

Academic Information and Regulations

Credit from Sources Other Than Prairie View A&M University Courses

Courses accepted for transfer credit must be from a college or university accredited by one of the regional accrediting agencies for higher education and must be similar in character and content to courses offered at Prairie View A&M University. Some credits accepted as transfer credits may not apply to a degree program. Duplicate, developmental, remedial, and study skills courses are not transferable credits. A maximum of 90 credit hours of course work transferred from an upper division institution may be applied toward a degree. A maximum of 66 credit hours of course work may be transferred from a lower division institution may be applied toward a degree. A maximum of 30 credit hours may include Advanced Placement, CLEP, Correspondence, Military Training, or Extension Courses.

Only courses with grades of “C” or above will be accepted for transfer, except in the case of sequential courses in which a “D” was earned in the first course and a “B” or better grade was earned in the second course at the same institution. No credit is allowed for work experience or work completed at non accredited institutions except by AP or CLEP examination. If a transfer course has been graded on a pass/fail basis, the college/university at which the course was taken must provide written documentation to the Registrar that the course was passed at a grade level equivalent of “A”, “B”, or “C”. Grades of “C-” are not transferable. Additionally, only courses with a grade of “C” or better may be accepted towards credit in either the major or the minor. Courses taken at community/junior colleges will not be accepted for transfer at the upper division (junior/senior) level.

Courses being transferred from an institution outside the territorial United States must be evaluated. Students are required to have their course work evaluated by one of the following or an equivalent recognized service and are to submit the evaluation to the Office of Admissions, Articulation and Transfer Services at least thirty (30) days before the beginning of the semester for which the student wishes to enroll.

The Educational Credential Evaluators, Inc.
P.O. Box 514070
Milwaukee, Wisconsin 53203-3470
414-289-3400

Span Tran Educational Services
7211 Regency Square Blvd. Ste. #205
Houston, Texas 77036
713-266-8805

For a transfer student to complete the application file and finalize the admission process, a final transcript must be sent directly from the community/junior college or university. It is the responsibility of the student to request that the transcript be sent. If the transcripts submitted as part of the application procedure are final and official, additional transcripts are not required.

Correspondence and Extension Courses

Correspondence or extension courses will be treated as transfer courses and not included in the cumulative GPA. All such courses must be approved by the dean of the respective college before they are accepted as transfer credit in a degree program.

Military School Credit

Credit for courses taken at military schools or by correspondence will be evaluated for acceptance by the Office of the Registrar in accordance with American Council on Education guidelines. Credit will be awarded upon a military student's matriculation as a student at the University's main campus or approved off-campus sites.

Credit Available Through Testing

Advanced Placement (AP) Examinations and CLEP Tests should be presented for evaluation prior to the semester in which graduation is planned and/or during the last eighteen (18) hours required for graduation. Total hours of AP/CLEP allowed is thirty (30) semester credit hours.

Students wishing to inquire about advanced placement must inquire at the University Scholars Program Office. Letter grades will not be awarded for advanced placement achievement, and the AP or CLEP credits will not be counted in the student's cumulative GPA. Students receive only applicable credit hours for satisfactory achievement on Advanced Placement or CLEP tests. Applicable Advanced Placement credits received at other institutions may be applied toward degree plan requirements at PVAMU provided they were awarded as letter grades at the other institution or an official College Board transcript is sent to PVAMU designating the grade or score received on the AP or CLEP exam. Advanced placement scores or transfer credits cannot be taken from other University or College transcripts, and PVAMU does not accept scores submitted from students. Scores must be received from the College Board on an official CLEP Transcript or AP Student Grade Report. If a course has been taken and failed at Prairie View A&M University, it may not be replaced by a subsequent Advanced Placement Examination. A student may take a CLEP exam to receive credit for a course previously failed at the University; however, the CLEP credit will not *replace* the failed grade on the student's official transcript.

Documentation of THEA Exemption or passage of all sections of the THEA, or a THEA alternative, is required prior to receiving credit for Advanced Placement, College Level Examination (CLEP), or Correspondence and Extension Courses which will be applied toward degree requirements.

Advanced Placement Testing (National)

Advanced Placement Tests are developed by the College Board and administered nationally at approved test sites where the Scholastic Aptitude Test is administered. Scores on the *national* Advanced Placement Test between the levels of 3 and 5 will be acceptable for credit. Credit for advanced placement is subject to the total hour limitation of 30 semester credit hours.

College Level Examination Program (CLEP)

The CLEP is a national testing program offering students the opportunity to earn college credit by examination. The University will accept credit by examination in American Literature, Biology, Chemistry, College Composition, English Literature, Foreign Languages, American Government, American History, and Mathematics. The acceptance of credit by the University does not assure the application of this credit to a specific degree or other program.

CLEP examinations taken at Prairie View A&M University will normally be counted in the student's cumulative grade point average (GPA). If a course has been taken and failed at Prairie View A&M University and a CLEP test for that course is subsequently taken and passed, the CLEP grade will not be counted in the cumulative GPA and will not replace the failed grade on the official transcript. It will satisfy the degree requirement. CLEP tests taken through other institutions will not be included in the cumulative GPA. Scores from the general knowledge tests will not be accepted. Scores from the subject tests only will be accepted.

Advanced Placement Examinations Course Equivalency Table

<i>Examination</i>	<i>Score</i>	<i>Semester Credit Hours</i>	<i>University Course Name</i>	<i>University Course Number</i>
Art History	3	6	ARTS	2223 and 2233
Biology	3	8	BIOL	1015 and 1025
Calculus AB	3	4	MATH	1124
Calculus AB	3	3	MATH	2153
Calculus BC	3	4	MATH	1124
Calculus BC	3	3	MATH	2153
Chemistry	3	6	CHEM	1033 and 1043
Computer Science A	3	6	COMP	1013 and 1213
Computer Science AB	3	6	COMP	1223 and 2013
English – Language and Composition	3	6	ENGL	1123 and 1133
English – Literature and Composition	3	3	ENGL	2153

French – Language	3	6	FREN	1013 and 1023
French – Literature	3	6	FREN	2013 and 2023
Government and Politics – U.S.	3	3	POSC	1113
History – U.S.	3	6	HIST	1313 and 1323
Human Geography	3	3	GEOG	1223
Music Theory	3	3	MUSC	1233
Physics B	3	8	PHYS	2014 and 2024
Psychology	3	3	PSYC	1113
Spanish – Language	3	6	SPAN	1013 and 1023
Spanish – Literature	3	6	SPAN	3023 and 3033
Statistics	3	3	MATH	2003

COURSES FOR WHICH CREDIT CAN BE EARNED

NAME OF EXAMINATION	REQUIRED SCORE	COURSE CREDIT
Composition and Literature		
American Literature	50	ENGL 3233 ENGL 3243
Analyzing and Interpreting Literature	50	ENGL 3153
College Composition	53	ENGL 1123 ENGL 1133
English Literature	50	ENGL 2263 EGNL 2273
Foreign Languages		
French Level I	50	FREN 1013 FREN 1023
French Level II	62	FREN 2013 FREN 2023
Spanish Level I	50	SPAN 1013 SPAN 1023
Spanish Level 2	59	SPAN 2013 SPAN 2023
History & Social Sciences		
American Government	55	POSC 1123
American History I...1877	52	HIST 1313
American History II...1865	53	HIST 1323

NAME OF EXAMINATION	REQUIRED SCORE	COURSE CREDIT
Science & Mathematics		
Calculus w/Elem. Functions	51	MATH 1124 MATH 2024
Algebra	51	MATH 1113
Trigonometry	50	MATH 1115
Algebra-Trigonometry	53	MATH 1115
General Biology	50	BIOL 1113 BIOL 1111
General Chemistry	52	CHEM 1013 CHEM 1023 CHEM 1011 CHEM 1021

Information can be obtained by contacting the following office:

Division of Academic Enhancement
Prairie View A&M University
Mail Stop #3002
P. O. Box 519
Prairie View, TX 77446-0519
Phone: (936) 261-3635
FAX: (936) 261-3612

For additional information:

College-Level Examination Program
The College Board
P.O. Box 6601
Princeton, NJ 08541-6601
Phone: (609) 771-7865
FAX: (609) 771-7088
E-Mail: clep@collegeboard.org

Texas Success Initiative (TSI)

Effective September 1, 2003, the Texas Academic Skills Program (TASP) law was repealed and replaced by the Texas Success Initiative (TSI). **The TSI requires students to be assessed in reading, writing, and math skills PRIOR to enrolling in college and to be advised based on the results of the assessment.** TSI exemptions based on test scores are as follows:

TEST	Combined	Verbal	Math
SAT Subject Test I (scores are not acceptable)	1070	500 (Minimum)	500 (Minimum)
ACT	23	19 (Minimum)	19 (Minimum)
TAAS	1770 Writing	89 Reading	86 Math
TAKS	3 Writing	2200 ELA	2200 Math

SAT Reasoning Test and ACT scores are valid for only five years from the date of testing and all requirements listed above must be met on the same test date. TAAS and TAKS scores are valid for only three years from the date of testing and scores for exemption purposes must be met on the first attempt.

Other exemptions include:

1. A student who has graduated with an associate or baccalaureate degree from an accredited institution of higher education.
2. A student who is serving on active duty as a member of the Armed Forces of the United States, the Texas National Guard, or as a member of a reserve component of the Armed Forces of the United States and has been serving for at least three years preceding enrollment. A certified copy of orders or documentation showing length of service is required.
3. A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of a reserve component of the Armed Forces of the United States. A certified copy of the certificate of release is required.

New Student Information

Prairie View A&M University will use the approved Texas Higher Education Assessment (THEA) as the assessment tool for TSI. **Before a student will be allowed to enroll at PVAMU they must have valid documentation on file for an exemption or they must take the THEA prior to enrolling in any college level classes.** [Prairie View A&M University will only accept COMPASS, ACCUPLACER, or ASSET scores when documented on an official transcript. It is the student’s responsibility to verify that an institution administering the COMPASS, ACCUPLACER or ASSET test will be able to validate those scores on an official transcript, otherwise the student will need to take the THEA). Be advised that many institutions will only validate COMPASS, ACCUPLACER OR ASSET scores if the student enrolls in classes at that particular institution.] At PVAMU we administer the regular THEA and Quick THEA. To register for the regular THEA you may obtain a THEA Registration Bulletin from your counselor and follow the given instructions. Additional information can be obtained from the THEA website: <http://www.thea.nesinc.com>.

In-State Transfer Student Information

Students transferring from any Texas public institution must provide official transcripts showing their current TSI status. Please note that developmental courses do not transfer into PVAMU. Transfer students who have not met all of the TSI requirements will be placed in the PVAMU developmental sequence based upon THEA scores. Transfer students meeting a TSI requirement must have their status documented on an official transcript. (Transferring grades in certain classes does not signify that the student has met the TSI requirement).

Out-of-State Transfer Student Information

Students transferring from out-of-state are still liable for meeting the TSI testing requirement before enrollment can occur. Out-of-state transfer students can meet TSI requirements by transferring in a grade of C or better in the following courses:

Reading	HIST 1313, 1323 (US History to 1876, US History 1876 to present,) POSC 1113, 1123 (American Government I, American Government II); ENGL 2153 (Intro to Literature); or PSYC 1113 (General Psychology)
Math	MATH 1113 (College Algebra) or higher math
English	ENGL 1123 or 1133 (Freshman Composition I, Freshman Composition II)

Transfer students failing to meet all requirements must take the THEA in the appropriate content area prior to enrollment.

QUICK THEA INFORMATION

PVAMU Quick THEA Procedures:

1. Call the Testing, Tracking, Assessment and Evaluation Unit at (936) 261-3610 or sign up in Room 238 - Delco Building to reserve a seat.
2. Pay the \$29 test fee at the time of the test administration. This payment can be made with a personal check, money order, VISA or Master Card, or purchase order (**we do not accept cash**). Make sure your personal check or money order is made payable to NES. **Be sure to write your social security number on your payment.**
3. Bring two (2) forms of identification (one with a recent photo).
4. Bring two (2) No. 2 pencils.

IMPORTANT NOTES about Quick THEA:

- Score reports are guaranteed within ten (10) working days. Scores may not be produced if any or all outstanding fees that are applicable are not paid in full.
- The test session is (5) hours long. The time may be used to work on any or all three sections of the test.

All of the above information is subject to change without notice. To be assured of accuracy of information, students are encouraged to consult the Office of Testing, Tracking, Assessment and Evaluation at (936) 261-3610.

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General Academic Information

Courses and Credits

The Course Numbering System

Beginning with the 1984-85 academic year, Prairie View A&M University moved from a three-digit to a four-digit course numbering system. Under the new system, the first digit represents the course level (i.e., below college level/developmental 0, freshman 1, sophomore 2, junior 3, senior 4, and masters 5, doctoral 7). The fourth digit indicates the credit hour value of the course.

Unit of Credit

The unit of credit used at Prairie View A&M University is the semester hour. A semester hour is the equivalent of one lecture contact hour per week for one semester. Time requirements for the semester credit hour in activities other than lecture vary according to the nature and objectives of the activities.

Course Loads

The normal full-time course load ranges from 12 semester hours to 18-semester hours per semester during the regular academic year and six semester hours during a five-week summer term. Undergraduate students required to enroll in one or more developmental courses as a result of placement examinations are restricted to a maximum 15 credit hour course load in a regular semester and 6 semester hours in a five-week summer term. The total credit hours earned for the two summer sessions may not exceed twelve.

Course Overloads

Undergraduate students with a 3.0 GPA or higher may be allowed to take a maximum of 21 semester credit hours during any long semester and 12 semester credit hours during the combined summer semesters. Taking of courses simultaneously at another institution or by distance education which would cause the student's total workload to exceed the maximum overload will not be permitted. If a student persists in registering at another institution without approval of the Dean of the respective college or school, the work taken may not be acceptable for transfer to Prairie View A&M University.

Independent Study Courses

Independent study courses are permitted on a highly selective need basis. Any student enrolling in an independent study course must have the prior approval of the supervising faculty member, the Department Head in which the course is to be taken, Dean of the College and the Provost and Senior Vice President for Academic Affairs. No more than 6 such credit hours may be counted toward a degree.

Course Auditing

When space is available and the Department and Dean consent, any person may audit a course by paying the \$10 per course audit fee. An individual sixty-five years of age or older is exempt from paying the fee. Credit is not awarded for any audit course. Individuals who audit courses do not submit papers, take examinations, participate in discussions, or receive evaluations in courses audited. Those wishing to audit may register only after late registration but prior to the 12th class day of a regular semester or the 4th class day of a summer session. A student who audits a course may not change registration during the semester to take the course for credit.

Classification of Students

Freshman: A student who has enrolled in regular college work but has earned fewer than 30 semester credit hours. Developmental/Remedial/Study Skills courses do count towards full-time status and course loads, but not classification.

Sophomore: A student who has earned 30 to 59 semester credit hours.

Junior: A student who has earned 60 to 89 semester credit hours.

Senior: A student who has earned at least 90 semester credit hours.

Registration and Advising

Registration is the selection of classes following appropriate advisement. A student has not completed registration and is not entitled to University privileges until required fees have been paid. Persons planning to register for classes at Prairie View A&M University for the first time or who are returning to the University after being disenrolled for one or more previous regular semesters (fall or spring) should be sure that they have met the University's admission requirements. It is recommended that students provide immunization documentation to include TB screening. Applicants for any category of admission will not be permitted to register in courses offered at the main campus in Prairie View, Texas or at any distant site where courses are offered, if admissions requirements have not been met.

First time, full time freshmen, including those admitted to the University Scholars Program, and transfer students who have earned less than 24 credit hours, are initially advised, tested and registered in University College. University College works closely with the departments to insure appropriate advisement and to facilitate the registration process. Transfer students who have earned 24 or more credits and have satisfied their Texas Success Initiative requirements will be advised and registered in their respective major departments. Transfer students who have earned 24 or more credits but have *not* satisfied their Texas Success Initiative (TSI) requirements will be required to report to Room 137 in the Delco Building for TSI advisement and registration in appropriate developmental classes *prior* to advisement and registration in their major departments. For questions about the TSI/the THEA test, the University Scholars' Program, the Developmental Studies Program, or the Center for Academic Support, contact the University College.

If the student selects a second major or selects a minor, the student should meet with an advisor in the department, school, or college offering the second major or minor.

Leaving the University after Registering

A student who registers but who decides not to attend the University must officially withdraw from the University. Failure to officially withdraw will result in the student's being awarded grades of "F" in all courses, and the student's being required to pay all assessed fees even though the student has actually left the University.

Grading System

The standard university grading scale is indicated below. This scale applies to all programs except the College of Nursing.

<i>Grade</i>	<i>Meaning</i>	<i>Score Range</i>	<i>Grade Values</i>
A	Excellent	90-100	4
B	Good	80-89	3
C	Satisfactory	70-79	2
D	Passing	60-69	1
F	Failing	0-59	0
S	Satisfactory	70-100	0
U	Unsatisfactory	0-69	0
I	Incomplete		0
W	Withdrawal from a course		0
WV	Withdrawal from the University Voluntarily		0
MW	Military Withdrawal		0

Incomplete “I” Grade

An “I,” incomplete, may be granted only when an authorized absence or other cause beyond the student’s control has prevented the student from completing a major course requirement, usually a final examination or major paper due near the end of a course. The student must have a passing average in all work completed at the time the incomplete is given. Incomplete work must be completed and a grade recorded within one calendar year from the close of the term in which the grade was earned. If the incomplete is not removed within the time allotted, the “I” will be changed to “F” by the registrar. This regulation does not apply to thesis problems, research credit courses, internships, or student teaching which may go beyond the end of the semester but does apply to terminal project credit courses.

Repeated Course Grade

If a course is repeated, the official grade is the last grade earned. This is especially important to determining current GPA and could affect financial aid status, honor roll, candidacy for a student organization position, membership in an organization, graduation, or other opportunity. **NOTE: Courses taken more than twice may be charged at a higher rate. See the section on *Tuition and Fees*.**

Limit on Repetition of Upper Level Course

Students who accumulate two failures in upper level (3000 or above) courses are required to obtain approval from their academic dean to take the course for a third time.

Grade Point Average

The grade point average (GPA) is determined by adding Grade Values multiplied by Credit Hours for all courses completed during a period and dividing that total by the total quality hours earned during the period. Withdrawal (W), Voluntary Withdrawal (WV), Military Withdrawal (MW), Administrative Withdrawal (WA), and Incomplete (I) will not be included among grades used to compute grade point averages.

Calculating Semester GPA

Completed Courses	Letter Grades	Grade Values	Credit Hours	Grade Points
_____	_____	(_____ X _____)	_____	= _____
_____	_____	(_____ X _____)	_____	= _____
_____	_____	(_____ X _____)	_____	= _____
_____	_____	(_____ X _____)	_____	= _____
_____	_____	(_____ X _____)	_____	= _____
			<input type="text"/>	<input type="text"/>

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Total Grade Points
Sum of Total Credit Hours
Semester GPA

Calculating Cumulative GPA

	Total Grade Points	Total Credit Hours
Previous College Work:	_____	_____
This Semester's Work:	+ <input type="text"/>	+ <input type="text"/>
	<input type="text"/>	<input type="text"/>

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Sum of Total Grade Points
Sum of Total Credit Hours
Cumulative GPA

Grade Reports

Students may acquire their mid-term and final grades via the WEB through <http://panthertracks.pvamu.edu>. Mid-term grades are progress reports and are not recorded on the student's permanent record. Final grades are recorded on the student's permanent record at the close of each semester and summer term. If an error in the recording of grades is suspected, the student should report this immediately to the instructor, department head, or dean for verification and correction, if appropriate.

Grading/Class Related Appeals

Generally, student complaints about grades or other class related performance assessments can be addressed by the instructor of record and the student. When that cannot be achieved, the student may have his/her complaint addressed by the procedure outlined below. Faculty, other classroom professionals, and students' rights are to be protected and their human dignity respected. Grading and other class related complaints are to be filed initially within thirty days following the alleged precipitating action on which the complaint is based. Except where extenuating circumstances render it unreasonable, the outcome of a complaint that reaches the level of department head or program director in architecture and construction science (exception Dean of Architecture and of Nursing) will be reviewed within thirty days and a written notification of outcome will be provided to the student. Where a complaint must be reviewed at each level, the entire process should be completed within ninety days of receipt of the complaint.

In those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by following the procedure listed and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint:

1. The student should meet with the instructor of record, preferably during his/her office hours, to present the grievance and any supporting documentation that the grade or outcome of a class related concern should have been different.
2. If the instructor is no longer at the university or if the subject of the grievance arises when faculty are not expected to be on duty for a week or more, the student should report to his or her advisor or the absent faculty member's immediate supervisor (department head, or program director in architecture and construction science if in School of Architecture or College of Nursing).
3. If the issue is not resolved at the faculty level and the student wishes to pursue the issue beyond the instructor, he/she should meet with his/her academic advisor even if the grade or other issue is not in the department, division, school, or college in which the student's class is being offered. The advisor will intervene appropriately, but if unable to negotiate an agreement between the student and his/her instructor, will direct the student to follow each level of the appeals procedures items 4 through 10 below.

4. If no agreement can be reached following discussion among the advisor, the student, and the instructor, the student should write a letter to the instructor's immediate supervisor. In the School of Architecture; or School of Nursing, the Dean should be contacted; in all other colleges the immediate supervisor of faculty, teaching assistants, laboratory assistants and other classroom professionals is the department or division head. The letter or form should present the grievance, the rationale for it, and the remedy sought. The letter or form should be sent at least one week prior to the student's scheduled appointment to meet with the instructor's immediate supervisor.
5. If the instructor's immediate supervisor cannot resolve the issue to the student's satisfaction and the student wishes to pursue the matter, the instructor's immediate supervisor will refer the matter to a three to five person faculty appeals panel, one of whom must be a part-time faculty person if part-time faculty members are employed in the department, school or college. The panel will review the grievance and make a recommendation to the instructor's immediate supervisor.
6. If no agreement is reached and the student decides to appeal the matter further, he/she should send a letter or any published form used for this purpose to the person above the instructor's immediate supervisor.
7. If the student believes that the decision of the highest official in the College or School, the dean, deserves further review due to flaws in the previous reviews or due to his/her having information of such nature as to potentially impact the outcome, the student should provide a written request for review to the Provost and Senior Vice President for Academic Affairs, who will employ a review process appropriate to the situation and notify the dean of the outcome. The Dean will then notify the student of the outcome. A decision that has reached review by the Admissions and Academic Standards Committee is final.
8. Grading and other class related academic issues are referred in writing to the Office of the President only in instances where a preponderance of the evidence reveals that a student's Constitutional rights or human dignity may have been violated. The Provost and Senior Vice President for Academic Affairs will transmit to the President the entire record of reviews conducted at each level if requested by the President following his/her receipt of the student's written appeal. The President will employ a review process appropriate to the matter presented and notify the Provost and Senior Vice President for Academic Affairs and dean of the outcome. The Dean will then notify the student of the outcome.
9. If the class related complaint is related to issues including but not limited to sexual harassment, violence, drug use, possession of firearms, or other behaviors prohibited by federal law, state law, Texas A&M University System policy or University regulations, the student may select one of the following options:
Option A: Report the incident, in writing, to the instructor's or other classroom professional's immediate supervisor (department head, division head, or dean).
Option B: Report the incident, in writing, to the Director of Human Resources in Room 122 W.R. Banks Building or to the Provost and Senior Vice President for Academic Affairs in Room 214 A.I. Thomas Building.

10. If the class related complaint involves another student(s) and is related to issues including, but not limited to sexual harassment, violence, drug use, possession of firearms, or other behaviors prohibited by federal law, state law, Texas A&M University System policy, or University regulations, the student should report the incident to the Office of the Vice President for Student and Enrollment Services.

Limitations on Course Withdrawals

Effective September 1, 2007, institution of higher education may not permit a student to drop more than six courses, including any course dropped at another institution of higher education. For specific details to this rule refer to the following web address: <http://www.pvamu.edu/pages/4702.asp>. (*Enacted by the 80th Legislative Session of the State of Texas - SB 1231*)

Course Changes and Withdrawals

Course changes and withdrawals are accepted only as designated in the academic calendar. All such changes in registration require the approval of the student's advisor and/or dean. No change in registration is complete until filed with the Office of the Registrar for recording. A student who wishes to withdraw from a course other than an undergraduate pre-college developmental course (reading, writing, mathematics, study skills), but whose advisor, Department Head, or Dean will not approve may appeal to the Provost and Senior Vice President for Academic Affairs.

Voluntary Withdrawal from a Course

1. A student may withdraw from a course before the Change of Program Period ends without having the course recorded on his/her permanent record.
2. Withdrawal from a course will be allowed until two weeks after mid-term examinations period during the fall and spring semesters, and one week before the date of the final examination during a summer term. No Withdrawal from a course will be allowed after that point. Withdrawals must be approved by the advisor/department head/dean.
3. The student is automatically assigned a grade of "W" to indicate a course withdrawal. The "W" will not be calculated in the GPA.
4. Withdrawals from courses may affect housing, graduation, financial aid, membership in organizations or other opportunities.

Voluntary Withdrawal from the University

Students seeking to withdraw from the University may seek advice and counsel from several sources: Registrar, Course Instructors, Department Head, or Dean. A student may be required to meet with a transition coordinator who will assess the student's rationale for withdrawal, and through referral, coordination, counseling, or other University resources, assist the student with remaining enrolled if possible.

A student who officially withdraws after the Change of Program period through the last class day will receive a grade of "WV" for all courses affected by the withdrawal.

Withdrawal of Students Ordered to Military Active Duty

A student called to active duty after the summer semester of 1990 will have three options as follows:

1. Refund of the tuition and fees paid by the student for the semester in which the student is required to withdraw,
2. Grant the student a grade of "MW" in each of his or her academic courses and designate "withdrawn-military" on the student's transcript, or
3. If an instructor determines that a student has satisfactorily completed a substantial portion of the course and demonstrated mastery of the material, then an appropriate final grade may be assigned.

In all cases, the student should provide a copy of the military order to the Academic Dean. The Dean will ensure that the Registrar has a copy of this order to keep in the permanent file. In those events where the student chooses the second option, the Dean will ensure that grades of "MW" are recorded for courses in which the student is enrolled. The instructor for each course will prepare the necessary documentation for removing the "MW" grade and forward the information to the department head for storage in the student's record in the college, or school. In addition, a copy of the documentation will be forwarded to the Registrar for storage in the student's permanent file. The time limit for the removal of a grade of "MW" for a student called to active military duty after the summer semester of 1990, shall be one calendar year from the official date of release from military active duty. Failure to enroll as a student during the one calendar year following release from military active duty will result in the grade of "MW" remaining permanently on the academic record.

Administrative Withdrawal

To be administratively withdrawn from the University is to be dismissed from the University. A student may be dismissed from the university for failure to make satisfactory academic progress, failure to pay legitimate debts on schedule, or for inappropriate behavior that is detrimental to good order. Administrative withdrawal does not relieve the student of the responsibility for all debts, including tuition, fees, room and board, and other incidental charges for the full semester. Administrative withdrawal due to failure to meet financial obligations will result in the following:

- Transcripts being withheld
- Room and board privileges being lost
- Classroom admittance being denied

A student who has been dismissed for financial reasons can have privileges restored upon payment of all outstanding charges and a reinstatement fee.

General University Probation/Suspension Policy

Failure to maintain minimum standards will cause a student to be placed on probation or suspension. Conditions governing probation and suspension are listed below:

1. Any student whose cumulative grade point average falls below 2.0 is placed on probation.
2. Any student on probation who does not receive a 2.0 semester grade point average is suspended.
3. Any student on probation for three consecutive regular semesters is suspended. (This is possible if the student who has a cumulative grade point average earns a semester grade point average of 2.0 or above but does not raise the cumulative grade point average above 2.0) However, a student on probation who has earned a 2.0 or better for three consecutive semesters can appeal the suspension to the Admission and Academic Standards Committee before serving the suspension. A decision to continue the student's probation in lieu of suspension must be approved by the Provost and Senior Vice President for Academic Affairs.
4. If a student's cumulative GPA drops below 1.00 at the end of any long semester (fall or spring), the student will be suspended.
5. The length of the first suspension is one regular semester. The second suspension is for one year. After a second suspension, a student must meet all academic requirements or be dismissed.
6. Academic probation and suspension will be noted on the student's permanent record.
7. Following suspension, a student is on probation for the next semester and thus is governed by the guidelines for students on probation.

Students who are suspended are expected to strengthen their academic skills by pursuing credit or non-credit courses or programs related to their academic or career objectives, or engage in other activities that can positively impact students' preparation for success upon returning to the University following a suspension.

Class Attendance Policy

Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Excused Absences

Absences due to illness, attendance at university approved activities, and family or other emergencies constitute excused absences and must be supported by documentation presented to the instructor prior to or immediately upon the student's return to class. Students are always responsible for all oral and written examinations as well as all assignments (e.g., projects, papers, reports).

Excessive Absences

Accumulation of one week of unexcused absences (for the number of clock hours equivalent to the credit for the course) constitutes excessive absenteeism. The instructor is not required to accept assignments as part of the course requirement when the student's absence is unexcused.

Absences on Religious Holy Days

In accordance with Texas Education Code, Section 51.925, subchapter (Z), a student may be absent from classes for the observance of a religious holy day and will be permitted to take missed examinations and complete missed assignments provided the student has notified the instructor of the planned absence in writing and receipt of the notice has been acknowledged by the instructor in writing. "A religious holy day means a holy day observed by a religion whose place of worship is exempt from property taxation under the Texas Tax Code, Section 11.20."

UNIVERSITY POLICY on ACADEMIC HONESTY

Course credit, degrees, and certificates are to be earned by students and may not be obtained through acts of dishonesty. Students are prohibited from participation in acts of academic dishonesty including tampering with records or falsifying admissions or other information. Disciplinary action will be taken against any student who alone or with others engages in any act of academic fraud or deceit. The university's policy on academic dishonesty is stated below:

It is the responsibility of students and faculty members to maintain academic integrity at the university by refusing to participate in or tolerate academic dishonesty. Each instance of academic dishonesty should be reported to the department in which the student has declared a major so that it can become a part of the student's file; to the department head of the instructor of the course in which the alleged infraction occurred; and to the Office for Academic and Student Affairs as deemed necessary.

OFFENSES and DISCIPLINARY ACTIONS

Offenses:

- Acquiring Information
- Providing Information
- Plagiarism and Dual Submissions
- Conspiracy
- Fabrication of Information
- Misrepresentations, alterations of documents, forgery, et cetera

Disciplinary Actions:

- Grade Penalty
- Letter of Reprimand
- Probation
- Suspension
- Dismissal
- Expulsion

Below are definitions of sanctions that can be enforced for breaches of the University Academic Dishonesty Policy:

1. Probation - In addition to the penalty for the first offense, a student on academic conduct probation is subject to the following restrictions:

- a) Ineligibility to hold an office in any student organization recognized by the university or to hold any elected or appointed office of the university.
- b) Ineligibility to represent the university outside the university community in any way, including representing the university at any official functions, intercollegiate athletics, or any other form of intercollegiate competition or representation.
- c) Ineligibility to receive university-administered financial aid, such as scholarships.

2. Suspension - Separation of the student from the university for no less than one regular semester. The student is not guaranteed readmission at the end of such period of time, but is guaranteed a review of the case and the student's entire record by the student's dean.

3. Dismissal - Separation of the student from the university for an indefinite period of time. Readmission to the university may be possible at some time, but no specific time for a decision is established. The student is not automatically eligible for readmission.

4. Expulsion - Separation of the student from the university whereby the student is not eligible for readmission to the university.

Following the review, the Dean's decision regarding eligibility for readmission will be communicated in writing to the student who has the right to appeal that decision to the University Academic Dishonesty Disciplinary Committee.

The standard of review to be used in all proceedings under this section shall be fundamental fairness. Strict rules of evidence and procedures are not required so long as the proceedings are conducted in such a manner as to allow both sides to fairly and fully explain the circumstances. Decisions regarding admissibility of evidence and the weight to be given to same shall be made by the party who is conducting the hearing.

OFFENSES and APPROPRIATE DISCIPLINARY ACTIONS

Commission of any of the following acts shall constitute academic dishonesty. This listing is not exclusive of any other acts that may reasonably be determined to constitute academic dishonesty. The penalty for an offense, whether first or later, will generally range from a letter of reprimand to expulsion, depending upon the severity of the offense. If an offense leads to course credit or the acquisition of a degree or certificate and it is revealed after following appropriate procedures that the offense was indeed committed, the university has the right to rescind course credit, degrees, and/or certificates awarded.

Offense: Acquiring information

- 1) Acquiring answers for an assigned work or examination from unauthorized source.
- 2) Working with another person or persons on an assignment or examination when not specifically permitted by the instructor.
- 3) Copying the work of other students during an examination.

Offense: Providing information

- 1) Providing answers for an assigned work or examination when not specifically authorized to do so.
- 2) Informing a person of the contents of an examination prior to the time the examination is given.

Offense: Plagiarism and Dual Submissions

- 1) Failing to credit sources used in a work or product in an attempt to pass off the work as one's own.
- 2) Attempting to receive credit for work performed by another, including papers obtained in whole or in part from individuals or other sources.
- 3) Attempting to receive credit in one or more classes for the same paper or project without written approval of instructors involved.

Offense: Conspiracy

Agreeing with one or more persons to commit an act of scholastic dishonesty.

Offense: Acquisition of examinations, answers to examinations or assignments.

Offense: Fabrication of Information

- 1) The falsification of the results obtained from a research or laboratory experiment.
- 2) The written or oral presentation of results of research or laboratory experiments without the research or laboratory experiments having been performed.

Offense: Misrepresentations, alterations of documents and forgery

- 1) Taking an examination for another person or allowing someone to take an examination for you.
- 2) Signing an attendance sheet for another student or committing similar acts of impersonation.
- 3) The changing of admissions data, test results, transcripts, grade reports, or other documents.

PROCEDURES in ACADEMIC DISHONESTY CASES*

1. The instructor of record shall be the instructor of the course in which the claim of academic dishonesty is being made or the appropriate committee chair for a graduate student taking examinations required by the department or college.
2. At the point of discovery, the instructor shall:
 - a) inform the student of the alleged academic dishonesty and explain the sanction(s);
 - b) hear the student's explanation of circumstances and judge the student to be guilty or not guilty of academic dishonesty;
 - c) if he/she judges him/her to be guilty, he/she will make a written report to the head of the department offering the course, with a copy to the student, the department head for the program in which the student has declared a major and the Office of Academic Affairs, outlining the incident and including a recommendation of disciplinary action(s) to be imposed; and
 - d) inform the student, in writing, of his/her right to appeal to the head of the department offering the course regarding either the question of guilt or the sanction(s) and explain the procedures the department head will follow if his/her decision is appealed to that level.
3. The instructor's recommendation may be dismissed, reduced, upheld or increased by the department head. Prior to reaching a final decision regarding any sanction to be imposed, the Department Head shall check the student's record in the Office of Student and Enrollment Services and/or the department in which the student has a declared major to determine the appropriate disciplinary action for a person with his/her previous offenses.

***NOTE:** Where there is no department, responsibility assigned to Department Head will go to the Dean of the college.

4. If the student chooses not to appeal and the Department Head concurs with the instructor's recommendation, the Department Head will implement the sanction. A copy of the report is forwarded to the Dean of the college in which the alleged offense occurred and the Dean of the college in which the student has declared a major.
5. If the Department Head proposes to change the instructor's recommendation, the Department Head shall conduct a hearing. The student and the instructor shall be allowed to present witnesses and provide evidence relating to the charges. The recommendations resulting from this hearing shall be forwarded in writing to the dean of the college offering the course and to the student. The student may appeal to the Dean.
6. If the student chooses not to appeal the recommendation of the Department Head, the Dean of the college offering the course will implement the sanction.
7. Should the student appeal to the dean, an appeal at this level may be based on written summaries only. However, should the dean choose to hear witnesses or hold an informal hearing, it should be done within five working days of receipt of the recommendation from the department head. Within five working days of the hearing, if one is to be held, or five working days of receipt of the recommendation, if there is to be no hearing, the Dean shall review the charges and render a written notification.
8. A student who wishes to appeal the decision of the Dean, in whole or in part, shall appeal to the University Academic Dishonesty Disciplinary Committee which will be appointed by the Provost and Senior Vice President for Academic and Student Affairs. The Committee is to be comprised of one-third faculty, one-third Student and Enrollment Services professional staff and one-third students.
9. Once a charge of academic dishonesty has been finally resolved, notice of the same shall be provided in writing to the student, the instructor, the head of the department offering the course, the Dean of the college offering the course, the head of the department in which the student has declared a major, the dean of the college in which the student has declared a major, the Office for Student and Enrollment Services, and the Office for Academic and Student Affairs.
10. Following a first offense, the student must be given a copy of the University Academic Dishonesty Policy by the Department Head of the college in which the offense occurred and the said policy should be discussed with the student.

Student Rights and Responsibilities in Academic Dishonesty Cases

Students have the right to accept the decision of the instructor for a particular offense. This does not preclude review of records for past offenses and imposition of penalty for accumulated violations.

Students shall be afforded the following rights in the hearing conducted by the department head. The dean's appeal shall not be considered a hearing covered by these regulations:

1. Right to a written notice of the charges at least three working days before the hearing may proceed.
2. Right to waive the three-day notice of charges.
3. Right to reasonable access to the case file.
4. Right to review all evidence and question any witness against the student.
5. Right to present evidence and/or witnesses in his/her own behalf.
6. Right to have an observer present during the hearing. The observer cannot be a witness in the hearing or represent the student in the hearing.
7. Right to appeal the disciplinary recommendation to the Dean of the college offering the course and, finally, to the University Academic Dishonesty Disciplinary Committee.

If student wishes to have an attorney present at a hearing before the Department Head or Dean, the Department Head or Dean will be afforded the same opportunity to have equal representation present.

If the student wishes to appeal a recommendation made by the instructor, Department Head or Dean, he/she must provide written notice to the proper level within five working days of receiving notice of the recommendation. Only in unusual circumstances may this deadline be extended by the entity conducting the hearing.

Further Notes Related to Disciplinary Action in Academic Dishonesty Cases

Offenses punishable by probation, suspension, dismissal, expulsion or other penalties must be reported in writing to the University Academic Dishonesty Disciplinary Committee within three working days of the decision even if the student waives his/her right to an appeal.

Graduation Requirements

Each degree program has established courses, examinations, and other performance requirements students must satisfy in order to be awarded a degree. General graduation requirements include:

1. Satisfactory completion of work in an academic major;
2. Satisfactory completion of the Core Curriculum requirements;
3. A minimum cumulative grade point average of 2.00;
4. A minimum grade point average of 2.00 in the major;
5. A minimum grade point average of 2.00 in the minor;
6. Completion of the residency requirement: A minimum of 36 semester hours of credit toward a degree must be earned in residence at Prairie View A&M University.
7. Completion of 30 of the final 36 semester hours of credit in residence at Prairie View A&M University.

The University requires that a student be in good standing in order to be awarded a degree. There must be no academic, financial, or disciplinary deficiencies at the time of final clearance which occurs during the thirty days period following commencement. Any discovery of failure to satisfy the good standing requirement including involvement in inappropriate conduct up to and through final examinations, a cooperative education, internship assignment, and/or commencement will result in a review and in a sanction which must be satisfied prior to award of a degree or may result in a candidate's being denied the award of a degree from Prairie View A&M University.

Transfer credit during last enrollment period

A student who has the permission of the Dean of his/her college to complete a requirement for graduation at another institution during his final semester at the university, must have on file in the Office of the Registrar, an official transcript of any grade received at the other institution prior to commencement. Students who do not meet this requirement will not be permitted to graduate and may not participate in the commencement exercise. A student who does not graduate because of failure to satisfy this requirement must reapply for graduation during the next graduation period. An official transcript is the only acceptable documentation of the completion of a graduation requirement.

Transfer of Grades from Other Institutions while Matriculating at Prairie View A&M University

Undergraduate students matriculating at Prairie View A&M University may wish to take courses from other institutions of higher education. Prior to enrolling in a face-to-face or electronically delivered course at another institution, the student who wishes to take courses to be transferred back to Prairie View A&M University and to be counted toward degree requirements must obtain approval from the respective department head and dean. Written specifications identifying the course or courses to be taken must be signed by the student, the department head, and the dean. The original letter or form will be forwarded to the Office of the Registrar for inclusion in the student's record. If there is no agreement on file in the Office of the Registrar, grades for courses taken at other institutions by students attending Prairie View A&M University will not be accepted.

Teacher Certification Requirement

Students seeking degrees in education, or degree majors in other fields with eligibility for teacher certification, must be admitted to teacher education by the College of Education before enrolling in teacher education professional education courses. Entrance and exit examinations are required. Students interested in being certified as teachers after graduation should contact the Office of the Dean, College of Education, for information and advisement following admission to the University.

Registration Requirement

Students completing work required for a degree must be enrolled during the term in which the work is completed and the application for graduation is filed. A fee is required for registration in absentia.

Removal of “I” grades

A student who has a grade of Incomplete, “I”, must arrange to complete the work and receive a grade that meets the minimum acceptable to pass the course and to receive credit in the major or minor. No student will be awarded a degree until the “I” grade has been converted to a passing grade. All grades of “I” must be removed and replaced with passing grades for courses included in degree requirements. A student should not re-enroll in a course for which a grade of “I” has been recorded.

Second Baccalaureate Degree Requirement

A second bachelor degree will be conferred when a student has completed at least 30 semester hours in residence (24 semester hours in upper division [3xxx – 4xxx] courses beyond those counted toward the first degree.) Any additional requirements of the department and college approving the respective degree plan and state legislative mandated requirements must be completed. If the student did not take (6) semester hours of U.S. History and (6) semester hours of U.S. Government, the student must take the courses or pass CLEP examinations to meet this twelve (12) semester hour requirement Texas mandates for all bachelor degree recipients.

RN-BSN Program: Second Baccalaureate Degree

This plan of program studies applies to the student who has a bachelor degree in another field, an associate degree in nursing and who is pursuing the BSN as a second baccalaureate degree. The program of studies for a bachelor in nursing requires that the student have 134 semester hours for completion. These hours include: 64 prerequisite hours; 39 hours earned through advanced standing credit from a National League for Nursing (NLN) accredited ADN program; and 31 hours earned through enrollment in Prairie View A&M University.

Prerequisites: 64 semester hours of core non-nursing course requirements may be transferred from any accredited college or university. The College of Nursing accepts the previous Bachelors degree as evidence of having met these prerequisite course requirements.

Advanced Standing Credits in Nursing from ADN Program: 39 semester hours. At the completion of the first 13 hours of the required Nursing curriculum at the College of Nursing and evidence of an experiential base, students are granted 39 semester hours toward graduation from previous Nursing Studies in an NLN accredited ADN program.

Application for Graduation

A student who plans to receive a degree from Prairie View A&M University must apply for graduation. Students are to apply by the published deadline available on the website for each graduation semester (fall, spring or summer). The application for graduation for any student submitted after the published deadline for that semester will be processed for graduation for the following semester.

To start the process, secure the application for graduation form from the Office of the Registrar's webpage at www.pvamu.edu/registrar. Proceed to your academic department for appropriate approval/signatures. A fee is required as part of the application process and will be billed to the student at the time the approved application is submitted to the Office of the Registrar. Payment of the application fee is to be submitted to the Office of Treasury Services. Students that apply for graduation that are not enrolled for the term in which they plan to graduate will be charged an absentia fee. Finally, students receiving financial aid must participate in the financial aid exit loan process and should visit the Office of Student Financial Aid for assistance.

Students who are indebted to the University will not be allowed to participate in the commencement exercise. The degree will be posted, if earned, but the transcript and diploma will be withheld until the debt is paid.

Candidates for graduation in nursing are expected to complete the upper-division curriculum within five years of the initial admission date. The College of Nursing adheres to all general requirements and procedures of the University for graduation. In addition, students are eligible to apply for graduation when the following conditions are met:

1. Completion of required semester credit hours.
2. A cumulative GPA of 2.00
3. Completion of all clinical studies course work.
4. Satisfactory performance on comprehensive examinations designed by the College of Nursing (generic students only).

Time Limit of Graduation

Students graduate under the catalog requirement for the academic year in which they first enroll in the university, provided those requirements are completed within a continuous six year period. The academic year begins with the fall semester. Students enrolling for the first time during summer session are subject to the catalog for the following academic year. If degree requirements are not completed within the six year period, students must meet all requirements effective for the catalog under which they expect to graduate. If attendance is interrupted for as much as one academic year, or if a student transfers from one degree program to another, the catalog requirement in effect at the time of re-admission or transfer applies.

Commencement and the Conferring of Degrees

Commencement exercises are scheduled in May, August and December of each year. Participation in the commencement exercises does not constitute the formal conferral of the degree. Formal conferring of degrees and awarding of diplomas take place after the final graduation audit review conducted by the academic dean and Office of the Registrar.

The University has the right to withhold a degree if academic, financial or disciplinary deficiencies arise before the degree is posted. The University may rescind a previously granted degree if it becomes aware of information leading to the determination that the degree(s) should never have been granted.

Ordering Transcripts

A transcript is the record of an individual's course work at the University. Before an official transcript can be released, all admission requirements, fiscal and financial aid obligations to the University must be met. Official transcripts may be requested in writing to Prairie View A&M University, P.O. Box 519; MS 1002, Prairie View, TX 77446-0519 or in person from the Office of the Registrar. There is no cost for transcripts.

Students attending Prairie View A&M University beginning Fall 1993 and later may request a transcript via the WEB on Panthertracks at <http://panthertracks.pvamu.edu/>. The student should follow the on-line instructions. Students with questions about how to log-on to Panthertracks should first review the Frequently Asked Questions page.

Students who attended Prairie View A&M University prior to Fall 1993 must request a transcript in writing. The transcript request form and instructions can be accessed via the WEB at www.pvamu.edu by clicking on the link for the Registrar's Office. A written request should include the complete name of the student as recorded while attending the university, social security number, date of birth, first and last enrollment semesters, number of transcripts requesting and the address where the transcript(s) are to be mailed. All written transcript requests must have the student's signature; failure to sign the request will delay processing. Please allow 3-5 week business day from the date the request was received, except during peak periods (10 weekdays) for processing.

A student must provide identification at the Office of the Registrar when requesting and picking up a copy of a transcript in person. Without the written consent of the student the University will not release a transcript except when directed by a court ordered subpoena.

Change of Name

At Prairie View A&M University, a currently enrolled student may request a change of name by presenting any 2 original documents as follows:

- a) driver's license or passport
- b) court order, divorce decree or marriage license
to the Office of the Registrar, Room 302 Memorial Student Center.

Change of Social Security Number

A request to change your social security number must be made by presenting your social security card along with an original photo id (i.e. driver's license, passport) to the Office of the Registrar, Room 302 Memorial Student Center.

Honors Standards

Honor Roll

The university honor roll is published at the end of each semester of the academic year. To qualify for the semester honor roll, a student must have carried a minimum 12 semester hour course load, maintained a 3.50 average or greater, and earned no grade lower than C. The minimum GPA for the semester honor roll is 3.50. Developmental courses may not be included in the computation of GPA for honor roll.

Dean's Honors

Dean's honors are published at the end of the fall and spring semester of the academic year. To qualify a student must have earned a minimum of 12 semester hours, excluding any developmental or other courses below college level. A student may qualify for Dean's Honors with a semester GPA between 3.0 and 3.49.

Graduating with Honors

Honors recognition at graduation is based on consistent high scholarship and cumulative grade point average based upon a minimum of 45 semester hours and an associate degree or 60 semester hours earned at Prairie View A&M University and no grade lower than a C. Developmental courses may not be included in the computation of GPA for graduating with honors. A student may graduate with honors in one of three categories:

:

Summa Cum Laude	Cumulative GPA 3.9 - 4.0
Magna Cum Laude	Cumulative GPA 3.7 - 3.89
Cum Laude	Cumulative GPA 3.5 - 3.69

University Scholars Designation

A student who participates in the University Scholars program and completes all academic and service learning requirements of the program will be recognized at commencement as a University Scholars Program graduate. Student members of the University Scholars Program completing at least 18 hours of honors coursework, with a grade of no less than C in any honors course, can graduate with the designation of *University Scholar* if they are a USP member in good standing. Non-members of the University Scholars Program are not eligible to receive the designation of *University Scholar* even though they are eligible to take honors courses.

Degree Majors and Minors

All students must complete the requirements of an academic major. Many academic departments also require students to complete the requirements of both a major and a minor in order to earn a degree. Minors require 18 to 28 semester credit hours. Students should declare a major, using appropriate forms that are available in academic departments and the Office of the Registrar prior to the end of the sophomore year. Academic majors and minors that are available at the University are listed below.

Academic Majors

College of Agriculture and Human Sciences

- Agriculture
- Human Nutrition and Food
- Family and Community Services

School of Architecture

- Architecture
- Construction Science

College of Arts and Sciences

- Applied Music
- Biology
- Chemistry
- Communications
- Drama
- English
- History
- Mathematics
- Music
- Physics
- Political Science
- Social Work
- Sociology
- Spanish

College of Business

- Accounting
- Finance
- Management Information Systems
- Management
- Marketing

Academic Minors

College of Agriculture and Human Sciences

- Agriculture
- Human Nutrition and Food

School of Architecture

- Art
- Construction Science

College of Arts and Sciences

- African-American Studies
- Biology
- Chemistry
- Communications
- Drama
- English
- Geography
- History
- Behavioral and Political Science
- Mathematics
- Military Science
- Music
- Naval Science
- Physics
- Political Science
- Social Work
- Sociology
- Spanish
- Latin American and Caribbean Studies

College of Education

Health
Human Performance
Interdisciplinary Studies
Technology Education

College of Engineering

Chemical Engineering
Civil Engineering
Computer Engineering
Computer Engineering Technology
Computer Science
Electrical Engineering
Electrical Engineering Technology
Industrial Technology (CADD)
Mechanical Engineering

College of Juvenile Justice and

Psychology

Criminal Justice
Criminal Justice With Specialization
in Juvenile Justice
Psychology

College of Nursing

Nursing

College of Business

Accounting
Business Administration (Management)
Economics
Entrepreneurship
Finance
International Business
Management Information Systems
Marketing
Personal Financial Planning

College of Education

Health

College of Engineering

General Engineering
Civil Engineering
Chemical Engineering
Electrical Engineering
Mechanical Engineering
Computer Engineering Technology
Computer Science
Electrical Engineering Technology
Environmental Engineering

College of Juvenile Justice and

Psychology

Criminal Justice
Psychology

The Core Curriculum

The central and essential mission of the Prairie View A&M University Core Curriculum is to develop in each undergraduate student the capability to perform effectively in academic and professional settings. The program stresses critical thinking, independent learning, problem-solving and communication skills necessary for outstanding performance in a multi-faceted, modern, and changing society.

All degree programs must include a minimum of 42 semester hours of course work from approved areas of study recognized as the required general education program. Listed in the right column are the equivalent courses that may be transferred from Texas community and junior colleges as approved by the Texas Higher Education Coordinating Board and published in the *Academic Course Guide Manual*, effective September 2002.

To assist students who transfer to Prairie View A&M University from other public colleges and universities in Texas, the University carefully evaluates course credits presented for acceptance toward fulfillment of degree requirements. In the event the University denies credit for a course a student has taken at another institution, notification of that denial will be transmitted to the student and to the institution at which the credit was earned. The procedures for the contest of denial of credit can be obtained from the Office of Student and Enrollment Services or the Office for Academic and Student Affairs.

Core Curriculum Course Titles	Common Course Numbers
1 Communication (Composition, Speech, Modern Language)9 SCH	
<i>Must include 3 SCH Speech</i>	
ENGL 1123 Freshman Composition I	ENGL 1301, 1304
ENGL 1133 Freshman Composition II	ENGL 1302
ENGL 1143 Technical Writing	ENGL 2311, 2314, 2315
ENGL 2143 Advanced Composition	ENGL 1313
SPCH 1003 Fundamentals of Speech Communication	SPCH 1315, 1318
2 Mathematics3 SCH	
Options: MATH 1113 College Algebra, MATH 1123 Trigonometry, MATH 1124 Calculus and Geometry I, MATH 1153 Finite Math, MATH 2003 Elementary Statistics, MATH 2024 Calculus and Analytical Geometry II, MATH 2034 Calculus and Analytical Geometry III; or a course above the level of College Algebra.	
Options: MATH 1314, 1316, 1324, 1342, 1348, 1442, 2314, 2313, 2320, 2318, 2305, 2312, 2315, 2316, 2412, 2414, 2415, 2413 and 2513.	

3 Natural Sciences6 SCH

Options: Two semesters of science in Chemistry, Physics, Physical Science, Biology or a combination of 3 semester hours each from any two of the science options. Six (6) semester hours of sequential courses in Biology, Science, or Geology

BIOL 1113 Biology	BIOL 1305
BIOL 1054 Human Anatomy and Physiology I	
BIOL 1064 Human Anatomy and Physiology II	
CHEM 1013 General Inorganic Chemistry I	CHEM 1143
CHEM 1023 General Inorganic Chemistry II	CHEM 1243
CHEM 1053 Introduction to General Chemistry	CHEM 1103
CHEM 1063 Organic Chemistry	CHEM 1203
PHSC 1123 Physical Science I	PHYS 1315
PHSC 2123 Physical Science II	
PHYS 2113 General Physics I	PHYS1401
PHYS 2123 General Physics II	PHYS1402
PHYS 2513 University Physics I	PHYS 2425
PHYS 2523 University Physics II	PHYS 2426

4 Humanities and Visual and Performing Arts6 SCH

Humanities Options..... 0-3 SCH

DRAM 2213 Afro American Theatre I	
DRAM 2223 Afro American Theatre II	
ENGL 2153 Introduction to Literature	ENGL 2333
ENGL 2263 English Literature I	ENGL 2322
ENGL 2273 English Literature II	ENGL 2323
ENGL 2303 Introduction to Film	
FINA 2103 Personal Financial Management and Planning	
MGMT 2203 Leadership and Ethics in Business	
MUSC 1223 Fundamentals of Music	MUSI 1302, 1306
MUSC 2333 Afro American Music	
PHIL 2013 Introduction to Philosophy	PHIL 1301
PHIL 2023 Ethics	PHIL 2306

Other Options: A 3 SCH language or literature course. Conversational language courses are not acceptable for Humanities credit.

Visual and Performing Arts Options 3-6 SCH

ARCH 1253 Arch Design I	ARCH 1303
ARCH 2233 History of Arch I	ARCH 1301
ARCH 2243 History of Arch II	ARCH 1302
ARTS 1203 Introduction to Visual Arts	HUMA 1315
ARTS 2223 History of Art I	ARTS 1303
ARTS 2233 History of Art II	ARTS 1304
ARTS 2283 Afro-American Art	

DRAM 1103 Introduction to Theater	DRAM 1310
DRAM 2113 Theatre History I	DRAM 2361
DRAM 2123 Theatre History II	DRAM 2362
DESN 1123 Design II	ARTS 1312
DESN 2113 Design Illustration	ARTS 2311
MUSC 1313 Music in Contemporary Life	MUSI 1301
MUSC 1213 Fundamentals of Music	MUSC 1306

5 Social and Behavioral Sciences15 SCH
History 6 SCH

Options: HIST 1313 U.S. to 1876, HIST 1323 U.S. 1876 to Present or a combination of 3 semester hours each in U.S. and Texas History.

HIST 1301, 1302, 2301

Political Science6 SCH

Options: POSC 1113 American Government I, POSC 1123 American Government II or a combination of 3 semester hours each in American and Texas Government.

GOVT 2301
 GOVT 2302

Other Behavioral or Social Sciences3 SCH

CRJS 1123 Crime in America	
CRJS 1133 Principles of Criminal Justice	CRIJ 1301
CRJS 1223 Prevention and Control	CRIJ 1308
ECON 2003, Fundamentals of Economics	ECON 2003
ECON 2113 Principles of Microeconomics	ECON 2302
ECON 2123 Principles of Macroeconomics	ECON 2301
GEOG 2633 Cultural Geography	GEOG 1301
HIST 1813 Survey of Civilization to 1500	HIST 2321
HIST 1823 Survey of Civilization 1500 to Present	HIST 2322
HDFM 2513 Childhood Disorders	
HDFM 2533 Contemporary Family in Cross Cultural Perspective	SOCI 2301
HDFM 2553 Human Development	PSYC 2312
POSC 2213 Blacks in American Political System	
POSC 2503 Introduction to Global Issues	
PSYC 1113 General Psychology	PSYC 2301
PSYC 2213 Mental Hygiene	PSYC 2321
PSYC 2323 Child Psychology	PSYC 2308
PSYC 2413 Fundamentals of Statistics I	PSYC 2317

PSYC 2513 Psychology of Personality	PSYC 2316
SOCG 1013 General Sociology	SOCI 1301
SOCG 2003 Minorities in American Society	SOCI 2319/2320
SOCG 2013 The Family	SOCI 2301

6 Computing3 SCH

ARCH 1273 Introduction to Multimedia Computing	ARCH 1315
COMP 1003 Introduction to Computer Education	COSC 1300
COMP 1013 Introduction to Computer Science	COSC 1301
COMP 1143 C++ Programming Language	COSC 1301
COMP 1213 Computer Science I	COSC 1300
CPET 1013 Computer Application to Engineering Technology I	COSC 1300
ELEG 1043 Computer Applications in Engineering	COSC 1300
MISY 1013 Introduction to Computer Information Systems	BCIS 1301
MISY 2153 VB Net Applications in Business	BCIS 1332

TOTAL42 SCH

UNIVERSITY CORE CURRICULUM Student Outcome Expectations

The core curriculum is designed to ensure that graduates of Texas' institution of higher education are well-educated persons who are intellectually flexible and articulate, and who have the capacity to become creative citizens for the state and nation.

1. Communications (composition, speech, modern language)

The objective of a communication component of the core curriculum is to enable the student to communicate effectively in clear and correct prose in a style appropriate to the subject, occasion, and audience.

Exemplary Educational Objectives

- a. to understand and demonstrate the writing and speaking processes through invention, organization, drafting, revision, editing, and presentation;
- b. to understand the importance of specifying audience and purpose and to select appropriate communication choices;
- c. to understand and appropriately apply modes of expression, i.e., descriptive, expository, narrative, scientific, and self-expressive, in written and oral communication;
- d. to apply the principles of communicating as process and the analysis of audience and purpose to assignments;
- e. to participate effectively in groups with emphasis on listening, critical and reflective thinking, and responding;
- f. to understand and apply basic principles of critical thinking, problem solving, and technical proficiency in the development of exposition and argument;
- g. to develop the ability to research and write a documented paper and/or to give an oral presentation.

2. Mathematics

The objective of the mathematics component of the core curriculum is to develop a quantitatively literate college graduate. Every college graduate should be able to apply basic mathematical tools in the solutions of real-world problems.

Exemplary Educational Objectives

- a) to apply arithmetic, algebraic, geometric, and statistical methods to modeling and solving real-world problems;
- b) to represent and evaluate basic mathematical information numerically, graphically, and analytically;
- c) to expand mathematical reasoning skills and develop convincing mathematical arguments;
- d) to use appropriate technology to enhance mathematical thinking and understanding and to solve mathematical problems and judge the reasonableness of the results;

- e) to interpret mathematical models such as formulas, graphs, tables and schematics, and draw inferences from them;
- f) to recognize the limitations of mathematical and statistical models;
- g) to develop the view that mathematics is a growing discipline, interrelated with human culture, and understand its connections to other disciplines.

3. Natural Sciences

The objective of the study of the natural sciences component of the core curriculum is to enable the student to understand, construct, and evaluate empirical relationships in the natural sciences, and to enable the student to understand the bases for theory-building and testing.

Exemplary Educational Objectives

- a) to understand and apply the empirical method to the study of natural sciences;
- b) to recognize scientific and quantitative methods and the differences between these approaches and other methods of inquiry and to communicate findings, analyses, and interpretation both orally and in writing.
- c) to identify and recognize the differences among competing scientific models of the universe;
- d) to demonstrate knowledge of the major issues and problems facing modern science, including issues that touch upon ethics and values;
- e) to demonstrate knowledge of the interdependence of science and technology and their influence on, and contribution to, modern culture.

4. Humanities and Fine Arts

The objective of the humanities and fine arts in the core curriculum is to expand students' knowledge of the human condition and human cultures, especially in relation to behavior, ideas, and values expressed in works of human imagination and thought. Through study in disciplines such as literature, philosophy, and fine arts, students will engage in critical analysis, form aesthetic judgments, and develop an appreciation of the arts and humanities as fundamental to the health and survival of any society. Students should have experiences in both the arts and humanities.

Exemplary Educational Objectives

- a) to demonstrate awareness of the scope and variety of works in the arts and humanities;
- b) to understand those works as expressions of individual and human values within an historical and social context;
- c) to respond critically to works in the arts and humanities;
- d) to engage in the creative process or interpretive performance and comprehend the physical and intellectual demands required of the writer or artist;
- e) to articulate an informed personal reaction to works in the arts and humanities;
- f) to develop an appreciation for the aesthetic principles that guide or govern the humanities and arts;
- g) to demonstrate knowledge of the influence of literature, philosophy, and/or the arts on cross-cultural interactions.

5. Social and Behavioral Science

The objective of a social and behavioral science component of the core curriculum is to increase students' knowledge of how historians and social and behavioral scientists discover, describe, and explain the behaviors and interactions among individuals, groups, institutions, events, and ideas.

Exemplary Educational Objectives

- a) to employ the methods and dates that historians and social and behavioral scientist use to investigate the human condition;
- b) to examine social institutions and processes across a range of historical periods and cultures;
- c) to use and critique alternative explanatory systems or theories;
- d) to develop and communicate alternative explanations or solutions for contemporary social issues;
- e) to analyze the effects of social, political, economic, cultural, and diplomatic forces on the area under study
- f) to comprehend the origins and evolution of U.S. and Texas political systems, with a focus on the growth of political institutions, the constitutions of the U.S. and Texas, federalism, civil liberties, civil and human rights;
- g) to understand the evolution and current state of the role of the United States in the world;
- h) to differentiate and analyze historical evidence (documentary and statistical) and differing historical points of view;
- i) to recognize and apply reasonable criteria for the acceptability of historical evidence;
- j) to understand and identify commonalties in a diverse culture.
- k) to analyze, critically assess, and develop creative solutions to public policy problems;
- l) to recognize and assume one's responsibility as a citizen in a democratic society by learning to think for oneself by engaging in public discourse and by obtaining information through the news media and other appropriate information sources about politics and public policy.

6. Computing (Computer Literacy)

The objective of computing in the core curriculum is to ensure that graduates are able to use computer technology to communicate, solve problems, and acquire information.

Exemplary Educational Objectives

- a) to communicate and demonstrate knowledge of different types of operating systems, hierarchical files, and directory structures;
- b) to publish a document which incorporates appropriate design and uses standard formatting tools (tabs, margin setting, document formatting, headers and footers);
- c) to publish a document that utilized information imported from other sources;
- d) to know several different formats (table, charts and graphs, graphics, and mail merge);
- e) to create a spreadsheet document which incorporates tables and graphs (line, pie, bar, X-Y scatter);

- f) to create a presentation slide using a presentation software (e.g. PowerPoint);
- g) to create multimedia projects using a variety of tools and media with increasingly sophisticated linking of ideas;
- h) to understand online information access via TCP/IP, ftp, Archie, html, www;
- i) to navigate independently through the Internet to locate resources;
- j) to navigate the Internet using World Wide Web search engines;
- k) to create a simple World Wide Web page which includes at least one graphic, text and link to another Internet site;
- l) to understand e-mail tools such as integrated mail program (Netscape, Explorer, Eudora);
- m) to know what computers can and cannot do as spreadsheets.

Explanatory Notes

- 1. Communication (Composition, Speech, Modern Language)** – To satisfy the communication requirement, a student must take or receive advanced placement credit for ENGL 1123 and for SPCH 1003 Fundamentals of Speech Communication. ENGL 1133 Freshman Composition II, while required, may be satisfied by ENGL 1143 Technical Writing or ENGL 2143 Advanced Composition.
- 2. Mathematics** – For mathematics requirements for specific degree majors, see suggested program sequences for the majors.
- 3. Natural Sciences** – Students who begin their matriculation at Prairie View A&M University having completed the 6 SCH of natural science without laboratory will have satisfied the University Core Requirement. However, both transfer and native students who plan to major in the sciences should consult the suggested program sequence for major.
- 4. Humanities and Visual and Performing Arts**
The Humanities and Visual and Performing Arts requirement may be satisfied with 6 credits of courses from the Visual and Performing Arts options or 3 credits from the Visual and Performing Arts options combined with 3 credits from the Humanities options.

Humanities

Students who plan to major in engineering or in engineering technology or who are accepted into the University Scholars Program should select from among courses for which there is a sequential course.

Visual and Performing Arts

Performance oriented courses may not be used to satisfy visual and performing arts requirement (e.g., a student may not use a course in sculpture, voice, or acting).

- 5. History and Political Science** – The Texas Statutory Requirement is that all students seeking an undergraduate degree from any tax-supported state institution complete the following (Texas Education Code, 51.302):

6 semester credit hours in American History, a combination of 3 semester hours each in American history and Texas History, or 3 semester hours in American History and 3 semester hours in a senior ROTC (Army or Navy) course designated as acceptable for satisfying this requirement.

6 semester credit hours in American Government or Texas Government or a combination of both; or complete 3 semester hours in government and 3 semester hours in a senior ROTC (Army or Navy) course designated as acceptable for satisfying this requirement.

Any student who selects the allowable Army or Navy course substitution will be required to take the 3 SCH of history and 3 SCH of government for which Army or Navy courses were substituted if the student fails to complete the senior ROTC program and earn a commission.

A student who plans to earn a Texas teaching certificate may not use the Army or Navy course substitution for any part of the history and government requirement even if the student is enrolled in and completes the senior ROTC program

- 6. Computing (Computer Literacy)** – Each graduate of Prairie View A&M University will be able to use computer-based technology in communicating, solving problems, and acquiring information. Core educated students will have an understanding of the limits, problems, and possibilities associated with the use of technology, and will have the tools necessary to evaluate and learn new technologies as they become available.

**Texas Community College Course Equivalents
Accepted at Prairie View A&M University**

PVAMU Course	TCCNS Equivalent	PVAMU Course	TCCNS Equivalent
ACCT 2113	ACCT 2301	CHEM 1021	CHEM 1112
ACCT 2123	ACCT 2302	CHEM 1053	CHEM 1305
AGRO 2733	AGRI 1307	CHEM 1063	CHEM 1307
AGHR 2321	AGRI 1309	CHEM 1013	CHEM 1311
ANSC 2533	AGRI 1311	CHEM 1023	CHEM 1312
AGRO 1703	AGRI 1315	COMM 1013	COMM 1307
ANSC 1513	AGRI 1319	COMM 2603	COMM 1317
AGEC 2213	AGRI 1325	COMM 1103	COMM 1335
ANSC 2523	AGRI 1327	COMM 2423	COMM 2305
AGEG 2423	AGRI 2301	COMM 2313	COMM 2311
AGEG 1413	AGRI 2303	SPCH 2323	COMM 2331
AGEC 1233	AGRI 2317	COMP 1003	COSC 1300
ARCH 2233	ARCH 1301	COMP 1013	COSC 1301
ARCH 2243	ARCH 1302	ELEG 1043	COSC 1320
ARCH 1253	ARCH 1303	COMP 2013	COSC 2315
ARCH 1233	ARCH 2301	CRJS 1133	CRIJ 1301
ARTS 1203	ARTS 1301	CRJS 2613	CRIJ 1306
ARTS 2223	ARTS 1303	CRJS 2423	CRIJ 2314
ARTS 2233	ARTS 1304	CRJS 2643	CRIJ 2323
ARTS 1113	ARTS 1311	CRJS 2433	CRIJ 2326
ARTS 1123	ARTS 1312	HUPF 1051	DANC 1110
ARTS 1153	ARTS 1316	HUPF 2021	DANC 1111
ARTS 1183	ARTS 1317	HUPF 1041	DANC 1128
ARTS 2193	ARTS 2316	HUPF 2061	DANC 1129
ARTS 2133	ARTS 2346	HUPF 1191	DANC 1141
MISY 1013	BCIS 1301	HUPF 2151	DANC 1142
BIOL 1111	BIOL 1108	HUPF 1031	DANC 1145
BIOL 1113	BIOL 1308	HUPF 2011	DANC 1146
BIOL 1034	BIOL 1411	HUPF 1171	DANC 1147
BIOL 1073	BIOL 2320	HUPF 2071	DANC 1148
BIOL 1054	BIOL 2401	DRAM 1103	DRAM 1310
BIOL 1064	BIOL 2402	DRAM 1323	DRAM 1322
BIOL 2054	BIOL 2416	DRAM 1203	DRAM 1330
MGMT 1013	BUSI 1301	DRAM 1303	DRAM 1341
FINA 2213	BUSI 2301	DRAM 1113	DRAM 1351
CHEM 1051	CHEM 1105	DRAM 1123	DRAM 1352
CHEM 1061	CHEM 1107	DRAM 2013	DRAM 2351
CHEM 1011	CHEM 1111	DRAM 2023	DRAM 2352

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PVAMU Course	TCCNS Equivalent	PVAMU Course	TCCNS Equivalent
DRAM 2113	DRAM 2361	HIST 1813	HIST 2311
DRAM 2123	DRAM 2362	HIST 1823	HIST 2312
HUSC 2373	ECON 1303	MATH 1113	MATH 1314
ECON 2123	ECON 2301	MATH 1123	MATH 1316
ECON 2113	ECON 2302	MATH 1124	MATH 2413
ENGL 1123	ENGL 1301	MATH 1153	MATH 1324
ENGL 1133	ENGL 1302	MATH 1213	MATH 2312
ENGL 2153	ENGL 2333	MATH 2003	MATH 1342
ENGL 2263	ENGL 2322	MATH 2024	MATH 2414
ENGL 2273	ENGL 2323	MATH 2034	MATH 2415
TECH 1033	ENGR 1304	MATH 2043	MATH 2320
CVEG 2043	ENGR 2301	MUSC 1631	MUSI 1160
CVEG 2053	ENGR 2302	MUSC 1212	MUSI 1216
ELET 1113	ENGR 2305	MUSC 1222	MUSI 1217
CVEG 2063	ENGR 2332	MUSC 1313	MUSI 1306
FREN 1013	FREN 1311	MUSC 1233	MUSI 1311
FREN 1023	FREN 1312	MUSC 1243	MUSI 1312
FREN 2013	FREN 2311	MUSC 1621	MUSI 2160
FREN 2023	FREN 2312	MUSC 1611	MUSI 2161
GEOG 1223	GEOG 1301	MUSC 2212	MUSI 2216
GEOG 1113	GEOG 1302	MUSC 2222	MUSI 2217
GEOG 1333	GEOG 2312	MUSC 2213	MUSI 2311
GERM 1013	GERM 1311	MUSC 2223	MUSI 2312
GERM 1023	GERM 1312	HUPF 1131	PHED 1164
GERM 2013	GERM 2311	HLTH 2003	PHED 1304
GERM 2023	GERM 2312	HLTH 2023	PHED 1306
POSC 1113	GOVT 2301	HUPF 2043	PHED 1321
POSC 1123	GOVT 2302	PHSC 1121	PHYS 1115
POSC 2133	GOVT 2304	PHSC 1123	PHYS 1315
HUSC 1351	HECO 1101	PHYS 2014	PHYS 1401
HUSC 2383	HECO 1315	PHYS 2024	PHYS 1402
HUSC 1303	HECO 1320	PHYS 2014	PHYS 2425
HUSC 1343	HECO 1322	PHYS 2024	PHYS 2426
HUSC 1333	HECO 1329	PSYC 1113	PSYC 2301
HIST 1313	HIST 1301	HDFM 2543	PSYC 2307
HIST 1323	HIST 1302	PSYC 2323	PSYC 2308
HIST 1333	HIST 2301	HDFM 2553	PSYC 2314

**Texas Community College Course Equivalents
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PVAMU Course	TCCNS Equivalent
PSYC 2513	PSYC 2316
PSYC 2413	PSYC 2317
SOCG 1013	SOCI 1301
SOCG 2043	SOCI 1306
SOCG 2013	SOCI 2301
SOCG 2003	SOCI 2319
SOCG 2033	SOCI 2326
SOWK 2113	SOCW 2361
SPAN 1013	SPAN 1311
SPAN 1023	SPAN 1312
SPAN 2013	SPAN 2311
SPAN 2023	SPAN 2312
SPCH 1003	SPCH 1311
SPCH 1103	SPCH 1318
SPCH 2013	SPCH 1342