The Quest For Excellence: An Academic Guide to FSU-Panama (Academic Year 2014-2015)

Based on 'It's all Academic', the Academic guide issued by the Office of Undergraduate Studies FSU, Tallahassee: (http://undergrad.fsu.edu/iaa.pdf)
INTRODUCTION

By offering you this booklet and by the orientation session we aim to provide you with necessary information that will set you on a sure path for success in the academic environment of FSU-Panama. As a branch of Florida State University, FSU-Panama follows the academic regulations and policies set by the main campus.

This handbook is your first exposure to the academic component of Orientation. Universities are dedicated to the study and creation of new knowledge. The entire university experience revolves around this basic fact. By deciding to enter college you have chosen to become a member of this academic process and we welcome you into the learning community here at FSU-Panama.

A lot of the excitement for entering the college environment becomes tension and often confusion as you encounter new terms, new policies, and new structures, in all a set of different and unique expectations. Our task today will be to guide the initiation process. We will introduce you to the new terms that you will soon learn to handle and use. We will introduce you to the process of keeping track of your academic progress, and we will prepare you for the selection of courses. You are about to start the fascinating journey of college experience. We want to make sure you have the necessary tools and know where to find the needed support.

So, roll up your sleeves and get started on the most exciting adventure of your life!

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provides the information you need to choose courses for your first semester. This section should be read and understood before you complete orientation and includes information such as the structure of degree programs, first semester schedules, registration, and academic resources.

SECTION II
GETTING READY: a more in-depth look at FSU policies

presents information you may need early in your first semester including additional requirements and opportunities that may not be covered at orientation. Section II includes more detail about testing and specific University academic requirements and procedures. Carefully review this portion of this book before you begin your first semester.

SECTION III
HIGHER LEVEL: Information For The First Term And Beyond

provides additional information that will help you understand your academic standing once you have begun taking courses at FSU. It also provides the “big picture” of University requirements to help you make a long-range plan that takes you through to graduation! Your goal is to complete and understand this section prior to the end of your first term of enrollment.

Appendix A lists FSU course equivalencies for common AP, IB, CLEP, and AICE exams. A complete list may be found on-line at http://admissions.fsu.edu/freshman/admissions/accelerated.cfm. Follow the link that corresponds to AP, IB, CLEP or AICE credits.

Appendix B provides a detailed description of the FSU Liberal Studies requirements and courses.

Appendix C provides a place to record your earned and/or anticipated college credit.

Appendix D contains information on how to use FSU’s online services.

ADDITIONAL ONLINE RESOURCES

FSU Panama website
www.panama.fsu.edu

Majors and Academic Maps
www.academic-guide.fsu.edu

Orientation and New Student Information
www.newnole.fsu.edu

General Bulletin
registrar.fsu.edu/bulletin/undergrad/info/

Florida State University - Panama Bldg. 227, City Of Knowledge, Clayton, Republic of Panama.
Tel.: 317-0367 - fsupanama@fsu.edu
ORIENTATION: Building a Foundation for Future Success

As a freshman or sophomore student (any student with under 52 hours of credit and not admitted into music or a BFA program), your home base for getting all academic issues resolved is the Office of Admissions and Records at the FSU-Panama campus, and your academic dean or Academic Vice-Rector.

The office of Admissions and Records in conjunction with the Academic Vice-Rector handle your academic advising, your admission status, and facilitate all issues related to your academic progress, as it relates to both the Liberal Studies and your intended major. The advisors in the Admissions and Records office can help you by:

- Informing you about your admission status, required documentation, or requirements that need to be completed
- Guiding you through the requirements, and “walking you through” the registration process
- Evaluating transfer credit to see if courses meet some or all of the following requirements:
  - Liberal Studies
  - Gordon Rule
  - Oral Competency
  - Computer Literacy
  - Multicultural Requirement

In this process, the Admissions and Records office sends all transfer transcripts to the Office of Undergraduate Studies in Tallahassee that has the final word on transfer credit.

In conjunction with the Academic Vice-Rector, advisers in the Admissions and Records office provide “Dean’s Approval,” understanding, and/or guidance regarding:

- Dropping or adding a course
- Removal or clarification of registration stops
- Admission requirements and progress of your admission
- Choosing a major
- Changing your major
- Required enrollment in English and Math
- Illness and other situations affecting academic performance
- Special needs such as academic remediation or learning disabilities

As a new student, you are required to have an advising session before you register for classes during orientation. The goal for this meeting is to introduce you to the academic adviser and quickly get you ready to register for your first semester. There are several rules that apply to the first semester on campus so most students will take very similar courses. The adviser you meet at orientation may not be the person you will work with during the year, and may not be the same person that will always be available to help you. All advisers in the office of Admissions and Records at FSU Panama have access to the same resources and can give the same follow up on your particular situation. Regular advising will help you find out what you need to know and avoid many detours and mistakes during your college career.
ACADEMIC ADVISING

Academic Advising takes place on a walk-in basis, but it may also be more convenient to set up a meeting time with an adviser, especially if you have several topics to cover, and a variety of questions to ask.

Academic advising is a shared responsibility and it should be treated as such. Students have ample freedom to select courses but they must also be aware of the requirements and they must familiarize themselves with this brochure as well as the basic policies that delineate the path to follow. Visit your adviser with some questions in mind. Let him/her know of your preferences or certain problems. Your adviser will by no means select your courses for you, but will guide you as to your options. Upon every advising session you will be given a copy of the advice or suggestions given to you by your adviser. Another copy of this will be kept in your file. This will allow for some continuation in case your adviser is absent or busy and someone may have to follow up on your case. It will also allow the adviser to keep track of your progress.

It is the student’s responsibility to be aware of important dates such as Add/Drop week, deadlines for submitting paperwork, paying tuition, etc.

Official university information or change in policies is sent only to FSU email addresses. Therefore, activate your FSU account the soonest possible, and check it regularly.

LOCATING YOUR ADVISER

The Admissions and Records Office is responsible for providing academic orientation to students, for handling all issues related to students’ progress, and for resolving any problems or doubts. The Admissions and Records Office works on a walk-in basis, so you can be sure to find someone willing to help you during office hours: Monday through Thursday from 8:00am to 6:00 pm and on Friday from 8:00am to 5:00 pm.

University Bulletin

All of the rules and regulations for FSU are found in a publication called the Undergraduate Bulletin. You may access the Bulletin online at http://registrar.fsu.edu/.
STRUCTURE OF DEGREE PROGRAMS

The following are possible components of a degree program. A typical program requires 120 hours although a few programs may require more. Not all degrees will include all of these components, and some programs may allow a single course to satisfy requirements in more than one component.

University-Wide Requirements
FSU requires that all students satisfy a series of graduation requirements in addition to Liberal Studies, College, major and minor requirements. More information on these University-wide requirements can be obtained from your academic advisor.

Liberal Studies
These are a set of requirements that must be completed by every student graduating from FSU. Liberal Studies courses develop general academic skills and knowledge that can be applied across academic and career fields. How a student meets Liberal Studies Requirements and when they meet the requirements will be different for each student depending on the major and personal interests. Some majors require all Liberal Studies to be completed by the end of the sophomore year. Others prefer that students take all four years to complete their Liberal Studies requirements. Specific courses that satisfy FSU’s Liberal Studies Program can be found in Appendix B.

College Requirements
The college offering your major may also have specific courses that are required of all their students. An example of this is the College of Arts and Sciences’ foreign language requirement. You should learn about any college-wide requirements at the “Get to Know Your College” advising workshops.

Major
This is an academic area in which you plan to take a concentration of courses. The size of your major will vary from as little as 30 hours (approximately 10 courses) to as high as 110 hours. Some majors are called limited-access or limited-enrollment which means they may require a certain grade point average, test score, special application, and/or coursework prior to formal admission. There also may be a specific deadline when you must apply for acceptance into the major. Competition for these programs (usually at the end of the sophomore year) is generally high. Make it a point to know any special admissions requirements or deadlines for your major, and allow adequate time to prepare yourself and plan alternatives.

At FSU-Panama you can finish one of five (5) majors: Environmental Studies, International Affairs, Latin American and Caribbean Studies, and Interdisciplinary Degree in Social Sciences. Computer Science is also available through Distance Education. For any other major offered in Tallahassee you may complete the Liberal Studies and then transfer to main campus. Students who aim to be admitted into the College of Engineering or the College of Business may also complete the necessary coursework required prior to formal admission.

Minor
Not all degree programs require you to complete a minor. Some not only require a minor, they also dictate which minor you will do. Typically the majors that require more hours either have the minor embedded within the major or do not require a minor at all. Your minor can be an important part of your program and help groom you for specific job fields. Consider your minor as an opportunity to develop knowledge and skills that are not a part of your major. At FSU-Panama students may complete minors in the following areas: Business, Chemistry, Geography, International Affairs, Latin American and Caribbean Studies, Spanish, Psychology and Economics.
Electives
Electives are courses you take just for fun or to make yourself more competitive in the job market. The number of elective hours in a degree program will range from 0 to 45. Some students use electives to complete more than one minor or a second major. Research shows that students enrolling in an elective during their first term as a college student report higher levels of satisfaction and success. How you plan to use your electives is a good topic to discuss with your advisor. Some degree programs will ask you to complete all electives during your first two years, so developing a plan on how to use electives is an important early step in advising.

LIMITED ACCESS MAJORS

Some majors at FSU require special applications and entrance criteria that must be met prior to the junior year. These are called Limited Access or Limited Enrollment Programs. Limited Access Programs at FSU include: Psychology, Social Work, everything in Business, Computer Science, Economics, most programs in Education, and everything in Music, Dance, and Studio Art. Admission into these programs is based on taking a defined set of courses and earning a defined GPA. Some programs may require an audition or portfolio review. Limited Enrollment Programs may have the same types of admission criteria but differ from Limited Access Programs in that they only admit a specific number of students each year. Limited Enrollment Programs at FSU include: Athletic Training, everything in Communication, everything in Theatre, Early Childhood Education, Elementary Education, Motion Picture Arts, Nursing, and Interior Design. Information on application procedures and deadlines for Limited Access and Enrollment Programs is found by going to the department website.

Not being admitted to the Limited Access Program of choice does not have to be the end of your career in that field. Most professions have alternative ways of entering the field. For instance, students wishing a career in business may want to look into English with a business emphasis, retail merchandising and product development, or any of our foreign languages with a concentration in business. Combining any major with a business minor is also an alternative route to a business career. Go to the FSU Career Center to research your chosen profession early in your college career. You may be surprised at the variety of academic directions that lead you to where you want to be.

PLANNING YOUR FIRST SEMESTER SCHEDULE

To simplify the process of picking classes for your first semester, look at the sample schedule that many freshmen choose from your academic map. Go to Appendix B for a detailed description of the Liberal Studies courses to identify classes that may be of interest to you. Not all Liberal Studies classes are offered every semester and not all Liberal Studies courses are appropriate for the first semester. Build a list of courses and bring it to your advising appointment. Your advisor will help you refine your list based on your interests, the map milestones for your major, and course availability.

A normal fall or spring semester schedule includes 14-16 hours. Some freshmen register for the minimum 12 hours to be considered a full-time student during their first term. A lighter first semester load is particularly recommended for freshmen planning to work more than 10-15 hours per week, or become involved in student organizations. Students wishing to register for a 12 hour schedule will need to make up those hours during the summer if they expect to graduate in four years. Summer terms are slightly different. A six week term load should be limited to 6 or 7 hours (half a normal load for half a term).

The difficulty of a schedule has more to do with the nature of the courses taken rather than the number of hours. The level of a course does not always indicate the degree of difficulty. A 1000-level course is not necessarily less challenging than a 3000-level. How much you can handle in a semester is one of the most difficult decisions facing both a student and the advisor. Your advisor will work with you to make the best decision for this first semester.
REGISTERING FOR CLASSES

- Once you register, you may continue to access the system for the remainder of the enrollment period.
- The beginning of the semester includes a Drop/Add period that lasts until the end of the 4th day of classes. You are not required to pay for courses dropped prior to the end of Drop/Add. You must pay all course fees unless you officially cancel your entire enrollment by the end of the fifth day of classes.
- You must enroll in a minimum of 12 hours in a fall or spring semester to be considered a full-time student. Confirm your major is correct so you will be able to register for classes required for that major.

Your FSU Identity Numbers
You have already been assigned identity numbers. To access yours, follow the directions below. Note that these numbers are private so students should not share, post, or display them in public.
1. Log on to my.fsu.edu.
2. Click the “Hi, your name” in the top right of your Student Home page, next to “Search myFSU”
3. Click the FSUID link.
4. Your FSUID, EMPLID, and FSUSN appear in a yellow box.

FSU Websites
You can find most of the information you need on the FSU websites. They include information about academics, financial aid, majors, the Academic Program Guide, and an on-line check of your progress towards graduation. The earlier you become familiar with the resources available to you through these websites, the more convenient it will be to perform tasks related to registration, financial aid, and academic progress. As a new student, one resource that you may find particularly helpful is the myFSU portal – my.fsu.edu. It serves as a personalized gateway to all other FSU online resources, including Student Center, Blackboard, and your student email account. Another useful website is www.fsu.edu.
Your Student Directory Information and Right to Privacy
Students may choose at any time to hide all of the data considered student directory information by completing the form accessible at the following link: http://registrar.fsu.edu/services/acad_pub/files/PreventPublication.pdf. Student Directory information includes: Name; date and place of birth; local address; permanent address; telephone number (if listed); classification; major; participation in official University activities and sports; weight and height of athletic team members; dates of attendance; degrees; honors and awards received; most recently attended educational institution; digitized FSUCard photo.

CONTACTS FOR FIRST SEMESTER STUDENTS AT FSU PANAMA:

**Vice Rector for Academic Affairs:** Alexandra Anyfanti (aanyfanti@fsu.edu)

**OFFICE OF ADMISSIONS AND RECORDS**
- **Coordinator:** Anna Mae Marquez (amarquez@fsu.edu)
- **Admissions & Records Assistant:** Velkis Tapia (vtapia@fsu.edu)
- **Admissions & Records Assistant:** Nicole Peña (npena@fsu.edu)
- **Admissions & Records Assistant:** Zachary Kunkel (zak05@fsu.edu)

**STUDENT AFFAIRS**
- **Director of Student Affairs:** Dr. Raymong George (rgeorge@fsu.edu)
- **Housing Coordinator:** Maria Elena Puerta (mpuerta@fsu.edu)
- **Cashier’s Office:** Isabel Ramirez (iramirez@fsu.edu)
Orientation covers a great deal of information in a very short time. Because of this students often feel rushed and overwhelmed. That is a very natural reaction to having so many new concepts thrown at you. Now that you have had some time to catch your breath, let’s look a little more closely at some of the issues you may face during your first semester.

The most exciting and intimidating aspect of starting college is the sheer newness of everything: new places, new people, new expectations, and new responsibilities. FSU has many people willing to help you adjust to college life. You will be surprised at how fast the “new” becomes comfortable.

**PLACEMENT TESTING**

The Math Placement Test is mandatory for first semester students, and it allows student the opportunity to advance their placement in the area of math, or it may reveal the need for remediation. The results will determine whether you are eligible for attending MAC 1114 or MAC1140, or whether you need to start with the basic Math class which is MAC1105. It is recommended that you wait for the results before registering for classes. At the same time, the math placement test may determine that you need remediation. FSU Panama has been offering a Math Remedial class (MAT1033 Intermediate Algebra) since Fall 2012. This is a class that can help students strengthen their math skills before tackling MAC1105 or any other Liberal Studies math class.

**THE FIRST DAY OF CLASS**

Congratulations! You’re now registered for classes. ALL courses require students to attend the first day of class. Failure to attend will result in being removed from the class roster. The student must verify that the course has been dropped or run the risk of being charged for the course. It is the student’s responsibility to approach the counselors in the Admissions & Records office and add a course from which he/she has been automatically dropped because of
First Day Attendance Policy. It is also the student’s responsibility to contact the professor prior to class if unable to attend the first day. Students who know they will be missing the first day of class may fill out a First-Day Attendance form and submit in the Admissions and Records Office so as to avoid being dropped on the first day. On the first day of class the professor usually goes over the course syllabus in detail and explains the expectations of the course. The syllabus is your contract with the professor, so it’s very important to make sure you understand the rules and requirements for each of your course. Review your test and assignment due dates across all courses to identify periods of increased academic pressure. Be aware that a class with a lower course number is not necessarily less demanding than one with an upper level number.

**Dropping or Adding a Class**

You may add a class or change sections on a space available basis through the end of the fourth day of classes. You will have to pay the fee for any class on your schedule at the end of the fourth day. You may still drop a class until the end of the seventh week of classes provided you still have at least 12 hours left after dropping the course, but you will be charged tuition fees. Students on Bright Futures must return Bright Futures money for all courses dropped after the end of the fourth day. Please note: courses dropped after the 4th day of class will be counted in the Excess Credit hour count. The deadline is adjusted for shorter summer terms. You may not drop English Composition, a lower-level math class, or any required preparatory classes.

A cumulative maximum of two courses may be dropped between the eighth and twelfth week of classes (see academic calendar for dates in summer terms) during the semesters in which you have earned fewer than sixty hours of college credit. Tuition charges will remain. Approval by your academic dean is required. Courses dropped during this period will appear on your transcript with the notation “W.”

Under extraordinary circumstances, you may be allowed to drop a class after the first week and/or beyond the limit on late drops with your academic dean’s special approval. These circumstances may typically include: documented medical condition that has impeded your ability to meet course requirements, verified family crises/extraordinary circumstances, or death in the immediate family. You must document that you were passing the course prior to the onset of the situation. Your dean will not allow you to drop a class merely because you’ve changed your major or because you’re not doing well in the class. Medical/mental health course drops that have been recommended for approval by the Health and Wellness Center or the Student Counseling Center may include a refund of fees.

**IMPORTANT DEADLINES**

*(NOTE: dates are adjusted in short summer terms)*

<table>
<thead>
<tr>
<th>4th day of classes</th>
<th>Drop/Add ends. After midnight you are liable for all course fees.</th>
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<tbody>
<tr>
<td>10th Day of Classes</td>
<td>Last day to pay fees or make payment arrangements.</td>
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| End 7th Week of Classes | • Last day to withdraw from school without receiving a “W” or “F”.  
|                     | • Last day to drop a class (to the minimum of 12 hours, without evidence of exceptional circumstances). |
|                     | • Last day to select the S-U (Satisfactory- Unsatisfactory) grade option. |
| End 12th Week of Classes | Last day to late drop a class. A grade of “W” will appear on the transcript. |
**Excess Credit Surcharge**

The legislature for the State of Florida has passed a law limiting the number of hours you can take at the regular in-state and out-of-state tuition rates. You will be allowed a certain percentage above the hours required by your degree program. For students entering FSU in 2014, the percentage is 110%. For a typical degree of 120 hours, students will be allowed 132 hours at normal tuition rates after which an additional fee will be assessed. Although all of your AP, IB, and dual enrollment credit does not count towards this maximum, all of your failed, dropped, and withdrawn courses will. There are additional exclusions that may or may not affect you. Your credit will be analyzed and your total hour counter set after the university has received all of your final transcripts. You will be able to monitor this counter in the “My Academics” section of Student Central. For more detailed information, go to: [http://registrar.fsu.edu/excess_hours/](http://registrar.fsu.edu/excess_hours/).

**THE LIBERAL STUDIES PROGRAM REQUIREMENTS**

Your Liberal Studies Program at FSU will provide you with a broad range of courses to help you develop a spirit of free inquiry, broaden your horizons, and define your values. At the same time, your Liberal Studies coursework will encourage you to develop your skills in problem solving, logical thinking, and human relations. The courses you take will provide you a foundation for life-long learning, as well as new perspectives about yourself and society.

See Appendix B for a detailed description of the requirements listed here. You must take 36 hours of Liberal Studies coursework and achieve a minimum 2.0 average in your Liberal Studies coursework.

- **English Composition:** six semester hours; must complete both by 30 attempted credit hours
- **Computation:** six semester hours; must complete first course by thirty attempted hours, second course by forty attempted hours
- **History:** three semester hours
- **Social Science:** three semester hours
- **Humanities (literature):** three semester hours; indicated in Appendix B with an asterisk (*)
- **Humanities (general):** two semester hours
- **Natural Science:** seven semester hours including one laboratory that accompanies a lecture course
- **Six additional hours** selected from History, Humanities, and/or Social Science

You will need to earn a minimum of “C-” or higher in your two computation courses, your two English composition courses, and four of the other Liberal Studies courses that list a “w” after the course number. These courses are used to meet the Computation and Writing Requirement.

**Meeting Your Multicultural Requirement**

As an FSU student, it is expected that by learning about cultures around the world and diversity in western culture, you will develop a broader base of knowledge for understanding yourself and the world around you. Therefore, you are required to select two courses, one designated as “cross-cultural studies” (courses marked with an “x”) and one designated as “diversity in the western experience” (courses marked with a “y”). These courses must be taken on a letter grade (not S-U) basis. A grade of “C-” or higher must be earned. There are many multicultural courses that also meet major requirements. Some majors, such as business and engineering, prefer students to meet this requirement through Liberal Studies courses. You should ask your advisor how best to satisfy this requirement.

**Satisfying The Computation and Writing Requirement**

Florida State requires each student to complete two computation courses and a minimum amount of writing prior to graduation. These requirements are normally met by careful selection of courses that will meet the Liberal Studies requirements. Two computation courses and two freshman composition courses are required of all students.
In addition, you must select four other courses in Liberal Studies listings that are identified by a “w” after the course number. Your history course and literature course will typically be two of these four. A minimum grade of “C-” in each course is required to satisfy the requirement.

**Upper-Level Course Work**

Students must complete at least forty-five (45) semester hours of 3000/4000 level courses to receive their degree. Courses transferred from another school may count toward this requirement if the equivalent Florida State University course was numbered 3000 or above at the time the course was taken. 30 of these hours must be taken in residence at FSU.

**Satisfying the Summer Residency Requirement**

All students entering a University in the State University System with fewer than 60 semester hours of credit shall be required to earn at least nine (9) semester hours prior to graduation by attendance at one or more summer sessions at a State University System institution. Speak with your academic advisor should you have questions or concerns about this requirement.

**Foreign Language through Testing**

Many majors require completion of a foreign language through the intermediate level. You may gain up to 12 hours of college credit towards this requirement based on earlier work in high school or elsewhere through AP, CLEP or other tests in French, German, and Spanish. The Classics Department offers a Latin exam for credit.

Continuing a foreign language for which the student has no college credit—a mandatory (no cost) placement test is required for all students who plan to continue in Spanish, German, or French. All three placement tests are available at FSU-Panama. Please see the Academic Vice-Rector in order to arrange a convenient testing time. Students may also meet the Foreign Language Requirement through the Language Placement Test. However, no credit is granted through the test.

**Forming a Study Group**

Research has shown that students who participate in study groups perform better than students who study alone. This is particularly true in introductory science and math classes. Consider forming a study group for these courses even if you feel confident in your ability to master the subject. Courses using Blackboard will also have a link for setting up study groups. You may also speak with your instructor about making an announcement for students interested in participating in a study group to meet before or after class to get organized. Form study groups early in the semester and continue to meet on a weekly basis for the duration of the course. Your campus offers two options for group study areas: your Library (located on the ground floor of building 225), or the Student lounge and study areas located on the 4th floor of the main building.
ACADEMIC DISHONESTY

Instructors are responsible for reinforcing the importance of the Academic Honor Policy in their courses and for clarifying their expectations regarding collaboration and multiple submission of academic work. Examples of academic dishonesty have been provided for the purpose of illustration and are not intended to be all-inclusive.

PLAGIARISM. Presenting the work of another as one's own (i.e., without proper acknowledgement of the source). Typical examples include: Using another's work from print, web, or other sources without acknowledging the source; quoting from a source without citation; using facts, figures, graphs, charts or information without acknowledgement of the source.

CHEATING. Improper access to or use of any information or material that is not specifically condoned by the instructor for use in the academic exercise. Typical examples include: Copying from another student's paper or receiving unauthorized assistance during a quiz, test, or examination; using books, notes, or other devices (e.g., calculators, cell phones, or computers) when these are not authorized; procuring without authorization a copy of or information about an examination before the scheduled exercise; unauthorized collaboration on exams.

UNAUTHORIZED GROUP WORK. Unauthorized collaborating with others. Typical examples include: Working with another person or persons on any activity that is intended to be individual work, where such collaboration has not been specifically authorized by the instructor.

FABRICATION, FALSIFICATION, AND MISREPRESENTATION. Unauthorized altering or inventing of any information or citation that is used in assessing academic work. Typical examples include: Inventing or counterfeiting data or information; falsely citing the source of information; altering the record of or reporting false information about practicum or clinical experiences; altering grade reports or other academic records; submitting a false excuse for absence or tardiness in a scheduled academic exercise; lying to an instructor to increase a grade.

MULTIPLE SUBMISSIONS. Submitting the same academic work (including oral presentations) for credit more than once without instructor permission. It is each instructor's responsibility to make expectations regarding incorporation of existing academic work into new assignments clear to the student in writing by the time assignments are given. Typical examples include: Submitting the same paper for credit in two courses without instructor permission; making minor revisions in a credited paper or report (including oral presentations) and submitting it again as if it were new work.

ABUSE OF ACADEMIC MATERIALS. Intentionally damaging, destroying, stealing, or making inaccessible library or other academic resource material. Typical examples include: Stealing or destroying library or reference materials needed for common academic purposes; hiding resource materials so others may not use them; destroying computer programs or files needed in academic work; stealing, altering, or intentionally damaging another student's notes or laboratory experiments. (This refers only to abuse as related to an academic issue.)

COMPLIENCY IN ACADEMIC DISHONESTY. Intentionally helping another to commit an act of academic dishonesty. Typical examples include: Knowingly allowing another to copy from one's paper during an examination or test; distributing test questions or substantive information about the material to be tested before a scheduled exercise; deliberately furnishing false information.

ATTEMPTING to commit any offense as outlined above.

For more information on the FSU Academic Honor Policy, visit: http://academichonor.fsu.edu/policy/policy.html.
HIGHER LEVEL:
Information for the first semester and beyond

By the time you need the information in this section you will be choosing your second semester classes and getting your first set of FSU grades. Once you have your grades, you will begin to understand the importance of your grade point average (GPA) and tracking your academic progress. Although grades are very important, they are only one aspect of an intellectual life. There are many different learning opportunities available outside the classroom. If you are not already, you should become involved in one or more of the student clubs and organizations on campus. It is here that you will begin to apply the skills developed in the classroom to a real-life setting. Some employers and graduate programs are looking only for the very brightest students. The vast majority of them are more interested in a bright well-rounded person. Balance your excellence in the classroom with equal excellence in leadership, cultural activities, work, and recreation.

REGISTRATION HOLDS FOR CONTINUING STUDENTS

You should go to the “Holds” section of your Student Center to check for holds well in advance of your registration period. A hold will prohibit future registration, but you will remain enrolled in all of your current courses. You can have your registration stopped for different reasons, including:

- Student Financial Services (A1500 University Center) may hold your registration if you owe money to the University or if you are delinquent on your student loans.
- Your dean may hold your registration if specific requirements have not been met. Undergraduate Studies will hold your registration for not enrolling in English and computation at the appropriate times.
- Your registration will be held if you are off-course in your major and have failed to reach required map milestones. Contact your advisor. Some deans hold your registration if you haven’t met with your advisor.
- The Health and Wellness Center may hold your registration if you have not completed the insurance documentation.
- The Admissions Office may hold your registration if they have not received your final transcript(s).
- The Office of Student Rights and Responsibilities may hold your registration if specific requirements of the Judicial Office have not been met.

GETTING YOUR GRADES

Grades are available by the Wednesday after the end of finals. Check your official grades in Student Center by selecting “Grades” from the drop-down menu under the dark blue Academics toolbar. If you are unable to view your grades, they may be withheld because you owe the University money. Do not rely on Blackboard to determine your final grade. Your grade in Blackboard is unofficial. If you access your official grades and don’t see the grade you expected in a particular class, then contact your professor. Errors in grade posting are best cleared up as soon as possible. University personnel will not disclose your grades to anyone other than yourself in person, unless you have authorized in writing a family member to be informed about your academic progress.

Delegating Access

You will be able to allow different people to view different sets of your academic and financial records. Within your Student Center, there will be a link called “Share my Information” where you will be able to define “contacts” and allow them access to the information you select. You will need to know the person’s e-mail address which will become their log-on ID for my.fsu.edu. Consider allowing your family to view the following: Make a Payment, View Class Schedule, View Grades, View Unofficial Transcript, View Holds, and Tax Information. For more information on granting access, visit: http://sc.my.fsu.edu/Students/How-To/Assign-Delegated-Access-to-a-Third-Party
“NG” (No Grade Assigned) and “I” (Incomplete) Grades
Contact your instructor immediately to complete the missing work as early as possible during your next term at FSU. Do not re-register for the class. Once you complete the work, your professor will submit a grade change to assign you a regular letter grade. The “I” or “NG” will expire and count as an “F” in your GPA if you re-register for the class or don’t finish the work by the end of your next term of enrollment.

Satisfactory/Unsatisfactory Grades (S/U)
Students may choose to take a course on a satisfactory/unsatisfactory grading scale if the course is taken as an elective or to meet a foreign language graduation requirement for some majors. Students should discuss this option with their academic advisor and be sure to complete the required paperwork by the end of the seventh week of classes.

ACADEMIC STANDING

The final grades you earn in your courses taken at FSU determine your academic standing at FSU. Students who make very good grades can be recognized by being on the Dean’s List, being eligible for the Honors in the Major program, having the best opportunities to enter limited access majors, and graduating from college with degrees of distinction. These successes lead to expanded job opportunities after graduation and make you a more desirable candidate for graduate and professional schools. Your academic standing is based on your FSU GPA. Every student also has an Overall, or Combined GPA, which is calculated using all graded college-level courses regardless of where the credit was earned. All courses taken at FSU, college-level courses taken at another institution, and college-level courses taken as dual enrollment courses while in high school count in the Overall/Combined GPA. Graduate schools, law schools, medical schools, limited access programs, academic honor societies, and GPA for earning degrees of distinction upon graduation all use the Overall/Combined GPA in their decisions.

Dean’s List
Any student who is registered for at least 12 graded hours of coursework is eligible for the Dean’s List. The required grade point average is 3.5 for all colleges and schools for any given term. Students earning a perfect 4.0 GPA are placed on the President’s List.

The Retention Table
Students must perform academically or they will be dismissed from FSU. This decision is based on your FSU GPA and the total number of hours you have attempted. Although AP, IB, CLEP, AICE credit, and courses taken from other institutions do not count in your FSU GPA, they do count as attempted hours. Failed courses will also count as attempted hours. The following table defines the criteria for being placed on Warning, Probation, and Dismissal.

<table>
<thead>
<tr>
<th>ATTEMPTED HOURS</th>
<th>WARNING GPA RANGE</th>
<th>PROBATION GPA RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-15</td>
<td>1.5-1.999</td>
<td>Less than 1.5</td>
</tr>
<tr>
<td>16-30</td>
<td>1.75-1.999</td>
<td>Less than 1.75</td>
</tr>
<tr>
<td>31 or more</td>
<td></td>
<td>Less than 2.0</td>
</tr>
<tr>
<td>DISMISSAL</td>
<td></td>
<td>Failure to remove probation by end of next term</td>
</tr>
</tbody>
</table>
**Academic Warning**

A student will be placed on Warning if the FSU GPA is slightly below a 2.0 and the student has less than 30 attempted hours. Only freshmen with less than 30 hours can be placed on Warning.

**Academic Probation**

Academic Probation indicates the student is in danger of being dismissed from FSU at the end of the semester. Be aware that the more hours accumulated, the higher the grades needed to raise the FSU GPA.

**Academic Dismissal**

A student who fails to get off Probation after one semester will be dismissed from FSU. Dismissal from FSU does not carry a time limit. Students are dismissed forever unless they do one of the following:

- Freshmen and sophomores can earn an Associate in Arts from an accredited Florida post-secondary institution. Contact Undergraduate Studies prior to attempting this option at a non-Florida institution.

- The dean might reinstate a student for the next term, but only if there is a compelling reason to believe the student’s academic performance will improve enough to bring the GPA up to a 2.0 in one semester. Students are not eligible for readmission after a second dismissal.

- With dean’s approval, students may take State University System of Florida correspondence courses until enough “A” and “B” grades have been earned to achieve a 2.0. The grades will count in computing the GPA, but the credit will not count toward the hours required for graduation.

**PROGRESS TOWARD DEGREE**

Some majors, most often in the sciences, are not limited access but have criteria for satisfactory progress toward degree. This will typically include a specified GPA in introductory or major courses and/or a limit on the number of low grades in these courses. Many programs restrict your ability to register for higher-level courses until you have completed a defined set of introductory courses. This is also designed to ensure you do not register for a course without the foundation of knowledge required to be successful.

**Mapping**

Each major has developed an academic map that should be provided to you at orientation. This map includes a sample schedule to illustrate one of the many ways to satisfy all requirements in four years. More important are the milestones identified for each major. Milestones are courses and/or GPAs that must be achieved by specified points within your college career. Failure to achieve a milestone identifies you as off-course for your major, places a hold on your registration, and requires you to meet with an advisor. Failure to get back on-course the next semester will result in a hold on your registration and removal from your current major.

Students are only permitted to change into a major if they are on-course for the new major. To see more information about milestones for majors at FSU go to: [www.academic-guide.fsu.edu](http://www.academic-guide.fsu.edu).

**Student Perceptions of Courses and Instructors (SPCI)**

Toward the end of each semester you will be asked to evaluate your instructors. FSU takes these results very seriously and uses them in evaluations of faculty and in assignments of teaching duties. Please use this opportunity to share your insights into the performance of our teaching personnel. SPCI provides a more complete picture of faculty classroom performance than data found on other non-FSU-sponsored feedback sites because all students evaluate the professor. You may access SPCI results by going to: [https://java.apps.fsu.edu/sussai2/main.jsp](https://java.apps.fsu.edu/sussai2/main.jsp).
ENGLISH CREDIT THROUGH SAT/ACT
Students who score 650 or higher on the Verbal portion of the SAT or 29 or higher on the ACT may be granted three semester hours of credit equivalent to ENC1101.

MATHEMATICS CREDIT THROUGH SAT/ACT
Students who score 680 or higher on the mathematics portion of the SAT or 30 or higher on the Mathematics portion of ACT may be granted three semester hours of credit equivalent to MAC1105.

AP/IB/CLEP/AICE CREDITS
A complete list may be found on-line at http://admissions.fsu.edu/freshman/admissions/accelerated.cfm. Follow the link that corresponds to AP, IB, CLEP or AICE credits. Please follow the link that corresponds to the type of exams that apply to you.
APENDIX - B

The following outlines the various components of the Liberal Studies Program. Honors courses (limited to students in the University Honors Program) and courses limited to specific majors have been eliminated from this list.

<table>
<thead>
<tr>
<th>&quot;w&quot; indicates Gordon Rule/ writing course</th>
<th>&quot;*&quot; indicates Literature-based Humanities course</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;x&quot; indicates Cross-cultural Studies course</td>
<td>&quot;y&quot; indicates Diversity in the Western Experience course</td>
</tr>
<tr>
<td>&quot;C&quot; indicates lab is contained within course</td>
<td>&quot;L&quot; indicates lab only</td>
</tr>
</tbody>
</table>

TWO (2) ENGLISH COMPOSITION COURSES

Students must complete (or be exempted from with credit) at least six semester hours in English composition. All students shall complete the required English writing courses by the time they have attempted thirty hours, which includes any credit hours earned through acceleration (i.e., AP, IB, Dual Enrollment, etc.) or must show an appropriate exemption, as approved by the Faculty Senate, from six semester hours of freshman writing courses. All courses used to satisfy this requirement must be completed with a grade of "C-" or higher.

First English Composition

**ENC1101w**
Freshman Composition and Rhetoric (3) - Writing expository essays and a journal emphasizing personal experience, informative writing, and argument/persuasion.

Second English Composition - Students must select one of the following courses:

**ENC1102w**
Freshman Writing, Reading, and Research (3) - Writing essays, a library paper, and a journal; emphasis on composition skills and revision.

**ENC1142w**
Freshman Imaginative Writing Workshop (3) - Introduction to creative writing through the analysis and writing of short fiction and/or poetry. Writing assignments include expository critiques of literature but emphasize the student’s own creative writing. Journal and research paper required.

**ENC1144w**
Freshman Article and Essay Workshop (3) - The focus is on expository writing, especially materials written for a particular journal or audience. Some assignments critique published writing; the majority concentrate on the student’s own journals, articles, or essays. Journal and research paper required.

**ENC1145w**
Freshman Special Topics in Composition (3) - Offers a variety of subjects as a basis for non-fiction prose writing. Special topics may include folklore, the research paper, popular culture, science fiction and fantasy, etc. Journal and research paper required.
TWO (2) COMPUTATION COURSES

Speak with your academic advisor for the specific sequence for your major. Students must complete (or be exempted from with credit) at least six semester hours in computation. Three of those credit hours must be in the Department of Mathematics and three additional credit hours must be in the Department of Mathematics or the Department of Statistics, or a three credit hour course from a list approved by the Faculty Senate and maintained by the Office of Undergraduate Studies. Students must complete their first computation course by the time they have attempted thirty hours, which includes any credit hours earned through acceleration (i.e., AP, IB, Dual Enrollment, etc.). Students must complete or be registered for their second computation courses by the time they have attempted forty hours. All six semester hours of the computation liberal studies requirement should be completed by the time the student earns fifty-two degree hours. All courses used to satisfy this requirement must be completed with a grade of “C−” or higher.

One course taught by the Mathematics Department
To request a seat in a math course when all the sections are full, visit:
https://www.math.fsu.edu/secure/bellenot/requestlist.html

MAC1105 College Algebra (3) - This course will provide sufficient training in the basic concepts of algebra to enable students to take courses at the pre-calculus or calculus level. Topics to be covered include: 1) review of algebraic techniques or operations and solving equations and inequalities, 2) domains and ranges of functions, 3) functions and functional notation, 4) graphs of functions and relations, 5) operations of functions, 6) inverse functions, 7) linear, quadratic, and rational functions, 8) absolute value and radical functions, 9) exponential and logarithmic properties, functions, and equations, 10) systems of equations and inequalities, and 11) applications such as curve fitting, modeling, optimization, exponential and logarithmic growth and decay.

MGF1106 Mathematics for Liberal Arts I (3) - The objective is to provide an exposure to various topics in mathematics that will both improve the student's facility in mathematics and develop a better understanding of the discipline of mathematics itself. Topics include systematic counting, probability, statistics, history of mathematics, geometry, set theory, and symbolic logic. Intended for students whose programs do not require pre-calculus or calculus.

MGF1107 Practical Finite Mathematics (3) - The objective is to pursue in some depth one or more topics in mathematics that are useful and interesting to the Liberal Arts student. Intended for students who will not take mathematics beyond the required Liberal Studies. Topics will be chosen from the following: financial mathematics, linear and exponential growth, numbers and number systems, history of mathematics, elementary number theory, voting techniques, graph theory, game theory, geometry, and computer applications.

One course taught by the Math Department, the Statistics Department, or PHI3130
The second math course can be selected from the list above or below, as well as higher-level mathematics, depending on placement. The two math courses selected must total six or more hours.

MAC1140 Pre-calculus Algebra (3) - Functions and graphs, with emphasis on higher degree polynomial, rational, exponential, and logarithmic functions; systems of equations; solutions of linear systems, matrix methods, determinants; sequences and series, induction and the binomial theorem. Applications, approximation, and methods of proof. May be taken with MAC1114. MAC1140 and MAC1114 are prerequisites for the calculus with analytic geometry series. PREREQUISITE: MAC1105.

MAC2233 Calculus for Business (3) - Limits, continuity, first and higher derivatives, and the differential, with applications to graphing, rates of change, and optimization methods; techniques of integration and applications; introduction to multivariate calculus. PREREQUISITE: MAC1105.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMH2010w</td>
<td>A History of the United States (3) - Survey of United States history with emphasis on social, economic, and political issues through the Civil War. May not be taken by students with test credit in American History.</td>
</tr>
<tr>
<td>EUH2000w</td>
<td>Ancient and Medieval Civilizations (3) - Western traditions from the beginnings in the eastern Mediterranean through Greece and Rome to Western Europe in the Middle Ages. Emphasis is on institutions and attitudes most distinctive for the Western tradition. The requirements of the course normally include essay examinations and brief papers.</td>
</tr>
<tr>
<td>LAH1093w</td>
<td>Latin America: A Cross-Cultural History (3) - The course will focus on women, Native Americans, African-Americans, mestizos, and mulattos in the historical context of Latin America as a society dominated by men, primarily European-Americans. The course will not attempt to cover all aspects of Latin America and its history but will use a problem-oriented approach to touch upon major eras and regions.</td>
</tr>
<tr>
<td>WOH1023w</td>
<td>The Modern World to 1815 (3) - Origins and development of political, economic, social, and intellectual antecedents of the modern world from the end of the Middle Ages to 1815. Students with college credit in Western Civilization or World Civilization courses covering the same general chronological period cannot receive credit for WOH1023.</td>
</tr>
<tr>
<td>WOH1030w</td>
<td>The Modern World since 1815 (3) - Continuation of WOH1023 from 1815 to the present. Students with credit in Western or World Civilization courses covering the same general chronological period cannot receive credit for WOH1030.</td>
</tr>
</tbody>
</table>

ONE (1) SOCIAL SCIENCE COURSE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Description</th>
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</thead>
<tbody>
<tr>
<td>CCJ2020</td>
<td>Introduction to Criminal Justice (3) - This course is designed to provide freshman and sophomore students with knowledge of terminology, classification systems, trends, and theories of criminal justice.</td>
</tr>
<tr>
<td>CCJ3011</td>
<td>Criminology (3) - An introduction to the core concepts in the study of crime, criminals, and the criminal justice system. The course includes the scope and nature of the “crime problem,” the social context of crime, and the making or changing of criminal law. It also covers different ways of defining and measuring crime, gives a brief overview of the criminal justice system, and discusses different types of crime. Not appropriate for freshmen.</td>
</tr>
</tbody>
</table>

ECONOMICS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO2013</td>
<td>Principles of Macroeconomics (3) - Aggregate economics and national income determination; present macroeconomic conditions and aggregative policy alternatives; theory of international trade and the balance of payments; economic growth and development. Evaluation methods vary but often emphasize multiple-choice exams, short answer quizzes, etc. Some sections may require computer-based exercises as homework.</td>
</tr>
</tbody>
</table>
### ECO2023

**Principles of Microeconomics (3)** - Consumption, production, and resource allocation considered from a private and social point of view; microeconomic problems and policy alternatives; inequality, poverty, and comparative economic systems. Evaluation methods vary with section size and instructor, but often emphasize multiple-choice exams. Some sections may require computer-based exercises or other assignments as homework.

### GEOGRAPHY

**GEA1000**

**World Geography (3)** - A regional survey of human occupation of the earth, local cultures, political systems, and development problems.

**GEO1330**

**Environmental Science (3)** - Designed to acquaint students with the basic concepts of ecology including the growing impacts of people on nature and resources, energy use, pollution, population growth, and the ways and means for solving or alleviating environmental problems.

**GEO1400**

**Human Geography (3)** - Introductory survey of world’s cultural and economic patterns, population problems, international development, political conflicts, and global economic interdependence and restructuring.

### POLITICAL SCIENCE

**CPO2002**

**Introduction to Comparative Government and Politics (3)** - Examines government institutions and political parties throughout the world and theories that explain similarities and differences among countries. Topics typically include electoral systems, parliamentary systems, causes of political change, democratization, political culture, ideologies, and economic and social policy. CPO2002 is prerequisite to most upper-level CPO classes.

**INR2002**

**Introduction to International Relations (3)** - Introduces the study of international relations. Major topics include the different actors that participate in international relations, the different goals that are pursued, the processes of conflict and cooperation, and recent trends in international politics. INR2002 is prerequisite to most upper-level INR classes.

### PSYCHOLOGY

**PSY2012**

**General Psychology (3)** - An overview of theory and research in the core areas of contemporary psychology. The course has three objectives: to stimulate thinking concerning life, to provide the student with general knowledge of psychological terms and concepts, and to become familiar with and critical consumers of psychological findings. These are accomplished through lectures, readings, outside sources, and participation in psychological research. Five exams, unannounced quizzes, and one to three research participation credits.

### SOCIOLOGY

**SYD3020**

**Population and Society (3)** - This course examines the causes and consequences of population change in the United States and the world, with an assessment of the impact of demographic change on various social institutions.

**SYG1000**

**Introductory Sociology (3)** - Introduction to the scope, methods, basic concepts, and central themes and principles of sociology. Primary empirical content pertains to the structures and processes of modern industrial society, with emphasis on U.S. society. Readings typically include a textbook supplemented by articles or book excerpts. Required written work typically consists of examinations; some instructors require a short term paper or a series of short projects.
PAD3003

Public Administration in American Society (3) - An introductory course in public administration. Management of large-scale government bureaucracies including organization, career systems, and financing. The role of bureaucracies in modern society in the formulation and implementation of public policy. Testing is usually essay, including a final exam. Papers are usually required, depending on instructor.

ONE (1) LITERATURE-BASED HUMANITIES COURSE

ENGLISH

*LIT2020w

Introduction to Short Story (3) - Tone, narration, form, and theme in representative short stories. One or two papers required. Frequent tests on the stories. Tests will consist of short answer and essay questions.

*LIT2081w

Contemporary Literature (3) - An introduction to representative fiction, poetry, and drama of America and Europe from 1914 to the present. Midterm and final are comprised of short answer and essay questions. One or two critical papers.

*LIT2230w

Introduction to Global Literature in English (3) - This course will cover literature from “Third World” countries in Africa, Asia, and the Caribbean that were formerly colonies of England, and where the medium of expression is still English. Midterm, term paper, and final exam.

PHILOSOPHY

*PHI3882w

Philosophy in Literature (3) - Metaphysical ideas such as freedom and determinism, time and eternity, appearance and reality, essence and existence, and moral ideas such as a person’s relation to the state are analyzed not as content but as structural elements of fictional or dramatic worlds. Short essays or term papers and essay exams are required.

RELIGION

*REL2240w

Introduction to the New Testament (3) - The purpose of this course is to understand writings of the New Testament in the context of historical development of the early Christian church. A paper utilizing the methods of historical-critical interpretation of texts; examinations with some essay questions.
TWO (2) ADDITIONAL HOURS FROM HUMANITIES/FINE ARTS

ART

ART2003Cw
Survey of Studio Art Practices (3) - Explores the way artists work in a variety of media. Classroom demonstrations are augmented by films and slide presentations, discussions of historical and contemporary issues, and exercises in visual perception. Quizzes and assigned project

HUMANITIES

HUM3321w
Multicultural Dimensions of Film and Twentieth Century Culture (3) - Explores diversity within Western culture by focusing on film as a key medium for shaping social and cultural attitudes and values. Primary emphasis will be on developing an awareness of how questions of race and gender affect the making, reception, and role of film in modern Western culture. Examinations and papers.

PHILOSOPHY

PHI2010w
Introduction to Philosophy (3) - An entry level course in philosophy; a systematic introduction designed to show not only the range of problems philosophy deals with but the variety of methods and styles with which these problems can be addressed. Evaluation is based on short papers, in-class assignments, and final exam.

PHI2100w
Reasoning and Critical Thinking (3) - An introductory logic course intended to provide students with an understanding of and practice in using reasoning to support conclusions and decisions. The course emphasizes acquisition of the skills necessary to draft clear, persuasive arguments and is particularly useful for those planning their studies in fields such as Law or Business. Quizzes, papers, and a final exam.

PHI2630w
Ethical Issues and Life Choices (3) - An entry level course in philosophy. The course will explore the major ethical issues that one faces as one makes decisions about the kinds of activities to engage in and the kind of life to lead. Issues such as those involving life and death (e.g. abortion, euthanasia, animal rights) and social justice will be examined. Short papers and essay examinations are the primary basis for evaluation.

PHM2300w
Introduction to Political Philosophy (3) - An entry level course in philosophy. An introduction to the main issues in political philosophy: the justification of political authority, role of law, political obligation, neocolonialism, disobedience, revolution, rights, the appropriate ends of government, patterns of distribution, and justice. The primary method of evaluation will be short papers or a term paper and essay examinations.

RELIGION

REL1300w
Introduction to World Religions (3) - A survey course to acquaint students with the history, beliefs, and practices of the major living religious traditions on our planet. Essay examinations, and short papers.

REL3145w
Gender and Religion (3) - A consideration of the impact of gender on religion. Includes cross-cultural studies, theoretical works, and gender issues within religious traditions. Essay exams and short papers.

REL3160
Religion and Science (3) - What is the relationship between science and religion? Are they necessary enemies, rival perspectives fighting over a single truth? Are they separate but equal human practices that address fundamentally different domains of inquiry? Or is the relationship between these cultural fields so deeply entangled that no simple, unified answer exists? Rather than addressing these questions in the abstract, this course grapples with key episodes in the complex history of science and Christianity in the West. Weekly journal, 2 take-home exams, and a final.
General Biology for Non-majors (3) - Introduction to various topics in the field of biology. In-depth coverage of four topics of interest to the non-science major, such as life on earth, AIDS, sociobiology, animal behavior, human population ecology, sex, drugs, and pollution.

General Biology Laboratory for Non-majors (1) - Consists of hands-on experience, discussions, films, and field trip. Students learn to use a microscope, field equipment, and to carry out simple laboratory procedures. Topics are chosen with the non-science major in mind. PREREQUISITE OR COREQUISITE: BSC1005.

Biological Science I (3) with lab BSC2010L (1) - Chemical constituents of life, catalysis, energetics, and cellular organization; molecular genetics and information flow; animal and plant function. For science majors.

Biological Science II (3) with lab BSC2011L (1) - Reproduction and development of plants and animals, transmission genetics, population biology, ecology, and evolution. For science majors. PREREQUISITE: BSC2010 and 2010L.

Chemistry for Liberal Studies (3) with lab CHM1020L (1) - Introduction to the basic principles of chemistry without extensive use of mathematics. Major topics include elementary atomic theory, gas laws, states of matter. Designed for students who will take no further courses in chemistry. This course is NOT a preparatory course for CHM1045 and reduced credit is given for CHM1045 if CHM1020 has been previously taken.

General Chemistry I (3) with lab CHM1045L (1) - The introductory course in chemistry for chemistry and other science majors. Topics include chemical symbols, formulas and chemical equations, states of matter, electronic structure of atoms, chemical bonding. PREREQUISITE: MAC1105 with a grade of “C-” or higher or placement beyond MAC1105.

General Chemistry II (3) with lab CHM1046L (1) - Second semester of the general chemistry sequence for science majors. Elementary thermodynamics; acids and bases; equilibrium; rates and mechanisms of chemical reactions. PREREQUISITE: CHM1045 with lab or CHM1050 with lab, with grades of “C-” or higher.
### GEOLOGY

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>GLY1000</td>
<td>Dynamic Earth (3)</td>
<td>Introduction to the study of planet Earth, its internal dynamics, surficial weathering, erosion, and sedimentary processes. Students will not receive credit for both GLY1000 and GLY1030, or for both GLY1000 and GLY2010C.</td>
</tr>
<tr>
<td>GLY1030</td>
<td>Environmental Issues in Geology (3)</td>
<td>Environmental issues as they relate to geological phenomena, which include volcanic and earthquake hazards, resource and land-use planning, air and water pollution, waste disposal, glaciation and sea-level change, landslides, flooding, and shoreline erosion. GLY1000L recommended. Students will not receive credit for both GLY1030 and either of GLY1000 or GLY2010C.</td>
</tr>
</tbody>
</table>

### NUTRITION, FOOD, AND EXERCISE SCIENCE

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUN1201</td>
<td>The Science of Nutrition (3)</td>
<td>Elements of nutrition and factors influencing the ability of individuals to maintain good nutrition status. Grade will be based on four unit tests and two diet assessment homework assignments.</td>
</tr>
</tbody>
</table>

### PHYSICS

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>AST1002</td>
<td>Planets, Stars, and Galaxies (3) - An introduction to astronomy</td>
<td>The subject matter discusses observational astronomy from the moon and planets to our galaxy and the universe.</td>
</tr>
<tr>
<td>PHY2048C</td>
<td>General Physics A (5) - Includes required lab.</td>
<td>Introduction to mechanics, waves, and thermodynamics for physical science majors. Lectures, recitation, and laboratory. PREREQUISITE: MAC2311.</td>
</tr>
<tr>
<td>PHY2049C</td>
<td>General Physics B (5) - Includes required lab.</td>
<td>Introduction to optics, electricity, and magnetism for physical science majors. Lectures, recitation, and laboratory. PREREQUISITE: PHY2048C with grade of “C” or higher and MAC2312.</td>
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</table>

### PSYCHOLOGY

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>PSB2000</td>
<td>Introduction to Brain and Behavior (3)</td>
<td>Deals specifically with the neural basis of behavior. Content includes: an overview of cells of the nervous system, synaptic potentials, neuroanatomy, and the neural basis of a broad category of behaviors ranging from sensation and perception, sleep and dreaming, sexual development and orientation to learning and memory. Grades are typically determined by three to four non-cumulative exams</td>
</tr>
</tbody>
</table>
APENDIX - C

Record all earned and/or anticipated credit that may satisfy some of your requirements.

<table>
<thead>
<tr>
<th>Course</th>
<th>Grade</th>
<th>Common AP, IB, AICE, &amp; CLEP tests</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AREA I: MATH (6hrs)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math Course</td>
<td></td>
<td>AP Calculus AB, Calculus BC, Statistics</td>
</tr>
<tr>
<td>Math or Statistics</td>
<td></td>
<td>IB Math, Math Methods</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CLEP AICE Math, Math-Further</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CLEP CLEP Algebra, Calculus, Math, Precalculus</td>
</tr>
<tr>
<td><strong>AREA II: ENGLISH COMPOSITION (6hrs)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENC1101</td>
<td></td>
<td>AP English Language, English Literature</td>
</tr>
<tr>
<td>ENC1102 or alternative</td>
<td></td>
<td>IB English A1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>AICE English Language or Language &amp; Literature, English Literature in English</td>
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<tr>
<td></td>
<td></td>
<td>CLEP English Composition with Essay</td>
</tr>
<tr>
<td><strong>AREA III. HISTORY/SOCIAL SCIENCE (3 hours in history and 3 hours in social science):</strong></td>
<td></td>
<td></td>
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<tr>
<td>History</td>
<td></td>
<td>AP History US, European and World, Economics (Macro &amp; Micro)</td>
</tr>
<tr>
<td>Social Science</td>
<td></td>
<td>IB Government and Politics US &amp; Comparative</td>
</tr>
<tr>
<td></td>
<td></td>
<td>AICE Psychology, Human Geography, Environmental Sci.</td>
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<tr>
<td></td>
<td></td>
<td>CLEP IB History all, Europe, Africa, Asia, Economics, Geography,</td>
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<td></td>
<td></td>
<td>AICE Psychology, Social Anthropology, Environmental Systems</td>
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<tr>
<td></td>
<td></td>
<td>CLEP AICE History American, European, International</td>
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<td></td>
<td></td>
<td>CLEP Economics, Geography, Psychology, Sociology</td>
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<tr>
<td></td>
<td></td>
<td>CLEP History of US, Western Civilization, Economics (Macro &amp; Micro), American Govt. psychology, Sociology</td>
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<tr>
<td><strong>AREA IV. HUMANITIES (at least 5 hours including a literature class)</strong></td>
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<tr>
<td>Literature</td>
<td></td>
<td>AP Art History</td>
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<tr>
<td>Humanities</td>
<td></td>
<td>IB Music, Theatre, Visual Arts</td>
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<td></td>
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<td>CLEP Humanities</td>
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<tr>
<td><strong>AREA V. NATURAL SCIENCE (7 hours with a corresponding lab)</strong></td>
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<tr>
<td>Science</td>
<td></td>
<td>AP Biology, Chemistry, Physics B, Physics C</td>
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<tr>
<td>Corresponding Lab</td>
<td></td>
<td>IB Biology, Chemistry, Physics</td>
</tr>
<tr>
<td>Other Science</td>
<td></td>
<td>AICE Biology, Chemistry, Physics</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CLEP Biology, Chemistry</td>
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<tr>
<td><strong>TWO ADDITIONAL COURSES IN HISTORY, HUMANITIES, AND/OR SOCIAL SCIENCES (6 hrs)</strong></td>
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<tr>
<td>History, Hum., Social Sci.</td>
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<td></td>
</tr>
<tr>
<td>History, Hum., Social Sci.</td>
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<tr>
<td><strong>ORAL COMPETENCY</strong></td>
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<tr>
<td>SPC1017 or SPC2608</td>
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<tr>
<td>Or H.S. Speech with “B”</td>
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<td></td>
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<tr>
<td></td>
<td></td>
<td>or H.S. Debate Team</td>
</tr>
</tbody>
</table>

The Quest for Excellence was prepared by the staff of the Admissions and Records Office at Florida State University-Panama, and based on the publication It’s All Academic prepared by the staff of Undergraduate Studies at Florida State University, Tallahassee, FL. The information, policies, and procedures are current as of August 2014, but are subject to review, evaluation and change. It is intended for guidance and information for new students. The University reserves the right to make changes at any time without notice. Suggestions and questions concerning content, or requests for alternative format should be addressed to Admissions and Records Office, Room 209, Building #227 FSU-Panama Campus or telephone (507) 317-0367.
APPENDIX - D: USING ONLINE SERVICES

ACTIVATING YOUR FSUID

Your FSUID allows you to use most online resources provided by the university, and for this reason, it is vital that you activate it as soon as possible. Services like Online Enrollment, access to Blackboard and signing to Off-Campus Library resources are handled through your FSUID. To activate it, follow these steps:

1. Go to my.fsu.edu and under the login box, find the link “Activate your FSUID”

2. You will find the following dialogue. Fill out all the required information. Input the EMPLID provided to you during orientation. For Non-US Citizen students, the last 5 numbers of your temporary ID number that begins with ‘999-’ should be put in the SSN field instead.

3. The system will provide you with your FSUID. It is commonly composed of your initials, plus the year of registration and sometimes an additional letter. Now, you must set a password for your FSUID, follow the parameters provided by the system.

USING MYFSU

myFSU is the central gateway for all FSU applications. Blackboard, online enrollment, email, Secure Apps, library resources and more can be accessed from here.

USING THE ONLINE ENROLLMENT SYSTEM

1. Login with your FSUID to myFSU.
3. To begin adding classes, click on the shopping cart icon.
ADDONG A COURSE (THE FAST WAY)

1. Click on the Shopping Cart and you will find the following dialogue

   ![Shopping Cart Dialogue](image)

   2. With your course list in hand, look for the Course Number of the class you wish to add.

   ![Course List](image)

   3. Type in the Course Number into the “Enter Class Nbr” field found on the cart.

   4. Review the information given by the dialogue and click next.

   5. If there are available seats in the class, the Status column will show the open symbol, otherwise it will show the closed symbol. In the latter case, you will not be able to enroll for this class. Click ‘Finish Enrolling’ to add the class to your schedule.

SEARCHING FOR COURSES

1. Click on the Search icon in the ‘Future’ tab on your myFSU homepage

   ![Search Icon](image)

   2. You will find the dialogue shown on the right. There make sure to set the following parameters in order to get a list of classes available in our campus. After that, hit ‘Search’.

   ![Search Dialogue](image)
3. The system will return a list of all the classes that match your query. Each class will show its Class Number, Section, Schedule, Room, Instructor, meeting dates and Available seats. It will also show an open or closed status depending on the availability of seats. To enroll, simply click 'select' and follow the steps. Make sure you click 'finish enrolling'.

**WARNING:** Always make sure the class number of the classes you enroll in match the ones in the Course List we provide. Otherwise you might end up enrolling in classes and class sections from other campuses.

### AST 1002 - Planets, Stars, and Galaxies

<table>
<thead>
<tr>
<th>Class</th>
<th>Section</th>
<th>Days &amp; Times</th>
<th>Room</th>
<th>Instructor</th>
<th>Meeting Dates</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>15371</td>
<td>0004-LEC</td>
<td>MoWe 14:30 - 15:45</td>
<td>TBA</td>
<td>Azael Barrera-Garrido</td>
<td>25/08/2014 - 12/12/2014</td>
<td>open</td>
</tr>
</tbody>
</table>

**Enrollment Capacity:** 15 **Available Seats:** 4

#### DROPPING A COURSE

You can drop any course at any time during the registration window and the first 4 days of classes without any charges. To do so, follow these steps:

1. In the ‘Future’ tab on your myFSU homepage, click the drop button on the lower-left corner.

2. You will find a list of the classes you’re currently enrolled in. select the classes you want to drop with the checkbox on the left and then click ‘Drop Selected Classes’.

3. Confirm you wish to drop the class by clicking ‘Finish Dropping’.

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**Course Quicklinks >>**
The Quest For Excellence: An Academic Guide to FSU-Panama (Academic Year 2014-2015)

Based on 'It's all Academic', the Academic guide issued by the Office of Undergraduate Studies FSU, Tallahassee: (http://undergrad.fsu.edu/iaa.pdf)