MARIAN UNIVERSITY

Undergraduate Catalog of Programs • 2019-2020 Contents

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VISION STATEMENT
To provide an education distinguished in its ability to prepare transformative leaders for service to the world.

MISSION STATEMENT
Marian University is a Catholic university dedicated to excellent teaching and learning in the Franciscan and liberal arts traditions.

OUR FRANCISCAN VALUES
Our campus welcomes students of all faiths who seek an educational experience that emphasizes a Franciscan understanding of the values of dignity of the individual, peace and justice, reconciliation, and responsible stewardship.

For more information, contact:

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Marian University does not discriminate on the basis of age, race, color, sex, gender, sexual orientation, religion or creed, national or ethnic origin, or disability in its programs, activities, hiring, or the admission of students.

CO-EDITORS
William B. Harting, Assistant Provost
Jennifer Schwartz, Registrar
Hanna Varys, Associate Registrar

UNIVERSITY CALENDAR 2019-2020

FIRST SEMESTER • FALL

Clinical Medical term begins .....Jul. 1
Residence halls open for upperclassmen .....Aug. 25
Classes begin at 8 a.m. .....Aug. 26
Last day to add a course or change from/to audit .....Aug. 30
Labor Day: university closed .....Sept. 2
Close pass/fail option .....Sept. 27
Spring and Summer 2019 incompletes due .....Oct. 4
Mid-term date .....Oct. 11
Mid-term recess: no classes .....Oct. 14-15
Registration for spring semester Oct.21-Nov. 1
Last day to withdraw from a class .....Nov. 1
Senior comprehensive exam results due (Dec. 2019 grads) .....Nov. 25
Thanksgiving recess: no Wednesday classes .....Nov. 27
Thanksgiving recess: university closed .....Nov. 28-29
May 2020 graduation candidates: last day to apply .....Dec. 2
Reading day: no classes .....Dec. 6
Final examinations .....Dec. 9-13
Fall diploma date (no ceremony) .....Dec. 31
Clinical Medical term ends .....Dec. 31

SECOND SEMESTER • SPRING

Medical term begins.....Jan. 1
Residence halls open .....Jan. 12
Classes begin at 8 a.m. .....Jan. 13
Last day to add a course or change from/to audit .....Jan. 17
Martin Luther King, Jr. Day: university closed .....Jan. 20
Close pass/fail option .....Feb. 14
Fall 2019 incompletes due .....Feb. 21
Mid-term date .....Feb. 28
Mid-term recess .....Mar. 2-6
Registration for fall semester .....Mar. 16-27
Last day to withdraw from a class .....Mar. 27
Holy Thursday: no evening classes (4:00 p.m. and later) .....Apr. 9
Good Friday: university closed .....Apr. 10
Senior comprehensive exam results due .....Apr. 13
Academic honors day: no classes .....Apr. 24
Final examinations .....Apr. 27-May 1
Spring diploma date/Graduation Ceremony .....May 2 or 3
Clinical Medical term ends .....Jun. 30

THIRD SEMESTER • SUMMER

Summer semester begin .....May 4
Memorial Day observed: university closed .....May 25
Independence Day observed: university closed.....July 3
Summer semester ends .....Aug. 21
Summer graduation date (no ceremony) .....Aug. 31

The University

Vision Statement
Provide an education that profoundly transforms lives, society, and the world.

Mission Statement
To be a great Catholic university dedicated to providing students with excellent teaching and learning in the Franciscan and liberal arts tradition.

Values
Our campus welcomes students of all faiths who seek an educational experience that emphasizes a Franciscan understanding of four values: dignity of the individual, peace and justice, reconciliation, and responsible stewardship. These values guide faculty, staff, and students.

Description and Goals of Marian University
Marian University is a Catholic, coeducational, comprehensive liberal arts university established by the Sisters of Saint Francis, Oldenburg which provides higher education for a student body of traditional age and adult students, resident and non-resident, with diverse abilities and varied religious, cultural, ethnic, and socio-economic backgrounds. The university integrates a values-centered, liberal arts-based approach into its curriculum. Degrees are conferred in arts, science, business administration, and nursing at the associate and bachelor level. In addition, Marian University confers master's degrees in specific disciplines and doctoral degrees in nursing practice and osteopathic medicine. Marian University provides a mentoring environment that emphasizes individual attention and fosters multi-faceted personal development. Marian University is engaged in dialogue and conversation within the Catholic Church, with the broader Christian community, with other religious people, and with all people of good will.

Marian University also commits itself with integrity and creativity to the ongoing process of renewal as it pursues its institutional goals:

- to provide quality academic programs, support services, and enrichment activities to ensure intellectual, emotional, social, physical, and spiritual development and responsible career preparation, within an environment that promotes respect for knowledge and the intellectual life, and a habit of critical thinking in pursuit of what is true, good, holy, and beautiful;
- to promote the continuing search for a mutually enriching synthesis of faith and reason; and to be engaged in a fruitful dialogue between the gospel and culture in order to discern and evaluate both the progress and decline of society;
- to support academic freedom with responsibility in order to foster a dynamic community of learners;
- to provide for effective development of faculty and staff, by encouraging academic and professional excellence and by acknowledging creative achievements;
- to provide students and personnel financial and physical resources sufficient to achieve, based on a strategic planning process, the institution's goals; to create a caring and challenging learning environment in which students, faculty, and staff prepare to be responsible agents of a more humane society, with special concerns for those who are socially, politically, and economically marginalized.

Strategic Direction
Marian University has fashioned a bold, clear vision to profoundly transform the lives of our students through an excellent education that addresses every dimension of their collegiate experience. The university intends to educate every dimension of the human person—mind, body, and spirit. To realize this vision, Marian University's Board of Trustees approved a strategic plan with four goals that will:

- elevate the university's academic stature to a superior level;
- create a more vibrant campus life and learning environment;
- enrich the Catholic and Franciscan dimension of the university; and
- strengthen the university's financial resources.

These goals will be achieved primarily through seven initiatives that build on the traditional strengths of the university and address the needs of our modern society. They are:

- Great teaching and learning
- Mathematics and science education
- "Rebuild My Church" – a faith-based initiative
- Nursing
- Performing and visual arts
- Athletics
- Technology and facility improvement

Accreditation

Marian University is accredited by the Higher Learning Commission; the National Council for Accreditation of Teacher Education (Council for the Accreditation of Education Preparation), and the Commission on Collegiate Nursing Education. Specific academic programs are approved by the Indiana Professional Standards Board, the Indiana State Board of Nurses' Registration and Nursing Education, and the International Assembly for Collegiate Business Education.

History

Marian University, dedicated to Mary the Blessed Mother of God, evolved out of the teaching mission of the Sisters of Saint Francis, Oldenburg in Oldenburg, Indiana. Founded in 1851 by Father Francis Joseph Rudolf and Mother Theresa Hackelmeier, a Franciscan sister from Vienna, Austria, the congregation sought to meet the educational needs of the German-Catholic residents of southern Indiana. Soon, the new congregation started teacher-training classes to prepare its members for teaching in its schools.

This teacher-training program, eventually called St. Francis Normal, was established long before Indiana adopted its first tax-supported normal school for the preparation of teachers. St. Francis Normal was accredited by the Indiana State Board of Education in 1910. In 1936, the normal school merged with Immaculate Conception Junior College, founded in 1924, to become Marian College, a four-year institution open to both Sisters and lay women. The following year, under the direction of its founder Mother M. Clarissa Dillhoff, the college moved to Indianapolis after securing a state charter and purchasing the James A. Allison estate.

When the college for Catholic women opened in the fall of 1937, a staff of 16 welcomed 24 full-time women students and a larger number of part-time students; with the addition of evening and Saturday classes, enrollment quickly increased to 100. In June of 1938, the first commencement was held; four bachelor of arts degrees were conferred. For the initial 10-year period, the entire college—classrooms, library, dormitory space, cafeteria, science laboratory, and faculty residences—was housed in existing buildings of the Allison Estate. In 1948, the college embarked on an expansion program, which added Clare Hall and the gymnasium, now known as the intramural gymnasium. Marian Hall, the present administration building, was completed in 1954. In that year, Marian College became the first Catholic coeducational college in Indiana. Monsignor Francis J. Reine was then named president, succeeding Sister Mary Kevin Kavanagh. Two years later the college was accredited by the North Central Association.

The gradual increase in student numbers demanded a larger campus. In 1963, the Frank Wheeler estate, then owned by William Stokely, was purchased. The mansion became the William Stokely Jr. Music Hall. The former estate of Carl Fisher separated the north and south campuses. Until 1967 it served as a private preparatory school for boys, when it was purchased, giving the college 114 adjoining acres. Over time, residence halls and classroom buildings were added to the campus, and features such as the Blessed Mother Mary Shrine and Rosary Walk (2016). Renovations to existing buildings have been ongoing and include the Physical Education Center (2007), St. Francis Hall garage, which became the Marian College Cycling Center (2007). Additional building include the new residence halls, University Hall (2008) and Drew Hall (2012), the Campus Operations Building (2008), the multi-purpose field (2008-2009), the Evans Center for Health Sciences (2013), the student center, Alumni Hall (2014), the Norman Center for Business (2017) and the Dinning Commons (2018).

Until 1968 Marian College was administered by the Sisters of Saint Francis, Oldenburg with the assistance of Monsignor Reine who served as president from 1954 to 1968. He was succeeded by Marian College's first lay president, Dr. Dominic J. Guzzetta, and the Board of Trustees was reorganized with a predominance of lay members. Dr. Louis C. Gatto, the college's fifth president, retired at the end of the 1988-89 academic year after leading the college for 18 years. Dr. Daniel A. Felicetti served as the sixth president of Marian College from 1989-99, and Dr. Robert M. Abene, the seventh president of Marian College, served from 1999-2001. Daniel J. Elsener became the eighth president in 2001.

The National Council for Accreditation of Teacher Education formally accredited all teacher education programs of the college in 1976. The Indiana State Board of Nursing approved the bachelor-level nursing curriculum in 1987. The Commission on Collegiate Nursing Education renewed the accreditation in 2009.

On July 1, 2009, Marian College became Marian University, and continues to seek means to make significant educational contributions to Indianapolis. This commitment to the community is actively demonstrated through such initiatives as Consortium for Urban Education; advanced placement testing and Advanced Study Program for outstanding high school students; degree-completion programs for the career military; Marian's Adult Programs; career ladder programs in nursing; the Master of Arts in Teaching program; intensive summer science workshops and camps for middle and high school teachers and students; Family Mathematics and Family Science nights; and a partnership with the Nina Mason Pulliam EcoLab.

The Marian University College of Osteopathic Medicine (MU-COM) welcomed its first class of 162 medical students in August 2013. MU-COM combines the strengths of the osteopathic philosophy and Marian University's rich Catholic history, making it one of only five Catholic medical schools, and the only Catholic osteopathic medical school in Indiana.

Mentoring

The Marian University environment encourages mentoring relationships. As with many colleges and universities, natural mentoring relationships develop between students and faculty or staff such as those of academic advisor and advisee, club advisor and club officer, residence hall directors and on-campus students, coaches and team members, etc. Opportunities for Marian University students to volunteer as mentors include both on and off campus programs. For example, students may volunteer to welcome and orient new students in the first weeks of the academic year, to relate to new students residing on campus throughout the year, or to provide extra support to off-campus students, especially those who are "non-traditional" students, age 24 years or older. Off-campus opportunities include outreach to younger students in elementary, junior high, or high schools.

Campus Ministry

Campus ministry is an essential part of the mission of the total church. It witnesses to the Gospel by teaching and preaching the word of God, and by gathering together the community for worship and service. It promotes theological study and reflection on the religious nature of humankind. This ministry sustains the faith community on campus with pastoral care and liturgical worship and other prayer opportunities, and calls the university community to serve the needs of its members and the needs of the wider community.

The director of campus ministry, the campus minister of service and social justice, the campus minister of music and liturgy, the chaplain, and a representative faculty-student ministry committee coordinate the campus ministry services. All students, regardless of religious affiliation, are invited to participate in campus ministry activities.

The Bishop Chartrand Memorial Chapel is the center for liturgical services on campus. Mass is offered daily Sunday through Friday. At the opening of each school year, and on the regularly established holy days, special all-community liturgical celebrations are scheduled.

Family Educational Rights and Privacy Act of 1974

Marian University operates in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended. Students have the right to inspect all official records pertaining to them and to challenge inaccurate or misleading information. Exceptions are parents' financial records and confidential letters and statements placed in the record before January 1, 1975, or placed under conditions where students have signed a waiver of right of access.

All student academic information is considered confidential except for the following "directory" information available to the public: student's name, campus and off-campus address, e-mail address, telephone and voice mail number, date of birth, photograph, major field of study, participation in university activities and sports, physical and performance statistics of members of athletic teams, dates of attendance, full- or part-time status, degrees, awards, honors, dean's list, and the most recent previous institution attended by the student.

Students may waive the right of nondisclosure, allowing access to their records by anyone designated on the waiver form. The waiver form is effective through the student's graduation or until the student designates otherwise.

The student may request that directory information not be released. This must be made in writing to the Office of the Registrar within 15 days of the beginning of each term. Failure to notify the Office of the Registrar may mean university publications, such as team rosters, promotional brochures, or the student directory, may include some directory information.

Campus

The Marian University campus, located six miles from the center of Indianapolis, extends over 165 wooded acres, and includes the estates of three of the four developers of the Indianapolis Motor Speedway: James A. Allison, Carl G. Fisher, and Frank H. Wheeler. The university is within easy access of state and interstate highway systems which pass through Indianapolis.

A 95-acre wetland and forest area that was part of the original Jens Jensen landscape plan for the Allison estate has been established as an outdoor environmental science laboratory, known as the Marian University EcoLab, which is used by central Indiana educational groups as an educational resource and learning center.

Major campus buildings include:

- Allison Mansion – The former home of James Allison was known as the "House of Wonders" when it was completed in 1914. The Sisters of Saint Francis purchased it in 1936 and relocated Marian College from Oldenburg to the property in 1937. It was originally the main building on campus and housed the library, administrative offices, classrooms, and sleeping quarters for the Sisters. Biology and chemistry offices and student dormitory were located in the former greenhouses. Listed in the National Register of Historic Places, today the offices of the university's president are located here.

- Alumni Hall – This building opened in fall 2014 to serve as the new student center for the campus. The university bookstore and a food court with a Starbucks, Papa Johns, and a grill, serves the students, faculty and staff. There are outdoor and indoor seating options and gathering spaces, including nooks designed for small group collaboration. The building was designed to also serve as a banquet hall with seating for up to 300 guests.

- Caretaker's Cottage – This building served as the caretaker's cottage for the Wheeler-Stokely estate; it houses the Art Department.

- Clare Hall – Clare Hall was named for Mother Clarissa Dillhoff, the first president of Marian College. Clare Hall was completed in 1949 and used as the primary residence hall. The lower level of Clare Hall houses the Writing Center; and language lab. The first floor of this building houses the campus cafeteria, the Counseling and Consultation Services Office, the Center for Academic Success and Engagement, Student Health Services, two classrooms, and a student lounge. Upper floors serve as a residence for students.

- Doyle Hall – Doyle Hall opened in 1964 as a men's residence hall. It was dedicated and named for Monsignor John J. Doyle on May 17, 1967. Today it is a coed residence hall that is home to 220 students, including most incoming freshmen.

- Drew Hall – Drew Hall opened in the fall of 2012 as a residence hall. The tallest building on campus, it has four floors of suite-style rooms, with four students sharing a common living area and private bathroom in each suite. All floors have the benefit of the OnGuard Card system, allowing students access to the building, their floor, and their suite with a prox card (making standard keys unnecessary). The building's amenities extend to its exterior, with a bricked courtyard and fire pit available for student use. A coed residence, the hall is home to 144 upper class students.

- Marian University Cycling Center – The indoor cycling training facility opened in the spring of 2007 and is the training ground for the over 30 time national champion Marian University cycling team. It also serves as a health and fitness resource for the larger campus and Indianapolis community.

- Marian Hall – Dedicated in 1954 by Archbishop Paul Schulte of Indianapolis, Marian Hall, like the university, was named for and dedicated to Mary, the Mother of God, by the Sisters of Saint Francis, Oldenburg. The statue of Mary located at the building's center was also dedicated in 1954. The cornerstone of the building is set in the chapel wing to symbolize the Christ-centered education Marian University provides. Marian Hall houses the Bishop Chartrand Memorial Chapel and Marian Hall Theatre on opposite ends, with classrooms and Scotus Science Hall in the middle. In addition to being a classroom building, this central administration building houses the offices for academic and financial student services, human resources, and Marian's Adult Programs. It is the home of the office of the Dean of the College of Arts and Sciences and houses faculty offices for behavioral, natural, and social sciences.

- Michael A. Evans Center for Health Sciences - The Michael A. Evans Center for Health Sciences is home to the Marian University College of Osteopathic Medicine (MU-COM), the Leighton School of Nursing, Exercise Science programs, an art gallery and classrooms. The building opened in August 2013. It is a 140,000 square foot building on four floors and is LEED Gold certified. Classrooms, two lecture halls, and the admissions and student affairs offices for graduate programs occupy the first floor. The building also houses an anatomy lab and osteopathic manipulative medicine lab. Modern patient simulation centers, which duplicate hospital and clinic treatment areas for teaching and assessment of student skills and competencies for both medical and nursing students, are also located here.

- Mother Theresa Hackelmeier Memorial Library – Named for the founding member of the Oldenburg Franciscan congregation and dedicated in 1970, this contemporary structure can house 200,000 volumes. Students have access to individual and group study spaces as well as several collaborative research pods combining computing technology and research tools. The library offers students and faculty traditional library collections, electronic resources, and a wireless network in a friendly student-centered environment. The library Learning Commons includes the largest open computing lab on campus, SmartSuite seminar rooms, a student lounge, student presentation rehearsal room, and a 220-seat auditorium. The Exchange, located on the first floor, connects students with key stakeholders in the community and assists them in identifying and honing their skills and talents.

- Paul J. Norman Center - The Paul J. Norman Center was built in 2017 to represent the changing work styles and mobile technology of businesses today, with breakout areas, expansive glass walls, and open perimeter spaces. The building includes a total of seven classrooms, 14 offices, three conference rooms, four collaboration rooms, a large board room, and a presentation venue. The center is home to the Bryum School of Business, campus safety and police services and Subway restaurant.

- Physical Education Center – In 1983, the university opened the Physical Education Center, a building attached to Clare Hall at the west end. It houses the varsity gym, an intramural gym (the former Clare Hall gymnasium), a weight room, physical assessment lab, and classrooms as well as offices for athletics administration. To accommodate the growing need for better equipment and more space, ground was broken in June 2006 for expansion and renovation of the Physical Education Center. There is now a fitness center, expanded locker rooms, and weight room, and all are open to all students, faculty, staff, and alumni.

- Sisters of Saint Francis Oldenburg Hall – Built in 1967 as a residence for the members of the Sisters of Saint Francis, Oldenburg who worked at Marian College. The Sisters lived there until additional room was needed to accommodate the school's growing enrollment. After serving as a residence hall for many years, it now houses many liberal arts, theology and philosophy department offices, the offices of the Educator's College, Office of Mission Effectiveness, Rebuild My Church, San Damiano Scholars, Campus Ministry, the offices of the Department for University Marketing, offices of the Athletics Department, and the St. Francis Chapel. Originally named St. Francis Hall, the name of the building was changed to Sisters of Saint Francis of Oldenburg Hall in 2014.

- Sommers Mansion – Added to the university in 2017, this mansion serves as the home for the University Advancement offices as well as outreach segments of the Educators College, including the Ruth Lilly Health Education Center and Nina Mason Pulliam Eco Lab.

- Steffen Music Center – The music center was originally built in 1968 as a home for the incoming president, Dominic Guzzetta. In 1990, the Department of Music relocated from the Wheeler-Stokely Mansion to this building after the university renovated the house and added classroom and rehearsal space. Special features were added during the renovation, making the acoustics tremendous in the teaching studios, practice rooms, and rehearsal room. A renovation and expansion project began in 2009 with a gift from the estate of the late Andrew Steffen. To honor the university's Catholic foundation, the building façade features the first 10 notes of the fight song, We Rise and Cheer for You Dear Marian, marked in pneumatic notation, a style most commonly associated with Gregorian chants and Catholic liturgical music. Additions included multiple Wenger practice rooms; a large rehearsal hall; large instrument, percussion, and uniform storage rooms; and instrument repair station.

- The Overlook at Riverdale – The Overlook at Riverdale is the home of our graduate student apartments, which opened in the fall of 2015.

- University Hall – University Hall opened in the fall of 2008 as a residence hall. Designed in consultation with Marian University students, the hall has suite-style rooms. Kitchenettes are available on every floor as well as large common areas for student gathering. The entire hall has a wireless network and internet access as well as shared student computers. A coed residence, the hall is home to 190 upper class students.

- Wheeler-Stokely Mansion – The Wheeler-Stokely Mansion was built for Frank Wheeler in 1911 as the main house on his estate, which he named Hawkeye. The most distinctive feature associated with the building is the 324-foot long colonnade known as the "dog walk" that extends across campus to the west. Monty Williams, purchased the estate in 1921 following Wheeler's death. He filled in Wheeler's lake and built a swimming pool. Williams occupied the house until 1937 when William B. Stokely purchased the property. He sold it to Marian College in 1963; the college subsequently removed the servant's house, garage, and water tower to make room for a much-needed student residence, Doyle Hall. Marian University first used the mansion to house the music department. The office of admission occupies the mansion. The outdoor swimming pool, used for many years by students, alumni, and friends, was filled-in in 2003. The estate was listed on the National Register of Historic Places in 2004.

Undergraduate Admission

Marian University encourages applications from members of all cultural, racial, religious, socio-economic, and ethnic groups. Marian University students include those who continue directly from high school, those who transfer from other colleges and universities, adults who seek to earn a degree or professional certification, and international students continuing their education in the United States.

Requirements for Admission

Applicants must be graduates of a high school of recognized standing. Their high school program should fulfill eight credits in composition and literature, four credits in social studies, four credits in mathematics (algebra and geometry recommended), and four credits in science. Two credits in the same foreign language are strongly recommended.

All academic information relating to the applicant is examined by the admission staff. Factors considered are curriculum studied, academic potential as reflected by the results of the Scholastic Aptitude Test (SAT) and/or the American College Testing Program (ACT), and appropriate recommendations by counselors and teachers.

Acceptance to the university does not guarantee acceptance into specific programs of study. Programs in Nursing, Education, and Math and Science, as well as other programs, have additional admission requirements stated in this publication. Further information is available from each school or department.

Application Procedures

1. Applications may be submitted online for free at www.marian.edu. Paper applications may be requested by contacting the Office of Undergraduate Admission, Marian University, 3200 Cold Spring Road, Indianapolis, Indiana 46222-1997; 317.955.6300 or 800.772.7264.
2. Mail completed paper applications for admission, along with a $35 application fee, to the Office of Undergraduate Admission. The application fee is non-refundable.
3. Submit official copies of all high school transcripts and transcripts of all colleges and universities previously attended. Transcripts become property of the university and cannot be returned. Applicants who have previously earned 12 or more credits from a regionally accredited college or university are not required to submit official high school transcripts for admission.
4. Submit the results of the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the scores of the American College Testing Program (ACT) to the Office of Undergraduate Admission. The test should be taken at the end of the junior year or early in the senior year. Also see Application Policies.

Application Policies

1. The Office of Undergraduate Admission follows the policy of "rolling admission," acting on the application when all credentials have been received.
2. Applicants who do not meet regular admission criteria will be referred to the Admission Committee for consideration. The Admission Committee may request additional information (i.e., personal statement and/or references) before acting on a student's acceptance to the university.
3. All first-time students who scored below 500 SAT Math/530 Math (revised SAT – March 2016 or later)/19 ACT Math or 530 SAT Verbal/19 ACT Reading are required to participate in placement testing prior to registration. Students assessed to be academically underprepared may be required to enroll in developmental courses in English, mathematics, writing, and study skills either before or during their first semester of regular classes. In combination with other enrichment and activity courses, up to 12 credits of developmental courses can be counted toward the 128 credits required for the bachelor degree.
4. Applicants who are 23 years of age or older at the time of matriculation are not required to submit the results of SAT or ACT scores. However, other measures of ability regarding writing or mathematics skills or successful work experience and written recommendations may be requested.
5. Consideration will be given to any student who has completed high school through the General Education Development Test (GED) or High School Equivalency Exam (HSE). Scores should be sent to the Office of Undergraduate Admission for evaluation. Completion of the GED or HSE does not automatically imply acceptance to the university.

After Notification of Acceptance

After notification of acceptance for admission to the university, the student must:

1. Make a non-refundable enrollment deposit of $100 before registration.
2. Submit a completed student health form and immunization record.
3. Request an official final transcript, from the secondary school counselor or college and university registrars of all previous schools attended, be sent to the Office of Undergraduate Admission.
4. Submit a housing contract and a $125 housing deposit if planning to live in campus housing. This housing deposit is non-refundable after August 1. Commuter students must file an off-campus residency registration form.

Transfer Students

Transfer students currently in good standing at their previous institution are eligible for immediate transfer. Transfer students must present official transcripts of all college and university records.

1. The Admission Committee must review the applications of students below an accumulative GPA of 2.30/4.00. The committee considers the length of time out of school, the anticipated major upon re-entry, and evidence that the student has an understanding of what happened at the previous institution that placed him/her in unfavorable academic status. The committee may request additional information.
2. Marian University will accept, in transferring of credits, only those courses approved for transfer by the registrar and in which a "C-" or above has been earned.
3. Students not currently in good standing at their previous institution may be considered for probationary acceptance no sooner than one full semester following the last date at that institution.

International Students

Section I: International students who wish to apply for admission to the university must forward the following:

a) The International Application for Admission. The application process for international students seeking to enroll for the fall semester must be completed prior to June 1. For those seeking to enroll in the spring semester, the process must be completed prior to November 1.
b) An official copy of all high school (secondary) and university (post-secondary) academic records. If these documents are not issued in English, you must also provide an official word-for-word English translation. If you have attended any universities outside of the United States, we require a course-by-course evaluation. We recommend using the Basic Package from World Education Service (WES).
c) SAT or ACT is not required for admissions but may be required for some scholarships. Please submit an ACT or SAT score (Code 1224 for the ACT; Code 1442 for the SAT).
d) An affidavit of support indicating the source and amount of financial responsibility for all expenses within the United States. A certified bank statement translated into English and no older than six months must be submitted. A certified government sponsorship letter may be submitted in replace of bank statement.
e) Copy of passport identity page to be sent to the Office of Admission.
f) If your native language is not English, send an official English proficiency test result directly to Marian University indicating the minimum score(s): TOEFL IBT 69, IELTS 6.0.
   If applying to the School of Nursing there are no exemptions, all students are required to submit proof of English proficiency indicating the minimum score(s): TOEFL IBT 83, Speaking score 26, IELTS 6.5, Speaking score 26.

Demonstration of English proficiency is waived in cases where one or more apply:

- Applicants have earned a degree from an accredited college or university in the United States or have earned at least 24 regular semester hours of university credit from an accredited U.S. college or university.
- Applicants have studied at least once year of high school using the English language as the medium.
- Applicants are citizens of countries where English is the official language.

All English proficiency criteria are subject to review by the Office of Admission. After all credentials are received by the Office of Admission, the director of enrollment will notify the applicant of eligibility for admission.

Section II: Once notified of acceptance by the Office of Admission:

a) Students must submit a $100 enrollment deposit.
b) After deposit has been received, the university will issue an I-20 form to the student, so that he/she may apply for a student visa.
c) It is Marian University policy that all international students have appropriate medical health insurance and evacuation/repatriation coverage. F-1 students are required to have medical health insurance and evacuation/repatriation coverage each semester they are enrolled (part or full time) and while in the United States, e.g., summer term. Marian University partners with LewerMark Student Insurance to provide insurance coverage to international students. All international students MUST have health insurance through LewerMark Student Insurance or have an approved waiver confirming alternative coverage that meets certain requirements. Student accounts will be billed before the beginning of each semester through the Business Office. Students can use their payment plans to pay the health insurance fee.
d) If transferring from a university from within the United States, students must submit a completed immigration transfer-in form as proof of status. Once the form is reviewed and accepted by the Office of Admission, the SEVIS record can be accepted by MU.

Non-Degree Students

Applicants who wish to pursue individual courses without qualifying for a degree, and are not on probation or ineligible at another school, may be admitted after consultation with the Office of Undergraduate Admission on the requirements and procedure. Students must be officially registered before they may attend classes.

Audit

Students desiring to audit a course must complete an "audit only" application obtained from the Office of Undergraduate Admission. A student must be at least a high school graduate to audit a course. Laboratory, studio, or practicum courses cannot be audited. Students who audit a course receive no credit and no grade.

Summer Session

Both day and evening classes are offered during the summer session. Admission requirements, quality of work offered, and semester hour equivalents are the same as during the regular semesters. See admission procedures.

Re-admission

A former student who wishes to be readmitted to the university, at the same academic level, after a lapse of enrollment more than one year or by completing a withdrawal from university form after having attending classes within the last year should request a readmission form from the Office of Undergraduate Admission. No fee is required when submitting a re-admission application.

The applicant's social, financial, and academic status at the time of their departure is verified. Students currently in good standing are eligible for immediate readmission. Students with an unfavorable status must be approved by the Admission Committee. The committee will consider the nature of the problem and consult with the appropriate department. The committee may ask the applicant for additional information.

Advanced Study for High School Students

Academically outstanding students may apply for Marian University's Advanced Study Program, a dual credit program, following successful completion of their sophomore year of high school. This program allows juniors and seniors to earn university credit while in high school. If admitted, a student may enroll at Marian University for approved introductory level courses.

Enrollment in this program does not commit the student to, or guarantee, enrollment at Marian University after high school graduation. Credits obtained from Marian University are usually accepted for credit by other colleges and universities provided the student achieves at least a "C" grade in the respective courses.
Interested high school students should contact the Office of Undergraduate Admission at 317.955.6300, 800.772.7264, or online at www.marian.edu.

Finances

The tuition and fees that each student pays to Marian University meet only about 60 percent of the expenses incurred by the university in providing a student's education. The remainder of these expenses is met through gifts and grants made to the university by individual and business donors, contributed services of the religious faculty, and from other sources. Despite the reduced tuition and fee charges, some students face difficulty in meeting their university financial obligations. Therefore, a wide variety of scholarships, grants, employment, and loan opportunities are available to Marian University students to help offset expenses.

Tuition and Fees
A complete listing of current fees is available from the Marian University Business Office. For more information, call 317.955.6020 or 800.952.3917.

Tuition and Fee Payment Policy
Tuition and fees for each semester are due and payable by the published tuition due date for all students who are not formally enrolled in a monthly payment plan with the approved provider. Students who fail to pay tuition on time or make a scheduled payment plan payment may be charged a late fee.

Student accounts must be paid in full in order for students to enroll in or attend classes for any subsequent semester. Academic records, including transcripts and diplomas, are encumbered until the student account is paid in full. Students in professional programs that require additional or external certifications or testing to progress will have restriction to official records allowing them to participate in these certifications or test.

Outstanding account balances for students who have ceased enrollment at Marian University may be forwarded to an outside billing service for installment billing or a collection agency for collection action. At the time the account is sent for installment billing or collection, the account may be assessed interest. All collection costs associated with the collection of an outstanding balance, which may include collection costs, interest, and attorney fees are the responsibility of the student. Marian University or its agent may report unpaid balances to national credit bureaus.

All students who make application to Marian University and who register for classes agree to this policy by signing and submitting their paper application or online application for admission.

Installment Payment Plan
Marian University offers a monthly payment option which allows all or part of educational expenses to be spread over each semester without interest charges. The plan is currently administered by Tuition Management Systems, Inc. and is available to all students. Information may be obtained by contacting Tuition Management Systems, Inc. at 888.713.7240 or www.afford.com/marian. The plan administrator charges a semester fee for use of the plan. Marian University reserves the right to change payment plan providers at any time.

Reduction of Charges Due to Withdrawal from University
A student who officially withdraws from school is entitled to full or partial reduction of charges for tuition, fees, housing, and meal charges. Tuition, other related fees, and housing and meal charges will be reduced in the following manner in the event the student withdraws from Marian University after confirming registration:

Standard (semester-long) courses
- Withdraw during calendar week 1 = 100 percent
- Withdraw during calendar week 2 = 90 percent
- Withdraw during calendar week 3 = 60 percent
- Withdraw during calendar week 4 = 25 percent
- Withdraw during calendar week 5 or after = No refund

Courses lasting five weeks or more (up to, but not including, semester-long courses)

- Withdraw during calendar week 1 = 100 percent
- Withdraw during calendar week 2 = 50 percent
- Withdraw during calendar week 3 or after = No refund
- Last date to withdraw with "W" grade is six (6) business days before the published end date of class

Courses lasting four or less

- Withdraw during calendar week 1 = 100 percent
- Withdraw during calendar week 2 or after = No refund
- Last date to withdraw with "W" grade is six (6) business days before the published end date of class
- If the class meets less than six (6) days, withdraw is not permitted after class begins
- You cannot withdraw from any class in which the final examination has been given

Return of federal aid funds will follow federal law and regulations. See the Office of Financial Aid for specifics.

Refund of Overpayment

Refunding of student account overpayment, whether or not the student receives federal Title IV aid, will be made in compliance with federal guidelines for federal student loans.

Financial Aid

Marian University wants to work with you and your family to assist in financing your Marian University education. The financial aid office will help you consider the financial options that Marian University offers, so that you and your family can plan the best ways to manage your educational investment over the coming years. The professionals at Marian University's Office of Financial Aid are pleased to provide information and answer questions about the financial aid application process. Contact the Office of Financial Aid by phone at 800.834.5494 or 317.955.6040, or by email at finaid@marian.edu, or visit the web site at www.marian.edu/financialaid.

More than 99 percent of first-year students at Marian University are eligible to use a combination of scholarships, grants, work-study, and loans to assist in financing their education. Marian University awards more than $40 million annually in scholarships, grants, and self-help.

How to Apply for Financial Aid

Students interested in applying for financial aid at Marian University must complete the following steps:

1. New students must apply and be accepted for admission to the university. In order to be considered for financial aid, students must be regularly admitted and enrolled in a degree-granting program at least half-time (six credit hours) for federal and full-time (twelve credit hours) for state aid. Only students who are United States citizens, nationals, or permanent residents are eligible for federal and state aid through Marian University's Office of Financial Aid.
2. File your Free Application for Federal Student Aid (FAFSA) online at https://fafsa.ed.gov/. List Marian University, Title IV School Code 001821, on your FAFSA application.
3. If you have already filed the FAFSA, yet did not list Marian University or as a recipient of your FAFSA information, please return to https://fafsa.ed.gov/ and add the Title IV School Code 001821.

This information will be used to determine eligibility for all federal and state aid. The FAFSA application must be received before April 15 to ensure consideration for the Indiana State Grant programs. Students applying for Marian University aid only are not required to file the FAFSA. However, they are still strongly encouraged to file, if only to determine student loan eligibility. The university will notify you if the federal government, through the verification process, requires you to send current federal tax forms (or additional documents) to the Office of Financial Aid.

Financial aid at Marian University is tentatively awarded as soon as possible after the student has been admitted and the FAFSA results have been received by the Office of Financial Aid. Students who file for financial aid by April 15 are given first priority. After that date, awards are made as funds become available.

To receive federal aid, a student must not be in default on a Federal Direct Loan, National Defense/Direct Student Loan, Income Contingent Loan, Consolidated Loan, Perkins Loan, Federal Stafford, SLS, or PLUS loan. In addition, a student must not owe a refund on a Pell Grant, Supplemental Educational Opportunity Grant, or State Student Incentive Grant at any institution. Students certify that they have not and will not possess, use, or distribute illegal drugs during the current financial aid award year.

A student's financial aid award will be based upon the number of credit hours for which they are registered. After classes begin, enrollment status will be verified with the Office of the Registrar. Adjustments will be made to any student's financial aid if their status changes from full-time (12 credit hours or more) to less than full-time. If the adjustment drops a student below half-time attendance (six hours), the student will be ineligible to receive federal loans. Students must make separate application for the Federal Direct Stafford and PLUS loan programs.

Eligibility for students in Marian's Adult Programs (MAP) is limited to the federal and state financial aid programs. Second degree, graduate degree, and certificate program students are eligible for federal loans.

Scholarships
Marian University offers awards based on the student's academic performance in high school and/or college. All scholarships are renewed automatically, as long as the student remains in good academic standing and maintains a 3.00 cumulative GPA at Marian University, computed at the end of each semester. Please refer to the following pages for specific information concerning academic scholarships and other Marian University financial aid.

Many of Marian University's scholarships require specific SAT or ACT scores. Awards based upon SAT scores will use the SAT combined Critical Reading and Mathematics scores. Awards based upon the ACT will use the ACT Composite score. For students who may be eligible for multiple scholarships and grants, institutional guidelines will be used to determine awarding and amounts. Scholarships are subject to deadlines. Dollar amounts of scholarships may change.

Saint Mary Academic Scholarship, half tuition – full tuition
- Competitive with personal interview and essay
- Minimum 3.75 cumulative grade point average, ACT 27 or SAT 1270
- Deadline for consideration: October 15

Saint Francis Academic Scholarship, $8,000 - $14,000
- Minimum 3.25 cumulative grade point average, ACT 24 or SAT 1170

Saint Clare Academic Scholarship, $6,000
- 3.0 cumulative grade point average, ACT 22 or SAT 1080

Transfer Scholarships, $10,000 - $14,000

San Damiano Scholarship, amount varies
- Demonstrated academic performance
- Church or religious involvement
- Post-graduate church-related employment and volunteer service
- Deadline for application: December 1

Bishop Bruté Scholarship, amount varies
- Residence in the Bishop Simon Bruté College Seminary required

Lugar Fellow Global Studies Scholarship, $2,000
- Competitive with an interest in global issues
- Deadline for consideration: December 1

Athletic Award, up to full tuition

- Competitive. Selection based on athletic eligibility and potential contribution to team. Recommendation of coach required.

Fine Arts Talent Award for Instrumental Performance, amount varies

- Competitive. Selection based on audition and talent and potential contribution to the marching band.

Fine Arts Talent Award for Theatre Arts, amount varies

- Competitive. Selection based on audition, and talent and potential contribution to program.

Fine Arts Talent Award for Vocal Performance, amount varies

- Competitive. Selection based on audition and talent and potential contribution to Show choir.

Fine Arts Talent Award for the Visual Arts, up to $6,000

- Major in visual arts. Competitive. Selection based on portfolio, interview with faculty, and talent and potential contribution to the visual arts program.

Speech Award, up to $5,000

- Competitive. Selection based on talent and potential contribution to the Marian University Speech Team.
- Deadline for consideration: December 1

21st Century Scholars, up to full tuition and fees

- Full tuition and fees funded through a combination of federal, state, and Marian University grants up to 25 new scholars each year
- Must complete and file the Free Application for Federal Student Aid (FAFSA) by April 15 and meet Indiana state requirements for the program. Renewable for three additional years for students in good social and academic standing.
- Deadline for consideration: October 15

Diocesan Employee Family Grant, up to half tuition

- Requires completion of the Diocesan Employee Family Grant Application and Verification Form

St. Vincent Health Family Grant, up to half tuition

- Requires completion of the St. Vincent Health Family Grant Application and Verification Form

Marian University Grant, amount based upon financial need

- Must complete and file the Free Application for Federal Student Aid (FAFSA) by April 15

Marian University Housing Grant, amount based upon financial need

- Must complete and file the Free Application for Federal Student Aid (FAFSA) by April 15
- Must live in campus housing

Legacy Award

- Award amount is $1,500
- Annually renewable for entering students who have had a parent, legal guardian, or grandparent graduate from Marian University
- Award eligibility is determined off admission application

Lilly Endowment Community Scholars

- Full-tuition scholars who live on campus are awarded a housing grant to cover standard double room and board cost

State of Indiana Grants

- Indiana State Frank O'Bannon Grant: A program administered by the State Student Assistance Commission of Indiana for students attending private colleges and universities in Indiana, who show a financial need after receiving the Higher Education Award.

- Twenty-First Century Scholarship Program: Students must have enrolled in an Indiana high school during the eighth grade, agreeing to fulfill a specific pledge of responsibilities. The student must complete the FAFSA before April 15 for every subsequent academic year.

The requirements for receiving the Indiana State Frank O'Bannon Grant or Twenty-First Century awards are: (1) the filing of a FAFSA before April 15, (2) demonstrating need, (3) attending an Indiana university or university, (4) being an Indiana resident by January 1 preceding the award year, and (5) maintaining academic progress toward a degree. The FAFSA may be filed online at www.fafsa.ed.gov.

Federal Grants
The Federal PELL Grant is a federal grant based on financial need and requires a student to file a FAFSA.

The Federal Supplemental Education Opportunity Grant (FSEOG) is a federal grant for students demonstrating exceptional financial need. Eligibility for this program is determined by federal guidelines.

The Federal TEACH Grant is a federal grant that provides funds to students who are completing or who plan to complete coursework that is required to begin a career in teaching, and who agree to teach full-time. Please website the federal website at https://teach-ats.ed.gov/ for more information.

Federal Loans
For more information on the federal loans described below, please go to our web site; you can download brochures and apply online.

Federal Direct Stafford has two types of loans: (1) the Subsidized Loan, with an interest subsidy, and (2) the Unsubsidized Loan, without an interest subsidy. Maximum annual loan limits depend upon:
- the student's status as a dependent or independent
- the student's year in college
- the student's financial need

The Federal PLUS Loan allows the parent of a dependent student to borrow up to the cost of attendance minus other aid available. Parents must have no adverse credit history.

Private Alternative Loans: You will also find information on other loan resources at www.marian.edu/financialaid.

All student loan programs have loan deferral provisions. All borrowers with outstanding indebtedness in the Perkins, Stafford, PLUS, and HPSL programs are eligible to consolidate their loans. Please contact the Office of Financial Aid for details

Academic and Student Services

Center for Academic Success and Engagement (CASE)
The Center for Academic Success and Engagement provides integrated services to support students' academic and co-curricular success. The CASE Office is located in Clare 110; offices within CASE are on the first floor of Clare Hall, including: 21st Century Scholars, Academic Advising, Academic Engagement, Academic Support Services, and First Year Experience.

21st Century Scholars Support
The Marian University Office of 21st Century Scholars offers support and resources to all 21st Century Scholars by connecting students to campus resources to help ensure student success.

First year and new transfer scholars pair with a scholar mentor to guide them during their first year. The scholar mentor is an upperclassman who connects mentees to academic services, campus activities and opportunities in Indianapolis. The mentor also serves as a support system for scholars transitioning to life at Marian University. New scholars also pair with local alumni who serve as career coaches who help each student explore a chosen profession and life after college.

Academic Advising
Advising is a collaborative process that encourages students to take ownership of their academic experience by exploring dreams, identifying goals, and developing meaningful academic plans. Academic advising is available through each school and the Office of Academic Advising.

New students, full and part-time, are assigned to an academic advisor by the Office of Academic Advising. Assignments are made according to the student's declared major. Exploratory students are advised by the Director of Academic Advising who assists them in exploring options and planning their general education base. Non-degree students may be assisted by the Registrar when the student is not part of a regular program.

After initial schedule planning, the student continues to consult with the academic advisor about program changes, educational goals, and general progress. The most important reference tools for academic advising is the current edition of the Marian University *Catalog of Programs.*

If a student needs to change a major or request a different academic advisor, a Change of Major/Advisor form can be obtained from the Office of the Registrar. After obtaining all the necessary signatures, the form must be returned to the Office of the Registrar for recording.

Academic Engagement
The Office of Academic Engagement offers a variety of services to help students meet their academic needs, including: Peer Tutoring, Supplemental Instruction, Success Seminars, an academic course focused on reading and learning strategies, and Academic Success Coaching, and Academic Peer Mentoring.

<u>Peer Tutoring</u>
Marian University's peer tutoring program is a free resource and service offered through the Office of Academic Engagement. The goal is to help students develop the confidence and skills necessary to be successful at the university level.

The Peer Tutor Center is located in Clare Hall. Tutoring is provided on a one-to-one basis or in small groups. Open tutoring times are also available and take place in the Peer Tutor Center.

All peer tutors have been hand-selected by Marian University faculty members. Only students who have displayed success in the classroom, possess well-developed communication skills, and share an enthusiasm for helping others are chosen as peer tutors. After being selected, tutors participate in a training program to develop their skills as peer leaders.

Tutoring is available for most entry-level courses, and many upper level courses. Please note that we may be unable to guarantee that a tutor can be found for every courses offered at the university.

<u>Supplemental Instruction</u>
Supplemental Instruction (SI) helps students successfully navigate historically difficult courses through peer-facilitated study sessions. SI is an academic program that allows students to meet during regularly-scheduled times in an informal setting to compare notes, discuss course readings, and predict exam content.

All students who are enrolled in an SI course are encouraged to attend. Because the focus is on historically difficult courses, there are no remedial stigmas. Students who attend SI sessions have the opportunity to engage in weekly sessions to better understand and review course material.

SI is available during the fall and spring semesters only. These services are not available for accelerated classes, summer courses, during finals week, holidays, or official school closings.

Student Success Seminars

Student success seminars are offered throughout the academic year. Dates and locations of success seminars are published and promoted through the Office of Academic Engagement.

Reading and Learning Strategies Course

COL099: Reading and Learning Strategies is a course that includes instruction in learning strategies such as note taking, test taking, time management, and reading text books effectively. Reading improvement skills including comprehension skills, reading rate, and vocabulary building make up the three major units of study. Students also learn to utilize their personal learning styles. These strategies are applied to students' academic coursework.

Academic Success Coaching

Academic success coaching is offered to help students develop key study skills while empowering them to maximize their potential in the classroom. Professional staff members offer success coaching opportunities to individuals or small groups. All sessions are tailored to meet specific academic goals.

Students interested in obtaining a success coach should visit the CASE office located in Clare Hall.

Academic Support Services

Academic Support Services oversees the implementation of services for students with disabilities, national (CLEP/DSST) and internal (preadmission assessment, reading placement) testing services, and general academic support as needed.

Students with disabilities desiring academic accommodations must provide current, up-to-date documentation of the disability to the Director of Academic Support Services before accommodations can be arranged. Common accommodations for such students may include: extended testing time, reduced distraction environment for testing, readers, enlarged text, note-takers, etc.

On an individual basis the Director of Academic Support Services can screen for possible learning difficulties and learning style issues upon request. When additional evaluation is indicated, referrals can be made to providers in the Indianapolis area or within the student's health care organization. Outside referrals are at the student's expense.

Resource Library:

Resources are available for check-out in the Peer Tutor Center on topics such as: graduate school admission (GRE, GMAT, MCAT), time management, organizational skills, study strategies, note-taking, test anxiety, speed reading, memory skills, stress management, and many others.

Students with Disabilities:

In response to requests by qualified students with disabilities, the Director of Academic Support Services arranges for reasonable and appropriate accommodations in accordance with federal legislation (Rehabilitation Act of 1973; Americans with Disabilities Act of 1990) and university policy. Auxiliary educational aids may include note-takers, scribes, readers, enlarged text, extended time for exams, and administration of exams in a reduced distraction setting. Prior to the provision of accommodations, current documentation of disability, condition, or impairment must be provided to the Director of Academic Support Services for review. Documentation consists of a diagnostic evaluation, completed within the last three years, that includes test results and recommendations, by an appropriately qualified, licensed professional. Contact 317.955.6150 for additional information.

Testing Services:

- Placement tests are administered to incoming freshmen based on their SAT/ACT scores, and to non-traditional transfer students who need a placement determination. For more information, refer to the catalog section, Assessment and Placement.
- College Level Examination Program (CLEP) – for more information, see the catalog section, Credit and Advanced Placement.
- Pre-admission screening for adult students who have never attended university or who have previously attended non-accredited institutions. For further information, contact the Office of Admission at 317.955.6300 or 800.772.7264.

First Year Experience
The Office of the First Year Experience supports positive transitions for all undergraduate students within their first year at Marian University. The office provides opportunities for students to connect to one another, faculty, the Marian University community and the city of Indianapolis.

The Exchange Career Development and Experiential Learning
The Exchange staff works with currently enrolled students and alumni to explore career options and develop key skills critical to their long-term success. The Exchange connects students to the larger community early and often -- students learn through multiple "real world" experiences in the form of informational interviews, job shadowing, internships, mentored research, and service learning tied to their coursework.

The Exchange coordinates application for on-campus and off-campus employment, including federal work study positions, through Handshake, which can be accessed by students and alumni at www.marian.edu/exchange. Exchange staff members assist with resume and cover letter development and interview skills, as well as guidance on graduate school admission and competitive graduate scholarships and fellowships. The Exchange also hosts many career preparation events throughout the school year: career fairs, networking opportunities, employer visits and tailored workshops.

Campus Ministry
Committed to serving all in their spiritual journeys, Campus Ministry creates an environment for students to find faith- filled answers to the big questions of life: "Who am I? What are my most deeply felt values? Do I have a mission or purpose in life? What kind of person do I want to become? What sort of world do I want to create?"

Led by passionate staff and student leaders, Campus Ministry creates Outreach, Spiritual Formation, and Fellowship opportunities that meet people where they are, reveal God, and call for a response. We do so by empowering faith-filled leaders who are discerning, developing and discipling.

Campus Ministry offers the Mass (daily), service opportunities, prayer services, retreats, and leadership experiences that will help students find faith-filled answers in a supportive community.

Campus Safety and Police Services
The safety and well-being of our students, faculty, and staff are a top priority. Maintaining a safe and secure campus requires the involvement and support of everyone. Keeping our environment relatively crime free can be achieved only through the cooperation and vigilance of all persons in the community. Services provided by the department, staffed by sworn law enforcement officers, include 24-hour escort service, victim assistance program, motorist assistance program, disabled vehicle program, and crime prevention presentations and information.

Commuter Student Services
Alumni Hall, the campus living room, is also a gathering space for commuter students. Lockers may be reserved by contacting the Office of Student Affairs in Clare Hall. Commuter students are encouraged to participate in campus activities. Commuter students can stay connected to the campus and informed about campus events through the *Student Activities web* pages, Connect, the Student Government Association, and email. Commuter students may add Knight bucks to their account by contacting campus dining (Clare hall 121) or at www.marian.campusdish.com. Assistance and resources for commuter students are available from the Office of Student Affairs in Clare Hall or by phone at 317.955.6318.

Computing Facilities
The university provides computing access in different areas of the campus depending on the needs of the students. The hours available for computing access will vary by area. Wireless access to the local area network and the internet is available in all residential units, the library, the student center, and all academic areas.

All computers in the open computing and discipline-specific labs include word processing, spreadsheet, presentation, e-mail, and internet-access applications. Discipline-specific labs will have added software applications; for example, graphic design and tutorial software. Student lab assistants from the Department of Instructional Technology are available on the first floor of the library to answer questions, assist with problems, and provide informal and scheduled formal basic training on how to use the available software. Discipline-specific computing labs include biology, chemistry, education, languages, nursing, performing arts, and visual arts. Some

labs also have student assistants available to answer questions regarding academic software applications installed in the lab.

One computer classroom, Library 008 located in the library's lower level, is available for open computing. This classroom supports both formal class use as well as open computing access by students, faculty, and staff during non-class times. A published schedule of class times and open computing times are posted in the hall immediately outside of the lab. Other open computing locations are also available in the library and in the Ruth Lilly Student Center. Library 008 and library open computers are only available during library hours.

Students can access their e-mail through the web at https://webmail.marian.edu. Access to their MUHUB is available on the MyMarian page at https://www.marian.edu/current-students/my-marian. Both MUHUB and e-mail accounts are available to all Marian University students. New students are issued their new accounts as they enroll. If you have forgotten your account information or your account is not working, please request assistance by visiting the Marian University Helpdesk located on the third floor of Marian Hall.

Counseling and Consultation Services
Counseling and Consultation Services (CCS) supports both the academic and personal growth of Marian University students. Individual counseling is available to assist students who are experiencing problems that interfere with the realization of their academic, interpersonal, spiritual, and vocational goals. Group counseling is available depending on student need and interest. Students may seek counseling for a variety of reasons, some of which may include problems with adjustment to university life, family conflicts, relationship difficulties, depression, anxiety, eating disorders, and substance abuse. In addition, students with disabilities or chronic medical conditions may find counseling services helpful in developing effective coping strategies for adjustment and adaptation to university life. Counseling services are provided free of charge, and coordinated care with other professionals is arranged for those who experience more chronic conditions. When necessary, and at the discretion of the counseling staff, referrals to community agencies may be required which would result in fee for service costs to the student.

The Counseling Services Program uses psychological assessment and screening tools by licensed and professionally trained clinicians to assist in the recognition of mental health issues and academic functioning. Where additional evaluation, psychiatric, or specialized mental healthcare is indicated, referrals are made to providers in the Indianapolis area or within the student's healthcare organization. Off-campus referrals are at the student's expense.

Counseling and Consultation Services staff members make use of educational programs and prevention workshops as part of their support services for the academic and personal growth of Marian University students. Information is provided on topics such as, depression, anxiety and panic disorders, eating disorders, stress management, communication skills, personal wellness, conflict resolution, sexual assault and domestic violence, substance abuse, and alcohol awareness. In addition, with permission of the student; consultation and collaboration with Marian University faculty and staff members are utilized to better serve the student's needs. CCS maintains and follows confidentiality and the professional ethical guidelines of the American Psychological Association.

Assessment and Screening
Individual assessments are available to screen for learning difficulties, attention deficit issues, learning style, substance abuse, depression, anxiety, or eating disorders.

Crisis Intervention
During normal daytime office hours (M-F 8-4:30), the CCS staff are available to provide crisis intervention services to all students. Resident students needing emergency mental health services during the evening or weekends are directed to contact their residence hall director or the Campus Police at 317.955.6789. Non-resident students should call the MHA Indianapolis Crisis Line number at 317.251.7575, 911 or 317-924-2750 to speak to the CCS counselor on call.

Dining Services
Dining with friends is an integral part of your college experience. Dining locations on campus include: the Dining Commons (located in Clare Hall), Subway (located in the Paul J. Norman Center), Papa Johns, Grille Works and

Starbucks (located in Alumni Hall) and P.O.D Market (located in the Evans Center). The All Access Meal Plan for residential students is purchased when students sign their housing contracts. The Mandatory Commuter Student Meal Plan ($200 Flex Dollars) will automatically be assigned to all commuter students. Whether you eat every meal on campus or just grab a bite now and then, you'll love the variety, convenience and flexibility of your meal plan.

Supplemental Knight Bucks (dining dollars) and commuter meal plans can be purchased at the Dining Services office (Clare Hall) or online at www.marian.campusdish.com.

Housing and Residence Life

At Marian University, we believe that living on campus ensures that students gain the most from their college experience. College is a time for self-exploration and preparation for the future. It is a time to meet new people and develop lifelong friendships. The convenience of living on campus, freedom from most domestic responsibilities, and opportunities to live, learn, and connect with others, make on-campus living the best option for our students.

Students are strongly encouraged to participate in the living-learning communities offered in their residence hall. Students accepted into the Honors Academy live together in the Honors Community and participate in both in and out of class experiences related to their fields and interests. Students in the Peace and Justice Community engage in topics and activities related to our humanity and service to others while taking a First Year Seminar course together. Students interested in exploring or deepening their faith from any culture are welcomed into our Alverna Community, which builds community within itself through events, activities, and prayer.

Our approach to housing allows students to begin college in traditional double occupancy housing and gradually move to more independent living each year. Students who have attained their 21st birthday on or before August 31 may live off campus. Students who return to their parent or legal guardian's home each evening may be approved to live off campus by submitting the application and appropriate paperwork. Students who are married, have dependents and/or are veterans who have served at least two years active duty in the armed forces may also apply to live off campus. Seminarians should also complete the off campus application.

Room and board contracts traditionally provide residents double or triple room accommodations and meals, exclusive of vacation periods. A limited number of singles are available for students. For additional information on food services, please see the Dining Services section or visit www.marian.campusdish.com.

Double residence hall rooms include two single beds, desks with chairs, and dressers. Students must supply their own bedding, toiletry items, shower supplies, microwave, refrigerator, electronics, etc. A list of what items to bring/not bring can be found at www.marian.edu/housing. Wired and wireless internet access is available in all residence hall rooms. All rooms are equipped for access to basic cable television channels. Vending machines and free laundry are also available in each residence hall.

Health Services

The Marian University Student Health Center, provides the clinical opportunities for students to achieve their level of optimal wellness. The Catholic Franciscan heritage coupled with current medical information guide the implementation of clinical services. These services address a wide range of needs in the form of providing treatment for acute illness, well visits, immunizations, physical exams and promotional health education programs. The Student Health Center provides limited over-the-counter medications and prescriptions when indicated.

All students must complete a Student Health Record form and Student Immunization Record form (forms can be found on the Marian University Health and Wellness web site). The student's signature, (or parent's signature for a student younger than 18), is required for authorization to administer treatment.

International Student Support

The Director of International Student Success and Global Engagement connects International students with services, provides academic support, and shares programs to help them become more familiar with the university and American culture. This office also assists in all matters regarding immigration (such as passports, visas, and employment), health insurance, as well as the celebration of our students' cultures. The director oversees Marian

University's travel grants and exchange programs and serves as a resource for the university's International programs.

Intramurals and Recreation
Consistent with students' needs and interests, the director of intramurals coordinates a comprehensive program of sports and recreational activities. For the active participant, activities are offered in competitive team sports such as flag football, basketball, volleyball, ultimate frisbee and kickball. Please visit www.imleagues.com to sign up to participate. All intramural information will be posted on the website.

In the P.E. Center, we provide two racquetball courts, a dance studio, and an area where weights, treadmills, elliptical(s) and bikes are provided for working out. We do have a recreational gym called Clare Gym that can be used when varsity teams are not practicing. You must have your student ID with you to use the facilities.

Language Center
The Language Center, located in Clare Hall 020, provides electronic and media support for the study of languages. Student stations are equipped with technology to facilitate the study of French, German, and Spanish. Computer stations offer possibilities for practice and skill-building in vocabulary, language structure, reading, composition, and review of historical and cultural information. Access to the Internet broadens the scope of resources and information available to the student. The center serves as a classroom as well as an electronic library for individual study.

Mother Theresa Hackelmeier Memorial Library
See the University section for the description of the library and its services.

Multicultural Programs
Located on the first floor of Clare Hall, the Multicultural Center's mission is to develop and create stronger, more culturally competent, transformative leaders in their service to the world. Multicultural Programs is committed to fostering diversity and inclusion throughout campus and welcome all students, while specifically supporting underrepresented populations.

Student Orientation Advising and Registration (SOAR)
New student orientation, advising, and registration take place in January and throughout the spring and summer for first-time freshmen and transfer students. All new students are required to attend one Student Orientation, Advising, and Registration (SOAR) day prior to the first day of classes. SOAR is an orientation for new students and their families, and the gateway to the student experience at Marian University. The program is designed to answer questions, introduce students and families to campus resources, and prepare students to begin classes.

Student Organizations and Activities
Opportunities for student involvement are available through departmental, social interest, professional, athletic, and nationally affiliated clubs and organizations. A complete list of groups is available online at www.marian.edu/clubs and on Connect, www.connect.marian.edu. The Director of Student Activities coordinates and promotes a variety of educational, volunteer, recreational, social, cultural, and entertainment programs and services.

Numerous opportunities are available to develop leadership skills, interact with students, faculty and staff, and to share in personally enriching experiences through participation in student government, clubs and organizations, and in class offices.

Undergraduate Student Government Association
The Marian University Student Government Association (SGA) provides an opportunity for the expression of student views and interests; all currently enrolled undergraduate students are members. The executive board, elected representatives of the student body, is designed to assist in providing for students' social, cultural, and physical well-being and to help promote better educational standards.

SGA provides an opportunity for students to participate in the governance of the university. It also affords a means whereby students may gain experience and training through participation in community leadership, for student cooperation and communication with the faculty and administration, and for demonstrating that students may

effectively and responsibly govern themselves. Make sure to join the SGA portal on Connect, www.connect.marian.edu to get involved or stay up to date on what's happening around campus.

Standards of Conduct
When a student enrolls, a commitment is made to abide by university policies. The policies are based on the university's foundational values. The Office of Student Affairs in the division of Student Success and Engagement assists students, faculty, and staff formulate guidelines intended to maintain an atmosphere conducive to attaining educational goals. This office is responsible for the administration of the Code of Students Rights and Responsibilities. To view the code, please go to www.marian.edu/studentrights

Student Publications
On-campus publications include *The Fioretti*, a student literary magazine.

Varsity Athletics
Marian University is a member of the National Association of Intercollegiate Athletics (NAIA) and provides opportunities for men and women students to compete in intercollegiate sports. The official rules governing these sports are those adopted by the NAIA. In addition, the university belongs to the Crossroads League, which includes the following member schools: Bethel College, Goshen College, Grace College, Huntington University, Indiana Wesleyan University, Mt. Vernon Nazarene University, Spring Arbor University, University of Saint Francis, and Taylor University.

Men may compete in intercollegiate basketball, baseball, bowling, cross country, football, track and field, tennis, golf, soccer, wrestling and cycling. Women may compete in intercollegiate basketball, bowling, volleyball, tennis, golf, lacrosse, softball, cross country, track and field, soccer, and cycling. Men and women may participate in varsity cheerleading. Women may also participate on a dance team which performs throughout the year. Marian University plays intercollegiate football as a member of the Mid-States Football Association and won the NAIA national championship in 2012 and 2015. The Knights cycling team, winner of over thirty national championships, competes as a member of the National Collegiate Cycling Association (NCCA). Go to www.MUKNIGHTS.com to view the athletic web site and to find the athletic handbook.

Writing Center
The Writing Center offers a range of writing and literacy related services for Marian University students, faculty, staff, alumni, and Indianapolis residents. The Writing Center is located in the lower level of Clare Hall (CH021) and also operates satellite locations within the Mother Theresa Hackelmeier Memorial Library and The Exchange.

Individual Consultations – Peer Tutors are available to collaborate with English and Spanish language writers in generating ideas, responding to texts, composing drafts, identifying writing strategies, and navigating the academic and creative writing process. Individual consultations are available on a walk-in basis, but appointments are encouraged and may be made by visiting the Writing Center website at www.marian.edu/writing-center . Online individual consultations are also available.

English Composition Lab, Writing Tutorial Courses, and Multilingual Writing Tutorial Courses — The Marian University Writing Center offers 1 credit courses in which students meet once a week with a professional lab instructor. The ENG-L01 English Composition Lab and ENG L10-L40 Writing Tutorial courses are tailored around individual schedules and academic demands. Multilingual Writing Tutorials provide support best suited for ENL students. To enroll in the Writing Tutorial Lab Hour, please see your advisor or contact the Writing Center faculty.

Workshops– Workshops are regularly offered to Marian University students covering topics including research writing, plagiarism, professional writing, personal statements, developing ideas for essays, navigating writing situations, MLA/APA formatting, and general composing and revising strategies. Current workshop schedules are available at www.marian.edu/writing-center.

Public & K-12 Outreach—Indianapolis residents are invited to visit with a Writing Center peer tutor both at the center or at one of our community writing center sites (please see our website for current times and locations). High school and homeschooled students are also encouraged to collaborate with a Marian University Writing Center peer tutor. Appointments may be created by visiting the Marian University Writing Center website.

General Education Program

A Marian University education is designed to prepare our graduates to be:

- inquisitive in a broad, multi-dimensional and critical way
- ethically informed and holistic in perspective
- spiritually mature
- professional and knowledgeable in their field

These institutional learning goals are achieved by completion of the general education program with the major program. The general education program provides a common educational experience within the Catholic Franciscan tradition.

To assist students in the pursuit of their education, the faculty has identified three areas of competency that it believes are central to intellectual, moral, social, physical, and spiritual development. The courses, which support these areas of competency, provide the base for exploration in new areas of learning, for deeper understanding of previously acquired learning, for recognition of one's place in a global environment, and for examination of social and spiritual existence. This core educational program is infused with an appreciation of the four Franciscan sponsorship values: dignity of the individual, peace and justice, reconciliation, and responsible stewardship. In essence, the program is a crucial stage in a lifetime of learning, analysis, and contemplation.

General Education Program Goals and Objectives:

Goal 1: Foundational Intellectual Skills

Written Communication: to develop proficiency in written communication as a basis for constructive human interaction.

Objectives:

1. to demonstrate the ability to communicate and interpret meaning in a range of situations, for a range of purposes
2. to demonstrate the ability to read and write in order to acquire, develop, and share information, ideas, and feelings
3. to demonstrate critical and creative strategies for generating and sharing meaning

Speaking and Listening: to develop proficiency in oral communication as a basis for constructive human interaction.

Objectives:

1. to demonstrate the ability to communicate and interpret meaning in a range of situations, for a range of purposes
2. to demonstrate the ability to speak and listen in order to acquire, develop, and share information, ideas, and feelings

Quantitative Reasoning: to understand and apply the basic concepts of mathematics and to explain their relationship to contemporary life and work.

Objectives:

1. to demonstrate an understanding of mathematical concepts and language and to employ the tools of mathematics

Goal 2: Acquisition of Knowledge

Scientific Knowledge: to understand and apply the basic concepts of science and mathematics and to explain their relationship to contemporary life and work.

Objectives:

1. to demonstrate knowledge of the scientific method and to apply it to problem-solving and research inquiry
2. to demonstrate knowledge of the fundamental laws of nature underlying the universe
3. to demonstrate an understanding of the factors and choices involved in responsible stewardship of the environment

Behavioral and Social Knowledge: to understand the relationships between beliefs and actions of individuals and groups in social, political, and economic contexts.

Objectives:

1. to demonstrate an understanding of the interactions among individual, group, political, and economic factors in contemporary societies
2. to demonstrate an understanding of how people are affected by the world—as it is and as they experience it—in social, political, and economic contexts
3. to demonstrate an understanding of the ways individuals and groups produce change in personal, social, political, and economic environments

Humanistic and Artistic Knowledge: to understand and appreciate the cultural life of world communities, past and present.

Objectives:

1. to demonstrate knowledge of philosophical wisdom regarding what human beings are and who one can be as a person
2. to expand cultural perspectives by establishing a foundational knowledge of world civilizations in their historical contexts
3. to demonstrate an ability to analyze and interpret the diverse heritage of the past in terms of its own ideas and values
4. to establish a commitment to the life-long process of understanding and participating in contemporary local and global cultures

Goal 3: Faith, Ethics, and the Foundations of Thought

Marian-Specific Core: to demonstrate a basic understanding of and participation in theological and philosophical reflection on questions of ultimate meaning and value, within the context of a Catholic and Franciscan university.

Objectives:

1. to demonstrate knowledge of theological wisdom regarding what human beings are, who one can be as a person, and who God is and the ethical and moral implications thereof
2. to demonstrate an understanding of the historical and contemporary impact of religion
3. to demonstrate an engagement in the ongoing synthesis of faith and reason

Outcomes for the General Education Capstone Experience— The Senior Seminar. A student completing the general education capstone experience will demonstrate:

1. the ability to integrate multiple perspectives regarding a single theme of social/cultural importance
2. the ability to contribute effectively to a serious academic conversation about a single theme of social/cultural importance
3. an appreciation for the importance of life-long learning
4. an appreciation for the importance of serious intellectual and interdisciplinary reflection to citizenship in a democratic society

Bachelor Degrees Requirements for Graduation

BACHELOR OF ARTS, BACHELOR OF BUSINESS ADMINISTATION, BACHELOR OF SCIENCE, BACHELOR OF SCIENCE IN NURSING AND BACHELOR OF SOCIAL WORK • 128 CREDITS

A. Specialized Knowledge and Applied Knowledge: Major—area of primary concentration (at least 30 credits)

B. Intellectual Skills and Acquisition of Knowledge: General Education Core (31-44 credits)
General education courses require a passing grade ("D" or higher) in order for the requirement to be fulfilled. Certain major programs or professional licenses may have a higher grade requirement for some or all general education courses. The general education courses listed below align with the Indiana Statewide Transfer General Education Core.

1. Foundational Intellectual Skills

a. Written Communication (6 credits)

FYS 110*	First Year Seminar
ENG 112	Writing and Community

Additional Writing Requirement: Designated Writing Intensive Course in the Major

*Each entering first time, full-time student or transfer student (with fewer than 24 credit hours and who has not taken an approved first-year seminar at a previous institution) will take FYS110 during his/her first semester at Marian University.

b. Speaking and Listening (3 credits)

COM 101	Public Speaking

c. Quantitative Reasoning (3-9 credits)

One of the following mathematics courses as determined by placement:

MAT 115	Mathematics for Elementary School Teachers I
MAT 130	Statistics in a Contemporary World
MAT 140	College Algebra
MAT 145	Precalculus
MAT 215	Fundamentals and Special Applications of Calculus
MAT 230	Calculus and Analytic Geometry I
BIO 205	Experimental Design and Statistical Analysis for Biologists
BUS 209	Quantitative Analysis of Business
PSY 205	Statistical Methods
POL 206	Social Science Statistics
SOC 205	Social Science Statistics

Note: Students who have a SAT math score of at least 550 or an ACT math score of at least 21 may also select from FIN 111 or PHL 150.

2. Knowledge Acquisition

a. Scientific Knowledge (4 credits)

One of the following science courses with a lab:

BIO 151	General Biology
BIO 202	Evolution and Ecology
BIO 214	Microbiology
CHE 151	General Chemistry I
ENV 170 & 171	Introduction to Environmental Science with lab
PHY 201	Mechanics
SCI 101	Earth Sciences
SCI 102	Life Sciences
SCI 103 & 104	Physical Sciences with lab

b. Behavioral and Social Knowledge (6-12 credits)

One course from the following group:

GST 200	Introduction to Gender Studies
PSY 101	General Psychology
PSY 220	Human Growth and Development
SOC 101	Introduction to Sociology
SOC 175	Introduction to Anthropology

One course from the following group:

BUS 109	Business Plan Competition
ECN 200	Introductory Economics
POL 102	Introduction to American Politics
HIS 102	History of the Modern World

c. Humanistic and Artistic Knowledge (9-10 credits)

HUM 210	The Search for Meaning Through Culture
PHL 130	Human Nature and Person

One of the following foreign language courses as determined by placement:

FRE 101	Introduction to French I
FRE 102	Introduction to French II
FRE 200	Intermediate French I
FRE 201	Intermediate French II
FRE 220	Readings in Contemporary French Culture
GER 101	Introduction to German I
GER 102	Introduction to German II
GER 200	Intermediate German I
GER 201	Intermediate German II
GER 220	Narrative Prose in German
GER 230	Oral Communication in German
LAT 101	Latin I
LAT 102	Latin II
LAT 200	Intermediate Latin I
SPA 101	Introduction to Spanish I
SPA 102	Introduction to Spanish II
SPA 200	Intermediate Spanish I
SPA 201	Intermediate Spanish II
SPA 220	Introduction to Hispanic Film and Literature
SPA 230	Oral Communication in Spanish

Note: Upon successful completion of the foreign language course with a C or better, credit for the prior 2 semesters of foreign language will be awarded to the student.

3. Faith, Ethics, and Foundations of Thought (6 credits)

THL 105 Introduction to Theology

A second course in theology selected from the following courses:

THL 106S	Jesus and the Scriptures
THL 205	Studies in Jesus the Christ
THL 208	The Church
THL 216	Moral Issues
THL 226	Old Testament
THL 228	New Testament
THL 232	History of Christian Thought
THL 236	Liturgy and Spirituality
THL 308	Christian Unity and Diversity
THL 316	Theological Bioethics
THL 321	Religious Perspectives on Social Issues
THL 322	Catholic Social Teaching
THL 326	Fundamentals of Jewish

THL 332	Creative Theologians of the Modern Era
THL 337	Christian Celebration of the Mass

4. Broad Integrative Knowledge: Greater Depth of Knowledge Outside first major (12-26 credits)

This requirement can be met in one of several ways:

a. Completion of at least a minor outside his/her school or department;
b. Completion of one of the following interdisciplinary minors or concentrations outside the first major: San Damiano Scholars Program, Peace and Justice Studies, Gender Studies, Catholic Studies, Global Studies, or Ethics;
c. Completion of the requirements for the Honors Academy;
d. Focus on a specific theme outside the major. Each cluster shall be comprised of no fewer than four courses drawn from the identified areas:
    1. 300-level courses in arts, literature, music, theatre, humanities;
    2. A cross-cultural course, which can be satisfied by
        a. Study abroad.
        b. A cross-cultural course.
        c. An additional Foreign language course
    3. Social or Behavioral course at the 300-level
    4. Historical course: at the 300-level

C. Civic Learning: Senior Seminar—All students are required to complete a senior seminar in their major department. To integrate general education with the major, a common university theme is incorporated into each major's seminar. Attendance at scheduled convocations is a required component of the senior seminar.

D. Convocations—Prominent speakers and performers are brought to campus to enrich general education experiences for the total university community. All students are encouraged to attend convocations. Convocations are a required component of each major's senior seminar course.

E. Senior Comprehensive—All bachelor degree candidates must satisfactorily complete a written comprehensive examination or the equivalent in the major field. Bachelor degree candidates in art and music prepare a public exhibit or performance.

F. Electives or academic minor

Major
The major is a field of concentration requiring at least 30 credits. See individual majors for the exact number of credits required. Students who choose to major in more than one field must fulfill corresponding degree requirements. The major in associate degree programs ranges from 18 to 30 credits. Students are encouraged and generally declare a major through a formal process by the end of the sophomore year.

Concentration
Within some majors, a student may choose a focused course of study requiring 12-22 credits of guided electives to earn a concentration.

Minor
Students may elect to complete a minor in a specific area to supplement their area of major study. Minor requirements range from 18-26 credits.

Electives
Students may elect to complete several courses from different areas according to personal need or preference. Enhancement courses can include activities, developmental, and enrichment courses. A combined maximum of 12 enhancement course credits can apply toward the required total of 128 credits for bachelor degrees, or six enhancement credits toward the required 64 credits toward the associate degree.

Associate Degrees Requirements for Graduation

ASSOCIATE IN ARTS, ASSOCIATE OF BUSINESS ADMINISTRATION AND ASSOCIATE IN SCIENCE • 64 CREDITS

A. **Major**—area of primary concentration (18-30 credits)

B. **General Education Courses**
General education courses require a passing grade ("D" or higher) in order for the requirement to be fulfilled. Certain major programs or professional licenses may have a higher grade requirement for some or all general education courses.

1. **Foundational Intellectual Skills**
    a. **Written Communication (6 credits)**

FYS 110	First Year Seminar
ENG 112	Writing and Community

    b. **Quantitative Reasoning (3 credits)**

Choose one:

BIO 205	Experimental Design and Statistical Analysis for Biologists
BUS 205	Statistical Methods
BUS 209	Quantitative Analysis of Business
FIN 111	Personal Finance
MAT 130	Statistics in the Contemporary World
PHL 150	Human Nature and Person
POL 206	Social Science Statistics
PSY 205	Statistical Methods
SOC 205	Social Science Statistics

2. **Knowledge Acquisition**
    a. **Scientific Knowledge (4-5 credits)**

Choose one science with a lab:

BIO 151	General Biology
BIO 202	Evolution and Ecology
BIO 214	Microbiology
BIO 226	General Human Physiology
CHE 100 & 108	Elements of General and Biological Chemistry with Lab
CHE 151	General Chemistry I
ENV 170 & 171	Introduction to Environmental Science with lab
PHY 201	Mechanics
SCI 101	Earth Sciences
SCI 102	Life Sciences
SCI 103 & 104	Physical Sciences with lab

    b. **Behavioral and Social Knowledge (6 credits)**

Choose one from this group:

BUS 109	Business Plan Competition
ECN 200	Introductory Economics
HIS 102	History of the Modern World
POL 102	Introduction to American Politics

Choose one from this group:

GST 200	Introduction to Gender Studies
PSY 101	General Psychology
PSY 220	Human Growth & Development
SOC 101	Introduction to Sociology

c. Humanistic and Artistic Knowledge (6 credits)

HUM 210	The Search for Meaning Through Culture
PHL 130	Human Nature and Person

3. Faith, Ethics and Foundations of Thought (3 credits)

THL 105	Introduction to Theology

Additional Graduation Information and Requirements:

Determining the Catalog in Effect for You
Marian University students who maintain continuous enrollment each fall and spring semester use the catalog in effect at the point they first enroll at the university as a degree-seeking student.

Former Marian University students readmitted to complete a degree use the catalog in effect at the point of readmission.

Second degree students who earned their first degree at Marian University use the catalog in effect at the point when they first enroll in courses for the second degree.

The same catalog is used for meeting both major and general education requirements. Sometimes a program change is approved for both new and current students, particularly when it is required for professional certification.

Special approval of the registrar would be required to vary from the above guidelines. For example, graduation applicants who were close to meeting all requirements 15 or more years ago, but were not able to persist at that time, may seek approval to complete the few requirements remaining at that time. Students are responsible for making the choice and completing the appropriate requirements, although advisors can facilitate the process. Beyond this example, the registrar would be expected to approve, by exception, a catalog no older than five years from the anticipated graduation date, and not to mix parts of requirements from more than one catalog.

Credits Required for Graduation
Candidates for the bachelor degree must complete a minimum of 128 credits and earn a 2.00 minimum overall GPA, as well as maintain the required minimum GPA in their major. The major includes all graded courses required by the major and any additional courses with the department prefix. Of the 128 credits, a minimum of 64 credits must be from courses numbered 200 and above, i.e., courses beyond the introductory level. Candidates for the associate degree must complete 64 credits and earn a 2.00 minimum overall GPA.

Graduation Application and Ceremony
All graduating students, whether participating in the graduation ceremony or not, must complete a Graduation Application. This form, available online, initiates the graduation audit and the process of preparing diplomas. Upon completion of all degree requirements, and following the student's graduation date, diplomas may be picked up or will be mailed to the permanent address of record within ten weeks of the ceremony. August and December graduates are invited to participate in the graduation ceremony the following May.

Participation in the graduation ceremony requires satisfactory completion of all graduation requirements.

Double Major
A double major is awarded to students who simultaneously complete the requirements for two bachelor of science or two bachelor of arts degree programs. There must be an essential difference between the two majors. Students who plan to double major must have their programs approved by both major departments. Students declaring a double major must satisfy the department requirement and general education requirements for each major as stated in the catalog.

Double Degree
A student may be awarded two degrees by simultaneously completing two bachelor degree programs, one each from the arts, sciences, or nursing. Students cannot simultaneously earn an associate and a bachelor degree. A student who plans to pursue a double degree must receive approval from the two major departments and there must be an essential difference between the two majors. A student who declares a double degree must satisfy the requirements for each program as stated in the catalog. The student will receive two diplomas upon graduation.

Residency Requirements
In the bachelor programs the last 12 credits in the major and the last 30 credits overall must be earned at Marian University. In associate degree programs, the last nine credits in the major and the last 15 credits overall must be earned at Marian University. Special programs, such as study abroad and concentrated study in specialized areas, will be accepted on the recommendation of the Academic Policies Committee.

Non-traditional collegiate credits are not allowed to be earned in the last 30 credits for the bachelor degree, or in the last 15 credits for the associates' degree. Non-traditional collegiate credits are those defined as being earned from CLEP, DSST, Advanced Placement, military service and training, ACE recommendations, departmental examinations, portfolios, and other experiences as approved in collaboration between the Office of Academic Affairs and the dean of the appropriate school. In addition, at most one-half of the allotted non-traditional credits are allowed to be earned through any one testing program or methodology.

The bachelor degree's required 128 credits can include a maximum of 60 credits earned through non-traditional means. The associate degree's required 64 credits can include no more than 30 credits earned through non-traditional means.

Special waiver requests concerning the above policy must be submitted in writing and approved by the Assistant Provost. Waiver request forms are available in the Office of the Registrar.

Equivalent Major or Minor
An equivalent major or minor may be granted to a student if the student has already earned a bachelor degree from Marian University or another regionally accredited college or university. Official records indicating this become part of the student's permanent file. All specific requirements of the new major or minor must be met.

There must be an essential difference between earlier major programs of study and the new major or minor; between earlier minor programs of study and this minor. However, under this policy, a student might be able to upgrade a minor to a major.

A minimum of 12 credits in the major must be earned at Marian University.

Second Bachelor and Associate Degrees
Students who have earned a bachelor degree from Marian University or another regionally accredited college or university may, with the approval of the registrar, continue their education as a special non-degree student or as a second degree student.

A second bachelor degree may be granted to a student if all specific requirements of the new degree and major are met, and there is an essential difference between the two degrees. A minimum of 30 new credits is earned for the second bachelor degree, regardless of the number of credits needed to meet the above requirements. A minimum of 12 new credits must be earned in the major.

A second associate degree may be granted to a student if all specific requirements of the new degree and major are met and there is an essential difference between the degrees. A minimum of 15 new credits are earned for the associate degree, regardless of the number of credits needed to meet the above requirements. A minimum of nine new credits must be earned in the major.

Assessment and Placement

The assessment of university outcomes is central to strategic planning, budgeting, and improvement of university programs and operations. Periodically, the university will conduct university-wide assessment activities to gather data for such purposes. Students and university personnel are expected to participate in annual data gathering, which may include placement testing, learning assessments, attitudinal surveys, and administrative/departmental annual reports and self-studies. The results of data analyses are used to improve academic programs and university services.

Assessment of Student Learning Outcomes
All major programs have program learning objectives to be attained by their graduating seniors. Evidence for attainment is gathered annually, using a program-specific assessment plan and rubrics for evaluation. As part of annual institutional assessment, reports of program learning outcome attainment are sent to the Teaching and Learning Committee for review and compilation. Revisions in program curricula, academic strategic planning, and budgeting flow from assessment findings and recommendations. Academic departments are responsible for periodic evaluation of their assessment plans.

The General Education Program is evaluated annually for attainment of the general education goals and objectives, using a university-specific assessment plan and rubrics for evaluation. Seniors enrolled in the seminar capstone courses are administered assessments of general education content and skills in reasoning, writing, and oral discussion. The assessments are designed to measure goal attainment of Marian University general education and institutional goals, and are administered at the end of the senior seminar course. Performance results are compiled for use by faculty to improve learning outcomes of the General Education Program as part of annual institutional assessment. The Teaching and Learning Committee is responsible for periodic evaluation of the General Education Program assessment plan.

Placement Testing
Placement testing is administered to assist students in achieving academic success. Placement testing can include an evaluation of mathematics, reading comprehension, writing and foreign language skills. Advisors receive the results of the placement tests and assist students in selecting appropriate course levels.

Mathematics Placement
All students who have scored less than 530 on the SAT math or less than 19 on the ACT math are required to take the mathematics placement test. The results of the test are used to place students in the appropriate level mathematics course.

Students who place into a remedial math course must enroll and pass that course with a grade of “C” or better in the first available semester that the course is offered. The remedial course may be repeated only one time; if the second attempt is unsuccessful, the student is ineligible to return based on lack of progress. Students who need to repeat the course must do so in the next available semester the course is offered.

Reading Comprehension Placement
The following categories of students are required to participate in reading comprehension placement testing:

a) First-time students seeking their first degree (traditional and non-traditional, full-time and part-time) with less than a 530 SAT verbal score or 19 ACT reading score.
b) Transfer students with fewer than 30 hours or those entering on probation. Non-probationary students transferring English composition requirements are exempt from placement testing.
c) Readmitted students with fewer than 30 hours, who did not previously take the placement tests or were exempted from those tests, or those re-entering on probation.
d) Students not enrolled in an educational institution for five years.
e) Students entering without SAT or ACT test scores.

Writing Placement

The following categories of students are required to participate in English writing placement testing:

a) All first-time students seeking their first degree (traditional and non-traditional, full-time and part-time) whose ACT English score is below 21 and ACT Composite score is below 23 or whose SAT Reading/Writing score is below 650 and SAT Total score is below 1200. Students transferring English composition requirements by means of AP, IB, or dual credit are exempt from placement testing.
b) Transfer students with fewer than 30 hours or those entering on probation. Non-probationary students transferring English composition requirements are exempt from placement testing.
c) Readmitted students with fewer than 30 hours, who did not previously take the placement tests or were exempted from those tests, or those re-entering on probation.
d) Students not enrolled in an educational institution for five years.
e) Students entering without SAT or ACT test scores.

For students who do not take the placement exam, the placement score defaults to ENG 101 unless the student is bringing in dual, AP, or transfer credits greater than or equal to ENG 101.

Foreign Language Placement and the General Education Requirement

All degree programs at Marian University require some coursework in a language other than the student's native language (see Graduation Requirements). Marian University offers courses in French, German, Latin, and Spanish. Classes in other languages (Chinese, Japanese, etc.) may be available through cross-registration with other universities in Indianapolis.

To ensure proper placement in language classes it is important to consider the level of study already completed satisfactorily. Students who plan to continue study of a language begun in high school will be tested in that language before or on the first class day to determine appropriate placement. These tests are administered by the Department of Languages and Cultures. If, after the first few class days, any student thinks that she/he has been misplaced, a course change may be requested.

The sole purpose of the test is to determine the level of placement of the test taker for language study. Test scores serve as only one indicator of a student's probable success. They do not imply that a student has demonstrated proficiency at any level, therefore they do not qualify for course equivalency or academic credit on the student's record.

In order to qualify for academic credit, a student must complete a course at the expected level of performance. The recorded course demonstrates a student's achievement for the university record.

Foreign Language: Advanced Placement

For students who matriculated to Marian University prior to fall 2016:

Students who place in FRE, GER, LAT, or SPA 201, and who complete that course with a "C" or better, receive credit for the course plus three credit equivalency for intermediate level 200. Students who place in FRE, GER, LAT, or SPA 220, and who complete that course with a "C" or better, receive credit for the course plus six credit equivalency for intermediate level 200/201.

For students who matriculated to Marian University in fall 2016 or later:

Students who place in FRE, GER, LAT, or SPA 102, and who complete that course with a "C" or better, receive credit for the course plus four credit equivalency for 101. Students who place in FRE, GER, LAT, or SPA 200, and who complete that course with a "C" or better, receive credit for the course plus eight credit equivalency for 101/102. Students who place in FRE, GER, LAT, or SPA 201, and who complete that course with a "C" or better, receive credit for the course plus seven credit equivalency for 102/200. Students who place in FRE, GER, LAT, or SPA 220 or above, and who complete that course with a "C" or better, receive credit for the course plus six credit equivalency for intermediate level 200/201.

Language achievement tests include the AP tests available at the high school level and CLEP tests at the university level. Credit may be awarded on the basis of achievement.

Foreign Language and the International Student
A student whose first language is other than English, and who completed high school study in the first language, may apply English courses toward the language requirement at Marian University. These are ENG 101, ENG 112, COM 101, HUM 210.

Foreign Language Alternative for Students with Communication and Specific Learning Disabilities
This option, approved on a case-by-case basis, is provided for those students unable to meet the foreign language general education requirement for a degree at Marian University due to a mitigating disability. The applicant must present documentation which attests to the fact that a learning disability or communication disorder would adversely affect the learning of a foreign language. There is also an evaluation process. Students must start the process of qualification with the Director of Academic Support Services in the Counseling and Consultation Services Office. Since many of the alternative courses which apply are not offered every semester, students are encouraged to seek information about this option in their first semester at Marian. For more information contact the Director at 317.955.6150.

Academic Success and Progress

Academic Integrity
The search for truth, the transmission of knowledge, and the facilitation of moral development are the avowed goals of institutions of higher education around the world. These goals cannot be achieved unless the men and women who participate in their achievement are honorable persons with a common desire for the highest level of academic integrity.

Members of the Marian University community are expected to maintain the highest level of honesty in every phase of their academic lives and to help create and promote an ethical atmosphere in which the goals of the university can be fully realized. Students must understand that by accepting admission to Marian University, they have agreed to abide by all the provisions of the Code of Student Rights and Responsibilities. Their willingness to respect and comply with the code should depend less on an expectation of punishment for violation than on a sincere belief in the university's commitment to foster their intellectual and moral integrity.

The university has a positive obligation to protect this commitment by stating its code of academic integrity clearly and by taking decisive and responsible action when the code is violated. All Marian University students are responsible for knowing and avoiding academically dishonest behaviors. The code, the procedures and sanctions (up to permanent dismissal from the university) for violation, are specified in the Code of Student Rights and Responsibilities.

Academic Honors

Dean's List
At the end of each semester, the Dean's List is published to honor students whose grade point average for the semester is 3.50 or above. In addition to a 3.50 minimum GPA, students must have been enrolled in at least 12 semester credits of courses graded "A-F," and not earned any incompletes.

Graduation with Latin Honors
Students who have earned at least 60 credit hours at Marian University and who have maintained a superior grade point average, are eligible to graduate with honors as follows:
Students receiving a B.A. (excluding H.H.S.), B.S., B.S.N. or B.S.W. degree receive:

- cum laude – if at least 3.50 but less than a 3.70 GPA average is earned

- magna cum laude – if at least 3.70 but less than a 3.80 GPA average is earned
- summa cum laude – if at least 3.80 GPA average is earned

Students receiving a B.B.A. or a B.A. in H.H.S. receive:

- Honors – if at least 3.50 but less than a 3.70 GPA average is earned
- High Honors – if at least 3.70 but less than a 3.80 GPA average is earned
- Highest Honors – if at least 3.80 GPA average is earned

Honor Societies

Marian University recognizes honor societies for superior accomplishments in the academic and extracurricular spheres.

Alpha Delta Sigma - A national honor society that recognizes and encourages scholastic achievement in advertising studies. Students must have achieved a 3.25 grade point average overall and within all advertising related courses, and must have completed at least two upper-level advertising courses. Students may be nominated for membership during their senior year.

Alpha Mu Gamma (Lambda Upsilon Chapter) – A national collegiate foreign language honor society recognizing superior achievement in foreign language and/or work in a native country.

Delta Epsilon Sigma (Beta Eta Chapter) – A national scholastic honor society recognizing and encouraging high scholarship among students of Catholic colleges and universities.

Iota Sigma Pi – A national honor society open to women chemists.

Kappa Delta Pi (Alpha Tau Chapter) – An international honor society in education recognizing excellence in education. Kappa Delta Pi members make up the top ten percent of those entering the field of education, exhibiting the ideals of scholarship, high personal standards, and promise in teaching and allied professions.

Kappa Gamma Pi – A national Catholic university honor society recognizing students for scholarship, leadership, and concern for others. Must have completed the Marian University Honors Program.

Lambda Iota Tau (Alpha Upsilon Chapter) – A national literary honor society, recognizing excellence in the study of English and foreign literature.

Lambda Pi Eta (Lambda Omicron Chapter) – The official honor society of the National Communication Association recognizing outstanding academic achievement in the discipline of communication.

Psi Chi – A national psychology honor society for students with a major or minor in psychology, who have maintained a 3.00 general average, a 3.25 average in psychology, and have completed at least nine hours in psychology at the time of nomination.

Sigma Tau Delta (Alpha Beta Omicron Chapter) – An international honor society for students with a major or minor in English, who have maintained a 3.00 accumulative average, a 3.25 average in English, and who have completed at least nine hours in English at the time of nomination.

Sigma Theta Tau International (Omega Chapter-at-Large) – A nursing honor society recognizing achievement and leadership in nursing and commitment to high standards of the profession. Bachelor degree nursing students may be nominated to membership in their junior year.

Grading and Performance Standards

Grading System

The quality of each student's work as determined by class achievement, tests, and examinations, is reflected in terms of letter grades. Points are given for each semester hour of credit in the course in which the grade is earned.

- **A** 4.00 points: highest level of achievement, implying originality and initiative
- **A-** 3.67 points
- **B+** 3.33 points
- **B** 3.00 points: achievement above average
- **B-** 2.67 points
- **C+** 2.33 points
- **C** 2.00 points: average achievement
- **C-** 1.67 points: below average achievement
- **D+** 1.33 points
- **D** 1.00 points: below average but meeting the minimum requirements
- **F** 0.00 points: failure to successfully complete the course

S/U Satisfactory/Unsatisfactory are used to evaluate experience-related courses such as practica, co-ops, and internships. An "S" grade does not increase the number of divisor credits or grade points earned, but it does increase the number of credits earned. A "U" grade does not increase the number of divisor credits, credits earned, or grade points earned. See Academic Progress, Probation, and Dismissal.

P/FL Pass or fail evaluation may be chosen for selected electives taken during the junior and senior years which are courses other than those fulfilling general education requirements or requirements in the major or minor department. No more than two P/FL courses may be taken in any one semester, with a maximum of four P/FL courses counting toward graduation. A "P" grade does not increase the number of divisor credits or grade points earned, but it increases the number of credits earned. A "FL" grade does not increase the number of divisor credits, credits earned, or grade points earned.

The pass/fail option is usually chosen by the student at the time of formal registration. However, a change from "grade" to "pass/fail" may be made within the first five weeks of a semester (by the second scheduled meeting day of a course in the summer semester unless published otherwise) provided the paperwork for this option is submitted to and recorded in the Office of the Registrar.

I Incomplete is given when it is determined that, in unusual circumstances, the student should have the opportunity to finish incomplete work. To be eligible to arrange an incomplete, the student must have completed substantial portions of the course and be in good academic standing in the course (2.00 GPA or above). In consultation with the faculty member, the student initiates the request; final approval of awarding an incomplete grade is determined by the Assistant Provost. An incomplete form must be submitted within one week after the last day of the semester, or the grade assigned will be changed to an "F". All incompletes must be removed by the end of the sixth week of the next semester, excluding summer session, or the incomplete becomes an "F." Earning an incomplete for a course disqualifies the student for inclusion on the Dean's List.

IP In progress grade for courses which span two or more semesters.

AU Audited courses carry no credit and no grade. Laboratory, studio, and/or practicum courses are excluded from audit.

W A grade of "W" is recorded when a student withdraws from a course during the second through the 10th week of classes for regular semester-long classes or 5 business days before the published end date for classes lasting at least five weeks but less than a full semester. The semester withdrawal is official only if the

student completes the proper form and obtains authorization from the faculty advisor and the course instructor before filing the withdrawal request with the Office of the Registrar. A student who stops attending classes without processing this formal notice incurs an automatic "F" in the class. "W" grades are not given for courses lasting fewer than five weeks without complete withdrawal from the university.

Students withdrawing from all university classes must complete the withdrawal process prior to the scheduled final exam in order to receive a "W" in the classes. Students must process the necessary paperwork to document this withdrawal starting with the Office of the Registrar. Students withdrawing from the university are also removed from all future classes enrolled in through advanced registration. To re-enter school, students who have withdrawn must process a readmission application with the Office of Undergraduate Admission.

Grade Reports
At the end of each term, grade reports are available online on each student's MUHUB. Mid-term grade reports are calculated for advising purposes.

Transcripts
Official transcripts of credits earned at Marian University are available at the Office of the Registrar. Students can locate fee information and order transcripts online at www.marian.edu/current-students/registrar.

Academic Progress, Probation, and Dismissal
To graduate, the university requires a 2.00 or higher grade point average for all courses taken at Marian University and all courses which apply toward the major. The major, for the purpose of calculating the 2.00 graduation requirement, is defined as all courses required by the major (in and out of the department) plus any required or elective courses with the department prefix. To meet degree requirements, some disciplines require higher grades in each course or a higher cumulative grade point average.

Students are not considered in good academic standing if their cumulative grade point average falls below 2.00. If this occurs the student is warned and academic progress is watched closely.

Students will be placed on academic probation if their *cumulative* GPA does not meet the guidelines below for *attempted credits enrolled*:

Total Credits Attempted (Includes A-F, S, U, P, FL, I, IP, and W grades, and advanced standing credits)	Minimum Cumulative GPA
Up to 17.999	1.50
18.000 - 34.999	1.75
35.000 - 51.999	1.90
52 or more	2.00

If the required cumulative grade point average is not achieved after the next 12 semester credits enrolled, the student will be dismissed.

After one semester's enrollment at Marian University, full-time students who fail in as much as one-half or more of their subsequent semester credit hours in a given semester will be dismissed. After one semester's enrollment at Marian University, part-time students who fail in as much as six or more credits for any subsequent 12 consecutive semester credit hours will be dismissed. Students on probation who raise their cumulative grade point average to or above the required GPA are removed from probation.

Students who fail to earn a "C" the second time they take a developmental course (COL 099, ENG 099, MAT 090, MAT 095) are ineligible to return based on the lack of academic progress.

Students who voluntarily withdraw from the university while on probation, as well as those who are dismissed, must have special permission to re-enroll, after a case has been made that the student is more likely to succeed.

With the permission of the academic advisor, students may repeat courses for which they have received credit. The last grade and credit replace the previous ones in computing the grade point average. A student who fails a repeated course for which they had received credit, forfeits the original grade and credit earned. All courses attempted are listed on the students' records. Courses may only be taken for credit once unless otherwise stated in the course description.

Students admitted or readmitted on probation are expected to meet the special terms indicated in their admission letter. They will be evaluated for continuation at the university at the end of their first term.

The university reserves the right to dismiss any student who does not meet the guidelines stated above.

Appeal Process—Academic Status
When students are notified of dismissal due to poor scholarship, they may appeal their academic status. The appeal procedures are spelled out in the letter of dismissal and must be followed without exception. Such waivers are not easily obtained. Evidence of the student's commitment to academic progress is a major, but not the only, consideration in deciding whether or not to waive dismissal.

Appeal Process—Course Grade
The student can expect and should request from the instructor information about class standing during the course of the semester. Questions about procedure, requirements, and the grading system can thereby be resolved between student and professor.

However, if at the end of a term, a student has cause to question the computation or "fairness" of a final grade, an appeal process is available to review the case.

1. The student must consult with the individual instructor concerning the grade. The meeting is to be documented by means of a memorandum of record containing the meeting date, a summary of the results of the meeting, and the signatures of student and instructor. If there is no resolution at this level, then move to step two if the grade in question is concerning a course in the College of Arts and Sciences. Move to step three if the grade in question is concerning a course in the School of Business, Educators College, or Nursing.
2. The student meets with the department chairperson in the College of Arts and Sciences, presenting the documents generated in step one. The meeting is to be documented by means of a memorandum of record containing the meeting date, a summary of the results of the meeting, and the signatures of the student and chairperson. If there is no resolution at this level, then move to step three.
3. The student next meets with the dean or designee of the appropriate college or school, presenting the documents generated in previous steps. This meeting is to be documented by means of a memorandum of record containing the meeting date, a summary of the results of the meeting, and the signatures of the student and dean. If there is no resolution at this level, then move to step four.
4. The student must submit a written appeal to the dean of academic affairs with a copy to the dean with whom the student met in the previous step. The written appeal must state what is requested concerning the grade, the reasons that the assigned grade is not considered a complete or fair assessment of work accomplished in the course, and must be accompanied by the documents of record generated in each of the previous steps. The time limit for filing the written appeal with the dean of academic affairs is six weeks from the release of grades.
5. The dean of academic affairs presents the written case and documentation to the vice president for academic affairs (VPAA). If the VPAA determines that further clarification is needed to reach a decision, a meeting is arranged involving the student, the instructor, and the VPAA for discussion of the appeal. The purpose of this meeting is primarily clarification of the situation.

6. After considering all the information received, the final decision on the fairness of the grade is made by the VPAA. In this context, "fairness" applies to the objective and unbiased assignment of the grade. If the VPAA determines that the grade was unfairly assigned, this decision is conveyed to the instructor, the chairperson, and/or dean of the school for objective and unbiased correction. The student will receive written documentation of the outcome.

Appeal Process—Course Grade (MAP)
MAP students can review the appeal process by going to the MAP Student Handbook located online at www.marian.edu.

Academic Forgiveness Policy
An academic forgiveness policy option is available to Marian University students who re-enroll at Marian University after a lapse of five or more years. The following guidelines apply:

1. An academic advisor should discuss this policy with the student at the time of re-enrollment. Students must file a completed request with the dean of academic affairs before the end of their first academic semester back. The request form must be signed by the student and the academic advisor.
2. Only course grades of "C-" or better apply to the current degree: these are not calculated in the GPA.
3. All courses and grades remain on the record. GPA is calculated from returning point forward.
4. The Academic Forgiveness Policy can only be used one time and is non-reversible.
5. Students who have previously earned a degree or have a cumulative GPA of 2.00 or higher are not eligible.
6. The transcript states that an Academic Forgiveness Policy is in effect.
7. Students accepting this policy are eligible for academic honors after accumulating 60 new earned hours.

Registration Policies

Class Level
Class level is defined by the number of credits earned: 30 credits are needed for sophomore status, 62 for junior status, and 94 for senior status.

Registration and Class Changes
Students are encouraged to advance register for classes. Class choices made during registration are guaranteed up until the time payment arrangements must be made unless the class is canceled due to limited enrollment or for other causes. Students will be notified if the class is canceled. If students fail to make payment arrangements at the assigned time, the class spot will revert to a student who has completed payment arrangements.

Students are required to meet with an academic advisor prior to registration. Students must register online through the MHUB. The MUHUB will be open and available through 11:59pm the day immediately prior to the start of the semester.

Except for courses lasting four or fewer weeks, a course may be dropped with no record during the first week of classes. From the second week through the end of the tenth class week for semester-long courses, and during the second class week of classes lasting five or more weeks but less than a full semester, a course may be dropped with a grade of "W" provided the student processes the official change of registration form with the Office of the Registrar. (See Grading System for details.)

Registration and Class Changes (MAP)
MAP students can review the registration and class change process by going to the MAP Student Handbook located online at www.marian.edu/academics/marian's-adult-programs.

Course Load
The normal load for a full-time student is 12-18 credits per semester. Because academic performance may suffer when an overload is taken, students in good standing (2.00 GPA or above) wishing to take 19 credits or more and students with less than a 2.00 GPA wishing to exceed 16 credits must petition the Office of Academic Affairs for approval. Full-time students earning fewer than 16 credits per semester will not be able to complete degree requirements in the prescribed period (four years for a bachelor degree and two years for an associate degree) unless additional credits are taken during summer school or during regular semesters or are earned through examination. An additional per credit fee is charged for enrolling in more than 19 semester credit hours.

Class Attendance
Attendance and active participation in all scheduled class meetings are expected. Every absence deprives the absent student, those students who are present, and the faculty member of a richer educational experience.

Each faculty member, with prior appropriate departmental review, has the right to establish and enforce his or her own attendance policy. Such a policy must be clearly stated in the syllabus including how different kinds of absences will be treated or tolerated, as well as the full range of and specific sanctions which the faculty member employs.

Many departments sponsor trips for students that supplement or enhance their classroom education. These are planned after the first week and before the last two weeks of each semester. They are not planned during the scheduled mid-term examination period. Instructors in charge of the classes certify the trip and students notify their other instructors before leaving the campus on a field trip which will require their absence from class.

Marian University reserves the right to administratively drop or withdraw students who are reported as never attending class(es). Administrative drops or withdraws may affect financial aid, billing, and enrollment status.

Student Status
Students who are admitted, enroll and attend, and maintain continuous enrollment and attendance during the fall and spring semesters are considered “active” students at Marian University. Students who do not maintain continuous enrollment and attendance during the fall and spring semesters will become “inactive” students at Marian University and will be required to apply for readmission to return to an “active” status. Students who withdraw from all classes in a given semester (fall, spring, summer) are considered withdrawn from the university and must apply for readmission to the university. Students who withdraw or become inactive are not guaranteed readmission to the university. Please refer to the Admissions section of the catalog for additional information on readmission.

Co-registration: Accelerated and Traditional Program
Accelerated program (MAP) students may register for traditional courses without restriction.

Traditional students seeking to enroll in a MAP course must meet the admission criteria for the accelerated program. A request for exception form, signed by the student and the academic advisor, must be submitted to the Office of Academic Affairs. The student must present evidence of hardship and/or be unable to achieve timely academic progress to receive the exception. An ad hoc subcommittee of the Academic Policies Committee will review and act on these requests. Students in the traditional Marian University program may apply no more than 12 credit hours of accelerated MAP courses toward a traditional bachelor degree.

CUE (Consortium for Urban Education) Registration
Students may enroll in courses not available at Marian University through the Consortium for Urban Education (CUE). A student may enroll in a maximum of one CUE course a semester, not to exceed a total of four courses throughout the student’s program. In order to participate, the student must be enrolled in at least three credit hours at Marian University, have a 2.00 cumulative GPA, and be degree or certificate seeking. Tuition for the course is paid to Marian University. All other fees are paid to the host CUE institution. Seven area institutions

participate: Butler University, Franklin College, Indianapolis Museum of Art, IUPUI, Ivy Tech Community College, Martin University, and University of Indianapolis. Information is available from the Office of the Registrar.

Transfer between MAP and Traditional Programs
Students may transfer one time from one Marian University program to the other if they meet the admission requirements. Transfers must be approved by the Office of Academic Affairs, taking into account relevant academic criteria. Students fulfill the graduation requirements of the degree program from which they graduate. Students will pay the rate advertised for the program into which they transfer.

Students complete a university form, Request to Transfer, which the registrar immediately copies to the student, MAP, Business Office, Office of Admission, Office of Financial Aid, and the appropriate school with a copy remaining in the student's file.

Credit and Advanced Placement
A student may receive credit and/or advanced placement for certain courses by successful performance on College Board Advanced Placement Tests, the International Baccalaureate organization, the College Level Examination Program (CLEP), the Indiana University Advanced Placement Tests, and/or examinations offered by an academic department of Marian University. Credit and/or advanced placement is awarded by the specific department. A student who has had superior preparation is encouraged by the university to accelerate his or her academic program in this manner.

Adults may receive credit for prior learning or experience as determined by testing, interview, or records of training. Specific areas in which this applies include USAFI examinations for military personnel, proficiency examinations for licensed practical nurses and registered nurses, and Marian University's accelerated format program (MAP). Other areas are considered on an individual basis.

Transfer Credit Regulations
Marian University accepts credit from many regionally accredited colleges and universities. The decision is made on a course by course evaluation by the Office of the Registrar; the content must be appropriate to the degree objective of the student. Courses with a minimum grade of "C-" are accepted. Classes with less than a grade of "C-" will not transfer. Grades of "P" and "S," or the equivalent, are not acceptable. Credits, but not the grade points associated with them, are added to the Marian University permanent record. An official evaluation is not made until official records are received and the applicant is admitted.

Continuing students who wish to transfer credits from other institutions must receive prior written approval from the Office of the Registrar and must not be in violation of the residency requirement (see Residency Requirements section for details). Most other institutions require students to be in good academic standing (2.00 cumulative GPA or higher) in order to be accepted for temporary study.

Courses transfer in at the level (100, 200, 300, 400) assigned by the institution which originally awarded credit. Credits from two-year colleges transfer in as 100 or 200 level courses according to Marian University's numbering system.

Military Service Credit
Veterans may receive credit for certain learning that took place while they were engaged in military service. They can request to have their official Joint Services Transcript sent to the Registrar to be evaluated for credit.

College Level Examination Program (CLEP)
CLEP examinations are a national series of examinations available to students of all ages. The CLEP examination is designed to measure knowledge acquired outside the university setting as well as through formal education. Most examinations consist of a 90-minute multiple-choice test. Some English examinations also include an essay portion. University credit can be granted on the basis of test scores. The Counseling and Consultation Services office administers the CLEP examinations. The following regulations apply for CLEP examinations:

Students may take CLEP examinations prior to or after enrolling at Marian University.

1. Prior to registering for a CLEP examination, contact the Associate Registrar in the Registrar's Office, at 317.955.6053, for approval.
2. Once approval has been obtained, contact Academic Support Services, at 317.955.6150, to schedule a CLEP examination and receive other needed information.
3. Credit will be granted for scores of 50 or above with the exception of upper level foreign language. Check the chart on the next page for details.
4. Students may not receive credit for a lower level CLEP examination if they have completed higher level courses in the same discipline.
5. CLEP credits are not allowed to be earned during the last thirty credit hours of bachelor degree work or the last fifteen credit hours of associate degree work. A student who receives CLEP credits during this time are still required to fulfill their last thirty/fifteen credits at Marian University, thus placing their total earned degree credits at over the minimum required for the degree.
6. A maximum of 30 CLEP credits may be applied toward a bachelor degree. A maximum of 15 CLEP credits may be applied toward an associate's degree.
7. For further information about the CLEP Program in general, consult the CLEP website at www.collegeboard.org.

CLEP SUBJECT EXAMINATIONS		MARIAN UNIVERSITY'S EQUIVALENCY (CREDITS)
Composition and Literature:		
American Literature		ENG 100 level elective (3)
College Composition		ENG 101 (3)
English Literature		ENG 100 level elective (3)
Foreign Languages:		
French Language:	Level 1 score = 50	FRE 101, 102 (8)
	Level 2 score = 62	FRE 200, 201 (14)
German Language:	Level 1 score = 50	GER 101, 102 (8)
	Level 2 score = 63	GER 200,201 (14)
Spanish Language	Level 1 score = 50	SPA 101, 102 (8)
	Level 2 score = 63	SPA 200, 201 (14)
Level 1 is equivalent to the first two semesters of college level foreign language.		
Level 2 is equivalent to the first four semesters of college level foreign language.		
History and Social Sciences:		
American Government		POL 102 (3)
History of the United States I		HIS 2el (3)
History of the United States II		HIS 2el (3)
Human Growth and Development		PSY 220 (3)
Introduction to Educational Psychology		EDU 100 level elective (3)
Introductory Psychology		PSY 101 (3)
Introductory Sociology		SOC 101 (3)
Principles of Macroeconomics		ECN 201 (3)
Principles of Microeconomics		ECN 202 (3)
Social Sciences and History		General Elective (3) (not HIS/SOC/POL)
Western Civilization I		HIS 100 level elective (3)
Western Civilization II		HIS 100 level elective (3)
Science and Mathematics:		
Biology		BIO elective 100 level (3) – No lab credit
Calculus		MAT 230 (4)
Chemistry		CHE elective 100 level (6 hours) -No lab credit
College Algebra		MAT 140 (4)
College Mathematics		MAT Gen. Ed. (3)
Natural Sciences		SCI Elective 100 level (6) – No lab credit
Pre-calculus		MAT elective 100 level - (3) Math Gen. ed.
Business:		
Financial Accounting		ACC 210 (3)
Information Systems and Computer App.		MIS 101 (3)
Introductory Business Law		BUS 301 (3)
Principles of Management		BUS 250 (3)
Principles of Marketing		BUS 240 (3)
(BUS CLEP will not fulfill any major course requirements in the School of Business)		

Cross-Discipline Academic Programs

Marian University offers various cross-discipline academic programs which provide a value-added experience for our students. These programs have specific requirements and are housed within the various schools of Marian University.

Participation in these programs is not restricted to specific academic majors. If you have questions not answered in the text, contact information is provided at the end of each program description.

Army Reserve Officer Training (ROTC)
Through a cooperative program with IUPUI, Marian University students may pursue the Reserve Officer Training Corps (ROTC) Program which leads to a commission in the U.S. Army, Army National Guard or Army Reserve. Marian University is a cross-enrolled school through the Army ROTC Program. All ROTC classes taken are applied as general electives to your Marian University academic record.

The leadership classes are open to all full-time students, without incurring any obligation to continue in the program or to enter military service. The first two years are exploratory in nature and offer one or two hours of academic credit per semester. Students who want to continue through the program and receive a commission upon graduation apply for admission into the advanced program at the end of the second year of ROTC. Selection is competitive. Marian University students who are eligible for scholarships can receive significant scholarship assistance by participating in this program. There are no restrictions on majors for students interested in ROTC. Students who do not continue may still use credits as electives earned toward any degree. For more information call 317.274.2691, e-mail goarmy@iupui.edu, or visit www.iupui.edu/~armyrotc.

Bishop Simon Bruté College Seminary
In 2004, the Bishop Simon Bruté College Seminary was established and named in honor of Bishop Simon Bruté, the first bishop of the Diocese of Vincennes. Bishop Bruté, a physician prior to his ordination to the priesthood and a theology professor and university president following ordination, was revered by early American church leaders for his holiness of life and his vast knowledge of theology.

The college seminary was established to provide students with a program of academic, human, cultural, and spiritual formation grounded in the study of philosophy and theology. While serving as ongoing formation for college men discerning priestly vocations, the seminary program also serves as a solid foundation for the major seminary experience following the completion of university work.

Seminarians ordinarily major in Catholic studies, a program of philosophy and theology courses that is designed to help students prepare for major seminary. The philosophy and theology faculty at Marian University work hard to meet the individual needs of college students. Seminarians also take a wide range of other courses required to receive a Marian University degree; however, it is possible for students to major in other fields of study in addition to the Catholic studies major.

The Bishop Simon Bruté College Seminary works in collaboration with Marian University to protect and develop the seeds of a priestly vocation, so that the students may more easily recognize it and be in a better position to respond to it. As such, the program inspires seminarians to:

- cultivate a life of prayer centered upon the Eucharist.
- live and proclaim the gospel of Jesus Christ through their words and actions.
- honor Mary, the mother and model of the Church, living a life of virtue, love, and obedience based upon her example and guidance.
- develop an understanding of the teachings of the Catholic Church and a commitment to live according to these teachings.
- foster a deep respect for the human dignity of all people along with the human skills and sensitivity necessary for effective pastoral ministry.

Once admitted to the Bishop Simon Bruté College Seminary, all seminarians live together as a community in the seminary located on Cold Spring Road, one mile south of Marian University. This community participates in ongoing formation, daily celebration of the Eucharist, and praying the Liturgy of the Hours together each day. Some of the seminary formation activities include opportunities to participate in Eucharistic adoration three times each week, weekly formation conferences, ministry opportunities, individual spiritual direction, days of recollection, and an annual retreat. A wide range of other activities are offered to enhance the human, spiritual, and cultural formation journey of these men as they discern their vocations.

Students in the Bishop Simon Bruté College Seminary are an important part of the Marian University community. Most seminarians take part in intramural sports or various other clubs and organizations on campus, and all are encouraged to be involved in campus life. Students attend class with other Marian University students and eat their meals in the campus dining hall. While seminarians are expected to make their commitment to formation activities and academic coursework their top priorities, there is generally ample time to take part in the many exciting activities offered on campus.

Requirements
To be admitted to the Bishop Simon Bruté College Seminary, the following criteria must be met:

1. You must be a practicing Catholic who is discerning a vocational call to the priesthood.
2. You must have received a high school diploma and be admitted to Marian University as a student.
3. You must be affiliated as a seminarian with a Catholic diocese or in the process of seeking affiliation with a diocese.

Pending approval from the seminary rector, students may apply to live in the formation house on a trial basis for one semester. During that semester the student is expected to participate in all formation house activities while discerning the possibility of affiliating with his diocese. By the end of the semester, the student must begin the process of affiliation with his diocese if they wish to continue participation in the house of formation.

For more information on this special program, contact the seminary rector, Father Joseph B. Moriarty, at 317.942.4100 or by e-mail at jmoriarty@archindy.org, or visit the web site at www.archindy.org/bsb.

Co-ops, Internships, and Practica
Marian University offers a variety of experiential programs to undergraduate students. Co-ops, internships, and practica are designed to enrich and supplement the student's academic program with practical experiences in the field. Depending on the program, placements may be paid or unpaid positions. Students can earn a varying number of credits; see each academic department for 160, 260, 360, or 460 course listings. For more information, contact the Director of The Exchange at 317.955.6341 or visit our web site at http://www.marian.edu/exchange.

Engineering
In collaboration with the Purdue School of Engineering and Technology at Indianapolis, Marian University offers a dual degree program in engineering. In this program, students enroll at Marian University and earn a Bachelor of Science degree from Marian University and at the same time earn a Bachelor of Science in Engineering degree from IUPUI. Thus, completion of this program results in a degree from both institutions. All the general education, basic science, and some of the engineering courses are taken at Marian University. The specialty engineering courses are taken at IUPUI. Marian University offers offer six dual degrees: computer engineering (B.S.C.E.), electrical engineering (B.S.E.E.), energy engineering (B.S.E.En.), mechanical engineering (B.S.M.E.), motorsports engineering (B.S.MST.), and biomedical engineering (B.S.B.M.E.). These dual degree programs are designed to be completed over a five-year period. For more information, contact Dr. Jeffrey Carvell at 317.955.6504 or jcarvell@marian.edu.

Gender Studies
Gender Studies is an interdisciplinary field of study that focuses on the development of heterogeneous and variegated interactions of gender with race, class, sexual orientation, religion and nationality. The Gender Studies minor provides students with the opportunity to examine constructed ideas of what it means to be "female" or "male" across cultures, geographical spaces, historical periods and disciplinary boundaries. Students gain a comprehensive knowledge of the power relations and structures of inequality created by constructs of gender, sex and sexuality – in the world and as reflected in literature, historiography, the social and political sciences, and theology, among other disciplines.

For more information, contact Diane Prenatt, Ph. D., at 317.955.6395 or at prenattd@marian.edu, or Vickie Carson, Centers assistant at 317.955.6132 or vcarson@marian.edu.

Global Studies
The primary curricular component of the Richard Lugar Franciscan Center for Global Studies (LFCGS) is the minor in global studies. The minor represents a holistic, interdisciplinary program of academic coursework and experiential learning, one which stresses language skills, international travel and study, specialized courses, and direct contact with globally focused people and organizations. Global studies students attend and participate in LFCGS public events, and meet with speakers and visiting experts on global issues. The global studies minor enables students to address a wide variety of global issues in an ethically conscious manner, and makes a powerful addition to any major in the liberal arts or professional studies.

For information regarding specific courses and requirements to complete the global studies minor, or to apply for a Global Studies Scholarship, see the web site at http://marian.edu/lfcgs or contact the LFCGS director, Pierre Atlas, Ph.D., at 317.955.6336 or at patlas@marian.edu, or Vickie Carson, Centers Assistant at 317.955.6132 or vcarson@marian.edu.

Interdisciplinary Programs
Classics Minor: 18 credit hours (6 courses) chosen from any six of the following: LAT 200, LAT 201, THL 129, THL 130, ARH 330, ENG 319, PHL 203.

For more information on the minor in classics, contact Wendy Westphal, at 317.955.6026 or wwestphal@marian.edu.

Medical Humanities: 18 credit hours (6 courses) to include ENG 323, PHL 325 or THL 316, and 12 additional credit hours to be selected from ENG 354, PHL 325, PSY 230, 330, 335, SOC 335, 377, and THL 316.

For more information on medical humanities, contact Diane Prenatt, at 317.955.6395 or prenattd@marian.edu.

Peace and Justice Studies
Peace and Justice Studies integrates academic studies, spiritual and personal reflection, and community involvement to promote peace and justice on campus, in our neighborhood, country, and world. The program provides students with opportunities to explore and live the Franciscan values of the Marian University and to consider the essential contribution of faith as it informs action and scholarship towards peace and justice. The main components of the Peace and Justice Studies program are:

- Peace and Justice Studies minor (see College of Arts and Sciences for details)
- The Dorothy Day House for Peace and Justice and Peter Maurin House for Peace and Justice
- Immersion trips, experiential learning opportunities, and internships
- A deliberate, living, learning community in first-year housing

For more information regarding specific courses and requirements to complete the peace and justice studies minor, contact the program director, Deeb Kitchen at dpkitchen@marian.edu or 317.955.6027 or Vickie Carson, Centers assistant at 317.955.6132 or vcarson@marian.edu.

Prerequisites: Professional Programs

Law: Strong communication skills, research and critical thinking skills, and interpersonal skills are all essential to doing well in the legal profession. Law schools heavily rely on student performance on the LSAT among their other admission criteria. Guidance for LSAT preparation is available through Marian University's Exchange which also hosts annual events to provide students who are interested in law the opportunity to meet current legal professionals. The Exchange is also a place where students interested in legal internships can be connected to local opportunities for such experiences. For more information regarding career paths into the legal profession and advising regarding appropriate course work, contact William Mirola, Ph.D., Dean, College of Arts and Sciences, at 317.955.6033 or mirola@marian.edu.

Medical: Certain post-bachelor professional schools—dentistry, medicine, optometry, occupational and physical therapy, pharmacy, veterinary, etc.—require the student to complete prerequisites before being considered for admission. Students may select any academic major and must fulfill the prerequisites of the professional school to which they intend to apply. For more information, contact Dr. Kimberly Vogt at 317.955.6435 or by e-mail at kvogt@marian.edu as early as possible.

"Rebuild My Church" and San Damiano Scholars
Nearly eight centuries ago in the Italian town of Assisi, 80 miles north of Rome, a young man named Francis prayed in the crumbling little church of San Damiano. As Francis knelt before the crucifix, he heard Christ speak: "Francis, go and rebuild my church, which is falling down." Soon, Francis understood that the voice called him to rebuild not the physical structure, but the Church—the body of believers.

At Marian University, our mission is to be a "Catholic university dedicated to excellent teaching and learning in the Franciscan and liberal arts traditions." As Saint Francis was called to rebuild the church, so we believe that it is part of our responsibility to prepare students for ordained ministry or religious life, for lay leadership, and for careers pursued in light of the call to service from God.

In this spirit, we have established "Rebuild My Church," a multifaceted program that includes opportunities for, scholarships, coursework, guest speakers, pilgrimages, community service opportunities, internships, retreats, and more. This program is designed to help everyone at Marian University explore their faith; their relationship with God, others and themselves; and their calling in life. This becomes the foundation from which we can explore the stewardship of our gifts.

With generous support from Lilly Endowment Inc. and others, Marian University provides a unique educational experience to three groups of students, depending on their aspirations for the future.

The first group includes all of Marian University's more than 3,000 students, who are reached by the program through coursework, guest speakers, special retreats, and community service opportunities. The broader program affords all students, regardless of religious affiliation, the opportunity to explore their faith and the direction of their lives.

A second group consists of students interested in church-related employment or service to their church in a significant volunteer capacity. For example, students could be embarking on courses of study in pastoral leadership, religious education, Catholic school education, religiously affiliated healthcare/nursing, or parish/church business management. Also, students pursuing other major areas of study, such as psychology or music with a minor in pastoral leadership are included in this group.

The third group comprises students considering service to the church through ordained ministry or religious life. San Damiano Scholarships are available for students in the last two groups. Students working toward ordained ministry, religious life, or lay leadership positions in the church are eligible to become San Damiano Scholars. Students do not have to be Catholic to qualify to become a San Damiano Scholar: any student working toward a career in ministry or lay leadership in his or her church may apply. Each year, Marian University awards many

scholarships to promising students who meet specific eligibility requirements and maintain high academic standards to continue in the program.

The San Damiano Scholars are student leaders on the Marian University campus. They have special opportunities to learn and apply the knowledge they acquire through outreach and service to others. Just as important, the broad scope of the "Rebuild My Church" program assures that the educational experience of San Damiano Scholars relates to the educational experience of the rest of the university community. Students chosen as San Damiano Scholars lead a rich and diverse life at Marian University.

For further information, visit http://www.marian.edu/rmc or contact Mark Erdosy, M.T.S., at 317.955.6783 or by e-mail at merdosy@marian.edu.

Study Abroad

Marian University values study abroad as a unique learning experience to further understanding and appreciation of other cultures and means of expression, in addition to our own. The study abroad office provides a resource to assist students in their search for programs suitable to their interests and objectives. Programs, with academic credit, range in length from a few weeks to a summer, semester, or year abroad. They offer a variety of possibilities; university classroom, field studies in ecology, internships with local organizations, and more. The study abroad director advises students as to approved programs around the world, their requirements and language of instruction, accommodations, and other variables.

Initial advising for the study abroad experience is coordinated by the director of study abroad. Planning should begin 12 months prior to the expected date of departure or six months before a summer experience. The process includes a review of the proposed program and recommendation by the major department.

Short-term programs:

Spring break: A one-week mission outreach program led by Marian University faculty. It is usually an extension of a course in the regular curriculum.

Maymester: A two to three week study tour led by Marian University faculty. The title of the course and locations are announced early in the fall semester. With the approval of the departmental advisor, students may complete this three-hour course in the major or minor field as HON 380, ISP 380, or 380 in the discipline designated for the specific course. Credit for study is applicable toward graduation requirements with the recommendation of the Academic Policies Committee.

Affiliated program:

By partnership or affiliation, Marian University has opportunities for summer, semester, or yearlong programs with Brethren Colleges Abroad at various locations; at Harlaxton College in Grantham, England; and at Salzburg College in Salzburg, Austria.

To learn more about Study Abroad, contact Wendy Westphal, Ph.D. at wwestphal@marian.edu, or 317.955.6429, or visit the web site at http://www.marian.edu/academics/school-of-liberal-arts/programs/study-abroad.

College of Arts and Sciences

The College of Arts and Sciences advances the mission of Marian University by providing and excellent education that profoundly transforms lives, society, and the world. As the core of the university curriculum, these departments proved rich opportunities to develop multidimensional critical thinking, life-long learning, and gain the qualitative and quantitative skills needed to thrive in contemporary situations. In addition, the University offers the necessary requisites for progress to careers in legal and medical professions as well as further study in graduate programs.

Teaching requirements: High school licensure is available in art, biology, chemistry, English, French, German, mathematics, music, and Spanish. With expanded coursework, a license to teach high school social studies can be earned by history, political science, psychology, and sociology majors. Students who wish to teach in a content area must meet all requirements for the chosen field as well as meet the Educators College License requirements. Contact the Educators College for licensing program descriptions and specifiers for any licensure area. All courses are subject to change based upon current requirements of the Division of Professional Standards, Indiana Department of Education.

ART AND DESIGN (ARH, ART)

For more information on the graphic design or the studio art majors, contact Kevin Rudynski, by e-mail at krudynski@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6381.

Major for Bachelor of Arts Degree (B.A.) in Graphic Design: 48 credits required including the 18- credit foundation program: ART 110, 206, 210, 255, and ARH 235 and 236. Additional requirements include: ART 226, 229, 327,341, 343, 349, 429, 490, and 491. Six additional hours of 300 level ARH courses including ARH 344 or 346 and one 300 level elective. After completion of the 18-credit foundation program, students must pass a foundation portfolio review to continue in the graphic design major. In the junior year, students must successfully complete a junior portfolio review. Only students who have successfully completed the junior review are eligible to enroll in ART 490, 491 and participate in the senior exhibition.

Major for Bachelor of Arts Degree (B.A.) in Studio Art: 45 credits required including the 18 credit foundation program: ART 110, 206, 210, 255, and ARH 235 and 236. Additional requirements include: ART 201, 221, 490, 491, ART 203 or 200, three additional studio art courses. Six additional hours of 300-level ARH courses including ARH 344 or 346 and one 300-level elective. After completion of the 18 credit foundation program, students must pass a foundation portfolio review to continue in the studio art major. In the junior year, students must successfully complete a junior portfolio review. Only students who have successfully completed the junior review are eligible to enroll in ART 490, 491 and participate in the senior exhibition.

Minor in Art History: 18 total credits in ARH. Required ARH courses are 235, 236, 347 and the selection of three courses from 330, 335, 337, 342, 343, 344, 346, 347, 357, or 380.

Minor in Graphic Design: 18 credits minimum in art and art history including ART 110, 206, 229; ARH 235 or 236 and two-additional art courses from ART 226, 255, 327, 341, 343, or 380 on a graphic design topic. COM 365 can be substituted for one of the courses from the two-additional art courses listed above.

Minor in Photography: 18 credits including ART 110, 206, 255; ARH 236 or 370 and two additional courses from 355, 365, 375.

Minor in Studio Art: 18 credits including ART 110, 206, 221; ARH 235 or 236 and two courses from ART 200, 201, 203, 310, 237, or 255.

Concentration in Art Therapy: Students may enter the art therapy program after completing ART 110, 201, 206, 210 and PSY 101 level with a grade of a "C" or higher in each of these classes. This concentration includes the B.A. in studio art major with the addition of the following ART courses: 203, 371, and 461. Art therapy requires a minor in psychology including PSY 101, 220, 230 and 335. This curriculum is based on the recommendations of the American Art Therapy Association.

Accredited Off-Campus Courses: Marian University studio art majors may take up to 12 credits of pre-approved activities courses at the Indianapolis Art Center for application to their degree at Marian University. These are courses not normally offered at Marian University.

BIOLOGY (BIO)

For more information on biology programs, contact Kim Vogt, Ph.D. at 317.955.6435 or by email at kvogt@marian.edu or mathandscience@marian.edu.

Major for Bachelor of Arts Degree (B.A.) in Biology: To earn a B.A. degree in biology, a student must take 47 credit hours in mathematics and sciences including: (1) 202, 203,204, 205, 291, 490, and 491; and (2) at least 12 credit hours in biology above 200 with at least 6 credits at 300 or above. Students may apply a maximum of 3 total credits of experiential learning in BIO 360, 361, 362, 398, 460 or 498 to these credits. (3) CHE 151 and 152; and (4) PHY 110-111 or PHY 201-202. Biology majors must earn a 'C'' or better in all biology courses that fulfill biology major requirements. Students who have not previously completed all the prerequisites for these courses will be expected to take those prerequisites before beginning the required courses.

Major for Bachelor of Science Degree (B.S.) in Biology: To earn a B.S. degree in biology, a student must take 60 credit hours in mathematics and sciences including: (1) 202, 203, 204, 205,291,490 and 491; and (2) at least 12 credit hours in biology above 200 with at least 6 credits at 300 or above. Students may apply a maximum of 3 total credits of experiential learning in BIO 360, 361, 362, 398, 460 or 498 to these credits. (3) CHE 151, 152, 305, and 306; (4) MAT 215 or above; and (5) PHY 110-111 or PHY 201-202. The 60 credit hours in mathematics and sciences must be selected from CHE, MAT, ENV, PHY, SCI, BIO at 100 level or above, and may apply a maximum of 6 combined credit hours of experiential learning in BIO 360, 361, 362, 398, 460 or 498 to these credits. Biology major s must earn a 'C' or better in all biology courses that fulfill biology major requirements. Students who have not previously completed all the prerequisites for these courses will be expected to take those prerequisites before beginning the required courses.

Concentrations in Biology: Depending on the courses selected, a student may earn either a Bachelor of Arts (B.A.) or Bachelor of Science (B.S.) in Biology with the chosen concentration.

Concentration in Cell and Molecular Biology (16 credits): BIO 415, 454, BIO/CHE 311, and BIO/CHE 312.

Concentration in Ecology (16 credits): BIO 265, with at least 11 additional credits selected from the following courses: BIO 228, 321, 323, 327, 373, 329, BIO 340, BIO 463. The student must also take at least 2 credits of internship or research selected from: BIO 360, 398, 460, or 498 to be conducted in the Nina Mason Pulliam Ecolab.

Concentration in Environmental Science (16 credits): BIO 265, 321, and CHE 270, with at least 4 additional credits from the following: BIO 228, 340, 355, CHE 315. The student must also take at least 2 credits of internship or research selected from: BIO 360, 398, 460, or 498 to be conducted in the Nina Mason Pulliam Ecolab.

Concentration in Exercise Physiology (16 credits): BIO 226 or 334, BIO 352, and at least 8 additional credits selected from the following courses: BIO 225, BIO 310, BIO 351, BIO 434, BIO 470, and ESS 445.

Concentration in Health Sciences (16 credits): BIO 226 or BIO 334 and at least 11 additional credits from the following courses: BIO 214, BIO 216, BIO 225, BIO 301, BIO/CHE 310 or BIO/CHE 311 and BIO/CHE 312, BIO 345: Immunology (3).

Major for Bachelor of Science (B.S.) Degree in Clinical Laboratory Science: The B.S. Degree in Clinical Laboratory Science leads to eligibility for certification as a Clinical Laboratory Scientist, CLS (Medical Laboratory Scientist, MLS; Medical Technologist, MT). The degree program is defined as a 3 + 1. That is, the first three years (96 credits) are based on the University's degree program in general education and basic science requirements. The fourth year (at least 32 credits of 400-level courses) is spent in a 12-month program at a center accredited by the American Medical Association, and approved by Marian University. Presently, the University has affiliation agreements with St. Francis Hospital in Indianapolis and IU Health Methodist Hospital in Indianapolis.

The B.S. Degree in Clinical Laboratory Science requires 21 credit hours of biology courses, which includes BIO 203, 214 (or 340), 225, 226, and 345; 16 credit hours of chemistry including CHE 151 and CHE 152 (or the equivalent), CHE 305 and CHE 306; one semester of mathematics (MAT 140 or higher); and the full year internship of at least 32 credits which apply to the major. Acceptance into a hospital internship is dependent upon many factors, including grades, interviews, and letters of recommendation.

Upon the satisfactory completion of all requirements at the University and the hospital, the student is eligible for the B.S. Degree in Clinical Laboratory Science. In addition, after successfully passing an examination given by the Registry of Medical Technologists of the American Society of Clinical Pathologists, the student becomes a registered CLS (MLS, MT).

Minor in Biology: 20 credits in biology at or above 202. A maximum of 3 combined credits from 360, 361, 362, 398, 460, or 498 may be applied to the 20 credit hours of biology required to fulfill the minor.

CHEMISTRY (CHE)

For more information on chemistry degrees, contact Carl Lecher, Ph.D., at 317.955.6005, or by e-mail at clecher@marian.edu or mathandscience@marian.edu.

A student wishing to major in chemistry may choose from one of the options below.

Major for Bachelor of Arts Degree (B.A.) in Chemistry: 34 credits in chemistry at or above 151 including 151, 152, 300, 305, 325, 490. Also required are MAT 230 and MAT 231 and either PHY 110-111 or PHY 201-202. All students must successfully pass the Major Field Test in chemistry.

Major for Bachelor of Science Degree (B.S.) in Chemistry: 60 credits in the sciences including 151, 152, 300, 305, 306, 325, 326, 430, 490, together with either 360 or 2 credits of 498. Also required are MAT 230 and 231 and either PHY 110-111 or PHY 201-202. The remaining courses are chosen from chemistry at or above 151, biology courses numbered 201 and above, physics courses numbered 201 and above, engineering courses numbered EGR 200 and above, and mathematics courses above 231. All students must successfully pass the Major Field Test in chemistry.

Major for Bachelor of Science Degree (B.S.) in Chemistry with a concentration: 60 credits in the sciences including 151, 152, 300, 305, 325, and 490, together with either 360 or 2 credits of 498. Also required are MAT 230 and 231. Students must also complete the requirements within one area of a chemistry concentration. All students must successfully pass the Major Field Test in chemistry.

Concentration in Bio-Organic Chemistry: In addition to the requirements stated above, the required courses are 306, 311, 312, 410, BIO 203 and 204, either PHY 110-111 or PHY 201-202, and at least 2 additional credits of chemistry above 151.

Concentration in Chemical Physics: In addition to the requirements stated above, the required courses are 326, 425, MAT 310, PHY 201, 202, 212 and at least 11 credits of concentration electives from the following set: 380/480, 420, (repeat), 430, 435, 498 (credits beyond those previously required above), 499, physics courses numbered 212 and above, and mathematics courses 305 and above.

Concentration in Environmental Science: In addition to the requirements stated above, the required courses are ENV 170/171, either PHY 110-111 or PHY 201-202, three courses from the following set (CHE 270, 306, 315, 420), and two courses from the following set (BIO 228, 265, 321, 327, 329, 355, 463). Concentration electives may be substituted with departmental permission.

Minor: 20 credits in chemistry at or above 151 including 300 and 305.

Placement testing: Most science students will take CHE 151 and 152; however, well-prepared students may be able to place into 300-level CHE courses. Students who place into a 300 level CHE course, and complete that course with a "C" or better, will also receive credit for CHE 151 and 152.

COMMUNICATION (COM)

For more information on the communication program, contact George LaMaster, Ph.D., by e-mail at george@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6215.

Major for Bachelor of Arts Degree (B.A.) in Communication: 39-42 credit hours, excluding COM 101, and including 190, 210, 221, 225, 310, 250, 360 (3 credits), and 490; one course from 352, 354, COM/GLS 356; one course from 223, 235, 245, COM/THE 275; three courses from 324, 326, 330, COM/SOC 332, 333, 365 or MKT 366, COM/ENG 367, MKT/COM 445; Also required: one community engaged learning course (may double-count from above) chosen from ART 341, MKT 325, COM 365 or MKT 366, COM/SOC 332, ENG 210, FRE 230, GER 230, SPA 230, SPA 335 and successful completion of senior portfolio.

The following concentrations are only open to majors in communication. Courses cannot double-count for the major and a concentration.

Concentration in Multimedia Journalism: COM 205 (3credits), COM 245, ENG 210, and COM 326
Concentration in Public Relations: COM 239, COM 245, COM 365, and COM 330 or COM 445
Concentration in Digital Media: COM 324, COM 367, BUS 217, and COM 275 or ART 429
Concentration in Speech Performance: COM 203 (3 credits), COM 223, COM 235, and COM 330

Minor in Communication: 18 credit hours of COM classes, including COM 101. The following courses can be substituted for one of the COM classes under the 18 credit-hour requirement: ART 429, BUS 217, SOC 375, or ENG 210.

COMPUTER SCIENCE (CST)

For more information on the computer science program, contact Paul Bible, Ph.D., by e-mail at pbible@marian.edu or by phone at 317.955.6523.

Major for a Bachelor of Science (B.S.) in Computer Science: 60 credits including CST 150 or 171, 200, 220, 250, 340, 420, 490, 491; 315 or 320; 318, 450, or 451; and two additional CST electives 300 level or above; MAT 230, 231, 250, 310, and 322. The remaining credits are chosen from CST 300 or above, CHE 151 and above, BIO 202 or above, PHY 201 or above, EGR 200 or above and MAT 305 or above.

CRIMINAL JUSTICE (CRJ)

For more information on the criminal justice program, contact Bessie Rigakos, Ph.D. by e-mail at brigakos@marian.edu or by phone at 317.955.6143. See sociology section for requirements.

Minor: 18 credits including CRJ 270; 12 credits selected from the following courses: CRJ 330, 331, 332, 333, 371, 380, 460; and 3 additional credits from the following courses: SOC 305, 320, 325, 336.

CROSS-CULTURAL STUDIES

For more information on the cross-cultural studies, contact Jamie Higgs, Ph.D., by email at jhiggs@marian.edu or by phone at 317.955.6432.

Minor: 18-19 credits of cross-cultural courses selected from the following list of courses: PHL 260 or THL 258; 6-7 credits from ARH 247, ENG 340, ENG 375, or MUS 340; 3 credits from LAC 317, 335, or a study abroad experience; 6 credits from POL 353, GLS/PSY 367, or SOC 275.

ENGLISH (ENG)

For more information on the English program, contact Gay Lynn Crossley, Ph.D., by e-mail at glc@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6397.

Major for Bachelor of Arts Degree (B.A.) in English: 37 credits, excluding ENG 101 and 112, and including 120 (1 credit), 214, 215, 222, 223, 250; one course from 315, 316, 317; 490; and, one of the following two tracks: Literature Studies: 302 or 304; 325 or 330; one course from 332, 333, 334, or 335; and six credits of English electives. Teaching of English: ENG L12, 208, 209, 303, 304, 330, and 347. With approval of advisor, student can take L10, L20, L30, or L40 instead of L12.

Minor in English: 18 credits, excluding ENG 101 and 115, and including at least six credits of 300 and/or 400-level English courses.

Minor in English as a Second Language: 21 credits, including ENG 304, 307, 360 or 460, and one three-credit elective to be determined in consultation with advisor. Also required: EDU 318/518, 328, and 358. EDU 514 can replace 518 only for Masters of Arts in Teaching students.

Minor in Writing: 18 credits, including ENG 302, 303, 322. Remaining credits chosen from ENG L20/30/40, 109, 204, 208, 209, 210, 255, 303, 309, 367, 370 or 470, 360/460 (approved as writing internship), COM 225, COM 324, COM 326, COM/ENG 239, COM/ENG 367, and/or other department-approved writing courses. Writing-intensive course in major area of study counts toward writing minor.

FRENCH (FRE)

For more information on the French program, contact Wendy Westphal, Ph.D. by email at wwestphal@marian.edu or by phone at 317.955.6429.

Minor in French Studies: 18-20 credits including: FRE 101, FRE 102, FRE 200, FRE 201, and 6 credits of upper-level French electives. Students who test into an advanced level of French (FRE 220 or higher) will take 9 additional credits in upper-level French classes instead of FRE 101 and 102.

Minor in French for the Professions: 18-20 credits including: FRE 101, 102, 200, 201, and 6-7 credits of upper-level French electives selected from: FRE 310, MGT 332/FRE 330, FRE 331. Management and marketing majors should take MGT 332 to have it double count as the 3-credit international elective. Students who test into an advanced level of French (FRE 220 or higher) will take 9 additional credits in upper-level French classes instead of FRE 101 and 102.

GENDER STUDIES PROGRAM (GST)

For more information on the gender studies program, contact Adriana Ernstberger, Ph.D. by email at aenrstberger@marian.edu or by phone at 317.955.6522.

Minor: 18 credits including GST 200, 210, and 490, and nine additional credits of 300-level GST courses.

GERMAN (GER)

For more information on the German minors, contact Wendy Westphal, Ph.D. by e-mail at wwestphal@marian.edu or by phone at 317.955.6429.

Minor in German Studies: 18-20 credits including GER 101, 102, 200, 201, and 6 credits of upper-level German electives. Students who test into an advanced level of German (GER 220 or higher) will take 9 additional credits in upper-level German classes instead of GER 101 and 102.

Minor in German for the Professions: 18-20 credits including GER 101, 102, 200, 201, and 6 credits of upper-level German electives selected from: GER 310, MGT 333/GER 330, GER 331. Management and marketing majors should take MGT 333 to have it double count as the 3-credit international elective. Students who test into an advanced level of German (GER 220 or higher) will take 9 additional credits in upper-level German classes instead of GER 101 and 102.

GLOBAL STUDIES PROGRAM (GLS)

For more information on the global studies program, contact Pierre Atlas, Ph.D., by e-mail at patlas@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6336.

Minor: 18 credits including GLS 101, two 300-level global issues courses, six additional credits of foreign language study in one language, and a minimum of three credits of approved study abroad experience. EDU 318 may be used as one of the required global issues courses by education majors enrolled in the global studies program.

HISTORY (HIS)

For more information on the history program, contact Adrianna Ernstberger, Ph.D. by email at aenrstberger@marian.edu or by phone at 317.955.6522.

Major for Bachelor of Arts Degree (B.A.) in History: 36 credits including 102, 216 or 217, 301, 490, and at least eight additional courses. History majors must receive a grade of "C" or above in the four core course 102, 216 or 217, 301, and 490.

Minor: 18 credits including 102 and any five additional HIS courses.

INTERDISCIPLINARY PROGRAMS - for available programs see page 52.

LIBERAL ARTS

For more information on the Liberal Arts degree, Bill Mirola, Ph.D., by e-mail bmirola@marian.edu, or by phone at 317.955.6033.

Major for Associate of Arts (A.A.) in Liberal Arts: 30-32 credits including: FIN 111; 6-8 credits selected from the following Arts and Humanities subject areas or courses – ARH 235, 236, ART 139, COM, ENG, FRE, GER, LAT, MUS 127, PHL, SPA, THL; 6 credits selected from the following Behavioral and Social Sciences subject areas - CRJ, GST, HIS, LAW, PBH, POL, PSY, or SOC; and 15 additional credits selected from the Arts and Humanities subject areas (listed above) OR the Behavioral and Social Sciences subject areas (listed above). Courses required in the general education curriculum cannot double count for courses within the major. Ensembles, private lessons, and courses identified as enhancement courses cannot count in the major.

MATHEMATICS (MAT)

For more information on mathematics programs, contact Matthew DeLong, Ph.D., at 317.955.6477 or by e-mail at mdelong@marian.edu or mathandscience@marian.edu.

Major for Bachelor of Arts Degree (B.A.) in Mathematics: 44 credits. 33 credits in mathematics including 230, 231, 250, 305, 310, 490, one of 409 or 440, one of 315 or 322, and 6 additional credits at or above 230. Also required are CST 150 or CST 171, and two science courses, one of which must be a laboratory course, chosen from BIO 202 or above, CHE 151 or above, ENV 170 or above, or PHY 110 or above. A grade of "B-"or better in 231 or approval of a mathematics advisor is required in order to continue in the program.

Major for Bachelor of Science Degree (B.S.) in Mathematics: 60 credits. At least 42 of the 60 credits must be in mathematics, including 230, 231, 250, 305, 310, 409, 440, 450, 490, and at least 12 additional credits at the 300 level or above. Also required are CST 171 and 200. The remaining 10 credits are chosen from the following: MAT 300 or above, CST above 200, BIO 202 or above, CHE 151 or above, PHY 201 or above, and FIN 311 or above. A grade of "B-" or better in 231 or approval of a mathematics advisor is required in order to continue in the program.

Major for Bachelor of Science Degree (B.S.) in Mathematics with a Concentration: 60 credits including MAT 230, 231, 250, 305, 310, 322, 323, 490, and CST 150 or CST 171.

Students must also complete the requirements of one of the following mathematics concentrations: Actuarial Science, Applied Computer Science, Applied Mathematics, or Statistics. A grade of "B-"or better in 231 or approval of a mathematics advisor is required in order to continue in the program.

Concentration in Actuarial Science: In addition to the requirements stated above, the following courses are also required: MAT 370, 422, 423, ACC 250, and at least two courses from MAT 350, CST 200 or above, ECN 201, ECN 202, MIS 310, and MIS 320. A mathematics advisor must approve the remaining credits.

Concentration in Applied Computer Science: In addition to the requirements stated above, the following courses are also required: MAT 350, 409; CST 200, 250, 340 and 371. The remaining credits are chosen from the following: MAT 300 or above, CST above 200, BIO 202 or above, CHE 151 or above, PHY 201 or above, ECN 301 or above, and FIN 311 or above.

Concentration in Applied Mathematics: In addition to the requirements state above, the following courses are also required: MAT 211, 315, 350, 425, 409 or 450, CST 200, PHY 201, and PHY 202. The remaining credits are chosen from the following: MAT 300 or above, CST above 200, BIO 202 or above, CHE 151 or above, PHY above 202, ECN 301 or above, FIN 311 or above, and engineering courses for DDEP students.

Concentration in Statistics: In addition to the requirements stated above, the following courses are also required: MAT 422, 423, CST 200 and at least 9 additional MAT credits at the 300-level or above. The remaining credits are chosen from the following: MAT 300 or above, CST above 200, BIO 202 or above, CHE 151 or above, PHY 201 or above, ECN 301 or above, and FIN 311 or above.

Minor in Mathematics: 18 credits at or above 230, including 230, 231, 310. A grade of "C" or better in 231 is required in order to continue in the program.

Secondary Education Teaching Requirements: Students who wish to teach in this content area are required to major in mathematics and complete 322 and 330. They also major in secondary education. Consult the Educators College for description of courses required.

MUSIC (MUS)

For more information on music programs, contact Kathy Spangler, by e-mail at kspangler@marian.edu or by phone at 317.955.6174.

Music majors and minors are required to abide by the Music Department Handbook guidelines. Students must achieve a minimum grade of "C" in every course required for the major or minor.

Major for Bachelor of Arts Degree (B.A.) in Instrumental Music: 37.5 credits including: .5 credit each of MUL 125, 126, 225; MUS 125, 126, 251, 325, 326, 330, 348, 349, 490, 8 credits of private lessons on the major instrument and 4 credits in the major ensemble.

Major for Bachelor of Arts Degree (B.A.) in Instrumental Music Education: 77 credits including: EDU 122, 230, 318, 322, 327, 353, 446, 473, 491; .5 credit each of MUL 125, 126, 225; MUS 125, 126, 251, 325, 328, 330, 331, 340, 342, 344, 346, 348, 349, 430, 490, seven credits of private lessons on the major instrument and 3.5 credits in the major ensemble. **Teaching requirements:** Students who wish to teach in this content area must meet all requirements for the major field, and also meet the School of Education's developmental licensing requirements. Contact the School of Education for high school licensing program descriptions and specifics for each licensure area. All courses are subject to change based upon current requirements from the Division of Professional Standards, Indiana Department of Education.

Major for Bachelor of Arts Degree (B.A.) in Vocal Music: 43.5 credits including: .5 credit each of MUL 125, 126, 225; MUS 125, 126, 226, 227, 228, 251, 325, 326, 330, 348, 349, 490, 8 credits of private lessons in voice and 4 credits in the major ensemble.

Major for Bachelor of Arts Degree (B.A.) in Vocal Music Education: 73 credits including: EDU 122, 230, 318, 322, 327, 353, 446, 473, 491; .5 credit each of MUL 125, 126, 225; MUS 125, 126, 226, 227, 251, 325, 328, 330, 340, 348, 349, 430, 490, seven credits of private lessons in voice and 3.5 credits in the major ensemble. **Teaching requirements:** Students who wish to teach in this content area must meet all requirements for the major field, and also meet the School of Education's developmental licensing requirements. Contact the School of Education for high school licensing program descriptions and specifics for each licensure area. All courses are subject to change based upon current requirements from the Division of Professional Standards, Indiana Department of Education.

NOTE: In addition to the above, all music majors must participate in at least one of the musical organizations each semester, earning a minimum of eight credits toward degree requirements. These credits are in addition to the total required for the major. All music majors must attend on-campus recitals, off-campus musical performances, successfully complete a Keyboard Proficiency Exam, and give a junior and senior recital.

Each incoming freshman or transfer student is considered a pre-music major. Upon successful completion of the required Fourth Semester Qualifying Exam, the student is formally accepted as a music major and proceeds with upper division courses and recitals. For transfer students, this exam is administered at a time deemed appropriate by the faculty.

Minor in Music: 24 credits including MUS 125, 126, 330, 348, 349; six credits of applied music; eight semesters of participation in a musical organization at .5 credit per semester, and recital attendance each semester as stipulated by the Music Department Handbook. Students must achieve a minimum grade of "C" in every course required for the major or minor.

Minor in Pastoral Music Ministry: 19 credits, including MUS 257, 357; THL 170, 337, and THL 205, 208 or 236; 2 credits in MUL 100-level/200-level/300-level/400-level Private Lessons, and 2 credits in MUS 108/208/308/408. An audition is required. This minor does not fulfill the general education requirement for students pursuing majors in Theology, Music, or Pastoral Ministry. The second-level general education requirement for Theology may be used to satisfy this minor (which includes THL 205, 208, 236, or 337).

Musical organizations
Non-music majors are welcome to participate in the musical organizations for credit or on a non-credit basis. Tuition and fees are assessed the same in either case. A combined total of 12 credits accumulated in these organizations and activity courses may be included in the 128 required degree credits.

APPLIED MUSIC

Students may enroll in individual instruction in music at the 100, 200, or 300 level. Individual instruction is offered every semester. A fee per credit is charged for all degree seeking students. Non-matriculated students and students who are enrolled for no credit are charged a single fee. See the semester course schedule for offerings and fees.

Each private lesson takes place at an arranged time between the student and the professor. Therefore, all private students are required to sign up for a lesson time in the Music Building *prior* to the beginning of each semester. A schedule is posted on each professor's door.

100 level is for non-majors or majors and minors studying a secondary instrument. 200 level is for beginning majors and minors. 300 and 400 levels are for advanced majors and minors preparing for a recital. Instructor permission is required.

For all levels of instruction, each .5 credit course requires one half-hour private lesson per week, and each one credit course requires one hour private lesson per week.

PEACE AND JUSTICE STUDIES

This minor is interdisciplinary, drawing from courses across the curriculum. Students explore theories of peace and justice, examine and analyze the economic, social, and political causes of injustice, and consider ways to create peace through structural justice. In addition students learn how academic institutions and research methods can be used in the service of peace and justice in our communities and globally.

For more information on the peace and justice studies program, Deeb Kitchen, by e-mail at dpkitchen@marian.edu or by phone at 317.955.6027.

Minor in Peace and Justice Studies: 18 credit hours including POL 155, SOC 145; 3 credits of SOC 360 or an approved community engaged learning experience; 3 credits from COM 352, CRJ 270, 371, GST 200, 210, 301, POL 353, 357, 359, SOC 265, 270, 305, 320, 325, or 375; 3 credits from ENV 170, GLS/SOC 377 or PBH 201; 3 credits from COM 201, 221, 333, PHL 215, 240, THL 321, or 322.

PHILOSOPHY (PHL)

For more information on theology programs, contact Matthew Sherman, Ph. D., by e-mail at msherman@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6114.

Major for Bachelor of Arts Degree (B.A.) in Philosophy: 36 credits including PHL 130,150,215, 240, 320, 330, and 490.

For a major in Catholic Studies with a concentration in philosophy or pre-theology, see Theology (THL) section.

Minor: 18 credits, including PHL 130.

Concentration in Ethics: 18 credits, including PHL 215, PHL 498, and THL 216 or 218, and the balance of additional credits chosen from the following set: BIO 321; PHL 115, PHL 315, PHL 240 or POL 230; PHL 325; BUS 401; NUR 310; POL 155 or SOC 145; THL 316, and 322.

PHOTOGRAPHY (ARH, ART)

Minor in Photography: 18 credits including ART 110, 206, 255, ARH 236 or 370 and two additional courses from 355, 365, 375.

PHYSICS (PHY)

For more information on the physics program contact Carl Lecher, Ph.D. at 317.955.6005 or by e-mail at clecher@marian.edu.

Minor in Physics: At least 20 credits in physics, including 212 and at least one course numbered 300 or higher.

POLITICAL SCIENCE (POL)

For more information on the political science program, contact Johnny Goldfinger, Ph.D., by e-mail at jgoldfinger@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6569**.**

Major for Bachelor of Arts Degree (B.A.) in Political Science: 33 credits including POL 102, 206, 210, 220, 230, 490, and any five additional 300-level POL courses. Political science majors must receive a grade of "C" or above in POL 102, 206, 210, 220, 230, and 490.

For Concentration in International Affairs: POL 102, 206, 210, 220, 230, 490, twelve credits from POL 155, 325, 347, 353, 355, 357, 361, or 363, plus any additional 300-level POL course.

For Concentration in Law Studies: POL 102, 206, 210, 220, 230, 490, twelve credits from POL 320, 325, 342, 344, or 363, plus any additional 300-level POL course.

For Concentration in Political Leadership and Engagement: POL 102, 206, 210, 220, 230, 490, twelve credits from POL 320, 325, 330, 342, 365, or 366, plus any additional 300-level POL course.

In addition to the above major requirements, political science majors are strongly encouraged to take POL 460 internship. Political science majors in all concentrations must receive a grade of "C" or above in POL 102, 206, 210, 220, 230, and 490.

Minor in Law Studies: 18 credits hours including POL 102, twelve credits from POL 230, 320, 325, 342, 344, or 363, plus one additional POL course.

Minor in Political Leadership and Engagement: 18 credit hours including POL 102, twelve credits from POL 320, 325, 330, 342, 365, or 366, plus one additional POL course.

Minor in Political Science: 18 credits hours including POL 102 and any five additional POL courses.

PSYCHOLOGICAL SCIENCE AND COUNSELING (PSY)

For more information on the psychology program, contact Laurel Camp, Ph.D., by e-mail at lcamp@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6075.

Students with a desire to graduate with a degree in psychology should seek the counsel of an academic advisor in the psychology department to clarify the department's requirements for graduation.

Major for Bachelor of Arts Degree (B.A.) in Psychology: A minimum of 35 credits including PSY 101, 205, 250, 300, 305, 325, 335, 345, 350, and 490; two credits of 360, 497, 498, or 499; and one additional elective. If PSY 205 (or an equivalent course) did not include SPSS, then PSY 215 is required. Psychology majors must receive a grade of "C" or higher in all psychology classes that fulfill department requirements.

Major for Bachelor of Science Degree (B.S.) in Psychology: A minimum of 60 credits in the sciences, including the same required courses for the bachelor of arts in psychology, plus 25 credits of courses in biology 150 or above, chemistry, mathematics 140 or above, physics, and psychology. No more than 9 elective PSY credits can count toward the additional 25 required credits. If PSY 205 (or an equivalent course) did not include SPSS, then PSY 215 is required. Psychology majors must receive a grade of "C" or higher in all psychology classes that fulfill department requirements.

Concentration in Clinical Psychology: 14-15 credits including PSY 220 or 365, 230, 370, 430, and 460. For psychology majors only.

Concentration in Latino Community Mental Health: 21 credits. A major or minor in Spanish is required. Required courses are SPA 213, SPA 335, PSY 367, with the remainder of credits coming from the Spanish major or minor. Students must earn a grade of C or better in the 3 required courses. Non-psychology majors must also take PSY 220, 230, and SOC 265. Other courses strongly recommended are PSY 330, 335, and 365.

Concentration in Sport Psychology: 13-14 credits including PSY 310, 340, 370, ESS 452/BIO 252, and PSY/ESS/COL 360. Non-majors who complete PSY 230 and 335, or receive permission, may also enroll in the sport psychology concentration.

Minor: 18 hours of PSY classes. Students must achieve a minimum grade of "C" in every course used towards the minor.

PUBLIC HEALTH (PBH)

For more information on the public health major, contact Amber Nelson, by e-mail at anelson@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6228.

Major for Bachelor of Arts Degree (B.A.) in Public Health: 33 credits including the following required core classes: PBH 201,PBH/BIO 301, PBH/SOC 460, PBH 490, SOC 205 or PSY 205 or BIO 205, SOC/GLS 377, and an additional 15 elective credits from the three following categories: one course from SOC 305, 320, 325; one course from PSY 250, SOC 301, SWK 350; and an additional 9 elective credits from BIO 225, COM 190, 365, CRJ 270, 330, ENG 323, ESS 236, 336, GLS/PSY 367, PHL 325, POL 320, PSY 230, 330, SOC 255, 266, SWK 270, 310, THL 316. Public health majors must receive a grade of 'C' or higher in all core required classes.

Major for Bachelor of Science Degree (B.S.) in Public Health: 48 credits including the following required core PBH classes: PBH 201, PBH/BIO 301, PBH/SOC 460, PBH 490, SOC 205 or PSY 205 or BIO 205, SOC/GLS 377. In addition to the core: 3 elective credits from: SOC 305, 320, and 325; 9 elective credits from: COM 190, 365, CRJ 270, 330, ENG 323, GLS/PSY 367, PHL 325, POL 320, PSY 230, 330, SOC 255, 266, SWK 270, 310, THL 316; plus 18 elective credits from: BIO 151,202, 203, 214, 216, 225, 226, 265, 320, 321,340, 345, 355, CHE 100, 270, 315, ENV 170, 171, ESS 236, 336, SOC 255, and an additional 12 elective credits in the math and sciences at 200 level or above. Public health majors must receive a grade of 'C' or higher in all core required classes.

Minor in Public Health: 18 credit hours (6 courses) including PBH 201, PBH/BIO 301, SOC/GLS 377, plus an additional 9 credits from BIO 225, COM 190, 365, CRJ 270, 330, ENG 323, ESS 236, 336, GLS/PSY 367, PBH 460, PHL 325, POL 320, PSY 230, 330, SOC 255, 266, SWK 270, 310, THL 316.

SOCIOLOGY (SOC)

For more information on the sociology program, contact Bessie Rigakos, Ph.D., by e-mail at brigakos@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6143.

Major for Bachelor of Arts Degree (B.A.) in Sociology: 33 credits, excluding SOC 100 and including 101, 205, 301, 450, 451, and 490. A minimum grade of "C" is required for all sociology courses required for the major.

Minor: 18 credits, excluding SOC 100 and including 101.

SOCIAL WORK (SWK)

For more information on the social work program, contact Michelle Meer, Ph.D., by email at mmeer@marian.edu or by phone at 317.955.6482.

Major in Social Work: 48 Credits including SOC 101, SOC 145, SOC 205, SOC 320, SOC 325, SWK 110, SWK 200, SWK 270, SWK 310, SWK 350, SWK 360, SWK 410, SWK 415, SWK 460, SWK 461, SWK 490. Required General Education Course POL 102.

Minor in Social Work: 18 Credits including SOC 101, SWK 110, SWK 200, SWK 270, SWK 310, SWK 350.

Concentration in Social Work: 18 credits including PSY 220; SOC 265; SWK 270, 310, 350, and PSY/SOC 460. Sociology majors completing this concentration may substitute SWK 350 for SOC 301 in the major. Psychology majors completing this concentration may substitute SWK 350 and PSY 230 for PSY 250 and 300 in the major. For psychology and sociology majors only.

SPANISH (SPA)

For more information on the Spanish program, contact Wendy Westphal, Ph.D. by e-mail at wwestphal@marian.edu, or liberalarts@marian.edu, or by phone at 317.955.6429.

Major for Bachelor of Arts Degree (B.A.) in Spanish: 33 credits required above the 100-level including SPA 200, 201, 220, 230, 310, 490, and 498. A minimum grade of "C" is required for all Spanish courses. Credits earned in an approved study abroad program may count toward a major. All majors must successfully pass a Spanish language proficiency exam given by Spanish faculty.

Minor in Spanish Studies: 18 credits including SPA 200, 201, 310 and 9 credits of upper-level Spanish electives.

Minor in Spanish for the Professions: 18 credits including SPA 200, 201, 310, MGT 334/SPA 330, SPA 331 and 3 credits of an upper-level Spanish elective. Management and marketing majors should take MGT 334 to have it double count as the 3 credit international elective.

THEATRE (THE)

For more information on the theatre program, contact Ben Tebbe, by e-mail at btebbe@marian.edu or by phone at 317.955.6236.

Major for Bachelor of Arts Degree (B.A.) in Theatre: A minimum of 39 hours including THE 110, 120, 130, 231, 245, 360, 490, and at least one course from 333, 334, 335, or 353. A limit of 3 credits of 105 may count toward the major.

Minor in Theatre: 18 hours of THE classes including THE 110. A limit of 3 credits of 105 may count towards the minor.

THEOLOGY (THL)

For more information on theology programs, contact Matthew Sherman, Ph. D., by e-mail at msherman@marian.edu or liberalarts@marian.edu, or by phone at 317.955.6114.

Major for Bachelor of Arts Degree (B.A.) in Theology: 36 credits required including THL 105, 205, 208 or 475, 216 or 218, 226, 228, 232 or 332, 236, 308, 490, and six hours of electives excluding 258, 460, and 463. PHL 350 is also required.

Major for Bachelor of Arts Degree (B.A.) in Catholic Studies Major with a concentration in:

Theology: 39 credits including THL 105, 218 or 322, 208, 226, 228, 232 or 236, 337, 361 or 371, and 490. Also required are PHL 130, 350, three credits of electives in philosophy, and two Catholic studies courses seated in other disciplines.

Philosophy: 39 credits including PHL 130, 150 or 240 or 350, 203 or 205, 215, 320, 330, 349, 490; THL 105, 228, 232 or 332; and two Catholic studies courses seated in other disciplines.

Pre-Theology: 48 credits including PHL 130, 150, 203, 205, 215, 320, 330, 349, 350, 490; THL 103, 105, 216 or 218, 226 or 228; and two Catholic studies courses seated in other disciplines.

Major for Bachelor of Arts Degree (B.A.) in Pastoral Leadership: 39 credits including THL 105, 170, 205, 208, 216 or 218, 226, 228, 232, 236, 321 or 322, 361, 474, and 490. Also required are 24 credits of support courses comprised of nine credits from PSY 220, 230, and either 101 or 335 or 355; nine credits from SOC 101, 210, 265; PHL 130 and 350; and continuous mentoring and internship participation.

Major for Bachelor of Arts Degree (B.A.) in Religious Education: 40 credits of theology required including THL 105, 208, 216 or 218, 226, 228, 232, 236, 332, 355, 361, 460, 490, and electives; PHL 350; and professional education requirements SPD 230; EDU 446, 447, 453, and PSY 220. The Catholic Studies major with a concentration in theology may be substituted for the theology requirements.

Minor in Catholic Studies: 24 credits including THL 105 and PHL 130 taken at Marian University; two courses chosen from THL 103, 216 or 218 or 208, 232, 236, 322, 338, 381; two courses chosen from PHL 205, 215, 240, 350, 381; and two Catholic studies courses seated in other disciplines.

Minor in Pastoral Leadership: Minor in Pastoral Leadership: The minor can only be earned by following a program of study specifically approved by the Theology/ Philosophy Department. Depending upon one's declared major, the minor will follow one of several tracks. 19 credits, including; THL 100; NSG 335 or EDU 400; THL 105 or THL 1OSS; THL 170 or 361 or 371 or (with approval of chair of SDS academic advisor) one from ARH 335, COM 333, ENG 320, HIS 348, MUS 257, NSG 427, PSY 355, SOC 360, or SPA 325; THL 270; one from THL 205, 208, 308, 106; one from THL 226, 228 or NSG 418 or student teaching in a Catholic school; one from THL 236, 316, 321, 322, 327, or student teaching in a Catholic school.

Minor in Theology: 20 credits.

Certificate Program in Pastoral Leadership: 32 credits including THL 105, 170, 205, 208, 216 or 218, 228, 236, 361, 474, 490, and continuous mentoring and internship participation. *Note: Ordinarily, persons wishing to enter the certificate program already possess a bachelor degree.*

Catholic Educator Program (CEP): In collaboration with the Archdiocese of Indianapolis, Marian University offers CEP courses in order that teachers in Catholic schools might be first and foremost “witnesses of the faith.” Ten credits are required including EDU 400; THL 104, 136, 142, 126, 128, 116, 114, and the remaining content of 361.

Persons entering the **Pastoral Leadership Program** may have certain national, ministry-specific, program certifications accepted as partial fulfillment of requirements. Contact department chairperson.

Klipsch Educators College

The Klipsch Educators College advances the mission of Marian University through its dedication to providing an excellent education in all offered areas. This college includes undergraduate and graduate level education.

For more information on degree programs listed below, please contact the office at 317.955.6089.

EDUCATION (EDU)

The teacher education programs are fully accredited by the Indiana Office of Educator Licensing and Development (OELD) and the National Council for the Accreditation of Teacher Education (NCATE)/Council for the Accreditation of Educator Preparation (CAEP).

Education majors must consult department for specific Indiana licensing requirements. Students must successfully achieve qualifying scores on all required state assessments scores in order to be awarded a teaching license. Students must meet the developmental licensing standards as specified by the Indiana Office of Educator Licensing and Development.

Students pursuing a program should check with their advisors or the department regarding periodic changes being made in programs to meet Indiana Licensing requirements.

The yearly Title II basic skills and subject area scores as well as state ranking are published on the department's web site at www.marian.edu.

Requirements

1. Prior to placement in a field experience setting, the student must provide the department with a satisfactory Limited Criminal History from the Indiana State Police. Failure to provide a Limited Criminal History prohibits the student from enrolling in a course with a field experience component. Limited Criminal Histories are valid for one year.
2. Students must complete a major in a license area. Students must successfully pass state and university program requirements to be recommended for an Indiana license.
3. For retention in the teacher education programs, students must earn and maintain an overall 2.50 cumulative GPA; a 2.50 in all courses required for the major; and meet other performance expectations. Requirements are listed on the Educators College web page.

Admission to the Teacher Education Programs/Phase 1 Assessment

1. Upon admission to the university, students are assigned to advisors in the discipline and/or the department. Secondary licensing students are advised by faculty in their content area major and by faculty in the Educators College for their secondary education major.
2. Prior to admission to the Educators College, students are expected to successfully complete the state required assessment or have scored a minimum of 24 ACT composite or a combined score of 1100 on SAT reading and math.
3. Students must complete Phase 1 Assessment to enroll in 400-level professional education courses. The process for Phase 1 Assessment is located on the department web page and is available in paper format outside the Educators College office.
4. Transfer students and post-bachelor students work with their advisors regarding possible modifications in coursework and practicum experience as well as successful completion of the Phase 1 assessment. This occurs in the first semester of attendance at Marian University.

Readiness for Clinical Internship (Student Teaching)/Phase 2 Assessment

1. Students complete a Phase 2 assessment as part of core classes within the department. Elementary, special education, and secondary education majors complete this assessment as part of their methods courses.
2. Those preparing for Clinical Internship (Student Teaching) must:
    a. apply one year in advance,
    b. attend meetings and seminars prior to and during internship, and
    c. meet all required deadlines.

Deadlines are posted in the Educators College office and on the Marian University website calendar.

Program Completion/Phase 3 Assessment

1. Elementary, special education, and secondary education: specific requirements to be eligible for graduation and licensure include: Clinical Internship, EDU 490, 491, state assessments, the Candidate Work Sample. Long Range Plan, and minimum GPA requirements.
2. Secondary majors must also meet the requirements of the content majors.

Major for Bachelor of Arts Degree (B.A.) in Elementary Education

A student must take a minimum of 57 credits including EDU 190, 224, 255, 290, 307, 318, 346, 347, 348, 390, 419, 444, 446, 447, and 490; HIS 216; MAT 115, 116; PSY 220; SCI 301; and SPD 230; candidates will not be eligible for licensure until they complete the 12 credit semester-long clinical internship coursework, including EDU 473 and 491. An 18 credit hour minor is required in a licensable area.

Students must maintain a 2.50 cumulative GPA and a 2.5 GPA in all education major and education minor requirements. All courses required for an education major or minor must receive a grade of "C" or higher. Students must earn a minimum grade of "B-" in ENG 112 and a minimum grade of "C" in COM 101.

Successful completion of Pathway to Graduation assessments.

Complete courses for a minor in a licensable area. See the Educators College for complete list of licensable areas.

Major for Bachelor of Arts Degree (B.A.) in Elementary Education with a Master of Arts in Teaching (M.A.T.) – 5 year program

The 5-year Elementary Education program is a ten semester program that includes rigorous Bachelors and Masters level education coursework that is embedded throughout the program with a year-long clinical residency. A student must take a minimum of 57 credits including EDU 190, 224, 255, 290, 307, 318, 346, 347, 348, 390, 419, 444, 446, 447, and 490; HIS 216; MAT 115, 116; PSY 220; SCI 301; and SPD 230; candidates will not be eligible for licensure until they complete the year-long residency and masters-level coursework. An 18 credit hour minor is required in a licensable area.

Students must maintain a 2.50 cumulative GPA and a 2.5 GPA in all education major and education minor requirements. All courses required for an education major or minor must receive a grade of "C" or higher. Students must earn a minimum grade of "B-" in ENG 112 and a minimum grade of "C" in COM 101.

Successful completion of Pathway to Graduation assessments.

Complete courses for a minor in a licensable area. See the Educators College for a complete list of licensable areas.

Major for Bachelor of Arts/Science Degree (B.A./B.S.) in Secondary Education

Students must take a minimum of 33 credits including EDU 190, 224, 255, 290, 307, 318, 351, 390, 419, 446, 447, and 490; PSY 220; and SPD 230; candidates will not be eligible for licensure until they complete the 12 credit semester-long clinical internship coursework, including EDU 473 and 491.

Students must maintain a 2.5 cumulative GPA and a 2.5 GPA in all education major and education minor requirements. All courses required for an education major or minor must receive a grade of "C" or higher. Students must earn a minimum grade of "B-" in ENG 112 and a minimum grade of "C" in COM 101.

Successful completion of Pathway to Graduation assessments.

Students majoring in education pursuing licensure in Secondary Education for Middle School and High School Teaching (grades 5-12) should be enrolled concurrently in a content area major. The degree of B.S. or B.A. is dependent upon the content major. Specific content and education courses are approved by the Educators College and the Office of Educator Licensing and Development of the Indiana Department of Education.

Major for Bachelor of Arts/Science Degree (B.A./B.S.) in Secondary Education and a Master of Arts in Teaching (M.A.T.) – 5 year program

The 5-year Secondary Education program is a ten semester program that imparts deep knowledge, critical thinking and skills in approved content areas and rigorous Bachelor and Master level education coursework embedded throughout the program culminating in an extended, standards-based clinical residency. Students must take a minimum of 33 credits including EDU 190, 224, 255, 290, 307, 318, 351, 390, 419, 446, 447, 490; SPD 230; and PSY 220; candidates will not be eligible for licensure until they complete the year-long residency and masters-level coursework. For the Master of Arts degree, a student must take a minimum of 37 credits including EDU 505, 514, 515, 516, 520, 523, 525, 526, 529, 530, 531, 560, 590, and 591.

Students must maintain a 2.5 cumulative GPA and a 2.5 GPA in all education major and education minor requirements. All courses required for an education major or minor must receive a grade of "C" or higher. Students must earn a minimum grade of "B-" in ENG 112 and a minimum grade of "C" in COM 101.

Successful completion of Pathway to Graduation assessments.

Students majoring in education pursuing licensure in Secondary Education for Middle School and High School Teaching (grades 5-12) should be enrolled concurrently in a content area major. The degree of B.S. or B.A. is dependent upon the content major. Specific content and education courses are approved by the Educators College and the Office of Educator Licensing and Development of the Indiana Department of Education.

Major for Bachelor of Arts Degree (B.A.) in Education (P-12)

1. Students must meet the 2.50 GPA requirements in all areas of licensure and earn a minimum grade of "C" in all courses in the major and for licensing. Students must earn a minimum grade of "B-" in ENG 101 and 115, and a minimum grade of "C" in COM 101.
2. Students must take EDU 120, 230, 255, 318, 351, 446, 453, 454, 473, 491 and PSY 365.
3. Completion of all phase assessments that include an assessment of basic skills. This can be accomplished in multiple ways: passing scores on the on the state identified Pre-Professional test or one of the State identified alternatives.
4. Students majoring in education pursuing licensure for All Grade Teaching (grades P-12): should be enrolled concurrently in a content area major in one of the following: art; music; physical education; health; and world languages. Specific content and education courses are approved by the Indiana Office of Educator Licensing and Development of the Indiana Department of Education. The Office of Education Licensure and Development has approved ALL grades (P-12) licensure for the content areas: Health and Physical Education; Art; Music; Spanish; French; and English as a New Language.

Major for Bachelor of Arts Degree (B.A.) in Education (non-licensure)

1. Students must achieve a minimum grade of "C" in every course required for the major. A minimum grade of "B-" is required in ENG 101 and ENG 115 and a minimum grade of "C" is required in COM 101.
2. Courses from one of the following tracks:
   a. Non-licensure, secondary track: EDU 120, 230, 255, 318, 351, 446, 453, 454, 474, 491 and PSY 365.

b. Non-licensure, elementary track: EDU 120, 174, 175, 230, 314, 315, 325, 346, 347, 444, 446, 474, 491, MAT 115 and 116, and PSY 220.
3. Students must meet the department 2.50 GPA requirement.
4. Completion of phase I assessments that include an assessment of basic skills. This can be accomplished in multiple ways: passing scores on the on the state identified Pre-Professional test or one of the State identified alternatives.
5. Internship EDU 474 does NOT fulfill teacher licensure requirements.
6. This degree option is only available with approval from the Dean of the Educators College and only on a case by case basis.

Concentration in Faith-Based Teaching: The Catholic School Educator Preparation Program
Students committed to faith-based teaching have the opportunity to nurture their own faith as they develop into teachers. The Catholic School Educator Preparation Program (CSEPP) parallels the traditional program but emphasizes the role of the faith-based teacher to help children develop their spiritual lives.

Students are assigned to the same Catholic school for practicum placements in selected methods courses throughout their coursework. All other Educators College requirements apply. Completing this program leads to a concentration in faith-based teaching. Students complete additional coursework in theology. For San Damiano Scholars and other students seeking this concentration, required theology and education courses are: THL 105S, 106S, 270, 361, and EDU 400.

Components of the program include:
- Creed of the church
- Liturgy of the church
- Sacraments of the church
- Old Testament
- New Testament
- The person of Jesus Christ
- Praying with children
- Catechism of the Catholic Church
- Teaching of religion
- Mission and history of Catholic schools

In their first year, students visit all school partner sites. During their second and third years, students take directed theology courses and education methods courses, and engage in various activities at the selected schools. Clinical Internship takes place at the mentor school during the appropriate semester.

SPECIAL EDUCATION (SPD)

Major for Bachelor of Arts Degree (B.A.) in Secondary Special Education
1. Students must meet the 2.50 GPA requirements in all areas of licensure and earn a minimum grade of "C" in all courses in the major and for licensing. Students must also earn a minimum grade of "B-" in ENG 101 and 115, and a minimum grade of "C" in COM 101.
2. 40 hours in education: EDU 120, 230, 255, 318, 346, 446, 453, 454, 473, 490, and 491.
3. 15 hours in special education: SPD 130, 233, 368, 369, and 439.
4. One of the following areas:
   a. Mathematics. 18 credits in Mathematics: MAT 230, 231, 310, and choose 2 courses from MAT 322, 323 and 330. Students will earn a minor in Mathematics
   b. English. 18 credits in English: ENG 206, 215, 223, 250, 304, 347. Students will earn a minor in English.
5. After passing all required state tests, graduates will be licensed to teach Special Education: Mild Intervention grades 5-12. If the state required content test is passed, that content area could be added to the teaching license.

Major for Bachelor of Arts Degree (B.A.) in Special Education: P-12
Students must take a minimum of 57 credits including EDU 190, 224, 255, 290, 307, 318, 346, 347, 348, 390, 419, and 490; SPD 130, 233, 338, 354, 369, and 439; MAT 115 and 116; PSY 220; candidates will not be eligible for licensure until they complete the 12 credit semester-long clinical internship coursework, including EDU 473 and 491. An 18 credit hour minor is required in a licensable area.

Students must maintain a 2.50 cumulative GPA and a 2.5 GPA in all education major and education minor requirements. All courses required for an education major or minor must receive a grade of "C" or higher. Students must earn a minimum grade of "B-" in ENG 112 and a minimum grade of "C" in COM 101.

Successful completion of Pathway to Graduation assessments. Students successfully completing the major and the pathway assessments are recommended for the Mild Intervention license in P-12.

Complete courses for a minor in a licensable area. See the Educators College for a complete list of licensable areas.

Major for Bachelor of Arts Degree (B.A.) in Special Education: P-12 and a Masters of Arts Degree in Teaching (M.A.T.)

The 5-year Special Education program is a ten semester program that includes rigorous Bachelors and Masters level education coursework that is embedded throughout the program with a year-long clinical residency. Students must take a minimum of 57 credits including EDU 190, 224, 255, 290, 307, 318, 346, 347, 348, 390, 419, and 490; SPD 130, 233, 338, 354, 369, and 439; MAT 115 and 116; PSY 220; candidates will not be eligible for licensure until they complete the year-long residency and masters-level coursework. An 18 credit hour minor is required in a license area and also meets the state's requirements for a concentration/cognate. For the Master of Arts Degree, a student must take a minimum of 33 credits including SPD 533, 538, 540, 549, 553, 554, 555, 557, 560, 571, and 573.

Students must maintain a 2.50 cumulative GPA and a 2.5 GPA in all education major and education minor requirements. All courses required for an education major or minor must receive a grade of "C" or higher. Students must earn a minimum grade of "B-" in ENG 112 and a minimum grade of "C" in COM 101.

Successful completion of Pathway to Graduation assessments. Students successfully completing the major and the pathway assessments are recommended for the Mild Intervention license in P-12.

Complete courses for a minor in a licensable area. See the Educators College for a complete list of licensable areas.

Minor in Special Education: Secondary
A candidate with a secondary education major may minor in special education. In addition to the general education courses, courses required in the content, and courses required for a major in secondary education, the candidate must take the following courses for the special education minor: SPD 130, 233, 368, 369, and 439 and EDU 230. This candidate will take EDU 347 instead of EDU 351 in the secondary education major. With this minor added to the majors, a secondary candidate will be licensed to teach special education, Mild Intervention, grades 5-12.

Minor in Special Education Program Exceptional Needs, Mild Intervention
Students majoring in elementary education may elect to add a teaching minor in exceptional needs. This minor allows the graduate to teach in classrooms with students who meet the disability criteria for mild interventions, grades P-6. Requirements for this additional license include SPD 130, 154, 233, 368, 369, 439 and EDU 230. Students adding this minor do not have to take EDU 174 or 315. One segment of student teaching must be in a special education setting.

ACCELERATED BACHELOR TO MASTERS PROGRAM (BME and BMT)

Major for a Bachelor of Arts Degree (B.A.) in Elementary Education and Master of Arts in Education in Special Education (MAEd)

The BME Elementary Education Program is a ten semester program that includes rigorous Bachelors and Masters level education coursework that is embedded throughout the program with a year-long clinical residency in order to impart deep content knowledge, skills and dispositions required to successfully teach elementary education students with mild learning disabilities. Depending on coursework the teaching candidates bring to Marian, it is possible to complete this program in less than ten semesters. Undergraduate course requirements are: EDU174, 175, 224, 314, 315, 325, 346, 347, 444, 446, 495, 490, 491; SPD 230; HIS 216; MAT 155, MAT 116; PSY 220 and SCI 301. An 18 credit hour minor is required in a license area and also meets the state's requirements for a concentration/cognate. There are three recommended minors for Elementary Education Majors that Advisors will provide. Students must achieve a minimum grade of "C" in every course required for the major. A minimum grade of "B-" is required in ENG 112 and a minimum grade of "C" is required in COM 101.

Major for a Bachelor of Arts Degree (B.A.) in Special Education and Master of Arts in Education in Special Education (MAEd)

The BME Special Education Program is a ten semester program that includes rigorous Bachelor and Master level education coursework that is embedded throughout the program with a year-long clinical residency in order to impart deep content knowledge, skills and dispositions required to successfully teach P-12 students with mild learning disabilities. Depending on coursework the teaching candidates bring to Marian, it is possible to complete this program in less than ten semesters. Undergraduate course requirements are: EDU 175, 224, 314, 325, 346, 347, 444, 446, 495, 490, 491; HIS 216; MAT 115, 116; PSY 220; EDU 453; SCI 301; SPD 130, 154, 338, 368, 369.

An 18 credit hour minor is required in a license area and also meets the state's requirements for a concentration/cognate. There are three recommended minors for Special Education Majors that Advisors will provide. Students must achieve a minimum grade of "C" in every course required for the major. A minimum grade of "B-" is required in ENG 112 and a minimum grade of "C" is required in COM 101.

Double Major in Secondary Education and a Content Area and a Master of Arts in Teaching (MAT)

The BMT Program is a ten semester program that imparts deep knowledge, critical thinking and skills in approved content areas such as Biology and rigorous Bachelor and Master level education coursework embedded throughout the program culminating in an extended, standards-based clinical residency. Teaching candidates in this program graduate with a double major: a BA in their content area and a BA in Secondary Education.

Depending on coursework the teaching candidates brings to Marian, it's possible to complete this program in less than ten semesters. Undergraduate course requirements are: EDU 224, 255, 447, 475, 476 and SPD 230. Students must achieve a minimum grade of "C" in every course required for the major. A minimum grade of "B-" is required in ENG 112 and a minimum grade of "C" is required in COM 101.

APPLIED EDUCATIONAL STUDIES

The Applied Educational Studies major is a professional education program leading to a Bachelor of Arts degree. The Applied Educational Studies major is grounded in education-related course content. The common learning component, field practicum placements, and internships provide professional skills geared toward a chosen career path. This interdisciplinary degree is an option for students planning to work in fields related to youth services, educational training or management, curriculum/education development, child advocacy, educational civic or non-profit organizations, and/or educational stakeholders external to a P-12 classroom setting.

The major also provides opportunities for study in various minor areas. The advisor will work closely with students to select coursework that best matches the academic and professional goals of the student. Major entrance requirements are similar in nature to other education degrees. However, state required licensure testing (i.e. Praxis, CASA, etc.) is not required for this major, as this degree does not lead to a teaching license.

Major for a Bachelor of Arts Degree (B.A.) in Applied Educational Studies:

1. Students must achieve a minimum grade of "C" in every course required for the major. A minimum grade of "B-" is required in ENG 101 and ENG 115 and a minimum grade of "C" is required in COM 101.
2. Student must take 42-43 credits including: EDU 120; EDU 174 or 314 or 454 or SPD 154; EDU 175; EDU 230 or PSY 325 or PSY 350 or PSY 365; EDU 315 or ESS 453; EDU 318 or 346 or 351; EDU 474, 490, 491; COM 221 or 331 or 380/480; 3 credits of ENG 206 or ENG 239 or ENG 303; SOC 270.

Minor in Special Education: Open to Applied Educational Studies majors only. 18 hours in education. Required courses are SPD 130, 154, 233, 368, 369, and 439.

HEALTH AND PHYSICAL EDUCATION (HPE)

Major for Bachelor Degree (B.A. or B.S.) in Health and Physical Education: 35 credits: HPE 128, 151, 152, 153, 154, 155, 228, 249, 265, 269, 363, 370, 410, 420, 453, and 490. For the B.S., an additional 25 credits in courses from business, exercise and sport science (excluding HPE enhancement course numbered 100-121) mathematics, psychology, or science are also required. Students must receive a minimum grade of a "C" in all courses required for the major. For students double majoring in secondary education or education (P-12), EDU 491 will replace ESS 490. For retention in the teacher education programs, students must earn and maintain an overall 2.50 cumulative GPA, a 2.50 in all courses required for the major, and meet other performance expectations. Requirements are listed on the School of Education web site.

Minor in Health Education Teaching: 25 credits, including ESS 120, 230, 352; HPE 249, 370; SCI 102; plus 7 credits of ESS or HPE electives.

Minor in Physical Education (Physical Education License only): 19 credits including HPE 128, 228, 363, 410, 420, 453, and any three of the following: HPE 151, 152, 153, 154, and 155.

Teaching requirements: Students who wish to teach in this content area must meet all requirements for the major field, and also meet the Educators College developmental licensing requirements. Contact the Educators College for high school licensing program descriptions and specifics for each licensure area. All courses are subject to change based upon current requirements from the Division of Professional Standards, Indiana Department of Education.

GRADUATE PROGRAMS IN EDUCATION

The Educators College offers graduate level education in addition to the undergraduate programs listed above. Interested individuals should contact the educator's college for additional information. The program courses and requirements can all be found in the Marian University Graduate Catalog.

Clark H. Byrum School of Business

The Byrum School advances the mission of Marian University through its innovative and experiential curriculum. Students' learn-by-doing as they develop solutions to live business problems. The Byrum School's experiential approach fosters the development of leaders who will make ethical and informed decisions in their daily lives.

The Byrum School of Business offers a bachelor of science degree in the areas of accounting, business analytics, finance, management and marketing. All students complete a 39-credit common core of courses plus additional coursework that is specific to each major. The core consists of three, nine-credit experiential courses, BUS 109, 209 and 309, plus an additional 12 credits from BUS 200 – Careers in Business: Research and Internships, BUS 360/365 - Internship, BUS 400 - Careers in Business: Job Search and Professional Development, BUS 401 - Business Ethics and an elective business experience.

Students majoring in a Byrum School of Business Program must achieve a minimum cumulative GPA of 2.33 (C+) in BUS 109 and BUS 209. Any student who does not achieve a cumulative GPA of 2.33 (C+) in BUS 109 and BUS 209 is dismissed from Byrum School of Business. Students may submit a written appeal for reinstatement to the Dean of the Byrum School of Business.

The Byrum School offers its students the option of supplementing their major with a concentration in business in sports, entrepreneurship, human resource management, insurance, integrated marketing communications and management information systems. Students can also pursue a minor in Accounting or Finance.

The Byrum School offers a minor in business consisting of 18 credits from BUS 109 and 209 for students majoring in an area outside the School of Business. With the exception of second internships, courses cannot double count for concentrations, minors, majors or double majors. International electives cannot double count for major electives.

For more information, please contact the Clark H. Byrum School of Business office at 317.955.6765 or by e-mail at business@marian.edu.

ACCOUNTING (ACC)

The accounting program's academic credits are accepted by the Indiana State Board of Public Accountancy for qualification to sit for the Uniform CPA (Certified Public Accountant) Examination and the Institute of Management Accountants CMA (Certified Management Accountant) Examination.

Major for Bachelor of Science Degree (B.S.) in Accounting:
72 credits including: 39 credit business core plus 33 credits of required courses; ACC 250, 310, 320, 321, 430, 431, 440, 455; FIN 111, 311, and MIS 320.

150-Hour Accounting Program: The State of Indiana requires that a first time CPA exam candidate must obtain at least 150 credit hours of college education, including a bachelor or higher degree conferred by an accredited college or university. This law applies only to individuals who plan to sit for the CPA examination. Students receive a B.S. degree in accounting from Marian University after completion of the traditional four-year program of 128 credit hours. Students choosing to complete the 150-Hour Accounting Program may do so through a variety of options. With approval, undergraduate and graduate courses from other accredited colleges and universities may apply.

Minor: 24 credits beyond BUS 109 including BUS 209; ACC 250, 310; FIN 111 and 6 credits of electives from ACC 320, 321, 430, 431, 440, 455; FIN 311; MIS 320.

BUSINESS ANALYTICS (BUS)

Major for Bachelor of Science Degree (B.S.) in Business Analytics: 63 credits including: 39 credit business core; CST 150 or 171; MAT 215, 322; MIS 310, 330; BUS 423 and two courses from MKT 344, MGT 350; CST 200, MAT 323 and MIS 320. The core requirement for elective business experience must be satisfied with an internship in business analytics.

FINANCE (FIN)

Major for Bachelor of Science Degree (B.S.) in Finance
66 credits including: 39 credit business core; 21 credits including FIN 111, 311, 360, 411, 455; ACC 250 and MIS 320; and 6 credits selected from FIN 350, 352, 357, or 358.

Minor: 24 credits beyond BUS 109 including BUS 209; FIN 111, 311; ACC 250 and 6 credits of electives from FIN 350, 352, 357, 358, 360, 411, 420, 455; ACC 430; MIS 320.

MANAGEMENT (MGT)

Major for Bachelor of Science Degree (B.S.) in Management:
60 credits including: 39 credit business core; a 3 credit international elective selected from MGT 329, 332, 333, 334, 363, 379, 450, MKT 338, FIN 411; MGT 430; and 12 credits selected from MGT 262, 325, 329, 350, 351, 352, 372, 379, 395, 450 (cannot double count as international elective), MIS 330; FIN 311, and one course in science. Management majors must receive a grade of "C" or higher in all upper division management courses.

MARKETING (MKT)

Major for Bachelor of Science Degree (B.S.) in Marketing:
60 credits including: 39 credit business core; a 3 credit international elective selected from MGT 329, 332, 333, 334, 363, 450; MKT 338, FIN 411; MKT 446; and 12 credits selected from MKT 217, 338, 341, 342, 344, 348, 445, MGT 325, 329 (cannot double count as international elective) and one course in science. Marketing majors must receive a grade of "C" or higher in all upper division marketing courses.

Concentrations for School of Business Majors:
Business in Sports: 18 credits beyond BUS 109 including BUS 209, and 9 credits from MKT 348, MGT 358, MGT 311/ESS 310; ESS 340/PSY 340, second internship in field, with School of Business approval.

Entrepreneurship: 18 credits beyond BUS 109 including BUS 209, MGT 262 and 6 credits from MKT 344, MGT 358, 372; FIN 358; ACC 250, second internship in field, with School of Business approval.

Human Resources Management: 18 credits beyond BUS 109 including BUS 209 and 9 credits from MGT 351,352, 358, 361, 362, 363, second internship in field, with School of Business approval.

Insurance: 18 credits beyond BUS109 including BUS 209; FIN 357 and 6 credits from the following: FIN 360; MKT 342, second internship in field with School of Business approval.

Integrated Marketing Communications: 18 credits beyond BUS109 including BUS209 and 9 credits from the following: ART 229;MKT 217, 341, 366 or COM 365, MKT/COM 445; MIS 317, or a second internship in field with School of Business approval.

Management Information Systems: 18 credits beyond BUS 109 including BUS 209 and 9 credits from MIS 290, 310, 320, 330, second internship in field, with School of Business approval.

Personal Selling: 18 credits beyond BUS 109 including BUS 209, MKT 342 and 6 credits from MKT 341, MKT 442, MKT 444, second internship in professional sales, with School of Business approval.

Minor in Business: Available to students with a major outside the Byrum School. 18 credits consisting of BUS 109 and BUS 209.

Leighton School of Nursing

Accreditation
Marian University offers programs in nursing leading to a bachelor's degree, accredited by the Indiana State Board of Nursing, and Commission on Collegiate Nursing Education (CCNE).

Program Admission and Progression
The programs prepare the student for the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The decision regarding who may take the NCLEX-RN examination rests with the Indiana State Board of Nursing.

When seeking admission to the Leighton School of Nursing, applicants must meet with an academic advisor. Application deadlines are determined prior to each semester. Admission to clinical nursing courses is competitively based on a clinical admission decision tree. For detailed information on the specifics of this policy, contact the Leighton School of Nursing at 317.955.6250. Please note that curriculum and admission requirements are subject to change. Science credits or transfer equivalents (chemistry, anatomy and physiology, and microbiology) may be no older than seven (7) years at the time of admission to Marian University.

Marian University takes reasonable steps to ensure a clinical spot for all qualified students. Students must meet all of the requirements of the school of nursing for the awarding of degrees. Students transferring into the Leighton School of Nursing are required to have a GPA of 2.80/4.0 for admission. Please note that nursing courses from other institutions are not automatically accepted.

The Indiana State Board of Nursing Regulations requires that all students in the nursing program must achieve a grade of "C" or higher in all courses required for degree completion, including all required general education courses in order to qualify to take the National Council Licensure Exam (NCLEX) for Registered Nurses.

In addition, students must meet the following Marian University School of Nursing requirements: 1) A student must earn a "C+" or higher in all nursing and required prerequisite courses; 2) A student may withdraw from only one required nursing course during the program 3) A student must earn a satisfactory grade (S) in the clinical component of a nursing course and a "C+" (77 percent) or higher in the theory component in order to pass and progress to subsequent nursing courses; students who fail either component of a course must repeat both components.

Students must successfully complete NSG 201, NSG 211, NSG 221, NSG 241, and NSG 251 before taking 300 level nursing courses.

Receiving a grade lower than a "C+" (77 percent) in any two nursing courses (NUB, NUR, or NSG prefix) results in automatic dismissal from the nursing program; the student is ineligible for readmission to the nursing program at Marian University for a period of five years. After five years have passed, the student may submit a written petition to the Admissions Committee for a readmission decision.

IMPORTANT: All students, upon admission to the clinical courses, must submit a full criminal background check which is available through the Indiana State Police and a multi-panel drug screen. Students will not be allowed to begin clinical until the criminal check and drug screen are completed, received, and reviewed by the Leighton School of Nursing. Students are responsible for notifying the Dean of the Leighton School of Nursing or Dean's designee of any changes in their criminal and/or drug screen status. For further information concerning program progression, you may contact the Leighton School of Nursing at 317.955.6250 or by e-mail at nursing@marian.edu.

Bachelor of Science in Nursing (NSG)

Generic BSN Program-a traditional program for those students seeking a bachelor degree in nursing.

Program admission requirements:

a) Admission to Marian University
b) Direct admission into the Leighton School of Nursing will be extended to outstanding high school students who meet the academic standards set by the Leighton School of Nursing.
c) Marian University cumulative GPA of 2.8
d) Pre-requisite science GPA of 2.8
e) All science pre-requisite courses completed successfully with a grade of "C+" or better (BIO 214, 225, 226; CHE 100). Students may repeat only one of these courses one time.
f) Achieve a grade of "C" or better in each of the general education courses completed
g) Application completed in full and submitted on time
h) Acceptable score on the Standardized Admission Test
i) Acceptable score on the International English Language Testing System of 6.5 overall and a speaking score of 7; or the Test of English as a Foreign Language (iBT) of 83 total and a speaking score of 26. This requirement applies to students identified during the admission process.

Required nursing courses include:
NSG 129, 201, 211, 221, 233, 241, 251, 307, 317, 331, 335, 343, 431, 441, 451, 490, 493, and two credits in nursing electives. A grade of "C+" or better is required in each course.

General education and supporting courses required are: ECN or PSY 205; COM 101; ECN 200 or HIS 102; ENG 112; HUM 210; PHL 130; PSY 220 and 230; THL 105, a second theology course 200-level or above satisfying the general education requirement.

Accelerated BSN Program – for students with a minimum of a previous bachelor degree in a discipline other than nursing.

Upon completion of prerequisite courses, students may be admitted to the nursing major and complete nursing courses in 16 months. Program admission requirements:

a) Admission to Marian University
b) Completed Bachelor or higher degree from an accredited college or university with a cumulative GPA of 2.80/4.00, or a 3.0 in the last 60 academic credits completed.
c) Pre-requisite science GPA of 2.8 (BIO 214, 225, 226; CHE 100 or equivalent transferable courses)
d) All science pre-requisite courses successfully completed with a "C+" or greater
e) Application completed in full and submitted on time
f) Acceptable score on the International English Language Testing System of 6.5 overall and a speaking score of 7; or the Test of English as a Foreign Language (iBT) of 83 total and a speaking score of 26. This requirement applies to students identified during the admission process.

Required nursing courses starting in spring 2017 include: NSG 129, 201, 211, 221, 233, 241, 251, 307, 317, 331, 335, 343, 431, 441, 451, 490, 493, and two credits in nursing electives. A grade of "C+" or better is required in each course.

Required nursing courses in the outgoing NUB curriculum include: NUB 210, 220, 256, 330, 340, 350, 400, 401, 416, 430, 440, 450; NUR 104, 200, 231, 238, and three credits in nursing electives. A grade of "C+" or better is required in each course.

General education and supporting courses required are: PSY 205, 220, 230; THL 105, a second theology course 200 level or above meeting the general education requirement in the theological and philosophical reasoning category, and 12 credit hours of approved humanities credits. A grade of "C" or better is required in each course.

Completion RN-BSN Program
Registered nurses seeking a Bachelor of Science degree in nursing will enroll in Marian's Adult Program (MAP).

Additional designated courses are required by nursing as part of the general education requirements. Whether transferred in or completed at Marian University, all RN-BSN students are required to successfully complete BUS 205; COM 101; ECN 200; ENG 101, 239, 213 or cross cultural course; MAT 095; PHL 130; PSY 230; SOC 101; THL 105, 216. RN-BSN students with an associate degree in nursing from another institution will be awarded 53 credits toward their BSN degree at Marian University. These 53 credits will account for associate level nursing requirements and three of the following courses: ART 139; HIS 102; MUS 127; GEO 101; THE 110; and HUM 230. 128 credits are required for the BSN degree.

Marian University at Nashville, TN
Marian University at Nashville, Tennessee is authorized by the Tennessee Higher Education Commission. This authorization must be renewed each year and is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety, and fiscal responsibility.

Grievance Procedure for Tennessee Students:
The student can expect and should request from the instructor information about class standing during the course of the semester. Questions about procedure, requirements, and the grading system can thereby be resolved between student and professor. However, if at the end of a term, a student has cause to question the computation or "fairness" of a final grade, an appeal process is available to review the case.

1. The student must consult with the individual instructor concerning the grade. The meeting is to be documented by means of a memorandum of record containing the meeting date, a summary of the results of the meeting, and the signatures of student and instructor.
2. The student next meets with the dean of the appropriate school, presenting the documents generated in previous steps. This meeting is to be documented by means of a memorandum of record containing the meeting date, a summary of the results of the meeting, and the signatures of the student and dean. If there is no resolution at this level, then move to step three.
3. The student must submit a written appeal to the Dean of Academic Affairs with a copy to the dean with whom the student met in the previous step. The written appeal must state what is requested concerning the grade, the reasons that the assigned grade is not considered a complete or fair assessment of work accomplished in the course, and must be accompanied by the documents of record generated in each of the previous steps. The time limit for filing the written appeal with the dean of academic affairs is six weeks from the release of grades.
4. The dean of academic affairs presents the written case and documentation to the Vice President for Academic Affairs (VPAA). If the VPAA determines that further clarification is needed to reach a decision, a meeting is arranged involving the student, the instructor, and the VPAA for discussion of the appeal. The purpose of this meeting is primarily clarification of the situation.
5. After considering all the information received, the final decision on the fairness of the grade is made by the VPAA. In this context, "fairness" applies to the objective and unbiased assignment of the grade. If the VPAA determines that the grade was unfairly assigned, this decision is conveyed to the instructor, the chairperson, and/or dean of the school for objective and unbiased correction. The student will receive written documentation of the outcome.

If a complaint is not settled at the institutional level, the student may contact the Tennessee Higher Education Commission, Nashville, TN 37243-0830. Telephone: 615.742.5293

Designated University Employees:

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Transferability of Credits

Marian University is a special purpose institution. That purpose is to provide excellent teaching and learning in the Franciscan and liberal arts traditions. This purpose does not include preparing students for further college study. Students should be aware that transfer of credit is always the responsibility of the receiving institution. Whether or not credits transfer is solely up to the receiving institution. Any student interested in transferring credit hours should check with the receiving institution directly to determine to what extent, if any, credit hours can be transferred. Refer to the Disclosure for on the Transferability of Credits Form for Marian University at Nashville, Tennessee.

EXERCISE AND SPORT STUDIES (ESS)

For more information, please contact the Loren Bertocci, Ph.D. at 317.955.6345 or by e-mail at lbertocci@marian.edu.

Major for Bachelor of Science Degree (B.S.) in Exercise Science: 60 credits including ESS 120, 270, 340, 351, 352, 360, 375, 390, 435, 490; BIO 225; BIO 226 or BIO 334; CHE 100 or 151; BIO 205, PSY 205 or SOC 205; with the remaining courses from a list of courses in BIO, CHE, ESS, MAT, PHY, and PSY. Possible courses include: BIO 151, 203, 204; BIO/CHE 310, 311, 312; CHE 152, 305, 306; ESS 245, 350, 380, 434, 445, 470, 475, 498; MAT 145, 215; PHY 110, 111; PSY 220, 330, 350. Students must maintain a cumulative GPA of 2.0 in all ESS classes.

Minor in Exercise and Sports Science: 18 credits including ESS 120 and 15 credits selected from ESS 236, 245, 250, 265, 270, 336, 340, 350, 351, 352, 355, 360, 375, 390, 435, 445, 470 or 475. Students must receive a minimum grade of "C" in all courses taken as part of the minor.

Major for a Bachelor of Science Degree (B.S.) in Nutrition, Fitness, and Wellness: 60 credits including: BIO 226; ESS 120, 236, 270, 336, 350, 352, 390, 445, 490; PBH 201; PSY 315; CHE 100 or CHE 151 and 152; 15-19 credits selected from BIO, CHE, ESS, PBH, and PSY. Students must receive a minimum grade of "C" in all courses required for the major.

Major for Bachelor of Science Degree (B.S.) in Physiology of Exercise: 60 credits including: ESS 120, 390, 434, 375 or 475, 490, and 498. Additional requirements are CHE 151, 152 and 305; BIO 226 or BIO 334; BIO/CHE 310 or BIO/CHE 311 and 312; BIO 205, PSY 205, or SOC 205, preparation to sit for at least one nationally recognized certification, and the presentation of the research project. To reach a total of 60 credit hours, the remaining courses are selected from a list of courses in BIO 203, 204, 214, 225, 345; CHE 306; ESS 270, 336, 350, 351, 352, 360, 435, 445, 470; and PHY 110, 111. Students must receive a minimum grade of “C” in all courses in the major.

Major for Bachelor of Science Degree (B.S.) in Sport Performance: 42 hours including ESS 120, 170, 245, 250, 260, 265, 270, 340, 350, 351, 352, 375, 435, and 490. ESS 360 is strongly encouraged. The remaining credits can come from courses in business, exercise and sport studies (excluding HPE), mathematics, psychology, or science. Students must maintain a cumulative GPA of 2.0 in all major classes.

Marian's Adult Program

Marian's Adult Programs (MAP) is designed for working adults who want to pursue additional education while balancing busy professional and personal lives. MAP students set their own pace. The program is focused on what adults want: an accelerated, convenient, hassle-free way to take classes or earn their degree.
MAP offers:

- An associate degree, bachelor degree, and certificates in business administration. Concentrations include management, marketing, human resources management, finance, business technology, and project management.
- An associate of science degree in paralegal studies.
- An RN to BSN program for registered nurses who want to complete a Bachelor of Science degree in nursing.
- A Bachelor of Arts degree in Health and Human Services.
- Online prerequisites for pre-nursing students.

All MAP classes are offered online in five-week terms or an eight-week sessions instead of traditional semesters.

To qualify for this program, an official high school transcript, GED, or passing TASC score is required. Transcripts from all prior universities attended are required.

To learn more, visit the website at http://www.marian.edu/map. You may also contact MAP at 317.955.6271 or MAP@marian.edu.

BUSINESS ADMINISTRATION

Major for Associate of Business Administration (A.B.A.) in Business Administration:
33 credits including: 21 credits in ACC 210, 211; BUS 205, 240, 250, 301; ECN 200; 12 credits of required courses in one of the following concentrations: management, marketing, human resources management, finance, business technology project management, fund raising management or meeting and event planning. See MAP handbook for specific courses required for each concentration.

Major for Bachelor of Business Administration (B.B.A.) in Business Administration:
45 credits including: 33 credits in ACC 210, 211; BUS 205, 240, 250, 301, 401, 495; ECN 200; ENG 239; FIN 310; 12 credits of required courses in at least one or more of the following concentrations: management, marketing, human resources management, finance, business technology, project management, fund raising management or meeting and event planning. See MAP handbook for specific courses required for each concentration.

Minor in Business Administration: 18 credits including BUS 240, 250, 301, and 330; 6 hours from one of the following sets of classes (BUS 372 and MIS 330), (ECN 200 and FIN 310), or (ECN 200 and BUS 352). This minor is not open to students majoring in Business Administration, Marketing or Management.

HEALTH AND HUMAN SERVICES

Major for Bachelor of Arts (B.A.) in Health and Human Services:
36-38 credits including: PBH 100, 495; SOC 100; NUB 470; PSY 230; BUS 250, 330, 372; 2 courses from PSY 325, 330; SOC 325; 2 courses from CHE 100; BIO 214, 225, or 226.

NURSING (NUB)

Completion RN-BSN Program

Admission requirements:
a) Admission to Marian University
b) Associate degree or diploma with a major in nursing from an Accreditation Commission for Education in Nursing (ACEN) accredited program
c) Active RN licensure in Indiana
d) GPA of 2.50/4.00 from prior nursing program

Required nursing courses are: NSG 201, 310, 328, 343, 410, 441, 450 and an NSG elective (2 or 3 credits).

RN-BSN students with an associate degree in nursing from another institution will be awarded 53 credits toward their BSN degree at Marian University. These 53 credits will account for their earned associate level nursing degree.

Additional designated courses are required by nursing as part of the general education requirements. Whether transferred in or completed at Marian University, all BSN and RN-BSN students are required to successfully complete: COM 101; ECN 200 or HIS 102; ENG 112; ENG 239; HUM 210; PHL 130; PSY 101, 220 or SOC 101; PSY 205; PSY 230; SPA 101; THL 105, 216. FYS 110: First Year Seminar is waived for all RN-BSN students. An additional 15 non-nursing elective hours are required.

PARALEGAL STUDIES (LAW)

Major for Associate of Science (A.S.) in Paralegal Studies: 29 credits including: LAW 104, 215, 216, 256, 261, 262, 272, 285, 290, 292 and 360. Also required BUS 301; COM 101; ECN 200; ENG 239, and MIS 101. A “C+” or higher is required in ENG 101, 239; LAW 215, 216 and MIS 101

PSYCHOLOGY (PSY)

Minor: 18 hours of PSY classes. Students must achieve a minimum grade of "C" in every course used towards the minor.

CATALOG OF COURES

The University Catalog of Courses and Section Offerings is now available online. This provides real-time course descriptions and sections offerings for all courses, for all programs.

PEOPLE

Every effort was made to capture the organizational structure and title changes at the time of print.

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