of study, not to exceed 77 semester hours. All General Studies requirements must be met. See the appropriate department chair for additional information.

- **Contract Minor** - Students in certain programs and/or with a significant amount of transfer credit in an area of study not offered by TROY may consult their advisor and/or department chair to discuss the possibility of a contract minor, which normally consists of at least 18sh in a related field.

2. Accelerated Study for Superior Students

This opportunity permits enrollment in an accelerated or broadened program through registration for credit hours above the normal load. For specific credit loads permitted, see *Credit Load*.

3. Independent Study and Research

This program consists of several special study and research courses. Guided Independent Research, Guided Independent Study, and Honors Independent Study are offered in various departments.

Guided Independent Research (course numbers 4491 and 4492, one to three credit hours per course): Undergraduate research with attention to critical evaluation of research techniques, methods and procedures. Prerequisite: Junior or senior standing with a minimum overall GPA of 3.0, permission of guiding professor, approval of the department chair and dean. A written request must be submitted to the department chair at least two weeks in advance of the term the research is to be undertaken; application forms are available in the Registrar's Office. Guided Independent Research may be taken only in the applicant's major or minor field.

Guided Independent Study (course numbers 4493 and 4494, one to three credit hours per course): Supervised study through internship, field or laboratory projects, guided readings, creative endeavors, or achievement in specific skills. Prerequisite: Junior or senior standing, permission of guiding professor, approval of the department chair and dean. A written request must be submitted to the department chair at least two weeks in advance of the term in which the study is to be undertaken; application forms are available in the Registrar's Office.

Honors Independent Study (course number 4498, one to three credit hours per course).

4. Non-Traditional Study

See Credit by Examination and *Experiential Credit*.

5. Off-Campus Courses

Courses offered to groups of a minimum of 20 students, prepared on demand with approval of the provost. Students admitted to a Troy University off-campus course will be admitted on a conditional basis and must earn a minimum of 20 semester hours with a grade point average of 2.0 or better to be admitted as a regular student to the campus.

Repetition of Courses

Troy University courses may be repeated once for grade forgiveness, if the course is repeated at Troy University. Only the first grade earned for a course may be forgiven (not calculated in the GPA). The grades of courses repeated more than once will be calculated in the GPA. If the course being repeated is required for the program, then the last grade for that course must meet the program requirements.

Residency

Residency Credits

Effective Fall 2005, credit taken through any Troy University location will be counted as residency credit for graduation.

Residency Requirements

A candidate for graduation must have attended Troy University for at least two semesters and must have earned at least 25% of the degree in residence. This may include the semester in which graduation is scheduled. Certain exceptions may apply to RN-to-BSN students. These students should contact the Registrar for further information.

Any Troy University course for credit counts toward residency (excluding developmental / remedial courses and institutional credit English as a Second Language [ESL] courses).

Responsibility

It is the responsibility of every student to follow the standards and expectations contained in this catalog, as well as those in the student handbook, *The Oracle.* Failure to follow these standards and expectations may adversely affect student success and academic progress as well as their standing within the University.

Retention

Conditionally Admitted Students

These students must earn a 2.0 or higher grade point average on the first 24 semester hours attempted or they will be dropped from program.

Unconditionally Admitted Students

Probation

A student must earn or maintain a 2.0 grade point average or higher or will be placed on probation for one semester/term. A student on probation is limited to 13 semester hours (seven semester hours for accelerated terms) and must earn a minimum of a 2.0 grade point average each subsequent term until the overall (i.e. institutional or cumulative) grade point average reaches the 2.0 level.

Suspension

A student on probation who fails to earn a term grade point average of 2.0 or higher will be suspended. A student's first academic suspension will be for one semester/term; the second suspension will be for two semesters/terms; and a third suspension will be for an indefinite period.

Suspension Period Regulations

Courses completed at any institution during a suspension period will not be accepted for credit. Students placed on indefinite suspension may petition for readmission following a period of 12 months.

Readmission after Suspension

A student returning from academic suspension will be readmitted on probation. A student must earn or maintain a 2.0 average or higher while on probation. A student on probation is limited to 13 semester hours (seven semester hours for accelerated terms) and must earn a minimum of a 2.0 average each subsequent term until the overall grade point average reaches the 2.0 level. Failure to meet the 2.0

DANTES SUBJECT STANDARDIZED TEST (DSST)

ELIGIBILITY FOR CREDIT: Troy University will grant appropriate credit for acceptable scores on DSST Exams listed on this chart. Acceptable scores are based on ACE recommended scores which are subject to change without notice.

STUDENTS MUST WAIT 90 DAYS (3 MONTHS) BEFORE RETAKING THE SAME DSST EXAM.

TEST TITLE	TEST FORM NUMBER	CREDIT HOURS	COURSE	ACE RECOMMENDED/ TROY REQUIRED SCORE
A History of the Vietnam War	SG/SH/SL/SM 473	3	HIS 4431	44/400
Art of the Western World	SE/SF/461	3	ART 1133	48/400
Astronomy	SF/SG/SH/SL 500	3	ELECTIVE	48/400
Business Ethics and Society	SI/SO 475	3	Area II GS Humanities	400
Business Law II	SF/SH 534	3	ELECTIVE	44/400
		RETIRED—NO LONGER AVAILABLE AS OF 12-31-2014		
Business Mathematics	SF/SG/SH/SL 812	3	ELECTIVE	48 / 400
Computing and Information Technology	SG/SH/SL/SM 536	3	ELECTIVE	45 / 400
Criminal Justice	SF/SG/SH/SL 498	3	CJ 1101	49 / 400
Environmental Science	SF/SG/SH/SL 511	3	BIO 1120	46 / 400
Ethics in America	SF/SG/SH/SM 474	3	PHI 2204	46 / 400
Ethics in Technology	SQ/SR 302	3	ELECTIVE	400
Foundations of Education	SE/SF/SG/SH 489	3	ELECTIVE	46 / 400
Fundamentals of Counseling	SG/SH/SL/SM 562	3	PSY 4402	45 / 400
Fundamentals of Cyber Security	SQ/SR/SY/SZ013	3	CS 3334	400
General Anthropology	SF/SG 494	3	ANT 2200	47 / 400
Health and Human Development	SF/SG/SH/SL 508	3	ELECTIVE	48 / 400
History of the Soviet Union	SF/SG/SH/SL 471	3	HIS 4433	45 / 400
Human Cultural Geography	SF/SG/SH/SL 470	3	GEO 2210	48 / 400
Human Resource Management	SG/SH/SL/SM 530	3	HRM 3375	46 / 400
Introduction to Business	SE/SF/SG/SH 543	3	BUS 1101	46 / 400
Introduction to Geology (no lab credit)	SQ/SR 303	3	ELECTIVE	400
Introduction to Law Enforcement	SG/SH/SL/SM 497	3	CJ 2221	45 / 400

DANTES SUBJECT STANDARDIZED TEST (DSST)

TEST TITLE	TEST FORM NUMBER	CREDIT HOURS	COURSE	ACE RECOMMENDED/ TROY REQUIRED SCORE
Intro to World Religions	SF/SG/SH/SL 496	3	REL 2280	48/400
Fundamentals of College Algebra	SQ/SR/SY/SZ 424	3	MTH 1112	400
Introduction to the Modern Middle East	SF/SG/SH/SL 469	3	HIS 3356	47/400
		RETIRED—NO LONGER AVAILABLE OF 12/31/2014		
Lifespan Developmental Psychology	SF/SG/SH/SL 490	3	PSY 2210	46 / 400
Management Information Systems	SE/SF/SG/SH 551	3	ELECTIVE	46 / 400
Math for Liberal Arts	SQ/SR/SY/SZ 300	3	MTH 1110	400
Money and Banking	SG/SH/SL/SM 548	3	ECO 3353	48 / 400
Organizational Behavior	SF/SG/SH/SL 531	3	MGT 4472	48 / 400
Personal Finance	SE/SF/SG/SH 550	3	Area IV GS Social Science	46 / 400
Physical Geology	SF/SG/SH/SL 519	3	SCI 2234	46 / 400
		RETIRED - NO LONGER AVAILABLE AS OF 12-31-2014		
Principles of Advanced English Composition	SQ/SR/SY/SZ 301	3	ENG 1101	400
Principles of Finance	SF/SG/SH/SL 524	3	ELECTIVE	46 / 400
Principles of Financial Accounting	SG/SH/SL/SM 525	3	ACT 2291	47 / 400
		RETIRED - NO LONGER AVAILABLE AS OF 12-31-2014		
Principles of Physical Science	SE/SF/SG/SH 512	3	SCI 2233	47/400
		RETIRED - NO LONGER AVAILABLE AS OF 7-13-2018		
Principles of Public Speaking	SE/SF/SG/SH 815	3	Area II GS Humanities	47 / 400
Principles of Statistics	SF/SH/SL/SM 450	3	QM 2241	48 / 400
Principles of Supervision	SE/SF/SG/SH 532	3	ELECTIVE	46 / 400
Substance Abuse	SE/SF/SG/SH 495	3	ELECTIVE	49 / 400
Technical Writing	SF/SG/SH/SL 820	3	ENG 2260	46 / 400
The Civil War & Reconstruction	SE/SF/SG/SH 483	3	HIS 4413	47 / 400
Western Europe Since 1945	SF/SG/SH/SL 465	3	HIS 4403	45 / 400
		RETIRED - NO LONGER AVAILABLE AS OF 12-31-2014		

COLLEGE-LEVEL EXAMINATION PROGRAM (CLEP)

Troy University accepts a variety of CLEP exams. Students must meet the required score in effect as of the date of the exam. CLEP Exams cannot be taken, or credit given, for a course in which credit has already been successfully completed. For additional information, please contact the campus coordinator of testing or campus Records Office.

CLEP Exam Title	Troy University Course(s)	Hours	Required Score
American Government	POL 2241	3	50
American Literature	ENG 2211	3	50
Analyzing and Interpreting Literature	Free Elective	3	50
Biology	BIO 1100 and BIO 1101 (NO LAB CREDIT)	6	50
Calculus	MTH 1125	4	50
Chemistry	CHM 1142/L142 and 1143/L143	8	50
College Algebra	MTH 1112	3	50
College Composition (NOT modular version)	ENG 1101 and 1102	6	50
College Mathematics	Free Elective	3	50
English Literature	ENG 2205 or ENG 2206	3	50
Financial Accounting	ACT 2291	3	50
French Language	FRN 1101 and 1102	6	50
German Language	GER 1121 and 1122	6	50
History of the United States I	HIS 1111	3	50
History of the United States II	HIS 1112	3	50
Human Growth and Development	Free Elective	3	50
Humanities — General	General Studies Area II-Fine Arts Course	3	50
Information Systems	IS 2241 or Free Elective only for Business Majors	3	50
Introduction to Educational Psychology	Free Elective	3	50
Introductory Business Law	Free Elective	3	50
Introductory Psychology	PSY 2200	3	50
Introductory Sociology	SOC 2275	3	50
Natural Sciences — General	BIO 1100/L100 and SCI 2233/L233	8	50
Pre-Calculus	MTH 1114	3	50
Principles of Macroeconomics	ECO 2251	3	50
Principles of Management	MGT 3300	3	50
Principles of Marketing	MKT 3300	3	50
Principles of Microeconomics	ECO 2252	3	50
Social Science and History—General	Area IV—General studies social science elective and unspecified free elective	6	50
Spanish Language	SPN 1141 and 1142	6	50
Western Civilization I	HIS 1101	3	50
Western Civilization II	HIS 1102	3	50

ADVANCED PLACEMENT (AP)

Troy University accepts a variety of Advanced Placement (AP) exams. Students must have official score reports sent directly to Troy University, 100 University Park, Troy, AL 36082. Credit is reviewed/evaluated upon receipt of official scores.

AP Exam Title	(Minimum Score Req. = 3)		(Advanced Score Req. = 4 or higher)	
	TROY Course(s)	Credit	TROY Course(s) (AP Transfer ONLY) (Applicable as Honors Credit)	Credit
Art History	ART 1133 or ART 2250	3	ART 1133H or ART 2250H	3
Biology	BIO 1100/L100	4	BIO 1100H/L100H	4
Calculus AB	MTH 1125	4	MTH 1125H	4
Calculus BC	MTH 1125 and MTH 1126	8	MTH 1125H and MTH 1126H	8
Chemistry	CHM 1142/L142 and CHM 1143/L143	8	CHM 1142H/L142H and CHM 1143H/L143H	8
Chinese Language and Culture	CHI 1101	3	CHI 1101H and CHI 1102H	6
Comparative Government	TROY ELEC	3	TROY ELECH	3
Computer Science A	CS 3360	3	CS 3360H	3
Computer Science Principles	CS 3310	3	CS 3310H	3
English Language Composition	ENG 1101	3	ENG 1101H	3
English Literature Composition	ENG 1101	3	ENG 1101H	3
English Language Composition **AND** English Literature Composition	ENG 1101 and ENG 1102	6	ENG 1101H and ENG 1102H	6
Environmental Science	BIO 1120 & L120	4	BIO 1120H and L120H	4
European History	HIS 1101	3	HIS 1101H and HIS 1102H	6
French Language & Culture	FRN 1101 and FRN 1102	6	FRN 1101H and FRN 1102H	6
German Language & Culture	GER 1121 and GER 1122	6	GER 1121H and GER 1122H	6
Human Geography	GEO 3301	3	GEO 3301H	3
Italian Language & Culture	General Studies Area II Humanities	6	General Studies Area II Humanities Honors	6
Japanese Language & Culture	General Studies Area II Humanities	6	General Studies Area II Humanities Honors	6
Latin	LAT 1131 and LAT 1132	6	LAT 1131H and LAT 1132H	6
Macroeconomics	ECO 2251	3	ECO 2251H	3
Microeconomics	ECO 2252	3	ECO 2252H	3
Music Listening (Inactivated)	MUS 1131	3	MUS 1131H	3
Music Theory	MUS 1102 and MUS 1103	6	MUS 1102H and MUS 1103H	6
Physics 1 : Algebra-Based	PHY 2252 and PHY L252	4	PHY 2252H and PHY L252H	4
Physics 2 : Algebra-Based	PHY 2253 and PHY L253	4	PHY 2253H and PHY L253H	4
Physics C : Mechanics	PHY 2262 and PHY L262	4	PHY 2262H and PHY L262H	4

Required Score
Students must meet the required score in effect as of the date of the exam.

ADVANCED PLACEMENT (AP)

AP Exam Title	(Minimum Score Req. = 3)		(Advanced Score Req. = 4 or higher)	
	TROY Course(s)	Credit	TROY Course(s) (AP Transfer ONLY) (Applicable as Honors Credit)	Credit
Physics C : Electricity and Magnetism	PHY 2263 and PHY L263	4	PHY 2262H and PHY L263H	4
Psychology	PSY 2200	3	PSY 2200H	3
Research	General Studies Area IV Social Science	3	General Studies Area IV Social Science Honors	3
Seminar	General Studies Area IV Social Science	3	General Studies Area IV Special Science Honors	3
Spanish Language & Culture	SPN 1141	3	SPN 1141H and SPN 1142H	6
Spanish Literature & Culture	SPN 1141	3	SPN 1141H and SPN 1142H	6
Statistics	STAT 2210 or QM 2241	3	STAT 2210H or QM 2241H	3
Studio Art: 2D Design	ART 1145	3	ART 1145H	3
Studio Art: 3D Design	ART 1150	3	ART 1150H	3
Studio Art: Drawing	ART 2201	3	ART 2201H	3
U.S. Government & Politics	POL 2241	3	POL 2241H	3
United States History	HIS 1111	3	HIS 1111H and HIS 1112H	6
World History	HIS 1122	3	HIS 1122H and HIS 1123H	6

Required Score
Students must meet the required score in effect as of the date of the exam.

INTERNATIONAL BACCALAUREATE (IB)

Troy University awards International Baccalaureate credit with the appropriate higher-level (H-L) examination score. After official scores have been received, evaluated and certified, eligible credit will be posted to the student's transcript. Credit is granted only for degree-seeking students at the undergraduate level. For more information, contact the appropriate campus registrar. IB credit will appear on the University transcript as a grade of P. Credit for IB credit is not calculated in the grade point average.

IB Test	TROY Course(s)	Required IB Score	Credit Hours Awarded
Biology	BIO 1100 and BIO L100	4	4
Business Management	MGT 3300	4	3
Computer Science (Computing Studies)	IS 2241	4	3
Dance	Dance 2200	4	2
Economics	ECO 2251 **OR** ECO 2252	4	3
	ECO 2251 and ECO 2252	5	6
Film	THE 1132	4	3
French (Language B)	FRN 1101	4	3
	FRN 1101 and FRN 1102	5	6
(General) Chemistry	CHM 1142 and CHM L142	4	4
	CHM 1142/CHM L142 and CHM 1143/CHM L143	5	8
Geography	GEO 2210	4	3
Global Politics	POL 2260	4	3
(Classical) Greek	GRK 1111	4	3
	GRK 1111 and GRK 1112	5	6
History—America	HIS 1111 **OR** HIS 1113	4	3
	HIS 1111/HIS 1112 **OR** HIS 1113/HIS 1114	5	6
History—European	HIS 1101 **OR** HIS 1103	4	3
	HIS 1101/HIS 1102 **OR** HIS 1103/HIS 1104	5	6
History—History of Africa and the Middle East/History of the Americas/History of Asia and Oceania	HIS 1122	4	3
	HIS 1122 and HIS 1123	5	6
History– History of Europe	HIS 1101	4	3
	HIS 1101 and HIS 1102	5	6
History– History of Europe and the Islamic World	HIS 1122	4	3
History—20th Century World History	HIS 1123	4	3
Language A: Language and Literature	ENG 1101 **OR** ENG 1103	4	3
Language A: Literature	ENG 1101 / ENG 1102 **OR** ENG 1103 / ENG 1104 ***NOTE:*** If both Language A: Language and Literature and Language A: Literature are passed, ENG 1101 / ENG 1103 will be awarded only once.	4	6
Latin	LAT 1131	4	3
	LAT 1131 and LAT 1132	5	6
Mathematics	MTH 1112 and MTH 1114	4	6
	MTH 1125 and MTH 1126	5	8
Music	MUS 1131	4	3
Philosophy	PHI 2203	4	3

INTERNATIONAL BACCALAUREATE (IB)

Troy University awards International Baccalaureate credit with the appropriate higher-level (H-L) examination score. After official scores have been received, evaluated and certified, eligible credit will be posted to the student's transcript. Credit is granted only for degree-seeking students at the undergraduate level. For more information, contact the appropriate campus registrar. IB credit will appear on the University transcript as a grade of P. Credit for IB credit is not calculated in the grade point average.

IB Test	TROY Course(s)	Required IB Score	Credit Hours Awarded
Physics	PHY 2252 and PHY L252	4	4
	PHY 2252/PHY L252 and PHY 2253/PHY L253	5	8
Psychology	PSY 2200	4	3
Social and Cultural Anthropology	ANT 2200	4	3
Spanish	SPN 1141	4	3
	SPN 1141 and SPN 1142	5	6
Theatre	THE 1130	4	3
Visual Arts	ART 1133 **OR** ART 1134	4	3

Required Score: Students must meet the required score in effect as of the date of the exam.

GENERAL CERTIFICATE OF EDUCATION FOR ADVANCED AND ADVANCED SUBSIDIARY LEVEL EXAMINATIONS (GCE A/AS LEVEL) (Also, referred to as AICE/Cambridge International Exams/etc.)

Examination scores for A/AS Level Examinations are A, B, C, D, E and U/O. Scores of A—E are passing and credit can be awarded. Scores of U/O are not passing and no credit will be awarded. Official score reports must be submitted to the University in order for credit to be placed on the student's transcript. Credit will be awarded only once for the same subject, whether from credit by examination, dual enrollment, transfer credit or credit granted by Troy University.

Students are not required to earn the full Advanced International Certificate of Education (AICE) Diploma as individual GCE subject certificates for A/AS Level examinations passed are considered for transfer credit purposes.

GCE A/AS Level examinations are offered by a number of Examining Boards (Assessment and Qualifications Alliance (AQA): Edexcel; Oxford, Cambridge, and RSA Examinations (OCR); Pearson; Council for the Curriculum. Examinations and Assessment (CCEA) in Northern Ireland; Welsh Joint Education Committee (WJEC); Cambridge International Examinations (CIE): Oxford International AQA); subjects not presented in the table below will be reviewed on an individual basis.

GCE A/AS Level Exam Title	A Level		AS Level	
	TROY Course(s)	Credit Hours	TROY Course(s)	Credit Hours
Accounting	ACT Elective / ACT Elective	3 / 3	ACT Elective	3
Applied Information and Communication Technology ***OR*** Computing	IS 2241 / IS Elective	3 / 3	IS 2241	3
Art and Design	ART 1133 / GS A2HUM	3 / 3	ART 1133	3
Biology	BIO 1100/L100 and BIO 1101/L101	3/1 & 3/1	BIO 1100/L100	3/1
Business Studies	BUS 1101/GS A4SS	3 / 3	BUS 1101	3
Chemistry	CHM 1142/L142 and CHM 1143/L143	3/1 & 3/1	CHM 1142/L142	3/1
Chinese	CHI 1101 / CHI 1102	3 / 3	CHI 1101	3
Classical Studies	CLA 2260 / GS A2HUM	3 / 3	CLA 2260	3
Computer Science	CS 2265 / CS 3310	3 / 3	CS 3310	3
Divinity / Hinduism / Islamic Studies	GS A2HUM ***OR*** GS A4SS	3 / 3	GS A2HUM ***OR*** GS A4SS	3
Economics	ECO 2251 / ECO 2252	3 / 3	ECO Elective	3
English Language	ENG 1101 / ENG 1102	3 / 3	ENG 1101	3
English Literature	ENG 2205 / ENG 2206	3 / 3	ENG 2205	3
Environmental Management	N/A	N/A	BIO 1120/L120	3/1
Foreign Languages - Other: Afrikaans / Arabic / Hindi / Marathi / Portuguese / Tamil / Telugu / Urdu	GS A2HUM / GS A2HUM	3 / 3	GS A2HUM	3
Foreign Languages - Other: Japanese	N/A	N/A	JPN 1101	3

GCE A/AS Level Exam Title	A Level		AS Level	
	TROY Course(s)	Credit Hours	TROY Course(s)	Credit Hours
French	FRN 1101 / FRN 1102	3 / 3	FRN 1101	3
General Paper	N/A	N/A	TROY Elective	3
Geography	GEO 2210 / GS A4SS	3 / 3	GEO 2210	3
German	GER 1121 / GER 1122	3 / 3	GER 1121	3
Global Perspectives	N/A	N/A	IDS 2200	3
American History	HIS 1112 / HIS Elective	3 / 3	HIS 1112	3
European History	HIS 1102 ***OR*** HIS 1123 and HIS Elective	3 / 3	HIS 1102 ***OR*** HIS 1123	3
History	GS A4HIS1 /GS A4HIS2	3 / 3	GS A4HIS1	3
Law	LAW Elective / LAW Elective	3 / 3	LAW Elective	3
Marine Science	BIO Elective / BIO Elective	3 / 3	BIO Elective	3
Mathematics	MTH 1112 / MTH 1114	3 / 3	MTH 1112	3
Further Mathematics	MTH 1125 / STAT 2210	4 / 3	N/A	N/A
Media Studies	GS A2FA / GS A2FA	3 / 3	GS A2FA	3
Music	MUS 1131 / GS A2HUM	3 / 3	MUS 1131	3
Physics	PHY 2252/L252 and PHY 2253/L253	3/1 & 3/1	PHY 2252/L252	3/1
Psychology	PSY 2200 / GS A4SS	3 / 3	PSY 2200	3
Sociology	SOC 2275 / GS A4SS	3 / 3	SOC 2275	3
Spanish	SPN 1141 / SPN 1142	3 / 3	SPN 1141	3
Thinking Skills	PHI 2203 / GS A2HUM	3 / 3	PHI 2203	3
Travel and Tourism	HSTM 2220	3	N/A	N/A