Samford University

Catalog
2004-2005
Academic Year

Birmingham, Alabama U.S.A. 35229
(205) 726-2011
www.samford.edu

Samford University admits students of any race, color, gender, national or ethnic origin to all the rights, privileges, and activities generally accorded or made available to all its students. In accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, Samford does not discriminate on the basis of race, color, gender, age, disability, or national or ethnic origin in the administration of its educational policies, admissions policies, employment policies, scholarship and loan programs, athletic, and other school-administered programs. Inquiries concerning compliance with these laws, the regulations thereunder, or other published policies of the University should be directed to the Vice President and Dean of Students, Samford University, 800 Lakeshore Drive, Birmingham, Alabama 35229.

Colleges and Universities have specific requirements which must be met before a degree can be obtained. These requirements involve particular courses and curricula, residence on campus, and grade point averages. Advisers and deans are happy, upon request, to help students meet these requirements and to maintain accounts of their progress. A student's official record is available to him/her at any time during normal office hours in the Office of Student Records. The responsibility for meeting the requirements for a degree rests with the individual student. If all requirements are not completed, a degree cannot be awarded; therefore, it is important for the student to acquaint himself/herself with all University requirements and to make progress toward meeting them.

Inclusive Language Statement
Language—how it is used and what it implies—plays a crucial role in Samford University's mission to "nurture persons." Because verbal constructions create realities, inclusive language can uphold or affirm those whom we seek to nurture, while exclusive language can damage or defeat them. We, therefore, actively seek a discourse in our University community that supports the equal dignity and participation of men and women; we seek to avoid verbal constructions that diminish the equal dignity of all persons. It is an affirmative—and affirming—part of our mission to educate students, staff, and faculty in the creation of a community of equality and respect through language.

Information contained in this catalog is accurate as of the date of publication. Samford University reserves the right, however, to make such changes in educational and financial policy—due notice being given—as the Samford Board of Trustees may deem consonant with sound academic and fiscal practice. The University further reserves the right to ask a student to withdraw at any time.

HOW TO READ THE COURSE LISTINGS

Program Abbreviation

Course Number: 100-299 Lower Division, **300-499** Upper Division, **500 and up** Graduate

Course Designator: W- Writing Proficiency

Course Title

Course Credits

Course Description

ENGL 310W APPROACHES TO LITERATURE (4)
Overview of the history, methodologies, and ideologies of literary and critical theory. In-depth study of contemporary critical methodologies affords students the opportunity to gain confidence in their own critical thinking and writing about literature. Prereq: ENGL 210. Offered: Spring.

Co-listed courses, prerequisites, co-requisites, and specific course offering information at the end.

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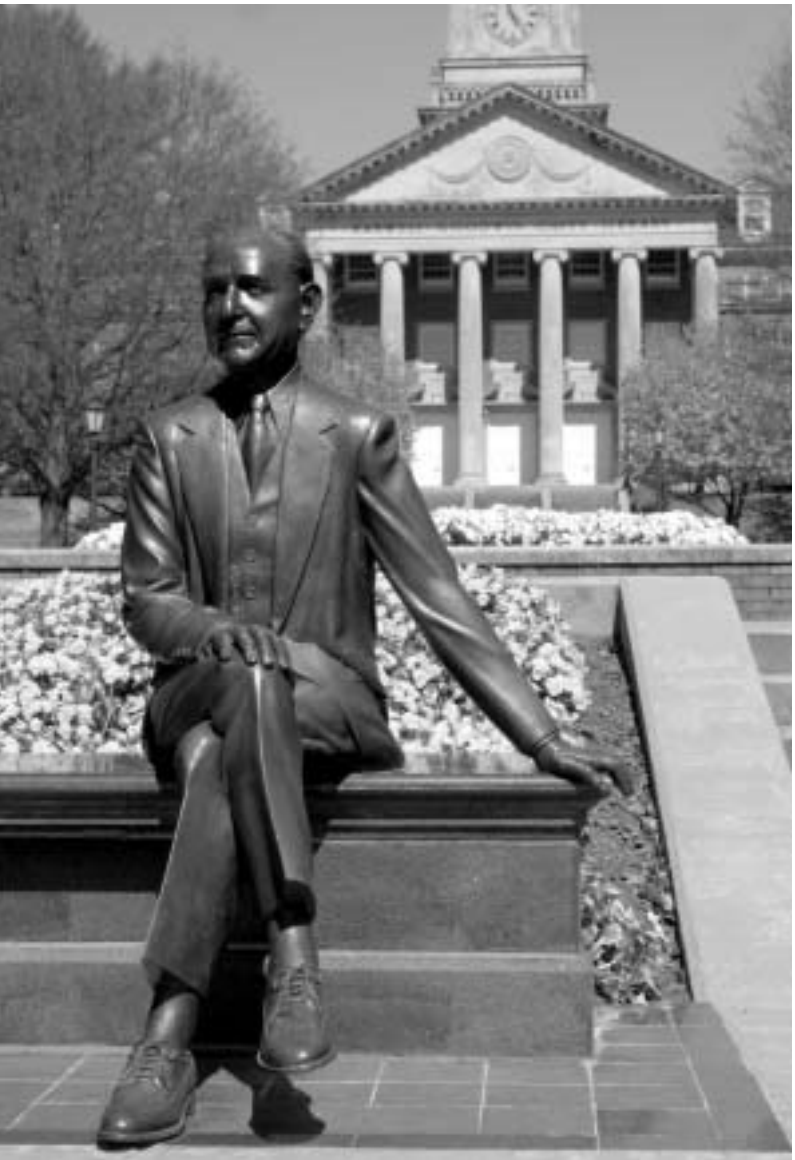
Academic Calendars and Critical Deadlines

Students are expected to know regulations and policies found in this catalog and the Student Handbook. *Keeping abreast of the school calendar, critical deadlines, and all university mail received in one's university mailbox and/or electronic mail is also the student's responsibility*



*Undergraduate Day and Graduate Students**

Semester System

For full-time undergraduate and graduate students, Samford University operates on the semester (4-1-4) system, consisting of two four-month semesters, fall and spring, and a three-week term in January (see Jan Term below). The fall semester begins in late August and ends in mid-December. The spring semester begins in late January and ends in mid-May. A maximum of 18 credits may be taken during the semester without additional approval of an academic dean.

Jan Term

Samford University offers a short term consisting of three weeks in the month of January called Jan Term. The major intent of this interterm is to give the student a wider world view, a richer experience in integrating knowledge from a variety of specialties, and a deeper consciousness of the relevance of the student's studies to one's life and career. Some courses emphasize interdisciplinary cooperation, using teaching faculty, guest lecturers, and student research and participation. Others are intended to give the student an opportunity for intensive study and observation in a setting involving a potential career. Interterm opportunities include research in libraries or laboratories, contacts with visiting scholars, internships, externships, field trips, and other useful activities. A number of courses are offered at the Daniel House, Samford's London Study Centre. Regular courses are offered for those who wish to accelerate progress toward graduation or to make up for underload in earlier semesters. The maximum class load allowed in the Jan Term is two courses, not to exceed a total of five credits.

Summer Terms

Summer term day classes are split into two five-week terms. A maximum of 16 credits can be taken during the summer terms, with a maximum of eight in each term.

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*Except graduate business, graduate nursing and environmental management students.

Evening Students

(Includes graduate business, graduate nursing, environmental management and Metro College students.)

Term System

Evening classes for undergraduate and graduate accounting, business administration, graduate nursing and environmental management evening students meet for five nine-week terms a year. They are as follows: Summer Term, Fall Term A, Fall Term B, Spring Term A, and Spring Term B. All evening programs of study follow this format.

JUNE 2004

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AUGUST 2004

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SEPTEMBER 2004

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OCTOBER 2004

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NOVEMBER 2004

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DECEMBER 2004

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Day Calendar for Academic Year 2004-2005*

Summer I Term 2004

June 7	Advising, registration, and payment for students not registered
June 7	Classes begin
June 7-8	New Student Orientation
June 9	Last day to add or drop a course(s) without financial penalty
June 9	Deadline to submit Course Repeat form in semester repeated course is taken
June 10-11	New Student Orientation
June 21	Last day to withdraw from a course(s) without academic penalty
June 21-22	New Student Orientation
June 24-25	New Student Orientation
June 30	Last day to completely withdraw from term without academic penalty
July 5	Independence Day Holiday; no classes meet
July 8	Classes end
July 9	Final Examinations

Summer II Term 2004

July 12	Advising, registration, and payment for students not registered
July 12	Classes begin
July 14	Last day to add or drop a course(s) without financial penalty
July 14	Deadline to submit Course Repeat form in semester repeated course is taken
July 26	Last day to withdraw from a course(s) without academic penalty
August 4	Last day to completely withdraw from term without academic penalty
August 11	Classes end
August 12	Final Examinations

Fall Semester 2004

August 23-26	Faculty in residence for the academic session
August 25-26	New Student Orientation (fifth session)
August 25-29	Connections
August 27	Advising, registration and payment for students not registered
August 30	Classes begin
August 31	University Convocation
September 3	Last day to add or drop a course(s) without financial penalty
September 3	Deadline to submit Course Repeat form in semester repeated course is taken
September 6	Labor Day - All classes meet; no holiday
September 29	All 9:15 a.m. classes cancelled for Global Missions Week Convocation
October 15	Last day to withdraw from a course(s) without academic penalty
October 25-26	Fall Break; no classes meet
Oct 27-Nov 19	Registration for Jan Term and Spring Semester
November 18	Last day to completely withdraw from semester without academic penalty
November 24-26	Thanksgiving Holidays, no classes meet
December 10	Classes end
December 13-16	Final Examinations
December 18	Commencement

Jan Term 2005

January 3	Advising, registration, and payment for students not registered
January 3	Classes begin
January 5	Last day to add or drop a course(s) without financial penalty
January 5	Deadline to submit Course Repeat form in semester repeated course is taken
January 17	Martin Luther King, Jr. Holiday; no classes meet
January 18	Last day to withdraw from a course(s) or withdraw from term without academic penalty
January 20	Classes end
January 21	Final Examinations

Spring Semester 2005

January 25	Advising, registration and payment for students not registered
January 26	Classes begin
January 27	University Convocation
February 1	Last day to add or drop a course(s) without financial penalty
February 1	Deadline to submit Course Repeat form in semester repeated course is taken
March 14	Last day to withdraw from a course(s) without academy penalty
March 25	Good Friday Holiday; no classes meet
March 21-25	Spring Break Holidays; no classes meet
March 28	Easter Monday Holiday; no classes meet
April 5-29	Registration for Summer Terms and Fall Semester
April 14	Award and Recognition Convocation
April 27	Last day to completely withdraw from semester without academic penalty
May 11	Classes end
May 12	Study Day; no classes and no examinations
May 13, 16-18	Final Examinations
May 20-21	Commencement Weekend

*For the McWhorter School of Pharmacy Academic Calendar for 2004-2005, see that school's section of this catalog.
For the Cumberland School of Law calendar, see their Web site: www.samford.edu/schools/business/index.htm
For graduate business, graduate nursing, environmental management and Metro College, see the Evening Calendar.

Evening Calendar for Academic Year 2004-2005

- Graduate Business
- Graduate Nursing
- Environmental Management
- Metro College

Evening classes meet for five nine-week terms a year.
All adult evening programs of study follow this format.

Summer Term 2004

June 7	Advising, registration and payment for students not registered
June 7	Classes begin
June 9	Last day to add a course(s)
June 9	Deadline to submit Course Repeat form in semester repeated course is taken
June 11	Last day to drop a course(s) without financial penalty
July 2	Last day to withdraw from a course(s) without academic penalty
July 5	Independence Day Holiday, no classes meet
July 21	Last day to completely withdraw from term without academic penalty
August 4	Classes end
August 5-7	Final Examinations

Fall Term A 2004

August 9	Advising, registration and payment for students not registered
August 9	Classes begin
August 11	Last day to add a course(s)
August 11	Deadline to submit Course Repeat form in semester repeated course is taken
August 13	Last day to drop a course(s) without financial penalty
September 1	Last day to withdraw from a course(s) without academic penalty
September 6	Labor Day - All classes meet, no holiday
September 27	Last day to completely withdraw from term without academic penalty
October 8	Classes end
October 11-12	Final Examinations

Fall Term B 2004

October 13	Advising, registration and payment for students not registered
October 13	Classes begin
October 15	Last day to add a course(s)
October 15	Deadline to submit Course Repeat form in semester repeated course is taken
October 19	Last day to drop a course(s) without financial penalty
Oct 27-Nov 19	Registration for Spring Terms A and B
November 3	Last day to withdraw from a course(s) without academic penalty
November 23	Last day to completely withdraw from term without academic penalty
November 24-26	Thanksgiving Holidays, no classes meet
December 14	Classes end
December 15-16	Final Examinations
December 18	Commencement

Spring Term A 2005

January 3	Advising, registration and payment for students not registered
January 3	Classes begin
January 5	Last day to add a course(s)
January 5	Deadline to submit Course Repeat form in semester repeated course is taken
January 7	Last day to drop a course(s) without financial penalty
January 17	Martin Luther King, Jr. Holiday; no classes meet
January 27	Last day to withdraw from a course(s) without academic penalty
February 16	Last day to completely withdraw from term without academic penalty
March 2	Classes end
March 3-5	Final Examinations

Spring Term B 2005

March 7	Advising, registration and payment for students not registered
March 7	Classes begin
March 9	Last day to add a course(s)
March 9	Deadline to submit Course Repeat form in semester repeated course is taken
March 11	Last day to drop a course(s) without financial penalty
March 21-25	Spring Holidays; no classes meet
April 5-29	Registration for Summer Term and Fall Terms A and B
April 7	Last day to withdraw from a course(s) without academic penalty
May 2	Last day to completely withdraw from term without academic penalty
May 12	Classes end
May 14-17	Final Examinations
May 20-21	Commencement Weekend

JANUARY 2005

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MAY 2005

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JUNE 2005

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JULY 2005

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About Samford University

For more than 160 years, Samford University and its students have impacted the world with their academic achievement and leadership skills. At the University's core is a foundation of Christian values and belief, a mission to nurture persons for God, for learning, forever that has withstood the test of time. Because of the united dedication to this mission, Samford students discover that professors, administrators, and staff encourage them to reach their highest potential intellectually, spiritually, and socially. The rewards are numerous, and the impact on individual lives is endless.

Mission

We nurture persons—for God, for learning, forever.

The mission of Samford University is to nurture persons, offering learning experiences and relationships in a Christian community, so that each participant may develop personal empowerment, academic and career competency, social and civic responsibility, and ethical and spiritual strength, and continuously to improve the effectiveness of the community.

At Samford we expect to develop personal empowerment as we:

- work, participate, cooperate, and serve because we are accountable for our own actions.
- think, listen, speak, and write because the ability to communicate is a responsibility as well as a gift.
- encourage physical and mental well-being, sharing our triumphs and tragedies, because there is strength in community.

At Samford we expect to develop academic and career competency as we:

- read books, utilize technology, experience the arts, discuss ideas, and develop ideals.
- reason, measure, and research to engage the issues of our time and our world.
- identify and cultivate our talents, develop career goals, and participate in meaningful work.

At Samford we expect to develop social and civic responsibility as we:

- exercise civility, tolerance, fairness, and compassion by respecting both individual convictions and cultural differences.
- become good stewards of the opportunities entrusted to us.
- act with global awareness, use resources responsibly, and practice peacemaking.

At Samford we expect to develop ethical and spiritual strength as we:

- forge personal integrity in classroom and community life, in relation to God and to persons.
- discern right and wrong, good and evil, the consequences of actions and words, and shape a purpose in life that includes but exceeds "making a living."
- grow in grace and in the knowledge of Jesus Christ.

1841

Founded and chartered in Perry County, Alabama, by a group of educational, economic, and Baptist leaders.

1842

Opened in Marion, Alabama, in January, as Howard College, named in honor of John Howard, British advocate of prison reform.

1887

Relocated to the East Lake campus in Birmingham, Alabama

1914

Established Teacher Education Division

1920

Gained membership in and accreditation by the Southern Association of Colleges and Schools.

1927

Established Division of Pharmacy

1947

Purchased 300-acre site in Homewood, Alabama, for relocation of the campus.

1957

Relocated to the current Homewood campus with eight buildings

1961

Acquired the historic and renowned Cumberland School of Law, established in 1847 at Lebanon, Tennessee.

1965

Elevated to university status and named Samford University in honor of the Frank Park Samford family.

1965

Designated the Division of Pharmacy as the School of Pharmacy; later renamed McWhorter School of Pharmacy in honor of the R. Clayton McWhorter family.

1965

Created the School of Business; the Department of Business had been offering degrees since 1922.

1970

Elevated the Department of Music to the School of Music.

1973

Acquired the Ida V. Moffett School of Nursing following a merger agreement with Baptist Medical Centers—the first program in Alabama to be accredited by the National League for Nursing in 1955.

1984

Purchased the London Study Centre, located in the heart of London; later renamed Daniel House in honor of the Daniel family.

1988

Established the Beeson School of Divinity through the generosity of Ralph W. Beeson.

1995

Opened the Lucille S. Beeson Law Library to serve Samford's Cumberland School of Law. Lucille Beeson practiced law in the 1930s and was a distinguished patron of the University.

2000

Received the first National Award for Effective Teacher Preparation by the U. S. Department of Education in recognition of the programs at Orlean Bullard Beeson School of Education and Professional Studies.

2001

Opened the state-of-the-art Samford Sciencenter, which includes a 100-seat planetarium, conservatory, classrooms, more than 35 research labs, and related areas for biology, physics, and chemistry departments.

Samford Facts

- **Fifth** in the South for the **2003** edition of America's Best Colleges by U.S. News & World Report
- Selected and recognized for excellence among 60 college first-year programs and among 40 college civic education programs in The Templeton Guide: Colleges that Encourage Character Development
- Selected annually for inclusion in Peterson's Competitive Colleges
- **13:1** ratio of full-time student enrollment to faculty (as defined by the Common Data Set); no students taught by graduate assistants
- **Five** continents host Samford academic programs: North America, South America, Africa, Asia, and Europe
- **Seven** National Merit Scholars enrolled as entering freshmen for **Fall 2003**
- **More than 100** children, ages six weeks through four years, are enrolled at the Children's Learning Center, which serves as a demonstration model and laboratory school under the supervision of the Orlean Bullard Beeson School of Education and Professional Studies
- **Five of the last six** American Presidents–William J. Clinton, George H. W. Bush, Ronald W. Reagan, James E. Carter, Jr., and Gerald R. Ford–have spoken at Samford, either before or after their terms in office
- **Two** recent British Prime Ministers, Margaret Thatcher and John Major, have visited Samford
- Samford University Library houses **1,018,965** volume equivalents
- The Wright Fine Arts Center has a **2,700-seat** concert hall, a theatre and recital hall
- Samford has a **700-seat** undergraduate chapel and a **400-seat** divinity school chapel
- Samford is the **87th** oldest college or university in America
- For **Fall 2003, 4,440** men and women enrolled from more than **44** states and there were foreign students from **33** countries.
- There are **264** full-time faculty who hold degrees from more than **180** colleges and universities; more than 80 percent have earned the highest degree in their field
- Samford offers **23** degree programs in more than **100 majors**
- A **2,000-square-foot** conservatory, only one of its kind in the Southeast dedicated entirely to plants that contain chemicals used in medicines or herbal supplements
- **Sixty-five percent** of **2003** entering freshmen were in the top 25 percent of their high school class. The average ACT score of **2003** entering freshmen was **25**
- **Seventeen** intercollegiate sports for men and women in NCAA Division I
- More than **100** social, religious, service, honorary and professional organizations, as well as seven national fraternities and eight national sororities
- More than **350** personal computers available for general student access at computer labs across campus; all computers offer the latest software and are connected to the Internet; telephone and Internet connections are provided for every resident student
- Samford alumna Betsy Rogers of Leeds, Alabama, was named the 2003 National Teacher of the Year by President George W. Bush and the U.S. Department of Education

University Membership in Educational Organizations

The University holds membership in the following educational organizations:

ACHE Council of Graduate Deans
Alabama Association of Colleges for Teacher Education
Alabama Association of Independent Colleges and Universities
Alabama Commission of Higher Education
Alabama Council for International Programs
American Academy of Nurse Practitioners
American Alliance for Health, Physical Education and Dance
American Association for Family and Consumer Sciences
American Association for Paralegal Education
American Association of Colleges of Nursing
American Association of Colleges for Teacher Education
American Association of Colleges of Pharmacy
American Association of Collegiate Registrars and Admission Officers
American Association of University Women
American Council on Education
American Library Association
Association of Alabama College Administrators
Association of American Colleges and Universities
Association of American Law Schools
Association of College and Research Libraries
Association of Collegiate Entrepreneurs
Association of Governing Boards of Universities and Colleges
Association of Southern Baptist Colleges and Schools
Birmingham Area Consortium for Higher Education (BACHE)
Consortium for Global Education
Council for the Advancement and Support of Education
Council for the Advancement of Private Colleges in Alabama (CAPCA)
Council for Higher Education Accreditation
EDUCAUSE
National Association of Independent Colleges and Universities (NAICU)
National Association of Schools of Public Affairs and Administration
National Association of Student Personnel Administrators
National Athletic Trainers Association
National Association for Legal Assistants
National Council for Science and the Environment
National Network of Church-Related Colleges and Universities
National Organization of Nurse Practitioner Faculties
Network of Alabama Academic Libraries
Online Computer Library Center (OCLC)
Southeastern Library Network (SOLINET)
Southern Association of Collegiate Registrars and Admission Officers
Southern Business Administration Association
Southern Regional Education Board

Samford University is approved by the Alabama Department of Education for the training of teachers, school administrators, supervisors and counselors. The paralegal studies certificate program is approved by the American Bar Association Standing Committee on Paralegals.

Accreditation

Samford University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS), 1866 Southern Lane, Decatur, GA 30033-4097; (404) 679-4501, to award the associate degree, the bachelor's degree, the master's degree, the specialist in education degree, the doctor of pharmacy degree, the juris doctor degree, the doctor of ministry degree, and the doctor of education degree. This status was most recently reaffirmed in 1996, continuing a relationship that Samford has enjoyed with SACS since 1920. The appropriate professional schools at Samford are accredited by:

American Academy for Liberal Education
American Bar Association
American Council on Pharmaceutical Education
American Dietetic Association
Association of Theological Schools
Association to Advance Collegiate Schools of Business (AACSB)
Commission on Accreditation of Allied Health Education Programs
Commission on Collegiate Nursing Education
Council on Accreditation of Nurse Anesthesia Educational Programs
Foundation for Interior Design Education Research
National Association of Schools of Music
National Council for Accreditation of Teacher Education

New Student Information

Horizons Freshman Adjustment Course

The first semester at any university is a crucial determinant as to whether a student decides to remain on campus, drop out, or transfer. Many issues come into play that may deter the student from having a successful first semester. Dating, professor-student interactions, grades, tests, study habits, roommate issues, and management of stress, time, and money are but a few of the many adjustments that students must face their first year on campus.

Horizons is a voluntary program that will assign you a highly trained and caring mentor to help you make the necessary adjustments to college life. You will attend a small-group session one day a week for 50 minutes. A variety of topics dealing with the life of a Samford freshman will be thoroughly explored during the semester. More importantly, you will have the opportunity to bond with a Samford instructor who genuinely cares about your success and happiness as a first-year student.

Registration for the Horizons Program is held during Freshman Orientation. Students are awarded one credit for successful completion of this course.

The Office of Freshman Life

Operated by the Director of Freshman Life, the office provides a number of services that are of particular interest to new students:

1. Academic advising and guidance toward a major of all undeclared majors
2. Administration of the SUccess Program that mentors freshmen admitted conditionally to the University during their first semester
3. Early identification and intervention with freshmen having academic difficulty within the first semester of their freshman year
4. Administration of a program in the spring semester of the freshman year for students placed on probation after the fall semester
5. Assistance in securing tutors for students having academic difficulty.

Office of Freshman Life Administration:

Director of Freshman Life, Dana K. Basinger
Secretary, Donna Phillips
Advising Staff: Mr. Ben B. Coulter, Mrs. Carrie Anna Hild,
Mr. Peter F. Neuberger, and Mr. Chris Scott.
SUccess Mentors: Mr. Ben B. Coulter
Mr. Doug Hamilton, Mrs. Carrie Anna Hild,
Ms. Brent W. Latta, Mrs. Alice B. Martin, Ms. Heather M. Mitchell,
Mr. Peter F. Neuberger, and Mr. Chris Scott.

Location and Contact Information for The Office of Freshman Life:

103 Dwight Beeson Hall
Telephone: (205) 726-2216
FAX: (205)726-2495

Frequently Asked Questions

HOW OLD IS SAMFORD UNIVERSITY?
Samford University was founded and chartered in 1841 by a group of educational, economic, and religious leaders.

CAN I VISIT THE CAMPUS?
All prospective students and their parents are encouraged to visit the campus. To schedule your visit, contact: Office of Admission, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229, or telephone (800) 888-7218 or (205) SAM-FORD [726-3673].

HOW DO I APPLY FOR ADMISSION TO SAMFORD UNIVERSITY?
Contact the Office of Admission for an admission packet (800) 888-7218 or (205) SAM-FORD [726-3673], or mail a request to: Office of Admission, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229 or visit the Samford Web site at www.samford.edu.

WHAT ARE THE ADMISSION REQUIREMENTS?
Admission requirements depend on your student classification, i.e., whether or not you have ever enrolled in college. Please see Admission Procedures and Policies section of this catalog for definitions and details.

WHEN DO I APPLY FOR ADMISSION?
There is no formal admission deadline, but you are encouraged to complete the application process as soon as possible. For freshmen to be considered for merit based scholarships, applications must be received prior to December 15.

WHEN WILL I KNOW IF I HAVE BEEN ACCEPTED BY SAMFORD?
Letters of admission notification are mailed to applicants on a rolling basis prior to admission in the fall of the same year.

HOW MUCH DOES IT COST?
A table of tuition and fees for undergraduate day students (full-time and part-time) and graduate students can be found in the Financial Information section of this catalog. Also, there are brief explanations of miscellaneous expenses that may occur during an academic year.

AFTER I AM ACCEPTED TO SAMFORD, WHAT DO I DO NEXT?
Included with your letter of acceptance, you will receive a packet of information including campus residence request forms, and most important, New Student Orientation information. New Student Orientation is conducted by the Director of Freshman Life, Dana K. Basinger, and the Dean of Students, Dr. Richard H. Franklin, and is held during the summer for freshmen and transfer students and their parents prior to the fall semester. (See the Academic Calendar for 2004-2005 in this catalog for dates.) During this two-day orientation, students and parents will be briefly introduced to campus services and facilities. Students will participate in one-on-one personal curriculum advising with their academic adviser and course registration. It is a time to relax, get acquainted with Samford, have questions answered, and meet faculty, administration, and classmates.

HOW CAN I APPLY FOR A SCHOLARSHIP?
Samford University provides numerous scholarships based on criteria such as academic achievement, leadership skills, need, athletic ability, or field of study. See the Financial Assistance section of this catalog for details or contact the Office of Financial Aid at (205) 726-2905.

WHAT TYPES OF FINANCIAL AID ARE AVAILABLE?
Federal and state financial aid is available in the form of grants, loans, and on-campus job opportunities. Samford offers numerous scholarships to qualified students. You will find details on these and other financial aid programs in the Financial Assistance section of this catalog.

I AM A TRANSFER STUDENT. WHAT DO I NEED TO DO TO ENROLL IN SAMFORD?
Transfer students are welcomed at Samford University and must present academic records that reflect serious academic aims and mature progress toward those aims. See the Admission Policies and Procedures section of this catalog, or contact the Office of Admission for an admission packet at (800) 888-7218 or (205) SAM-FORD [726-3673], or mail a request to the Office of Admission, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229.

I AM AN INTERNATIONAL STUDENT. WHAT DO I NEED TO DO TO ENROLL IN SAMFORD?
An international student must allow six months to complete the necessary paperwork prior to admission and enrollment date. See the Admission Policies and Procedures section of this catalog, or contact the Office of Admission for an admission packet at (800) 888-7218 or (205) SAM-FORD [726-3673], or mail a request to the Office of Admission, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229 or the Samford Web site at www.samford.edu.

DO I NEED A COMPUTER?
For the most part, the need for a student-owned computer is a personal preference. Samford provides student access to seven computer labs on campus. Many departments also have computer labs that support their specialized needs. All resident students may access the Samford University network from their residence hall room. Services such as e-mail and Internet access are provided without charge to all Samford resident students. Contact User Services in Computer and Telecommunication Services for more detailed information at (205) 726-2662 or e-mail support@samford.edu. Also, see Computer Services and Resources in the Campus Life, Services, and Facilities section of this catalog.

WHAT CHOICES DO I HAVE FOR A MAJOR?
There are more than 100 majors available from eight colleges and schools. A complete list of undergraduate majors and degrees offered can be found in the Academic Policies and Regulations section of this catalog. There you will also find a list of graduate and professional degrees offered.

I AM UNDECIDED ABOUT A MAJOR. WHAT DO I DO?
The Office of the Director of Freshman Life advises any student who is undecided about a major and furnishes guidance through the services of a Career Counselor. To further aid a student with this decision, a required curriculum of six courses, known as the University Core Curriculum, has been designed to provide an academic foundation for work toward a major field of study. See Bachelor's Degree Requirements in the Academic Policies and Regulations section of this catalog for further information and details on the University Core Curriculum.

HOW DO I DECLARE A MAJOR?
Each student must declare a major by the junior year and file it with the Office of Student Records.

I DO NOT LIVE IN BIRMINGHAM. WHERE CAN I LIVE? CAN I LIVE ON CAMPUS?
All unmarried, undergraduate students under 20 years of age are required to reside in University housing during their first two full academic years, unless they live at home with their parents. See Residence Life in the Campus Life, Services, and Facilities section of this catalog for further information.

MAY I HAVE A CAR ON CAMPUS?
Yes. All motor vehicles on campus must be registered with the Department of Campus Safety, and students must comply with all campus vehicle registration requirements, and parking and traffic regulations. See Campus Safety and Regulations in the Campus Life, Services, and Facilities section of this catalog for details.

WHAT ARE SOME EXTRACURRICULAR ACTIVITIES AT SAMFORD?
The Campus Life, Services, and Facilities section of this catalog introduces students to the wide variety of annual campus events, musical groups and choirs, student-run publications, radio station participation, student ministries, as well as service and social organizations available to students. In addition, there are chapters of eight national sororities and seven national fraternities on campus. Samford is a Division I member of the NCAA and competes in the Ohio Valley Conference in basketball, baseball, football, golf, soccer, softball, tennis, track, and volleyball. In their years at Samford, students experience opportunities to attend cultural events, to participate in service projects, and to attend the lectures and seminars of outstanding and accomplished national and international VIP visitors.

Admission Procedures and Policies

A solid liberal arts education has long proven to be the best preparation for most professions and positions of leadership. Through a strong education in the arts and sciences, Samford University students develop intellectually and personally, acquiring the broad understanding and diverse skills that modern society requires.

Samford seeks students who have demonstrated high standards of scholarship, outstanding personal character, and serious educational aims. Admission to Samford involves a careful analysis of academic records, character references, clarity of educational purpose, and extracurricular activities which reflect the applicant's potential for involvement and leadership in the programs and services of the university.

Admission standards are competitive and selective. The Admission Committee selects the entering class from among those whose academic performance gives the strongest promise of success in college. It is Samford's intent to maintain an undergraduate student body with diverse backgrounds, interests, and abilities.

Students who wish to attend Samford University should complete an application for admission. Completed applications and related documents must be mailed to the address listed below.

Prospective students are encouraged to visit the campus. To schedule your visit, contact: Office of Admission, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229 or telephone (800) 888-7218 or (205) SAMFORD [726-3673].

The information that follows is general policy and pertains to undergraduate programs. Graduate and professional degree programs may have different policies. For information about these, contact the administrator with responsibility for the program in question.

Student Classifications

Brief Definitions

Academic Renewal Student—An undergraduate student who has dropped out, withdrawn, or has been suspended because of academic deficiencies but has demonstrated sufficient maturation to be considered for re-enrollment.
Adult Evening Student—A student who has been out of high school for at least three years and is unable to enroll in a day program.
Audit Student—A student who neither receives a grade nor participates in classroom examinations.
Early Admission Freshman—An exceptional high school student who meets specific qualifications to be admitted to Samford University prior to completing a traditional four-year high school diploma program.
Freshman—A student who is a high school graduate and has not enrolled in any accredited college or university.
International Student—A student who is not a U.S. citizen.
International Baccalaureate Student—A student who has been admitted to the International Baccalaureate (IB) Program that allows high school students to obtain college credit for coursework taken in the IB program.
Readmission Student—A student who previously attended Samford, left, and desires to return to Samford, including students who were required to withdraw.
Special Status Student—A student who is enrolled but is not seeking a degree.
Transfer Student—A student who has attended another accredited college or university and desires to attend Samford to pursue a degree.
Transient Student—A student who is regularly enrolled in another college or university but desires to take a course(s) at Samford.

Admission Application Process

Although there is no formal admission deadline, applicants are encouraged to complete the process as soon as possible. Delays in the admission process could also adversely affect other processes important to eventual enrollment, including financial aid and residence life. Also, if transcripts are being sent to us from other institutions, please allow for the time it takes for us to receive them. See Admission Procedures below.

Admission Notification for All Students

Once students have been notified of admission to Samford, a $200 Enrollment Confirmation Deposit must be submitted to the Office of Admission to reserve a place in the entering class. The deposit is nonrefundable and is applied to first semester costs. The entering class must be limited to support an optimum living and learning environment. Deposits will be accepted until May 1 (the National Candidate Reply Date), after which eligible students will be placed on a wait list and selected as space becomes available.

Undergraduate Admission Procedures

FIRST-TIME APPLICANTS

Samford University seeks to enroll students capable of success in a challenging academic environment. Every applicant is evaluated individually on the basis of academic preparedness and potential, as well as personal fit with the mission and purpose of the university. The Admission Committee considers factors such as the rigor of the high school curriculum, grade point average, standardized test scores, and recommendations. The **2003** Freshman Class possessed an ACT composite middle 50 percent range of 23-28; their SAT-I middle 50 percent range was 1040-1250. The average high school grade point average of the entering class was 3.62. These statistics continue to demonstrate the competitive environment of Samford University.

FRESHMAN APPLICANT

Prerequisites

Transcripts and Curriculum
An official high school transcript of your academic work should reflect a strong scholastic history. Successful admission candidates are expected to have four units of English, algebra I and II, geometry, two laboratory sciences, two units of history (not including state history), and two units of a foreign language. Successful scholarship applicants typically present a curriculum that includes outstanding performance in four units of English, four units of math, three laboratory sciences, three units of history, and two units of a foreign language.

College Entrance Examinations
Official test scores, sent to Samford directly from the American College Testing Program (ACT) and/or the College Board Scholastic Aptitude Test (SAT I: Reasoning Test or SAT, for short) are required. Samford's institutional codes are: 0016 (ACT) and 1302 (SAT). Scores received via other means will not be accepted as official.

High School Equivalency (GED)
Applicants who have the GED (General Educational Developmental) diploma may present an official score report in place of the high school diploma. The ACT or SAT will be required unless the applicant has been out of high school for at least five years. Nursing applicants are required to submit standardized test scores.

Freshman Applicant Procedures for Admission

A freshman applicant who desires to attend Samford University should:

1. Complete an application form and include a $25 nonrefundable application fee.
2. Request two official transcripts from your high school to be sent to the Office of Admission. One should be sent at the time of application. The second one should be sent at the completion of the senior year certifying graduation. Transcripts must be mailed by the school to the Office of Admission in order to be considered official.
3. Have official scores on the ACT or SAT sent to the Office of Admission by the respective agency.
4. Arrange for submission of the School Recommendation Form provided in the application packet.
5. Write an essay of approximately 500 words. In your own words, respond to one of the essay questions in the Admission Application Packet.
6. Include a leadership résumé of high school, church, and community activities.
7. Mail the completed application and related documents to:
   Office of Admission
   Samford University
   800 Lakeshore Drive
   Birmingham, AL 35229
8. Applications may be submitted online by visiting www.samford.edu.

EARLY ADMISSION FRESHMAN APPLICANT

Samford welcomes applications from exceptional students prior to their high school graduation when, in the opinion of the applicant, the applicant's parents, and school officials, enrollment at Samford University will enhance the educational experience beyond that available in high school.

Categories

There are two categories for early admission:

1. Admission to Samford after the junior year in high school.
   or
2. Concurrent enrollment at Samford and at the high school during the senior year.

Qualifications and Requirements

1. A grade point average of 3.50 or higher.
2. An ACT score of 25 or an SAT score of 1150.
3. A written statement of support from parents and from a school official.

EVENING STUDENT APPLICANT

It is expected that students who enter this program have been out of high school for at least three years and are unable to enroll in the day program due to work schedules, family concerns, or other reasons. Metro College is the administrative office that serves Evening Students. (See Metro College section of this catalog.) Metro College staff can assist you with academic advising, admission, and other areas of concern. Contact them at (205) 726-2898.

INTERNATIONAL STUDENT APPLICANT

International students should allow a minimum of six months to complete all the necessary paperwork prior to admission and enrollment.

International Student Applicant Procedures

An international student who desires to attend Samford University should:

1. Complete an application form and attach a $25 (U. S. dollars) nonrefundable application fee.
2. Have official scores on the ACT or the SAT sent directly from the testing agency to the Office of Admission if attending high school in the United States.
3. Have official scores on the TOEFL (Test of English as a Foreign Language) sent directly from the Educational Testing Service directly to the Office of Admission. A minimum score of 550 (paper) or 213 (computer) is expected.
4. Have an official transcript of all academic work, including mark sheets, examination results, certificates, diplomas, etc., sent to the Office of Admission. If college credit has been earned in a university other than an American university, submit certified copies of all academic work to the World Evaluation Service (WES), requesting a Course by Course Evaluation. Information regarding WES is available from the Office of Admission.
5. Submit a financial affidavit of support, supplied by Samford, showing that there are adequate funds to support your educational experience.

TRANSFER STUDENT APPLICANT

Academic Record

Transfer students generally receive favorable admission review when they present a minimum cumulative 2.50 grade point average on all college-level coursework, provided they have attempted at least 24 credits, or 36 quarter credits, at institutions accredited by one of the regional accrediting agencies.

Transferring Core and General Education Courses

Samford University strives to offer a distinctive curriculum that challenges students to their fullest potential and employs innovative teaching techniques. All students should complete their General Education Requirements in residence whenever possible. Transfer students with 18 or more semester credits earned at another institution may be able to substitute some general education courses taken elsewhere for the interdisciplinary courses of the University Core Curriculum. Students will only receive the credit they earned (not the credit of the course being replaced) and must meet the total number of credits required for their degree program (128 credits minimum).

Transfer Credits

Samford University accepts for transfer credits earned at institutions that have regional accreditation and in which the student has earned a grade of C- or higher. Credit for coursework with a grade of C- or higher from institutions that are not regionally accredited will be considered for transfer credit where such credit represents coursework relevant to the degree sought, with course content and level of instruction resulting in student competencies at least equivalent to those of students enrolled at Samford.

Transfer students are required to earn at least 50 percent of the credit for a first undergraduate degree in each degree program from Samford. Also, a minimum of 15 credits in the major field (with nine at the 300–400 level) must be earned at Samford. For a minor, a minimum of nine credits in the minor field (with six at the 300–400 level) must be earned at Samford.

Students may transfer up to 64 semester credits or 96 quarter credits of work completed at two-year institutions, where such coursework is comparable to Samford courses offered at the 100 and 200 level. The aggregate of credit earned in extension, correspondence, portfolio (available through Metro College only), AP (Advanced Placement) Dual Enrollment, and CLEP may not exceed 30 credits, none of which counts toward the 50 percent residency requirement.

Students who have completed all Communications Arts course requirements before entering Samford must pass a writing proficiency examination. Those who fail the examination must enroll in a program of individual instruction directed by the Communication Resource Center and then successfully pass the examination.

Transfer Student Applicant Procedures for Admission

Samford University welcomes transfer students at the beginning of any term. Transfer students must present academic records that reflect serious academic aims and mature progress toward those aims.

A transfer student who desires to attend Samford University should:

1. Have one official transcript from each college attended mailed directly from your former institution's records office to the Office of Admission at Samford. If you earned fewer than 24 semester credits or 36 quarter credits in total at other institutions, you must also meet the requirements of an entering freshman.
2. Complete an application form and attach a $25 nonrefundable application fee.
3. Include one letter of recommendation, typically from a professor or adviser.
4. Write an essay of 250–500 words. In your own words, respond to one of the essay questions in the Admission Application Packet.
5. Mail the completed application and related documents to:

   Office of Admission
   Samford University
   800 Lakeshore Drive
   Birmingham, AL 35229

SPECIAL CATEGORY APPLICANTS

ACADEMIC RENEWAL APPLICANT

Undergraduate students who have dropped out, withdrawn, or have been suspended because of academic deficiencies but have demonstrated sufficient maturation may request readmission as an academic renewal applicant.

The following conditions apply:

1. At least three years must have elapsed since the end of the semester(s) for which the student is seeking the provisions of academic renewal. Also, the cumulative GPA for the previous work being considered for forgiveness under the academic renewal policy must have been lower than 2.00.
2. After admission as a candidate for academic renewal, the student must submit a written application for academic renewal to the Office of the Dean of Academic Services and Registrar within twelve (12) months following entry (or re-entry) to Samford University. This application should be supported by at least one semester of recent coursework at Samford that indicates a reasonable expectation of the candidate's continued academic success. Written approval of the student's Academic Dean is required for admission as a candidate for academic renewal and to invoke the academic renewal policy.
3. If granted, a statement of academic renewal is entered after the appropriate semester(s) for which coursework is being forgiven. Also, the declaration of academic renewal will include a statement prohibiting use of the designated previously earned credits and quality points to meet degree requirements, to compute the grade point average leading toward undergraduate certificates or degrees, or to determine graduation status.
4. No academic credit (whatever the grade) earned during the semester(s) being forgiven under academic renewal may be used as a part of a degree program, nor will it be calculated into the cumulative grade point average. However, the portion of the academic record being forgiven will remain a visible part of the student's transcript.
5. Academic renewal may be granted to a person only once, regardless of the number of institutions attended.
6. Students are cautioned that many undergraduate professional curricula, graduate, and professional schools compute the undergraduate GPA over all credits attempted when considering applications for admission.
7. Also, academic renewal does not pertain to accumulated financial aid history. Accumulated semester and award limits include all semesters of enrollment.

AUDIT STUDENT APPLICANT

As an alternative to full participation in a credit course, students may audit the course. Audit students do not receive grades and do not usually participate in examinations; however, instructors have the option of establishing requirements for a satisfactory audit. Students are not permitted to audit courses numbered above 400.

Guidelines

1. **Audit as Credit Student—**Students choosing this option must be admitted to Samford either as a Regular or Special Status Student. Students should enroll in the course to be audited using registration procedures and paying the same tuition as regular enrollees. Provided the instructor's requirements are met, the course will appear on the credit transcript with the notation AU and zero credits. If these requirements are not met, a W will be entered on the transcript.
2. **From a Grading/Credit Basis to an Audit Basis—**A student can change from a grading basis to an audit basis any time prior to the deadline for withdrawing from a class without academic penalty. There will be no financial refunds made as a result of change in grading basis.
3. **From an Audit Basis to a Grading/Credit Basis—**An audit student may not receive regular credit for a course begun as an audit, unless the change is made by the last day to add a course for the semester or term.

READMISSION STUDENT APPLICANT

Former Samford Students in Good Standing

Former students desiring to return to Samford University after attending another college must file a readmission transfer application. An official transcript from each college attended is required. The $25 application fee is not required.

Former students who have been out of the university for more than one year and have not attended another institution in that year must file a readmission application. The $25 application fee is waived.

Former Samford Students on Academic Dismissal

Former students on academic dismissal may be considered for readmission after an absence of at least one semester. An application for readmission is available in the Office of Admission. The completed application and a letter requesting consideration are required. The letter should contain:

1. Student's evaluation of previous academic performance.
2. Explanation of readiness to resume a college program, including specific steps taken to improve chances for doing well academically.
3. Description of activities during absence from Samford, such as work, marriage, military service, etc.

The student's application is presented to the University's Admission Committee for review and decision.

Former Samford Student on Indefinite Academic Dismissal

Former students on indefinite academic dismissal may appeal for readmission consideration after an absence of one year. The process is the same as for the first academic dismissal mentioned above.

SPECIAL STATUS STUDENT APPLICANT

See Evening Studies Program, Metro College.

TRANSIENT STUDENT APPLICANT

Transient students are students who are regularly enrolled in other colleges and universities yet desire to take courses at Samford. A transient student must submit a transient application and have all coursework authorized by the student's primary institution. The application form is available in the Office of Admission. See the Inter-Campus Exchange Program—BACHE in the Special Academic Programs section of this catalog.

CREDIT BY EXAMINATION POLICIES

ADVANCED PLACEMENT

Subject	Minimum Score	Credit
Art History (elective)	3	3
Art, Studio: Drawing (221)	3	3
Art, Studio: 2D	3	3
Art, Studio: 3D	3	3
Biology (105)	3	4
Environmental Science (BIOL 107)	3	4
Chemistry (203)	4	4
Chemistry (203) (204)	5	8
Computer Science A (110)	4	4
Computer Science AB (110)	3	4
Computer Science AB (110) (210)	4	8
Economics: Macroeconomics (201)	3	4
Economics: Microeconomics (202)	3	3
English Language & Comp (UCCA 101)	4	4
English Literature & Comp (UCCA 101)	4	4
French Language (102)	3	4
French Language (201–202)	4	8
French Literature (302)	4	4
Geography, Human (GEOG 210)	3	4
German Language (102)	3	4
German Language (201–202)	4	8
German Literature (302)	4	4
Government/Politics (American) (POLS 205)	4	4
Government/Politics (Comparative) (elective)	4	4
History: European (200)	4	4
History: U.S. (218)	4	4
Latin: Vergil (102)	3	4
Latin: Vergil (201–202)	4	8
Latin Literature (202)	3	4
Mathematics: Calculus AB (240)	3	4
Mathematics: Calculus BC (240) (260)	3	8
Mathematics, Statistics (210)	3	4
Music Listening & Literature*(200)	3	2
Physics B (100 or 101)	3	4
Physics C	no credit	no credit
Psychology (101)	3	4
Spanish Language (102)	3	4
Spanish Language (201–202)	4	8
Spanish Literature (302)	4	4

*(200) for a nonmajor and (161) for a major.

CLEP

College-level credit is awarded for scores of 50 or higher in most subject areas. CLEP credit is not acceptable for University Core Curriculum courses.

International Baccalaureate

Samford University recognizes the quality of the International Baccalaureate (IB) Program and welcomes application for admission from students who have taken coursework in the IB program. Credit is given for the IB Higher Level Examinations passed with grades of 5, 6, or 7. No credit is given for the IB Subsidiary Examinations. In cases of ambiguity, the Dean of Howard College of Arts and Sciences, in consultation with the Office of Student Records, will determine the credit to be awarded.

Subject	Minimum Score	Credit
English A1 (UCCA 101)	5	4
History: Americas (elective)	5	3
History: Americas (elective)	6	4
History: Europe (elective)	5	3
History: Europe (elective)	6	4
Physics (100)	5	4
Chemistry (203)	5	4
History Asia/OCE (elective)	5	3
History Asia/OCE (elective)	6	4
Geography (elective)	5	3
Geography (elective)	6	4
Biology (105)	5	4

Credit Limitations

The aggregate of credit earned in extension, correspondence, portfolio (available through Metro College only), AP (Advanced Placement) Dual Enrollment, and CLEP may not exceed 30 credits. At least 50 percent of the credit in each degree program must be earned from Samford, with none of the credit mentioned in the previous sentence counting toward this residency requirement. Also, a minimum of 15 credits in the major field (with nine at the 300–400 level) must be taken at Samford. For a minor, a minimum of nine credits in the minor field (with six at the 300–400 level) must be taken at Samford.

*Beginning in the 2006-07 academic year, credit that is applied to a high school diploma will not be awarded college credit at Samford.

Graduate

Admission Procedures and Policies

Refer to the academic departments/schools sections of this catalog and/or publications from the individual departments or schools offering graduate degrees. More information may be found at Samford University's Web site: www.samford.edu.

Campus Life, Campus Facilities, Campus Services

Athletics - Intercollegiate

The mission of the Department of Athletics is to uphold the mission of Samford University within the context of a continually improving, competitive, diverse, and NCAA-certified athletics program. The Department of Athletics is responsible for the administration and implementation of an intercollegiate sports program that competes in NCAA Division I. Samford is a member of the nation's eighth oldest conference, the Ohio Valley Conference. The 17 intercollegiate sports sponsored by Samford University are:

Men	Women
Basketball	Basketball
Cross-Country	Cross-Country
Golf	Golf
Indoor Track	Indoor Track
Tennis	Tennis
Track and Field	Track and Field
Baseball	Softball
Football	Soccer
	Volleyball

Scholarships

Athletics aid is awarded in all of Samford's sports, primarily to student-athletes specifically recruited for that sport by the coaching staff. Students who were not recruited, but who are interested in participating in varsity sports, may contact individual coaches concerning opportunities. Coaches' contact information may be found at www.samfordsports.com.

Schedules

Schedules for all sports are distributed across campus and posted on the Web site at www.samfordsports.com. All times are Central. All dates and times are subject to change. Contact the Office of Sports Information at (205) 726-2799 or 2802 to confirm schedules before making special plans.

Ticket Information/Procedures

Currently enrolled Samford students are admitted free to any Samford Athletics ticketed sporting event. Students must show their current Samford ID at the ticket window for individual events. Guest tickets may be purchased at the ticket window on game day. Ticket prices will be posted at each event.

Samford students are encouraged to support the Bulldogs on road trips as well. Ticket availability will vary depending on our opponent. Full ticket prices will be charged for away games as they are sold on consignment for opponents. Contact the Athletics Department concerning specific contests.

Spirit Program

Varsity Cheerleading

The main objective of Samford's Cheerleading program is to work within Samford Athletics to create an atmosphere of enthusiasm among students and fans. Samford Cheerleaders represent Samford University and its athletics program through performances at athletics events as well as at campus and community events. Tryouts are held each spring.

Mascot

The mascot, Spike, appears at athletics events as well as student and community activities in order to build enthusiasm and recognition for Samford University. Spike is a visual representation of the spirit and pride of Samford University and one of its most beloved inhabitants. Tryouts are normally held in the spring.

Exact dates and times for cheerleading and mascot tryouts may be found at www.samfordsports.com or by calling the Athletics Office.

FACILITIES

There are a variety of athletics and recreational facilities available for all students at Samford University. Field and court space is available for general student use when not being used for varsity practices, competition or Campus Recreation events.

Seibert Stadium hosts home football games in the fall as well as track meets in the spring. The facility is equipped with a newly renovated track available for running, jogging and walking at nearly all hours. The track will be closed during athletic events and afternoon practices. Seibert Hall houses a hardwood-court gym, weight room, swimming pool, dance studio and locker facilities. Bashinsky Fieldhouse has a gym with two hardwood courts, an indoor track, four racquetball/handball courts, and one of the finest athletic training/sports medicine facilities in the Southeast. Athletics facilities also include the Samford Soccer Field across Lakeshore Drive, Joe Lee Griffin Baseball Field, the award-winning Samford Bulldog Softball Field and the Darwin C. Hardison Tennis Center.

Availability for Student Use

Facilities are generally available for use by students in the afternoon through the evening, except when athletic events or practices or Campus Recreation events are scheduled. Facilities are generally closed weekend nights. A schedule of specific hours of availability can be picked up from the Exercise Science and Sports Medicine Office, Seibert Hall, Room 317, at the beginning of each semester.

Student IDs are required to use all recreational facilities. Random inspection of IDs will be made to ensure that only Samford University students, staff, and faculty are using the facilities. Please cooperate when asked to produce your ID card. In this way, the facilities may be kept available for your use. Dependents of students may apply for a guest pass in Seibert Hall, Room 317.

Intercollegiate Athletics Administration and Staff

Director of Athletics . . . . . Robert L. Roller
Senior Associate Director. . . . . Peter F. Neuberger
Associate Athletics Director. . . . . C. Alan Verlander
Assistant Athletics Director . . . . . Joelle R. Akridge
Assistant Athletics Director . . . . . Chris M. Scott
Director of Athletic Training . . . . . Wayne M. Kendrick
Sports Information. . . . . Joey Mullins
Equipment Manager. . . . . James R. Carlson
Strength and Conditioning Coach . . . . . Thomas P. Rohling

Head Coaches for Men's Sports

Baseball. . . . . Timothy M. Parenton
Basketball . . . . . James A. Tillette
Cross Country . . . . . J. Glenn McWaters
Football . . . . . William A. Gray
Golf. . . . . Woodie Eubanks
Tennis . . . . . Kemper W. Baker
Track. . . . . J. Glenn McWaters

Head Coaches for Women's Sports

Basketball . . . . . Michael W. Morris
Cross Country . . . . . J. Glenn McWaters
Golf. . . . . Ian Thompson
Soccer . . . . . A. Todd Yelton
Softball. . . . . Lee Ann Ketcham
Tennis . . . . . Terri L. Sisk
Track. . . . . J. Glenn McWaters
Volleyball . . . . . Michelle Durban

Head Coaches for Co-Ed Sports

Cheerleading Coach. . . . . Ashley McCraven

Campus Recreation

The mission of the Department of Campus Recreation at Samford University is to provide recreational programs and outdoor adventure activities that will enhance the social, spiritual, emotional, intellectual, physical, and vocational needs of students, faculty, staff, and their spouses in an environment of Christian values. Campus Recreation strives to promote learning, fun, friendship, leadership development, and sportsmanship in a Christian environment by offering quality competitive and noncompetitive activities, employment opportunities, and equipment rental. Campus Recreation employs students in all areas, including the main office, intramural sports, fitness instruction, Alpine Tower, and Carolina Climbing Wall. There are opportunities for advancement within the department.

Alpine Tower and Carolina Climbing Wall - The Alpine Tower creates challenges and group problem-solving events suitable for any group. The tower is a 50-foot high structure, offering over 30 different climbing routes with varying degrees of challenge. The tower provides an effective method of fostering leadership development, teamwork, trust, communication, and cooperation among a group of participants. The Carolina Climbing Wall is a 50-foot high structure with windows that allow for social climbing on both sides of the wall. Whether a first-time or a seasoned rock climber, there is a route marked for you!

Fitness Programs - Aerobics classes are offered Monday through Thursday to students, faculty, staff, and spouses for a nominal fee. Classes include step aerobics, kick boxing, body toning, and cross training.

Intramural Sports - The intramural sports program offers many different activities for all levels of ability. Current offerings are bowling, flag football, volleyball, basketball, soccer, softball, ping pong, billiards, golf, tennis, racquetball, inner tube, water polo, and kick ball. There are opportunities for participation in state, regional, and national competitions, as well.

Sport Clubs - Sport Clubs are student-founded and student-led with the Director of Campus Recreation serving as adviser. The Men's Soccer Club holds a Soccer Tournament in the spring. The Outdoor Adventure Club organizes outdoor recreational trips, seminars on outdoor sports topics, and community service projects.

Campus Bookstores

The main campus bookstore is located in the Beeson University Center and is owned and operated by the University. Classroom books, supplies, as well as gift items, are readily available. The bookstore is open Monday through Friday from 7:45 a.m. to 5:00 p.m. and Monday and Thursday evenings until 6:00 p.m.

Adjacent to the bookstore is the University's computer resource store, The Mouse Pad. It carries computer hardware, software, and supplies. Knowledgeable staff are ready to assist students and parents with computer purchases. Samford University has partnered with Dell Computer and Dell Financial Services to offer students Dell's leading technology with competitive pricing and affordable payment options. The student may choose to purchase or lease the equipment through The Mouse Pad.

Housed in the Beeson School of Divinity, the Cokesbury Beeson Bookshop carries an assortment of Christian and religious books and Bibles for coursework, as well as for leisure reading.

Campus Safety and Regulations

The Samford University Department of Campus Safety is a proprietary function of the University with jurisdiction to enforce the rules and regulations of the University on University property, as well as the laws of the State of Alabama in any extended jurisdiction prescribed by law. Those members of the department who are duly sworn and commissioned have full law enforcement authority and maintain a close working relationship with local law enforcement authorities, Federal agencies, and other emergency agencies on all matters of mutual interest. Support and response by local law enforcement, fire department, and other emergency services are excellent. The Department of Campus Safety is located on the second floor of Beeson University Center and is staffed 24 hours a day, providing immediate availability for emergency response, performance of security patrols, monitoring of persons on campus, and providing other services to the campus community. Crime statistics, as required by federal law, are available by writing or calling the Director of Campus Safety.

Rules and Regulations

Automobiles on Campus

Students are permitted to have a motor vehicle on campus. A student wishing to maintain a motor vehicle on campus must register the vehicle with the Department of Campus Safety, pay a registration fee, properly display the registration decal, and comply with appropriate traffic/parking regulations. Failure to comply with vehicle registration requirements, parking regulations, and traffic regulations may subject the vehicle operator to fines, forfeiture of the privilege of operating a vehicle on campus, and disciplinary action.

Code of Values and Discipline

The Samford University community affirms the value of a peaceful and purposeful community, founded on the moral and ethical integrity of students and faculty. With a strong commitment to the Christian values on which the University was founded, reasonable expectations of student behavior are necessary for contributing to a healthy and quality environment. Using principles of fundamental fairness, Samford University established a Code of Values: Worth of the Individual, Self-Discipline, Academic Integrity, Respect for Property and the Environment, and Respect for Community Authority. Students are given this information in writing and orally during Orientation. (The complete Code of Values and minimum sanctions for inappropriate behavior can be found in the Student Handbook.)

Two expectations of Samford students may differ from other institutions. First, it is expected that a student will not possess, consume, sell, or distribute alcoholic beverages or illegal drugs on campus or in off-campus activities sponsored by a group or organization of the University. Second, a student is expected to obey residence-hall visitation regulations. Samford has limited visitation in the rooms of a person of the opposite sex.

Students are held accountable for their actions that violate Samford's Code of Values. A student accused of a values violation will be notified in writing and given a brochure outlining the judicial process. (See the Values Violation Process in the Student Handbook for complete details regarding disciplinary actions.)

Theft/Property Damage

Samford is not responsible for loss, damage, or theft of property owned by students or other individuals. It is suggested that students check that their parent's homeowners insurance provides coverage for a son/daughter living on campus.

Career Development Center

The Career Development Center is designed to help current students and Samford graduates with a variety of career and job search activities. Career Counselors are available to help with identification and evaluation of areas of interest for a major course of study and/or career choices. Career guidance instruments may be used in this process.

The Career Development Center contains information for career research, experiential education research, job search, company research, graduate and professional school research, and other topical information related to careers.

The Career Development Center sponsors presentations each semester on a variety of career development topics. Staff members are available to assist with many career search concerns. The Center acts as a connecting link between students and employers for part-time, summer, cooperative education, and permanent positions. Job listings are maintained for these areas.

Graduating students have the opportunity to participate and receive information about various interviewing events. Resumes of students with completed files are referred to inquiring, prospective employers.

Clubs/Organizations

Co-curricular involvement is an important part of the student's development. Samford University students are encouraged to select from the numerous campus organizations for their co-curricular involvement.

Greek Organizations

Greek letter organizations are an integral part of student life at Samford University. Samford sororities and fraternities are involved in educational programs, community service, and leadership development in addition to providing a strong bond of friendship among their members. The Panhellenic Council monitors the sorority membership selection process and provides a variety of educational, social, and service opportunities for both sorority and fraternity members. The Interfraternity Council acts as the liaison between the seven fraternities and the University, promotes leadership within member chapters, and monitors the activities of member chapters. Samford maintains chapters for each of the following national organizations:

Fraternities:
Alpha Phi Alpha
Kappa Alpha Psi
Lambda Chi Alpha
Pi Kappa Phi
Sigma Chi
Sigma Nu
Sigma Phi Epsilon

Sororities:
Alpha Delta Pi
Alpha Kappa Alpha
Alpha Omicron Pi
Chi Omega
Delta Sigma Theta
Phi Mu
Zeta Tau Alpha

General/Professional/Educational Organizations-Undergraduate

Alpha Kappa Psi
American Chemical Society
Arnold Air Society
Association for Women in Communications
Association of World Language Majors
Delta Omicron (women, music)
F.A.C.E.S. Club (Fitness Awareness Club for Exercise Science)
French Club
German Club
Interior Design Student Organization
National Council on Family Relations (Student Chapter)
Nurses' Christian Fellowship
Phi Delta Kappa
Phi Mu Alpha Sinfonia (men, music)
Samford Accounting Society
Samford Pre-Law Society
Sojurn
Spanish Club
Speakers Forum at Samford
Student Athletic Trainer's Association
The Reconcilers
Women's Coalition of Samford University

Service Organizations

Samford students have opportunities to serve the campus community, as well as the community at large, by being an active participant with the following organizations. In addition, numerous service groups function under the guidance of the Office of University Ministries. (See the University Ministries and Student Ministries section of this catalog.)

Alpha Phi Omega (men)
Amnesty International
Circle K
Gamma Sigma Sigma (women)
Habitat for Humanity
Samford Ambassadors
Samford Recruitment Team
Student Government Association
Ville Crew

Social and Other Organizations

College Republicans of Samford University
Dance Team
ESL Ministry
Samford Dog Pound
Samford Soccer Club
Student-Athlete Advisory Committee
Swing Kids
Water Ski Club

Religious Organizations

Family Court
Fellowship of Christian Athletes
Grace Dance Ministry
Impact Team
In His Hands
My Kappa
One Way Ministries
Son Reflectors
Student Ministries
Student Ministries Choir
Word Players

Computer Services and Resources

Campus Portal Services

All members of the Samford University community have access to a variety of computing resources. A Campus Portal via the web is the entry point from which all members of the campus community can tap into academic resources, administrative services, community information, E-mail and the Internet—all online, from anywhere. Some of the administrative resources available to Samford students are: grades, class schedules, and account payments. Upon admission to Samford University, students can go to the Samford home page and log into the Campus Portal using the user name and password provided by Computer and Telecommunication Services.

Computing Assistance

Computer assistance is available from the Office of User Services in Computer and Telecommunication Services, Room 326, Brooks Hall. User Services is open Monday through Friday 7:00 a.m. until 7:00 p.m. Call (205) 726-2662 or e-mail support@samford.edu for additional information. The computing resources and assistance described here are all free of charge to Samford University students.

Computing Laboratories

Six general access computer laboratories are available to every student, except during times when one or more of the labs may be scheduled for classes. Several academic departments or schools also have computing labs that support their specialized needs. The general access laboratories offer a substantial suite of software to satisfy routine needs like word processing, as well as more specialized needs such as page layout, presentation preparation, or statistical analysis. Each computer in the general access computing labs is connected to the campus network, which is in turn connected to the Internet. This gives every Samford student access to the World Wide Web and other networked resources. For more information about laboratory resources, see the computer lab page at www.samford.edu/labs.

Library Resources

The online catalog for the Samford Library and several additional library-related resources are available via the campus network. Samford is an active participant in the Network of Alabama Academic Libraries and other consortia that enhance the resources available to the Samford community. For more information about library resources, see the Library Web page at http://library.samford.edu/.

Residence Hall Network Access

Each resident room has one Ethernet port per student, allowing students to connect their personal computers to Samford's computer network. Due to the changing environment of computer technology, students will be given information regarding the minimum requirements for a student-owned computer during student orientation. Additional information regarding minimum computer configurations can be found at www.samford.edu/support.

The Office of User Services assists students wishing to connect to the Samford University computing network. Nonresident students may access campus computing resources through an Internet service provider. For further information about computing resources at Samford University, call User Services (205) 726-2662 or e-mail support@samford.edu.

Student-Owned, On-Campus Computers

While Samford strives to maintain the best available computer laboratories, many students may wish to bring or purchase a personal computer, and this is encouraged. Due to the changing environment of computer technology, students will be given information regarding the minimum requirements for a student-owned computer during student orientation. For computer purchase information, visit the Samford University computer store, The Mouse Pad, located in the Beeson University Center. (See Campus Bookstores section of this catalog.)

Further Information via the Internet

For more information about computer resources at Samford University, see the computing World Wide Web page at http://www.samford.edu/computers.

Counseling Services and Disability Support Services

Counseling Services provides counseling to assist students as they adjust to campus life, cope with problems, and make the developmental transition from adolescence to young adulthood. The services include individual counseling, relationship counseling, crisis intervention, guidance, support, and referral information. Counseling Services also presents outreach presentations to student groups and classes on issues and topics pertinent to the developmental and emotional well-being of college students.

Accommodations for students with disabilities are handled by the counselor for Disability Support Services in Counseling Services. After admission to Samford, students who are entitled to accommodations under the ADA must contact the counselor for Disability Support Services with recent, appropriate documentation of their disability. (Reasonable accommodations are determined using this documentation. Accommodations are individualized according to the particular needs of each student and may not be the same as those received in high school.) Accommodations are communicated to the faculty by the counselor for Disability Support Services. A faculty member will grant reasonable accommodations only upon written notification from Disability Support Services.

For more information on either of these areas, please call (205) 726-2105.

Dining Services

More than just a dining room, the Beeson University Center Cafeteria is a central place in the social life of the University. It is an excellent place for both resident students and commuters to meet new friends and share campus experiences.

All first year resident students are required to purchase the 19 meal plan. Students who have successfully completed 32 semester hours may purchase either the 12 meal plan or the 19 meal plan. Students who have successfully completed 64 credit hours may purchase either the 7, 12, or 19 meal plan.

The Food Court, located on the ground floor of the Beeson University Center, features fast-food services. Each meal plan includes a $100 credit toward purchases in the Food Court and Cafeteria. Commuting students may purchase a declining cash card, minimum $25, for purchases in the Food Court and Cafeteria, or pay cash for meals at either location.

Financial Services

The SAMFORD CARD

All students are required to have an official Samford University photo ID (SAMFORD CARD) which is made and maintained by the Department of Campus Safety. These ID's offer students, faculty, and staff a convenient, safe, and easy way to make purchases and utilize campus services. It is used as identification, meal card, and library card and as access to certain facilities. With activation of an optional debit account, the SAMFORD CARD can be used to make purchases in the bookstore, Food Court, cafeteria, several campus copiers, drink and snack machines. Several campus laundry rooms are equipped to accept the card in lieu of cash. the Samford Card works very similarly to a checking account in that your deposited accounts are debited each time a student makes a purchase.

Check-Cashing Services

Using a valid photo ID, the Campus Bookstore is authorized to cash checks up to $50 per day for students whose accounts are in good standing. The face of the check must have the student's name, local address, telephone number, and student identification number.

A student who presents a check to Samford University that is not subsequently honored by the bank on which the check is drawn will be charged $28. If the check is not redeemed within 10 days of notification of a returned check, the student may be subject to disciplinary or legal action. After three returned checks in any office of Samford University, all check-cashing privileges are revoked.

Information Center

Located in the Beeson University Center, the Information Center serves as a storehouse of information about the many and varied activities happening on the University campus. The University Calendar is maintained in the Information Center and can be accessed through the Samford University Web site.

Leadership Development

Leadership Education Awareness and Development (LEAD) is a program that provides a formal means by which a student can define his/her leadership philosophy, identify his/her leadership potential, and engage in a variety of educational opportunities, such as self-assessment, mentoring, skill workshops, and community service. Our desire is that students will be challenged and nurtured, so that they are prepared to actively influence the world in meaningful ways as leaders. For more information contact The Office of Student Involvement at (205)726-2345.

Libraries

Samford offers a wealth of library resources featuring an extensive print collection, as well as multimedia resources that include microfilm, music scores, and audio and video recordings. The campus computer network offers ready access to the online catalog and other electronic resources. This network is also connected to the Internet and gives worldwide access to a boundless suite of library resources that complement the library's own holdings. Other libraries in the Birmingham area cooperate with Samford on a reciprocal basis, increasing the variety of resources directly available to the Samford community.

Samford University Library

The Samford University Library is the primary library for all students, faculty, and staff. In addition to the book and periodical collections, the library houses a large government documents collection—serving as an official repository. The Special Collection houses outstanding research materials with particular strengths in Alabama and Southeastern history, Baptist records, Irish history, and Samford University Archives. Reference tools that include CD-ROM, online databases, and World Wide Web access enhance the resources available to all patrons. Individualized and group instruction in the use of library resources is provided on a regular basis by librarians.

An extensive renovation of the Harwell Goodwin Davis library building and the addition of the Frank W. and Clara C. Hudnall Library have afforded an expanded computer laboratory, a computer classroom, the addition of individual and group study rooms, new multimedia viewing and listening rooms, meeting rooms with advanced presentation and conferencing capabilities, and a patron-lounge area.

University Library is home to the Alabama Men's Hall of Fame, whose mission is to recognize those men native to or identified most closely with the State of Alabama who have made significant contributions on a state, national, or international scale within their professional fields of activity and concern. Bronze plaques commemorate these role models and their contributions.

Lucille Stewart Beeson Law Library

The Lucille Stewart Beeson Law Library provides extensive legal research and study materials for the Cumberland School of Law and the rest of the Samford community. The library contains 13 conference rooms, 474 study spaces, large carrels with electrical and data connections, and more than 30 computers, as well as laptop computers available for checkout. Online access to current legal information is provided through computer-assisted legal research systems. The book collection contains more than 200,000 volumes, and the microform and audiovisual room provides access to the microfiche equivalent of 87,000 volumes.

Global Drug Information Center

The Global Drug Information Center is located in the McWhorter School of Pharmacy and serves as a resource center, a drug advisory source for practitioners, and an information retrieval center for students, faculty, and practitioners. In addition to a variety of journals, books and other printed materials, major pharmaceutical and medical databases and many reference materials are available via CD-ROM and the Internet.

Curriculum Materials and Technology Center

The Curriculum Materials and Technology Center in the Orlean Bullard Beeson School of Education and Professional Studies provides materials and resources for curriculum development in P–12 education. Resources include the Make-and-Take Laboratory for the creation of curriculum materials and the Problem-Based Learning Center, which provides computers, instructional software, and materials to facilitate problem-solving for case studies in the field of education. The center is staffed to provide technical services and assistance to students as required by the National Council for Accreditation of Teacher Education.

Global Center

The Global Center, located in the Beeson School of Divinity, features interactive resources that include world population and demographic databases as well as foreign language news broadcasts that assist students as they prepare for service throughout the world. (See Beeson School of Divinity in this catalog for more information.)

Career Development Center Library

The Career Development Center Library, located in the Ralph W. Beeson University Center, is a resource center for career-related books, videos, Web sites and handouts; and for extensive company and corporate information.

Music

The Division of Music in the School of Performing Arts offers a variety of opportunities for students to participate in instrumental and vocal ensembles. These groups offer valuable training and experiences in music to interested students.

Accompanying

Students with accompanying proficiency desiring credit hours or stipend may apply for accompanying duties.

Instrumental Groups

Bells of Buchanan. If you have experience ringing handbells and want to learn more, you'll want to join this member of the Division of Music ensemble family. Auditions are held from February through May of each year for fall registrations.

Chamber Ensembles. Usually student initiated, heterogeneous ensembles (brass quintets, etc.) are formed through common consent of the students. Homogeneous ensembles (flute choir, etc.) are formed by audition or recommendation of the faculty.

Jazz Ensemble. Ellington and Mangione, Basie and Spyro Gyra—the Jazz Ensemble does it all. Admission is by audition or recommendation of the faculty.

Percussion Ensemble. Admission is by audition or recommendation of the faculty.

Samford University Orchestra. Performs standard orchestral repertoire. Membership is open to non-Music majors as well as music majors.

University Band. This band includes a marching band and symphonic band. Admission is by audition or recommendation of the faculty.

Voice Groups

A Cappella Choir. Auditions for the A Cappella Choir are held each April. Membership in this group is usually limited to upperclassmen. Freshmen may also audition, however.

Music Theatre Ensemble. This ensemble is designed for music theatre majors and other students with performance skills appropriate for musical theatre. Auditions are held at the beginning of each semester.

Samford OperaWorks. Auditions for fall production are held each spring.

University Chorale. A nonaudition ensemble, this group performs a cross-section of quality literature with two major concerts each year.

Post Office

The post office is located on the first floor of the Beeson University Center, adjacent to the Food Court. All U.S. mail services are provided here, including registered, certified, and insured mail, stamps and postal money orders, and Express Mail Next-Day Service. An inter-office campus service is available for mail to students, faculty, and staff free of charge.

All undergraduate students, including Metro College students, are assigned a campus post office box. This box serves as the official local address for undergraduate students. Graduate students are not assigned a box. Students who are not enrolled at the university or are studying at the Daniel House London Study Centre during Jan Term or summer terms must provide the post office with a forwarding address.

Publications

Magazine—*Sojourn*

Sojourn is a literary and visual arts magazine focused on highlighting the artistic expressions of students, faculty, and staff at Samford. Published once each semester, students edit and compile each issue with assistance from outside professionals, as well as faculty advisers.

Newspaper—*The Samford Crimson*

The Samford Crimson is a student-run, campuswide newspaper. With a circulation of 3,500, it is available free to all full-time, undergraduate students and is distributed at key locations on campus. Published weekly, *The Samford Crimson* offers excellent opportunities to all undergraduates, regardless of major or experience, who are interested in writing, reporting, editing, as well as in photography and layout/design in the areas of news, sports, commentary, and arts and entertainment. The paper's advertising department, also run by students, caters to those more interested in the business side of *The Samford Crimson* and is also open to all students regardless of major or experience. Any student may compete for salaried staff positions.

Yearbook—*Entre Nous*

The *Entre Nous* is an annual two-issue set of publications, which also serves as the student yearbook. *Entre Nous Faces,* the first issue of *Entre Nous*, is a pictorial directory that is distributed during the early part of the fall semester. Prior to the end of the spring semester, students receive the second issue, *Entre Nous Voices*. This issue is a recap of student activities during the past academic year. All full-time undergraduate day students receive copies of these publications.

The editor, art director, and photographic editor are compensated for their work, but the publication does draw heavily from volunteer contributors from the entire campus. The staff is comprised primarily of students involved in the study of journalism, graphic design, and photography. It is an excellent way to build a portfolio and gain real-world experience.

Radio Station

Serving a major portion of the Birmingham metropolitan area, Samford University's WVSU/FM–91.1 provides an unduplicated format of smooth jazz in a city that has a long history of great jazz artists. The appeal of the format to the community allows Samford to promote University events from theatre to orchestra, special programs to sports. WVSU-91FM broadcasts live Bulldog football and basketball games. The station's mass appeal provides an excellent outlet for heightened awareness of the University.

Residence Life

Living on campus in Samford residence halls provides the student an opportunity to develop human relations and leadership skills through community living. Staff in each hall assist students in creating an environment conducive to study, in planning programs and social events, and by serving as peer advisers and resources.

Residence facilities are grouped in three areas: Central Campus, West Campus, and Beeson Woods. Freshmen are primarily housed in the Central Campus facilities: Vail Hall, Pittman Hall, and Smith Hall. In some instances, a few freshmen female students are housed in Evergreen Hall, located in Beeson Woods.

Rooms are furnished with twin-sized beds, desks, chairs, chests, lamps, and blinds. Students may wish to add approved appliances and decorations. It is recommended this be done in communication with their roommate prior to or after arrival on campus. (Information regarding appliances that students are permitted to have in their rooms will be sent with the notice of room assignment.) Every room provides each student with his/her personal telephone line and computer portal. Basic telephone service is provided to each room at no cost to the student. Charges for long-distance service are billed to each student monthly. (See Student Telephone Service in the Financial Information section of this catalog.) Each room is equipped with a cable TV connection.

Students provide their own bed linens, pillows, wastepaper baskets, and cleaning supplies. Students are responsible for cleaning their own rooms and private/suite bathrooms. Some room personalization is permitted, but students are encouraged to receive the permission of the Residence Manager prior to doing so.

Residence halls are closed on designated University recesses and holidays including Thanksgiving, Christmas, and Spring Break. Students may leave their personal belongings in their rooms but may not remain on campus during these times.

Residence Hall Regulations

The University seeks to foster a spirit of community, benefiting from the full participation of each campus citizen. The student and the community are best served when the student is available to be involved in campus activities. Experience confirms that students who reside on campus are more likely to be fully engaged in their educational experiences, more likely to establish strong interpersonal relationships, and more likely to learn from group and interpersonal interaction.

To maximize the University experience, it is recommended that unmarried undergraduate students reside on campus in University housing during their bachelor's degree studies. Unmarried undergraduates 20 years of age and under are required to reside in University housing, unless they live at home with a parent or guardian. Undergraduate students who have attained the age of at least 21 at the beginning of the term, and who have completed two full years of undergraduate study with a satisfactory grade-point-average, may petition the Office of Residence Life for permission to reside off-campus. In addition, students must have a satisfactory record of personal conduct, and valid reasons for living off campus. Graduate students and students at least 22 years of age are not guaranteed University housing and are accommodated on a space-available basis after undergraduates are assigned.

During the summer and Jan terms, housing is limited to students enrolled at Samford University during the term, or to students required to be in residence to participate in University-approved activities. During fall and spring semesters, housing is limited to full-time students or to special needs part-time students. On campus housing is not available to students over 24 years of age, without permission from the Vice President of Student Affairs.

Standards of conduct and expectations of resident students are outlined in this catalog, the housing agreement, and in more detail in the Student Handbook. Students and parents should become familiar with these guidelines and the University disciplinary procedure prior to moving into campus housing. Samford University's residence halls have been declared SMOKE-FREE environments. Smoking is not allowed in any part of the residence hall facility, including the students' rooms. Students may not keep pets in their room, other than small fish in tanks no larger than ten gallons.

Students are expected to show good stewardship of their rooms and furnishings, and to abide by University policies regarding their housing. A system of fees is established for damage to facilities and failure to follow standard procedures for room change. If imposed, these will be placed on the student's account. (See Residence Hall Special Fees and Fines in the Financial Information section of this catalog.)

Samford does not have an open-visitation policy. Guests of the opposite sex are not permitted in student rooms at any time except for specific hours on days that may be designated and approved by the Office of Residence Life. Students may have overnight guests with advance approval of the Residence Manager of their hall.

Community Standards Council (CSC)

The mission of the Community Standards Council (CSC) is to foster and maintain a peaceful and purposeful community within the residence halls. The goal includes educating students in responsibilities and opportunities for community living. The CSC will monitor rule infractions stipulated by the Residence Life Housing Agreement and the Student Handbook. The council consists of seven students.

Samford Information Television Channel

Television channel 36 is the Samford Information Channel. Information regarding the following can be found on this channel: campus events, career development, convocation schedule, emergency announcements, inclement weather announcements, weekly weather forecasts, pool and weight room hours, computer lab hours, and sporting events.

Student Affairs

The Student Affairs Division is comprised of several departments that serve students in a variety of ways. The staff consider themselves to be educators who complement the primary academic program of the University. Whereas the classroom is the place of instruction for faculty, a residence hall, the Beeson University Center, or similar places are the classrooms of instruction for the student affairs educator. A goal of the staff is to provide quality services and learning opportunities that will assist the student in developing spiritually, intellectually, physically, emotionally, and socially.

Student Government Association

The mission of Samford University Student Government Association (SGA) is to serve, lead, and nurture the Samford University student body through cooperative efforts with faculty members, administrative officials, and community leaders, all while striving to enhance the learning community, to build community partnerships, and to advance the overall condition of the University community.

The Student Government Association is organized into four branches that are responsible for sponsoring the diversity of opportunities for involvement. Each branch is presided over by one of the executive officers. The executive branch is formed by the Student Executive Board and the Executive Advisory Board. The legislative branch is the Senate, which consists of senators and class officers. The senate is divided into committees that oversee the problems and concerns of students. The student activities branch is made up of a council and committees that plan and oversee all major campus activities such as homecoming, Step Sing, Spring Fling, and Speaker Series. The judicial branch is made up of a chief justice and nine other students justices, who help oversee the University values system.

SGA Events on Campus

Students will find a wide variety of events held on the Samford campus provided by the Student Government Association.

Family Weekend

This event is a family reunion held early in the fall semester. Students introduce their parents and relatives to their friends, faculty, and organizations, as well as enjoy quality family entertainment.

Homecoming

Homecoming is a celebration of Samford tradition with such events as spirit rallies, decorative displays, a football game, Homecoming Court elections and presentation, and the Homecoming Ball. The Office of Alumni Affairs and the Student Government Association jointly produce this event-filled activity.

Miss Samford Scholarship Pageant

Samford's pageant is an official Miss Alabama preliminary held for women enrolled at Samford. Women compete for scholarship awards and the opportunity to represent Samford University in the Miss Alabama Pageant. The pageant is planned, organized, and directed by students.

Samford Speakers Series

Founded to facilitate discussion to compliment student learning, Samford Speakers Series provides a forum to address recent, informed perspectives covering a wide range of significant issues. Topics include governmental policy initiatives, the role of religion in society, and community endeavors that promote responsible citizenship.

Spring Fling

This Student Government Association event allows students to manage spring fever through a weekend of fun-filled activities aimed at unifying Samford's campus through service and socialization.

Step Sing

A 52-year tradition, Samford student organizations participate in a music and choreography competition, planned, produced, and performed by students. Step Sing is "the" major Student Government Association event of the year.

Welcome Back
This event provides opportunities for students to meet new friends, welcome returning friends, receive information on organizations and area churches, and participate in entertaining activities centered around a theme.

Student Health Services

The mission of Student Health Services is to promote and maintain those conditions that will permit students, faculty, and staff to realize optimum physical, emotional, intellectual, and spiritual well-being.

Student Health Services is located at the rear ground level of Pittman Hall. The clinic is open Monday through Friday from 8:00 a.m.-12pm and 1:00p.m.–4:30 p.m. and provides outpatient health services to students attending the University. It is staffed by a full-time Physician Assistant (PA), Registered Nurse (RN), and secretary/receptionist. The PA provides primary healthcare and functions similar to a physician while working closely with a supervising physician. The clinic provides primary-care services including assessment and treatment of acute illnesses and injuries, well-woman exams, immunizations, laboratory services, and health education. Allergy injections are administered with written approval from the prescribing physician. The services of the PA or RN for treatment rendered at the clinic are provided at no charge. However, charges for any lab services, vaccines, medications, or supplies utilized during an individual's visit are billed to the student's account. Any charges incurred for off-campus medical care or pharmacy services are the student's responsibility.

Health Forms: All undergraduate students and full-time graduate students are required to submit a Health Form and Immunization Record prior to registering for classes. These include a physical exam performed by a physician or mid-level provider, laboratory work, and immunization history. Student athletes should note that their athletic physical will not be accepted in lieu of the required health forms. Students are only eligible to utilize Student Health Services once their forms have been received in their entirety. Part-time graduate students may opt to complete an Immunization Record only. In so doing, they will only be eligible to utilize laboratory and immunization services performed at the clinic.

Insurance: (See Medical Insurance for Students in the Financial Information section of this catalog.)

Emergencies and Serious Illness: The University is closely located to excellent local hospitals and acute-care facilities. In addition, emergency medical technicians are available at all hours. Resident students may contact a Residence Life staff member in their residence hall or the Department of Campus Safety for emergency needs during hours that Student Health Services is closed. The University believes students with a serious illness or contagious disease are best served at home or in the hospital. No inpatient facilities are available on campus.

Student Involvement

Student involvement is an integral part of the Samford educational experience. The Office of Student Involvement staff assist students with planning, implementing, and evaluating entertaining and enriching programs that enhance the college experience by teaching new skills and building relationships. The Office of Student Involvement is responsible for the recognition and registration process of clubs and organizations, training advisers to organizations, advising the Student Government Association activities branch, leadership education, Greek life, and service projects.

Student involvement can be a rewarding component of each student's education. Through participation in student activities and organizations, students can:

- complement their curriculum with out-of-class related experiences
- develop relationships among students with similar interests
- develop mentoring relationships with faculty and staff
- learn and practice life skills such as decision-making, planning, and problem-solving

Theatre

The Samford University Theatre (SUT) offers opportunities for students to be involved in stage productions, backstage and in the audience. Auditions are open for four main stage productions each year, and students have the opportunity to create workshop and experimental plays in a Second Season series. SUT ambitiously tackles plays from every major period in a wide variety of styles, while being dedicated to quality training in a Christian environment.

University Ministries

Growing in religious faith is one of the most significant experiences of college life. As a student at Samford, you will have the opportunity to develop a mature faith of your own, building on the beliefs you bring here. This development of your own adult faith will be stimulated at Samford in a number of ways.

Convocation and Chapel. The purpose of Convocation is to nurture students in faith, learning, and values from a distinctly Christian perspective. Students are made aware of the Christian worldview and are encouraged to develop sympathy with the Christian mission in the world. Students are provided with opportunities to grow toward spiritual maturity. Convocation events help to cultivate the climate within which transcendent and teachable moments can occur in both formal and informal contexts at Samford.

Convocation offers nurture on an individual level, a corporate level, and a confessional level. First, Convocation provides activities that challenge persons to grow toward Christian maturity. Second, Convocation encourages persons to contribute to the Christian ethos of the University community. Third, Convocation is a formal means by which we – the University – can be who we say we are: a community committed to faith, learning, and values rooted in a Christian worldview.

Students must acquire convocation credits, which are applied to their student record. An entering freshman must acquire 64 credits in order to graduate. For transfers, the number of credits required is prorated. Credits can be earned by participating in any approved events that fall into one of the four tracks that are described in the Convocation brochure which each student receives at the beginning of the semester. The four tracks are University Chapel, Lectures/Dialogues, Cultural Arts Programs, and Convocation Cadres.

Cadres: Cadres serve as opportunities for students and faculty to interact, with the purpose of gaining a greater understanding of the intersection of faith with one's personal and academic life.

Samford Sunday. The purpose of Samford Sunday is to train students in the ministries of preaching and music. Students can sign up on a week-to-week basis to preach or lead music in local Baptist churches across Alabama. This unique ministry is more than 50 years old, and it serves as a vital link between Samford and Alabama Baptist churches.

Student Ministries

Student Ministries exists to nurture persons through a holistic ministry; facilitating the spiritual development of students through an inclusive fellowship, which provides opportunities for worship, spiritual formation, and service in the global and local community. Both individually and corporately, Student Ministries strives to engage heart, mind, soul and strength in the pursuit of knowing God and making Him known.

Worship

Seasonal Services: Hanging of the Green, Ash Wednesday, Maundy Thursday, and Prayer for the Persecuted Church are a few of the special services offered on campus throughout the year.

Chapel: Students are invited to participate in chapel through song, prayer, or the reading of Scripture. Contact Student Ministries if interested.

Student Ministries Choir (SMC): This 80-voice, student-led choir shares the powerful story of God's love through music in area churches, at youth events, and on tour. Auditions are held at the beginning of semester.

GRACE: This interpretative dance group uses creative movement to enhance worship in settings, such as chapel, Covenant, and the local church.

Word Players: This creative ministry team uses both comic and dramatic skits, mime, and testimony to present the gospel to audiences of all ages. Auditions for this team are held at the beginning of each semester.

In His Hands: Through the use of creative sign language and song, this group ministers in the community and local churches to people of all ages.

Son Reflectors: Students use miming and clowning to creatively minister in various contexts including churches, retirement homes, and children's ministries.

Impact Teams: These teams specialize in youth ministry, bringing preaching, music, drama, and recreation to special events and retreats for churches.

Spiritual Formation

Spiritual Formation Groups: These groups are dedicated to helping students explore and develop their faith. Topics and meeting times vary each semester. Sign-ups are held at the beginning of each semester.

Freshman Ministries: Small groups and special events provide opportunities to build relationships and spiritual support during the first semester of transition into the college lifestyle.

Imago Dei Groups: These groups provide a context in which women can explore what it means to be "created in the image of God." Using the Bible as well as other sources from the media, psychology and cultural studies, we examine the messages we receive about being a woman and how those messages affect body image, role expectations and what it means to be a Christian.

Christian Emphasis Week: Each spring, a week is devoted to exploring what it means to be a follower of Jesus Christ. Guest speakers challenge students to consider their faith and the depth of their commitment to living out the Gospel.

Cadres: These small groups are lead by faculty during the chapel hour for the purpose of theological discussion and spiritual formation. Sign-ups are at the beginning of each semester.

Wanahasi Project: Swahili for "life together", this project is an opportunity for students to live in an intentional Christian community within the Samford context in order to gain a holistic understanding of how faith shapes their relationships, convictions and choices.

Spiritual Formation Retreat: This fall retreat is intended to create a space in the lives of students for the purpose of reflection, rest and resolve in the serious call to a life of discipleship.

Fellowship of Christian Athletes: Through worship, Bible studies, and fellowship, the love of Christ is shared among Samford athletes.

Global Involvement

Spring Break Mission Trip: Spend Spring Break ministering to children, planting churches, painting houses, working at a food bank, or feeding the homeless. Whatever the details of the trip, the purpose will always be to share the love of Christ. Look for destination and sign-up information in February.

Summer Missions: Summer Missions provides the opportunity to expand your worldview, put your faith into practice, and learn something new about yourself.

Missions Scholarship Program: Each year, Student Ministries raises a substantial amount of money for the specific purpose of helping student missionaries. In order to distribute these resources to students, we have established a scholarship program in which any student preparing for a summer mission project can submit a request for missions funding assistance.

Global Missions Emphasis: This week is set aside to educate and inspire students in the area of global missions. We hope to raise awareness about what God is doing around the world and how students can become involved in missions, both during and after their college experience.
and after their college experience.

Career Missions Workshop: Students are given an opportunity to hear from vocational missionaries about discerning calling and the practical implications of living that calling out on the mission field.

Mu Kappa: "By MK's for MK's." Committed to meeting the needs of Missionary Kids and international students.

Community Involvement

Spring Break Missions: Spend Spring Break ministering to children, planting churches, painting houses, working at a food bank, or feeding the homeless. Whatever the details of the trip, the purpose will always be to share the love of Christ.

Family Court/Juvenile Detention Ministry: Listening, answering questions about God, playing basketball or a game of cards are all important elements of this ministry to juvenile offenders. The group meets Wednesdays at 6:00 p.m.

Habitat for Humanity: Students meet on designated Saturdays to build houses in an effort to reduce substandard housing in the Birmingham area.

Impact Teams: These teams minister to youth through preaching, music, drama, and recreation. They lead youth events and retreats for churches.

Son Reflectors: Students use miming and clowning to creatively minister in various contexts including churches, retirement homes, and children's ministries.

STARS (Seniors, They Are Real Special): Students visit with residents in nursing homes and retirement communities and provide various programs including music, drama, games, etc.

Ville Crew: Inner City children wait expectantly every Saturday morning for this group of students who come to play with them and to share the love of Christ through music, Bible stories, and one-on-one relationships.

International Ministry: Students are offered a variety of opportunities to expand their worldview—right here in Birmingham. Opportunities include ESL ministry, Buddy Program and International Bible Studies.

Urban Missions Emphasis Week: This week focuses on the needs and opportunities available in the area of urban ministry. This week highlights issues facing the inner city and ways that students can respond.

Social Concern and Cultural Awareness

Target Earth: Students positively impact the community by raising awareness of environmental issues and by rallying efforts for recycling on campus. We are all called to be good stewards of God's creation, and this group leads by example.

Bread for the World: A nationwide Christian movement that seeks justice for the world's hungry people by lobbying our nation's decision makers. Students learn and practice effective advocacy strategies like writing letters, calling and visiting their members of Congress.

Hope for Hunger: Each semester students are given an opportunity to forfeit a meal in the cafeteria as a means of fighting hunger on a local and global scale.

Bursting the Bubble: An educational effort to move students beyond the comfort of campus by highlighting cultural, political, social and spiritual issues and how students might respond in word and deed.

Leadership

Council: This team of students organizes and facilitates the various areas of ministry within the Student Ministries structure. Application for this leadership team is held during the spring semester.

Committees: Students may volunteer to serve in any area of Student Ministries. Visit www.samford.edu/stumin for details on how to get involved.

Academic Policies and Regulations

Colleges & Schools

Arts and Sciences—Howard College of Arts and Sciences
Art
Biology
Chemistry
Classics
Communication Studies
English
Geography
History
Journalism and Mass Communication
Mathematics and Computer Science
Philosophy
Physics
Political Science
Psychology
Religion
Sociology
World Languages and Cultures

Business—School of Business
Accounting
Management

Divinity—Beeson School of Divinity
Extension Division

Education and Professional Studies—Orlean Bullard Beeson School of Education and Professional Studies
Exercise Science and Sports Medicine
Family Studies
Interior Design
Nutrition and Dietetics
Teacher Education
Legal Assistant Certificate

Law—Cumberland School of Law

Nursing—Ida V. Moffett School of Nursing
Nurse Anesthesia

Performing Arts—School of Performing Arts
Music
Theatre

Pharmacy—McWhorter School of Pharmacy
Pharmaceutical Sciences
Pharmacy Practice

Evening Studies Program—Metro College

Majors and Undergraduate Degrees Offered*

Associate of Science (A.S.)** (Metro College only)

Concentrations
- Administrative/Community Services
- Natural/Environmental Sciences

Bachelor of Arts (B.A.)

Majors
- Classics
- Communication Studies
- English
- Family Studies
- Family Studies with a Concentration in Child Life
- Fine Arts
- Fine Arts with a Concentration in Graphic Design
- French
- German
- Greek
- History
- Interior Design
- Journalism and Mass Communication
- Latin
- Music
- Musical Theatre
- Philosophy
- Philosophy and Religion
- Physics
- Political Science
- Psychology
- Religion
- Religion with a Concentration in Congregational Studies
- Sociology
- Spanish
- Theatre

Interdisciplinary Concentrations
- Asian Studies
- International Relations
- Language and World Trade (with a specialty in French, German, Spanish or World Languages)
- Latin American Studies
- Public Administration

Bachelor of General Studies (B.G.S.) (Metro College only)

Concentrations
- Administrative/Community Services
- Counseling Foundations
- Human Resource Development
- Liberal Studies
- Natural/Environmental Sciences

Bachelor of Music (B.M.)+

Majors
- Church Music
- Music
- Music Education (Instrumental, Vocal/Choral)
- Music Theory/Composition
- Musical Theatre
- Performance (Instrumental, Organ, Piano, Voice)
- Performance with Pedagogy Emphasis (Piano)

Bachelor of Science (B.S.)

Majors
- Biology
- Biology with an Emphasis in Marine Science
- Chemistry
- Computer Science
- Engineering and Mathematics (Dual-Degree)***
- Engineering and Physics (Dual-Degree)***
- Engineering Physics
- Environmental Science
- Fine Arts
- Fine Arts with a Concentration in Graphic Design
- Geography
- Mathematics
- Music
- Nutrition and Dietetics
- Physics

Interdisciplinary Concentrations
- Biochemistry
- Environmental Science/Geographic Info Science

Bachelor of Science in Business Administration (B.S.B.A.)

Majors
- Accounting
- Management
- Management with a Finance Concentration
- Management with a Marketing Concentration

Bachelor of Science in Education (B.S.E.)+

Majors
- Athletic Training (Non-Teaching)
- Biology/General Science
- English/Language Arts
- Exercise Science (Pre-Physical Therapy)
- Fitness and Health Promotion
- Fitness & Health Promotion and Nutrition & Dietetics (Dual Major)
- History/Social Science
- Physical Education
- Physical Education with Athletic Training Option
- Sports Medicine (Pre-Medicine)
- Early Childhood/Special Ed/Elem/Collaborative Teacher
- Secondary Education
- P-12 Education

Teacher Education++

Bachelor of Science in Nursing (B.S.N.)+

Major
- Nursing

*An overview of degree requirements is listed on the following pages. Students should consult the appropriate dean for curriculum details of degree requirements.
**A minimum of 64 credits must be successfully completed. See Evening Studies Program, Metro College for details.
***The student will receive the B.S. in mathematics or physics, depending on the track selected, from Samford, and the bachelor of engineering degree from the university of the participating engineering school.
+This is a professional degree. Students must complete a closely prescribed course of study varying in duration and in the number of credits required. Students should consult the appropriate dean for curriculum details of degree requirements..
++See the Orlean Bullard Beeson School of Education and Professional Studies section of this catalog for details on teacher certification in a major.

Areas of Study - Brief Definitions

Concentration—A study in one area, not large enough to be considered a major, but preferably in a subject that enhances the major and academic experience.

Curriculum—A set of courses constituting an area of specialization.

Earned Credits—Those credits that accumulate based on successful completion of coursework (excluding repeated courses). Most undergraduate degrees require a minimum of 128 earned credits. Earned credits may be different than quality credits, which are used to compute the grade point average.

General Education Courses—Required courses that provide the foundation for more specialized courses in a major.

Grade Point Average (GPA)—The number of quality points earned divided by the number of quality credits. Sometimes known as Quality-Point Average (QPA).

Honors Curriculum—Advanced academic track for students who meet specific academic requirements. (See the Honors Curriculum section of this catalog.)

Interdisciplinary—Curriculum requiring credits in two different subjects.

Major—The subject in which a student concentrates most of his/her studies, following a set course curriculum, usually 30 to 60 credits for a bachelor's degree. Each student should declare a major by the junior year and file it with Office of Student Records.

Minor—A focus of study in a subject, on average 18 credits. A minor is not required in all majors.

Problem-Based Learning (PBL)—A teaching method in which problems serve as the context and stimulus for learning.

Quality Credits—Each course is assigned a number of credits that a student can earn toward a degree if the course is completed successfully. Quality credits are divided into the number of quality points earned to obtain a student's grade point average (GPA). For a few courses, students only earn credits instead of quality credits, i.e. pass/fail courses, and these are not included in the GPA calculation.

Repeats—A course may be repeated in an attempt to earn a higher grade; however, credits for the course do not accumulate. See Course Repeats in the Grading System Guidelines and Policies section.

Undeclared Major—Students working toward a bachelor's degree are not required to declare a major during their freshman and sophomore years.

University Core Curriculum—Six required courses for all undergraduate students. (See University Core Curriculum in this section.)

Upper-Level—Coursework at the 300/400 level. Forty (40) credits in upper-level courses are required for a bachelor's degree.

Undergraduate Degree Requirements

Associate Degree Requirements

See Evening Studies Program–Metro College for requirements.

Bachelor's Degree Requirements

Total Credits: A minimum of 128 credits must be successfully completed. Not more than eight credits in music ensembles, drama participation, and physical education activity courses may apply toward the minimum of 128 credits required for graduation. No more than two credits in physical education activity courses beyond those required for graduation may be part of the combined eight credits. In order to receive a first undergraduate degree, students must earn at least 50 percent of their total credits from Samford. At least 40 credits must be earned in junior-level and senior-level courses.

A second undergraduate degree requires at least 32 additional credits and completion of all curricular requirements for the second degree.

Majors/Concentrations: Students are required to earn at least 50 percent of the credit for a first undergraduate degree in each degree program from Samford. Also, a minimum of 15 credits in the major field (with nine at the 300–400 level) must be earned at Samford. Each bachelor degree student must declare a major by the junior year. This information must be on file in the Office of Student Records. Students desiring to change a declared major must do so at the beginning of the registration periods for each semester or term. An undeclared major is acceptable for the freshman and sophomore years. In addition to a major, a specialized curriculum in pre-law or pre-medicine may be followed. See Pre-Law Program or Health Professions Program in the Special Academic Programs section of this catalog.

Minors: For a minor, a minimum of nine credits in the minor field (with six at the 300–400 level) must be earned at Samford. A minor is not required in all majors; however, a student is encouraged to consult with his/her academic adviser to determine whether a minor or some selection or concentration of courses might enhance the academic experience.

Grade Point Average (GPA): A grade point average of 2.00 in the Samford University (SU) average (calculated on all work taken at Samford) is required. Consult departmental listings for specific major course requirements, number of required credits, and grade point averages to achieve. A student must have at least a 2.00 GPA in both the major and minor fields.

Writing Proficiency Requirement: Samford University considers the development of students' writing proficiency one of its most important objectives. To emphasize this objective, the University has a twofold writing requirement. All students must complete Communication Arts II (UCCA 102) at Samford with a grade of C- or better; however, students who transfer the equivalent of this course into Samford must pass a Writing Proficiency Exam. (The Writing Proficiency Exam is not required of students who already have a bachelor's degree from an accredited university.) In addition, students must take two approved courses at the 300 level or above that require a significant amount of writing. These courses are designated with a W following the course number in the course listings of this catalog.

Convocation Requirement: Campuswide Chapel/Convocation Programs for faculty, staff, and students are held twice a week during the academic year. Full-time students are required to earn at least eight convocation credits each semester. University regulations for attendance are outlined in the Student Handbook.

Physical Activity Course Requirements: Most schools require one or two physical activity course(s) in addition to UCFH 120. Students with physical disabilities may consult the Chair of the Department of Exercise Science and Sports Medicine to determine how to fulfill this requirement. If PHED 138 (Water Safety Instructor's Course) is passed, the successful completion of UCFH 120 will fulfill the student's physical education requirement. A student may register and receive credit, to meet the general education requirement, only once for the same activity course.

Additional Bachelor's Degrees

In order to receive an additional bachelor's degree, a student who has already received a bachelor's degree must complete a minimum of 32 credits at Samford, including four credits of religion (if transfer student) beyond the first degree. Completion of the first bachelor's degree satisfies Samford's Writing Proficiency requirements. All additional curricular and minimum GPA requirements of the second degree must be met.

Synopsis of Undergraduate Degree Requirements and Normal Completion Times

Degree	Minimum Requirements (Credit Hours)	Normal Completion Times
Associate/Associate of Science	64	2 years full-time
Associate of Science	64	3 years part-time
Baccalaureate degrees	128	4 years full-time
Bachelor of General Studies	128	6 years part-time

University Core and General Education Curriculum Requirements

The University Core and General Education curricula are designed to provide an academic foundation for work toward the major field of study and should be completed as early as possible. All freshmen are required to take the University Core Curriculum at Samford (22 credits)*. All students should be registered for Cultural Perspectives I (UCCP 101) in their first semester at Samford. They should also register for Communication Arts I (UCCA 101) or Communication Arts II (UCCA 102), depending on their placement.** Students should consult their academic advisers for recommended scheduling.

Additional courses in general education are also required to provide the foundation for the more specialized courses in the major. In some cases the particular course required to satisfy a general education requirement is specified by the major. Students should consult the section of the catalog that describes the major under consideration to learn about these special requirements.

* Core curriculum requirements cannot be met through transient enrollment.

** Placement into UCCA 102, bypassing the requirement to complete UCCA 101, does not exempt students from the minimum number of hours required for their chosen degree program (usually 128). These students may need to complete an additional four hours of a General Elective.

University Core Curriculum Courses (22 credits)

UCCP 101 Cultural Perspectives I (4)
Examination of historical context and religious teachings of Hebrew and Christian Scriptures. Cultivation of critical competencies necessary for the academic study of traditional texts. Course objectives include an understanding of the historical context in which the Bible took shape; appreciation of the development of religious thought within the biblical period; examination of how biblical teachings have been and are interpreted and applied; and study of the Bible, using a variety of modern critical methods. This course builds upon Cultural Perspectives I and II and is typically taken the second year. Offered: Every semester.

UCCA 101 Communication Arts I (4)
Introductory course in communication, emphasizing guided practice in speaking, listening, reading, and writing. Students gain proficiency in the use of library resources and in foundational computing skills. Students must write a minimum of four essays that are revised through multiple drafts and carefully edited before submission. They also must make at least three oral presentations during the course. Students must pass this course with a grade of C- or better to advance to UCCA 102.

UCCA 102 Communication Arts II (4)
Continuation of UCCA 101 with additional guided practice in speaking, listening, reading, and writing. Special emphasis placed on research-based writing and argumentation. Students must write a minimum of four essays that are revised through multiple drafts and carefully edited before submission. They also must make at least three oral presentations during the course. Prereq: Grade of C- or better in UCCA 101. Students must pass this course with a grade of C- or better.

UCCP 101 Cultural Perspectives I (4)
First in a two-semester sequence that examines the Western intellectual tradition within a global context. Through interdisciplinary study, students increase their awareness of the cultural, historical, literary, philosophical, and religious influences upon the development of civilizations.

UCCP 102 Cultural Perspectives II (4)
Second in a two-semester sequence that examines the Western intellectual tradition within a global context. Through interdisciplinary study, students increase their awareness of the cultural, historical, literary, philosophical, and religious influences upon the development of civilizations.

UCFH 120 Concepts of Fitness and Health (2)
Physical fitness course, with emphasis on exercises that develop cardiorespiratory, muscular, and flexibility fitness. All aspects of fitness, such as principles of aerobic fitness, nutrition, flexibility, strength training, common fitness injuries, and weight control and body composition are discussed and applied.

Academic Regulations

Students are expected to know regulations and policies found in this catalog and the Student Handbook. *Keeping abreast of the school calendar, critical deadlines, and all university mail received in one's university mailbox and/or electronic mail is also the student's responsibility*

Undergraduate Academic Achievement Recognition

Honors Curriculum - University Honors Program
For more information about the University Honors Program, see Honors Curriculum in the Special Academic Programs section of this catalog.

Dean's List
At the end of each semester, a Dean's List is compiled consisting of undergraduate students who have earned a grade point average of at least 3.50 while completing at least 12 quality credits of work in the semester.

Graduation with Honors
Honors are awarded on the basis of all academic work taken at Samford University. Students who earn at least 90 credits at Samford and a grade point average (calculated on all work done at Samford University) of 3.500 through 3.749 are graduated cum laude; of 3.750 through 3.899 are graduated magna cum laude; and of 3.900 through 4.000 are graduated summa cum laude.

Honor Organizations

University-wide
Alpha Lambda Delta
Omicron Delta Kappa
Phi Kappa Phi
Alpha Epsilon Delta (Pre-Med)

Howard College of Arts and Sciences
Biology – Beta Beta Beta
Communication Studies – Lambda Pi Eta
English – Sigma Tau Delta
History, Political Science
Phi Alpha Theta
Pi Gamma Mu
Pi Sigma Alpha
Journalism/Mass Communication
Kappa Tau Alpha
Mathematics – Pi Mu Epsilon
Philosophy – Phi Sigma Tau
Psychology – Psi Chi
Sociology – Alpha Kappa Delta
World Languages and Cultures
Pi Delta Phi (French)
Delta Phi Alpha (German)
Sigma Delta Pi (Spanish)

School of Business
Beta Alpha Psi
Beta Gamma Sigma

Orlean Bullard Beeson School of Education and Professional Studies
Teacher Education
Kappa Delta Epsilon
Kappa Delta Pi
Family and Consumer Education
Kappa Omicron Nu

Ida V. Moffett School of Nursing
Sigma Theta Tau

School of Performing Arts
Alpha Psi Omega
Phi Kappa Lambda

McWhorter School of Pharmacy
Rho Chi

Metro College
Alpha Sigma Lambda

Academic Integrity

A degree from Samford University is evidence of achievement in scholarship and citizenship. Activities and attitudes should be consistent with high academic standards and Christian commitment and should be in keeping with the philosophy and mission of the University.

The Faculty Statement on Academic Dishonesty is as follows: students, upon enrollment, enter into voluntary association with Samford University. They must be willing to observe high standards of intellectual integrity; they must respect knowledge and practice academic honesty. Those who cheat on an examination or class assignment are not only academically dishonest, but also completely deficient in the scholarly maturity necessary to college study. Those detected in dishonesty are subject to severe punishment. The more dependence on cheating, the more inevitable becomes ultimate failure, often accompanied by public disgrace. Any act to obtain an unfair academic advantage is considered dishonest.

Academic Warning and Required Withdrawal

Placement on Academic Warning
Any student who has attempted 12 or more credits at Samford University must have a cumulative GPA of 2.00 in work done at Samford. Failure to maintain a 2.00 GPA will result in being placed on academic warning.

Continuation of Academic Warning
Any student who has been placed on academic warning and whose Samford cumulative GPA continues to be below 2.00 will continue on academic warning unless required to withdraw.

Making Satisfactory Academic Progress
Students on academic warning who maintain the GPAs listed below will be considered as making satisfactory academic progress toward graduation and may remain in school. Student athletes are held to NCAA standards for continuing eligibility that may be higher than those below. Contact the Athletic Compliance Officer for details.

Requirements to Classify as Making Satisfactory Academic Progress

Total Quality Credits	Required Cumulative Samford GPA
13-31	1.70
32-63	1.80
64-95	1.90
96 or more	2.00

Required Withdrawal
If a student placed on academic warning does not achieve the cumulative GPA required at Samford University at the end of the semester or term, he or she is required to withdraw from the University for at least one full semester. Readmission is not automatic. Applications for readmission must be made through the Office of Admission at least six weeks prior to the beginning of the next regular semester (fall or spring). (See Readmission Student Applicant in the Undergraduate Admission Procedures and Policies section of this catalog for application procedures.) Students may not attend other institutions during their period of withdrawal.

Academic Renewal

Undergraduate students who have dropped out, withdrawn, or who have been suspended because of academic deficiencies but have demonstrated sufficient maturation may request to be enrolled as a candidate for academic renewal. (See Academic Renewal Applicant in the Undergraduate Admission Procedures and Policies section of this catalog for application procedures.)

Audit Student Guidelines

As an alternative to full participation in a credit course, students may audit the course. Audit students do not receive grades and do not usually participate in examinations; however, instructors have the option of establishing requirements for a satisfactory audit. Students are not permitted to audit courses numbered above 400.

1. Audit as Credit Student—Students choosing this option must be admitted to Samford either as a Regular or Special Status Student. Students should enroll in the course to be audited using registration procedures and paying the same tuition as regular enrollees. Provided the instructor's requirements are met, the course will appear on the credit transcript with the notation AU and zero

credits. If these requirements are not met, a W will be entered on the transcript.

2. From a Grading/Credit Basis to an Audit Basis—A student can change from a grading basis to an audit basis any time prior to the deadline for withdrawing from a class without academic penalty. There will be no financial refunds made as a result of change in grading basis.
3. From an Audit Basis to a Grading/Credit Basis—An audit student may not receive regular credit for a course begun as an audit, unless the change is made by the last day to add a course for the semester or term.

Class Attendance

One of the most vital aspects of a residential university experience is attendance and punctuality in the classroom. The classroom is the place where each student contributes to the learning experience of his or her classmates; therefore, the value of the classroom academic experience cannot be fully measured by testing procedures alone. Class attendance policies are established by each school at the University, and specific attendance requirements are indicated in the syllabus of each class. Some students participate in institutional activities that require them to represent the University in scheduled events on and off campus. For activities of sufficient importance in the overall life of the University, excused absences are granted. A list of activities qualifying for excused absences is maintained by the Office of the Provost. An excused absence does not relieve a student of responsibility for the academic work in the class missed. However, students may not be penalized for such absences and must be given the opportunity to make up missed work. Students are responsible for informing their professors, in advance, of the class dates that will be missed because of these activities. Practice and/or preparation for these activities would not be a valid reason to miss class. Ultimately, each student bears the responsibility to be aware of and to comply with attendance and punctuality requirements.

Class Registration and Policies

Class Load for Undergraduates

A normal class load for undergraduate day students during fall and spring semesters is 16 undergraduate credits. Permission from the school dean must be secured to register for more than 18 credits. Under no circumstances may an undergraduate day student register for more than 21 credits in any semester, regardless of session length, location, or method of delivery.

The normal class load in each summer term is two courses. The maximum credit allowable in any summer term is eight. The maximum credit allowable for two summer terms is 16. The maximum class load allowed in Jan Term is two courses, not to exceed a total of five credits. Metro College students are limited to six credits per session without the dean's approval.

Student Classifications

Undergraduate students are classified as follows:

Freshman - A student who has earned fewer than 32 credits.
Sophomore - A student who has earned at least 32 credits, but fewer than 64.
Junior - A student who has earned at least 64 credits, but fewer than 96.
Senior - A student who has earned at least 96 credits.
Full-time student - One who is enrolled for at least 12 credits in a semester or six credits in a summer term.

University Core Curriculum and General Education Requirements

All freshmen are required to take the University Core Curriculum at Samford. All students should be registered for Cultural Perspectives (UCCP101) in their first semester at Samford. They should also register for Communication Arts I (UCCA101) or Communication Arts II (UCCA102), depending on their placement. Students should consult their academic advisers for recommended scheduling.

Cross Registration

Graduate, professional, divinity, and law students may not register for courses in the other academic divisions without permission of the academic deans in both areas. Additional tuition may be incurred; payment is due the day the charges are incurred.

Commencement

Requirements

It is the responsibility of the student to see that all graduation requirements are met. A student is required to meet all requirements for graduation as set forth in the Samford University Catalog (or, if more up-to-date, any school/departmental official publications) in effect at the time of entrance into the major, assuming that there is no interruption in enrollment other than for stated vacation periods. Later changes in the requirements for graduation are not applicable to students who proceed through their chosen program in a timely fashion.

Students whose enrollment has been interrupted are to follow the requirements for graduation as set forth in the catalog (or, if more up-to-date, any school/departmental official publications) in effect at the time of readmission to a major program of study.

If the University changes requirements for graduation after the entry of a student into a program, and if those changes better meet the goals of the student, the student may petition the dean of the appropriate school to be allowed to qualify for graduation by meeting the newer requirements. If approved, the student will meet all requirements for graduation set forth in the later catalog. In no case may a student qualify for graduation by meeting various requirements set forth in two different catalogs.

Graduation Attendance

Commencement exercises are held at the end of the fall semester and at the end of the spring semester. All candidates completing degree requirements are required to be present at the commencement events, except that attendance at the fall commencement is optional for those having completed degree requirements the previous August.

Undergraduate students who lack eight course credits or fewer (three course credits or fewer for graduate students) toward degree requirements may petition the Dean of Academic Services to march with their class at commencement. Such students must file an approved request outlining their plans to complete the missing course requirements. A form for this purpose is available in the Office of Student Records.

This policy does not apply to students who have not completed the Writing Proficiency Examination or UCCA 102 with a C- or better. Also, this policy does not apply to undergraduate students who lack five or more convocation credits. Students who lack four convocation credits or fewer toward degree requirements may petition to march with their class at commencement. Such students must file an approved request form, which is available in the Office of the University Minister.

Students who have a Values Violation pending or have not completed the sanctions given by the Values Advocate or a Values Council will not be allowed to participate in graduation activities, including commencement exercises.

Elective Withdrawal

Course Withdrawal and Dropping a Course

A student may drop a course without a W (withdrawn) grade or academic penalty before the last day to drop a course(s) without financial penalty. (See the Academic Calendar section of this catalog for date.)

A student may withdraw from a course after the last day to withdraw from a course without financial penalty but prior to the date to "withdraw from a course without academic penalty" and will receive a grade of W. If the course is dropped after the date to "withdraw from a course without academic penalty," the student will receive a grade of WF.

The date of the course withdrawal will be the date the official Withdrawal Form is returned to the Office of Student Records.

If a student discontinues attending a course after the "last day to add a course" without notifying the Office of Student Records in writing or exceeds the maximum absences allowed in a course, a grade of FA will be entered on the student's record with the same penalty as a grade of F.

School Withdrawal

A student desiring to withdraw from the University at any time must secure an official Withdrawal Form from the Office of Student Records. The date of withdrawal will be the date this form is returned to the Office of Student Records. If a student leaves the University without completing this process, the permanent record will show a grade of FA in all courses for that semester/term.

- The permanent record of a student who withdraws before the last day to drop a course(s) without financial penalty will not show courses attempted for that semester/term.
- The permanent record of a student who withdraws from all courses for a semester/term before the deadline, as stated in the Academic Calendar, will show courses attempted and will show a grade of W (withdrew). A "W" is not calculated in the student's GPA.
- No student who withdraws from the University for any reason is entitled to a transcript of credits until his/her financial account has been settled in the Office of the Bursar.
- A student who withdraws in the last two weeks of a semester automatically receives a WF in each course attempted.

Grading System Guidelines and Policies

Pass/Fail Basis Grading System

Any student who is enrolled in the Howard College of Arts and Sciences, the School of Performing Arts, the School of Business, or the Orlean Bullard Beeson School of Education and Professional Studies, who is classified as a sophomore, junior, or senior, and who has earned a grade point average of 2.70 may elect to receive a pass/fail grade rather than a letter grade in no more than 12 credits of regular coursework. In a course elected for grading on the pass/fail basis, the student's grade shall be designated "pass" or "fail." A grade designation of "pass" shall not be included in the student's grade point average; a grade of "fail" shall be included at 0.00 quality points per quality credit.

No course elected for grading on the pass/fail basis shall satisfy any part of a requirement for graduation other than the minimum total credits. The student can change from a grading basis to the pass/fail basis or from the pass/fail basis to the grading basis any time prior to the deadline for withdrawing from a class without academic penalty.

Certain internship and externship courses may be taken for pass/fail credit only. Credits earned in these courses may count toward the major or minor requirement and will not be included in the 12-credit limit. (Consult with your dean or adviser before registering for pass/fail credit.)

Course Repeats

Upon the recommendation of the adviser and with the approval of the Dean of Academic Services, an undergraduate student may repeat a course for credit in which she or he received a D+ or lower to improve her or his grade and cumulative GPA, as well as her or his understanding of course content.

When a course grade of D+ or lower is repeated at Samford, only the last grade, even if it is lower, will count in the calculation of the cumulative average. The credits count only once. Both courses and both grades remain on the transcript with an indication of which course is counted in the computation of the cumulative GPA. The repeated course must be exactly the same course that was originally taken. Courses repeated at other institutions do not change the Samford cumulative GPA.

Courses with grades of C- or higher may be repeated; however, both grades will be averaged into the Samford cumulative GPA.

The deadline for submitting the petition to repeat a course with a D+ or lower grade is the last day to add a course in the semester the repeated course is being taken. A form for this purpose is available in the Office of Student Records.

A course can be repeated only once. A student may take advantage of this policy for no more than two courses or no more than eight credits. Repeating a course may influence a student's financial aid or sports eligibility. Courses repeated after graduation will not change the graduation GPA.

Examinations

Examinations, two hours in length, are given in all undergraduate subjects at the end of each semester. The precise weight assigned to the final examination is determined by the faculty member, the traditional policy being to count as 25 percent to 35 percent in obtaining a final average.

Grade Changes

An initial grade may be challenged before the last day of classes of the next full semester. This challenge should be presented to the Dean of Academic Services after conferring with the instructor and the instructor's department head. An E or an INC automatically becomes an F if not removed by the last day of classes in the next full semester after the grade was given. This grade of F may not be challenged.

Letter Grading System

Grades are indicated by letter symbols. The numerical value assigned to a letter grade is determined by each faculty member.

Grade Symbol	Definition	Quality Points Earned
A	The highest proficiency in ability and application	4.0
A-	Slightly less than the highest proficiency in ability and application	3.7
B+	Outstanding proficiency	3.3
B	Ability and achievement of a high but second order	3.0
B-	Ability and achievement of a high but third order	2.7
C+	A better than average performance	2.3
C	Average ability or average achievement	2.0
C-	Slightly below average achievement	1.7
D+	Below average performance. Many colleges decline to accept transfer credit of lower than a C grade. There is a repeat policy.	1.3
D	Below average performance. There is a repeat policy.	1.0
D-	Just above failing performance. There is a repeat policy.	0.70
E	Grade given to a student who, though failing a final examination, has a general daily average high enough to justify the expectation that he/she could pass the course if permitted to take a make-up examination. An E can be removed only by re-examination and is never raised to a grade higher than D. There is a repeat policy.	0.00
F	Outright failure and can be changed only if it is the result of a clerical error made by the institution. If F is given as a final grade, the student must repeat the entire course and earn a passing grade to receive credit for it. There is a repeat policy.	0.00
FA	Grade given to a student who is dropped from a course because of excessive absences or who withdraws from the University without written permission from the Office of Student Records. It carries the same penalty as F.	0.00
FX	Failure due to a violation of academic integrity.	0.00
INC	Represents Incomplete. Incomplete grades are valid if the student has done work that would earn a passing grade in the course but has failed to complete some portion of the required work **because of an emergency,** and the work can be completed **without further class attendance.**	0.00
IP	Indicates that a course remains In Progress and ends after the semester's/term's final grade deadline.	0.00
Z	Represents No Grade. It is given when a faculty member does not assign a grade. Instructor must change the Z to any grade.	0.00
W	Indicates that the student withdrew before the academic penalty period, but was in good standing. There is no penalty for W.	0.00
WF	Indicates that the student withdrew during the academic penalty period. WF carries the same penalty as F.	0.00
P	Grade assigned for successful completion of a course designated Pass or Fail. It will not be included in the GPA.	0.00
AU	Symbol assigned for successful completion of a course taken on an audit basis. An audited course will not meet any graduation requirement or be included in the GPA.	0.00

Transfer Policies

Transfer of Grades/Credits of Courses Taken at Other Institutions by Students Enrolled at Samford

Samford students who plan to take courses at another institution during the summer and who wish to transfer credit to apply toward a degree must have written approval signed **in advance** by the student's academic adviser, academic department head, and the registrar. In addition, seniors must have the written approval of their academic dean. University Core Curriculum requirements cannot be met through transient enrollment. Seniors may not transfer more than two courses for a maximum of eight credits.

Samford undergraduate students may transfer a maximum of two general education courses from another accredited institution or from the Samford Metro College for fewer credits than the courses being replaced (i.e., a three-credit course taken at another university could satisfy a four-credit requirement). If a student wishes to take more than two courses for general education credit, the courses must be equal to or greater than the number of credits being replaced. Any credit earned beyond the requirement will be shown as elective credit. A form for requesting permission to transfer work is available in the Office of Student Records and via the Internet at www.samford.edu/groups/sturec/.

Samford University accepts courses for transfer that have been earned at institutions that have regional accreditation and in which the student has earned a grade of C- or higher. Credit for coursework with a grade of C- or higher from institutions that are not regionally accredited will be considered for transfer credit where such credit represents coursework relevant to the degree sought, with course content and level of instruction resulting in student competencies at least equivalent to those of students enrolled at Samford. Courses taken on a pass/fail basis may not meet the C- requirement.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of a student's education records. The rights of the FERPA heretofore assigned to parents are now transferred to their college students.

These rights are:

1. Eligible students have the right to inspect and review all their educational records maintained by the school. The student must contact the Dean of Academic Services and Registrar office to make an appointment to view their academic record.
2. Eligible students have the right to request that a school correct records believed to be inaccurate or misleading. If the school refuses to change the records, the eligible student then has the right to a formal hearing. After the hearing, if the school still refuses the correction, the eligible student has the right to place a statement in the records commenting on the contested information in the records.
3. Generally, Samford University must have written permission from the eligible student before releasing any information from a student's record. However, the law allows schools to disclose records, without consent, to the following parties:

   - School employees who have a need to know
   - Other schools to which a student is transferring
   - Parents when a student over 18 is still a dependent
   - Certain government officials in order to carry out lawful functions
   - Appropriate parties in connection with financial aid to a student
   - Organizations doing certain studies for the school
   - Accrediting organizations
   - Individuals who have obtained court orders or subpoenas
   - Persons who need to know in cases of health and safety emergencies
   - State and local authorities to whom disclosure is required by state laws adopted before November 19,1974

Schools may also disclose, without consent, "directory type" information, such as a student's name, address, and telephone number. Samford University has designated the following as directory information: student name, address, telephone number, e-mail address, date and place of birth, enrollment status, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, honors, degrees and awards received, most recent previous school attended, and photograph. An eligible student who does not wish for this information to be released without prior written consent must notify in writing the Office of the Dean of Academic Services and Registrar by the last day to drop/add without financial penalty in a semester or term.

Graduate and Professional Degrees Offered*

Arts and Sciences—Biology/Environmental Management
Master of Science in Environmental Management (M.S.E.M.)**

Business
Master of Accountancy (M.Acc.)
Master of Business Administration (M.B.A.)**

Divinity
Master of Divinity (M.Div.)**
Master of Divinity with Emphasis in Church Music (M.Div.)
Master of Theological Studies (M.T.S.)
Doctor of Ministry (D.Min.)**

Education—Early Childhood Education, Elementary Education, Education Administration
Master of Science in Education (M.S.E.)
Educational Specialist (Ed.S.)**
Doctor of Education in Educational Leadership (Ed.D.)

Law
Juris Doctor (J.D.)**
Master of Comparative Law (M.C.L.)**

Music
Master of Music in Church Music (M.M.)**
Master of Music Education (M.M.E.)**

Nursing
Master of Science in Nursing (M.S.N.)**

Pharmacy
Doctor of Pharmacy (Pharm.D.)**

*Specific descriptions and requirements for the various graduate degrees are described in academic department sections of this catalog and/or publications from individual departments or schools offering graduate degrees.

**This is a professional degree. Students must complete a closely prescribed course of study varying in duration and in the number of credits required. Consult the appropriate dean for details..

Graduate Dual and Joint Degrees Offered+

Arts & Sciences—Biology/Environmental Management
Environmental Management/Law (M.S.E.M./J.D.)

Business
Accountancy/Law (M.Acc./J.D.)
Business Administration/Accountancy (M.B.A./M.Acc.)
Business Administration/Divinity (M.B.A./M.Div.)
Business Administration/Law (M.B.A./J.D.)
Business Administration/Nursing (M.B.A./M.S.N.)

Divinity
Divinity/Business Administration (M.Div./M.B.A.)
Divinity/Education (M.Div./M.S.E.)
Divinity/Law (M.Div/J.D.)
Divinity/Music (M.Div./M.M.)

Education
Education/Divinity (M.S.E./M.Div.)

Nursing
Nursing/Business Administration [M.S.N./M.B.A.]

Law
Law/Accountancy (J.D./M.Acc.)
Law/Business Administration (J.D./M.B.A.)
Law/Divinity (J.D./M.Div.)
Law/Environmental Management (J.D./M.S.E.M.)
Law/Public Administration (J.D./M.P.A.)++
Law/Public Health (J.D./M.P.H.)++

+Specific descriptions and requirements for the various graduate degrees are described in academic department sections of this catalog and/or publications from individual departments or schools offering graduate degrees.

++In cooperation with the University of Alabama at Birmingham.

Tuition and fees cover about 60 percent of Samford's educational and general expenditures. Earnings from endowment accounts provide additional funding in supporting quality programs at Samford. For the remainder of its operating needs, the University relies primarily on the generous support of the Alabama Baptist State Convention, with which the University is affiliated, and gifts and grants from alumni, individuals, businesses, foundations, and other supporters.

The University makes every effort to avoid tuition increases or to hold the increases to the lowest figure possible while providing quality programs of good value. Samford reserves the right to change tuition and/or other charges, refund procedures, and other policies.

Samford University is an Equal Opportunity Institution and does not discriminate in its educational and employment policies on the basis of race, color, sex, age, disability, or national or ethnic origin.

Financial Information

UNDERGRADUATE AND GRADUATE TUITION AND FEE POLICIES

Rate Classifications

Full-Time Undergraduate Day (U) Students: Tuition paid by students classified as undergraduate (U) admits them only to courses in the regular (day) curriculum. Full-time (U) students paying flat-rate tuition in the regular (day) program are permitted to take 12–18 credits in this day curriculum without further charge. All courses taken over 18 credits or outside the day curriculum are charged additional tuition at the per-credit day rate. Courses in the Metro College (evening) program may be taken by full-time (U) students only upon payment of additional tuition at the per-credit day rate, over and above the flat rate, even though the student is registered for 12-18 credits in the day curriculum.

Part-Time Undergraduate Day (U) Students: Part-time regular (day) (U) students will pay the per-credit day rate for all credits.

Undergraduate Evening (UE) Students:— Tuition paid by students classified as Undergraduate Evening (UE) admits them only to courses in Metro College (evening) program. Metro College (UE) students who enroll in day courses will pay the per-credit day rate for regular (day) courses.

Graduate (G) and Professional (P) Degree Students: Tuition paid by students classified as Graduate (G) or Porfessional (P) admits them only to courses within the program.

MISCELLANEOUS EXPENSES

Activity Fees

Tennis, swimming, racquetball, and many other recreational activities are available without charge. The fieldhouse has an indoor jogging track. Outdoor activities such as white-water rafting, rappelling, etc., are sponsored by the Student Government Association. Fees are charged to cover the actual cost of these activities.

Medical Insurance for Students

An accident and sickness insurance plan is available to all students. It is required for international students. Except for motor vehicle injuries, the plan protects the insured student 24 hours a day, is effective during holiday periods, and is payable in addition to any other coverage the student may have. Additional information may be obtained from Student Health Services located on the lower level of Pittman Hall, (205) 726-2835.

Membership Fees

Some student organizations have an annual membership fee. The average is estimated to be $30. In addition, Greek organizations have monthly dues along with an initiation fee.

Residence Hall Special Fees and Fines

Students are expected to show good stewardship of their rooms and furnishings and to abide by all University policies. There are fines for key and lock replacement, damage to facilities, and failure to follow proper procedures for room change and checkout. If imposed, these charges will be placed on a student's account, along with other fees established for special services or other purposes.

Students canceling their housing contract prior to the end of the term of the agreement are subject to a substantial cancellation fee. Students occupying rooms during scheduled break periods will be charged substantially for extra housing stay.

Residence hall rooms are furnished with twin-sized beds, desks, chairs, chests, and blinds. Students may wish to add approved appliances and decorations. It is recommended that this be done in communication with their roommate prior to or after arrival on campus.

Washing machines and dryers are available in each residence hall. All washers and dryers are coin operated, and many machines are equipped to accept the Samford Card.

Student Telephone Service

Local telephone service is included in housing charges. Resident students can dial any local or intra-campus call with no additional charge. Telephones are not included and must be provided by the student.

Long-distance calls may be made from the residence hall rooms with the use of a calling card or by using Samford long distance facilities. In order to place a 1-800, operator-assisted, or 1+ call, students must have an authorization code which allows access to the system.

For more information regarding telephone service, contact Computer and Telecommunication Services at (205) 726-2996.

Long-Distance Authorization Code

The authorization code is a unique number that enables the University telephone system to charge a student's long-distance calls to the student's account. Each student is responsible for the protection of his or her personal telephone authorization code number. A student should not allow any individual to use his or her code. If the card is lost or if unauthorized use is suspected, the problem should be reported to the Office of Telephone Services immediately at (205) 726-2996.

Student Telephone Billing

The billing period ends on the 25th of each month. At the end of each billing period, resident students will receive a telephone bill itemizing long-distance calls for the previous month. Payments are made at the Office of the Bursar.

Payment Policies

Payment Terms for All Students

All e-bills (electronic statements) are sent to students via Samford University e-mail. The University no longer provides paper statements. The University's e-mail system remains the official means of communication with students. Students are advised to check their e-mail regularly. This financial policy as well as the payment schedule, information from Financial Aid and Student Records is posted at http://www.samford.edu/parents.

Registered students will receive an e-bill approximately three to four weeks prior to the payment due date before the start of the term or semester. E-bills reflect activity as of the e-bill date. Account activity occurring after the e-bill date can be viewed by selecting "View Activity Since Last Statement" (e-bill option) or through the on-line Account Summary. Students registering after the e-bill date will need to view their account information via the on-line Account Summary.

Payment for each term/semester is due five (5) days prior to the first day of class as published in the Academic Calendar. Enrollment in classes may be cancelled for nonpayment by the due date.

Students will also receive monthly e-bills. Amounts unpaid by the payment due date go into past due status. Students with a past due amount will not receive grades or transcripts, and are not allowed to participate in commencement until the past due amount is cleared.

It is the student's responsibility to ensure that payments are made timely. Financial arrangements for meeting this obligation are the responsibility of the parents and/or students and the supporting financial institutions. Arrangements should be made well in advance. Fees not paid by the financial institution must be remitted by the parents and/or students by the scheduled due date.

Pursuant to sections 8-8-1.1 and 8-8-8 of the Code of Alabama, the University may charge interest on all amounts past due. Past due accounts assigned to a collection agency will be reported to the credit bureaus.

Payment Options and Contact Information for the Bursar's Office

Electronic Payment Options for Students:

A) From the on-line Account Summary:
1. Log into the Samford University Portal at http://sup.samford.edu/
2. Select "Student Self Services"
3. Select "Account Summary"
4. Select the desired billing term
5. Select either "Credit Card Payment" or "E-check Payment"
6. Complete the necessary information and submit your payment

B) From the e-bill (Electronic Statement):
Click on the link (https://secure.samford.edu/ebill/web/index.jsp) in the e-mail

UNDERGRADUATE DAY STUDENT (FULL-TIME AND PART-TIME) TUITION AND FEES FOR ACADEMIC YEAR 2004-2005

Description of Expense	Student Classification	Payment Regulations	Expense	Payment Due Date (1)
Tuition				
Less than 12 credits	Part-Time Undergraduate (Day)	Deposit nonrefundable See Refund Policies.	$463/credit	$200 deposit upon acceptance and remainder on or before e-bill payment due date
12 to 18 credits	Full-Time Undergraduate (Day)	Deposit nonrefundable See Refund Policies.	$6,972/semester	$200 deposit upon acceptance and remainder on or before e-bill payment due date
More than 18 credits	Full-Time Undergraduate (Day)	Deposit nonrefundable See Refund Policies.	$463/credit	$200 deposit upon acceptance and remainder on or before e-bill payment due date
All credits - Summer School	Undergraduate (Day) Summer School	Deposit nonrefundable See Refund Policies.	$388/credit	$200 deposit upon acceptance and remainder on or before e-bill payment due date
Audit	Degree Seeking	Deposit nonrefundable See Refund Policies.	$463/credit	$200 deposit upon acceptance and remainder on or before e-bill payment due date
Audit courses, except Applied Music and Art	Nondegree Seeking	Deposit nonrefundable See Refund Policies.	$300/credit as space is available	$200 deposit upon acceptance and remainder on or before e-bill payment due date
London Programs at Daniel House, Samford's London Study Centre, Fees*				
Jan Term	Full-Time Undergraduate, not on academic or disciplinary probation and 2.00 GPA or greater.	Deposit Nonrefundable Contact Office of London Programs for cancellation and refund policies (726-2741).	$1,675**	$200 deposit (check or cash only) due at registration, which is held during the Fall Semester. Due date for remainder available from Office of London Programs.
Semester Abroad	Full-Time Undergraduate, *except Freshmen,* not on academic or disciplinary probation, and 2.00 GPA or greater.	Same as Jan Term	$7,070***	$300 deposit (check or cash only) due at registration, which is held during the preceding semester. Due date for remainder available from Office of London Programs.
Summer Term	Same as Semester Abroad	Same as Jan Term	$2,630** (Summer 2004)	$250 deposit (check or cash only) due at registration, which is held during the Spring Semester. Due date for remainder available from Office of London Programs.
Special Course Fees				
Music—Applied Instruction	All Students	See Course Drops and Adds.	$45/credit	On or before e-bill payment due date
Extension Division—Regular and Institute Program	All Students	See Course Drops and Adds.	$40/course	On or before e-bill payment due date
Extension Division—Application Fee	All Students	See Course Drops and Adds.	$8	On or before e-bill payment due date
Theatre Fee for London Programs	All Students	See Course Drops and Adds.	$125	
Books and Supplies	Full-Time Undergraduate		$936 est/academic year	Cash, check or credit card at time of purchase
Residence Hall Fees, Double Occupancy+				
Beeson Woods, West Campus	All Students except Pharmacy	See Refund Policies.	$1,472/student/sem	On or before e-bill payment due date
Evergreen Hall	All Students except Pharmacy	See Refund Policies.	$1,393/student/sem	On or before e-bill payment due date
Vail-Davis, Smith, Pittman, & Ramsay Halls	All Students except Pharmacy	See Refund Policies.	$1,341/student/sem	On or before e-bill payment due date
Student Apartments	All Students except Pharmacy	See Refund Policies.	$1,119/semester	On or before e-bill payment due date
Summer Housing	All Students except Pharmacy	See Refund Policies.	$520/student/Sum Term	On or before e-bill payment due date
Jan Term ++	All Students except Pharmacy	See Refund Policies.	$150/student/Jan Term	On or before e-bill payment due date

Description of Expense	Student Classification	Payment Regulations	Expense	Payment Due Date (1)
Board				
19 meals/week + $100 declining balance.	Mandatory for all EFR and students who have earned less than 24 credits	See Refund Policies.	$1,412/Fall and Spring semesters	On or before e-bill payment due date
12 meals/week + $100 declining balance.	Resident Students who have earned 24 credits or more, or on second year of residency	See Refund Policies.	$1,264/Fall and Spring semesters	On or before e-bill payment due date
7 meals/week + $100 declining balance.	Resident Students who have earned 64 credits or more	See Refund Policies.	$894/Fall and Spring semesters	On or before e-bill payment due date
19 meals/week for Summer Term	Mandatory for Freshmen	See Refund Policies.	$448/Summer Term	On or before e-bill payment due date
12 meals/week for Summer Term	Resident Students who have earned 24 credits or more	See Refund Policies.	$364/Summer Term	On or before e-bill payment due date
19 meals/week for Jan Term	All Resident Students, mandatory for Freshmen	See Refund Policies.	$240	On or before e-bill payment due date
12 meals/week for Jan Term	Resident Students who have earned 24 credits earned 24 credits	See Refund Policies.	$214	On or before e-bill payment due date
General Miscellaneous Fees				
Application Fee for Undergraduate Admission	All Undergraduate Students	Nonrefundable	$25/application	At time of application submission
Auto Decal	All Students	Nonrefundable	$20/academic year	
Auto Decal (subsequent)	All Students	Nonrefundable	$5	
ID Replacement Fee (first time)	All Students	Nonrefundable	$5	
ID Replacement Fee (subsequent)	All Students	Nonrefundable	$10	
Portfolio Evaluation Fee	All Students	Nonrefundable	$100/credit	
Returned Check Fee	All Students	Nonrefundable	$28	
Stop Check Fee	All Students	Nonrefundable	$28	
Transcript Fee	All Students	Nonrefundable	$7/copy faxed	
Transcript Fee	All Students	Nonrefundable	$15/copy faxed international	
Room Deposit	All students requiring housing	Nonrefundable	$250/academic year (non-refundable)	

*Contact Office of London Programs at (205)726-2741 for details.

**Plus 4 credits tuition at the per credit rate.

***Plus 12-14 credits tuition at the per credit rate.

+Double rooms assigned for single occupancy are 150% of the rate for double-occupancy rooms.

++Residence in University housing is limited during January and Summer Terms to those students who are enrolled for at least one course at Samford University during the term of residence or to those students who are required to be in residence because of approved University activities such as band or intercollegiate athletics when classes are not in session. During Fall and Spring Semesters, residence is limited to full-time students.

EFR = Entering Freshmen.

(1) Charges incurred after semester e-bill date are due on or before the first day of class as published in the Academic Calendar.

Charges incurred during the drop/add period are due when incurred. Classes may be canceled for non-payment.

Please refer to p. 45 for e-bill disbursement and payment due date schedule.

Brief Definition of Terms Used in Financial Policies

In all of the following situations, students must complete the proper forms in the Office of Student Records. Arbitrarily discontinuing class attendance does not substitute for official notification of course dropping or withdrawal.

Drops and Adds

Adding a Course: A course can be added anytime on or before the date listed on the Academic Calendar as "Last Day to Drop or Add a Course(s) without Financial Penalty." Payment for the course is due the day the course is added.

Dropping a Course: This term applies to the **complete** removal of a course from a student's permanent record. This can only be done if the student notifies the Office of Student Records on or before the date listed on the Academic Calendar as "Last Day to Drop or Add a Course(s) without Financial Penalty."

If a student notifies the Office of Student Records after this date, the course will be considered a withdrawal, will remain on the student's permanent record with a grade of W or WF (see below), and **no financial reimbursement will be given.** (See Course Withdrawal section in Academic Policies and Regulations.)

Withdrawals

Course Withdrawal: Course Withdrawal is also often referred to as Partial Withdrawal. In order to be considered as withdrawn from a course, a student must complete an official course withdrawal form in the Office of Student Records on or before the date listed on the Academic Calendar as "Last Day to Withdraw from a Course(s) without Academic Penalty." If these requirements are met, the student will receive an automatic grade of W. If the student withdraws after the date listed on the Academic Calendar, the student will receive an automatic grade of WF. (See Course Withdrawal section in Academic Policies and Regulations.)

There is no financial reimbursement for course withdrawal.

School Withdrawal: This term refers to officially leaving Samford University and discontinuing attending all classes. Financial reimbursement will be based on the University's refund policies for withdrawal. See Refund Policies in this section and the School Withdrawal section in Academic Policies and Regulations.

message you receive when your e-bill is sent. Payment may be made by credit card or e-check.

Students MUST access the e-bill system and set up those responsible for payment of their student account as an "Authorized User." Students may set up an Authorized User by clicking on the link in their e-bill message, selecting the Authorized User tab and following the instructions.

Electronic Payment Options for Parents or Guests

A) If you receive a copy of the e-bill as an Authorized User:
Click on the link(https://secure.samford.edu/e-bill/web/index.jsp) in the e-mail message. Payment may be made by credit card or e-check.

Before this option can be used, the student MUST access the e-bill system and set up those responsible for payment of their student account as an "AUTHORIZED USER". Students may set up an Authorized User by clicking on the link in their e-bill message, selecting the Authorized User tab and following the instructions.

B) If you know the student ID, student date of birth and amount due:
Use the following link (www.samford.edu/parentpay) to make a credit card payment. Due to privacy restrictions, no financial information will be provided.

C) If you know the student ID and password:
Log in to the student's Samford University Portal account and follow the online Account Summary instructions for students listed above.

Other Payment Options
The Bursar's Office continues to accept payment by check and credit card through the mail as well as in person. Payment must be received in the Bursar's Office on or before the payment due date.

The Samford University Portal and associated online Student Services are available:

Monday	12 a.m.–10 p.m.
Tuesday–Friday	6 a.m.–10 p.m.
Saturday	6 a.m.–12 a.m.
Sunday	all day

Should you encounter log-in problems, please contact User Services at (205) 726-2662.

Questions? Please contact the Bursar's Office at broffice@samford.edu, 1-800-888-7214 (toll-free) or (205) 726-2816.

GRADUATE TUITION AND FEES FOR ACADEMIC YEAR 2004-2005

Description of Expense	Student Classification	Payment Regulations	Expense	Payment Due Date (1)
Tuition				
All credits	All Graduate and Graduate Audit Students	See Refund Policies.	$457/credit	On or before e-bill payment due date
All credits	Dual Degree (except Law)	See Refund Policies.	By Classification	On or before e-bill payment due date
Master of Science in Nurse Anesthesia (10-21 credits)	All MSN-NA Students	See Refund Policies	$3,682/9-week term	On or before e-bill payment due date
Master of Science in Nurse Anesthesia	All MSN-NA Students	See Refund Policies	$491/credit	On or before e-bill payment due date
General Miscellaneous Fees				
Application Fee for Graduate Admission	All Graduate Students	Nonrefundable	$25/application	At time of application submission
Auto Decal	All Students	Nonrefundable	$20/academic year	
Auto Decal (subsequent)	All Students	Nonrefundable	$5	
ID Replacement Fee (first time)	All Students	Nonrefundable	$5	
ID Replacement Fee (subsequent)	All Students	Nonrefundable	$10	
Portfolio Evaluation Fee	All Students	Nonrefundable	$100/credit	
Returned Check Fee	All Students	Nonrefundable	$28	
Stop Check Fee	All Students	Nonrefundable	$28	
Books and Supplies	All Graduate Students		$1,108 est/academic yr	Cash, check or credit card at time of purchase

(1) Charges incurred after semester e-bill date are due on or before the first day of class as published in the Academic Calendar.
Charges incurred during the drop/add period are due when incurred. Classes may be canceled for non-payment.

Please refer to p. 45 for e-bill disbursement and payment due date schedule.

2004-2005 E-BILL SCHEDULE		
Term/Semester/Monthly e-bill	**e-bill Distribution Date**	**Payment Due Date**
Undergraduates, Doctor of Ministry, and all Graduate students on the Day Calendar		
Summer Term 1 2004 e-bill	May 6, 2004	June 2, 2004
Summer Term 2 2004 e-bill	June 11, 2004	July 7, 2004
Fall Semester 2004 e-bill	July 30, 2004	August 25, 2004
September 2004 monthly e-bill	September 7, 2004	October 8, 2004
October 2004 monthly e-bill	October 12, 2004	October 29, 2004
November 2004 monthly e-bill	November 3, 2004	November 30, 2004
Jan Term 2005 e-bill	December 2, 2004	December 29, 2004
Spring Semester 2005 e-bill	January 7, 2005	January 21, 2005
February 2005 monthly e-bill	February 3, 2005	March 2, 2005
March 2005 monthly e-bill	March 4, 2005	March 31, 2005
April 2005 monthly e-bill	April 5, 2005	April 29, 2005
Metro College, Environmental Management, Graduate Nursing, & Graduate Business on the Evening Calendar		
Summer Term 2004 e-bill	May 6, 2004	June 2, 2004
Fall Term 1 2004 e-bill	July 9, 2004	August 4, 2004
Fall Term 2 2004 e-bill	September 7, 2004	October 8, 2004
November 2004 monthly e-bill	November 3, 2004	November 30, 2004
Spring Term 1 2005 e-bill	December 3, 2004	December 29, 2004
Spring Term 2 2005 e-bill	February 3, 2005	March 2, 2005
April 2005 monthly e-bill	April 5, 2005	April 29, 2005
Cumberland School of Law		
Summer Term 2004 e-bill	May 4, 2004	May 27, 2004
Fall Semester 2004 e-bill (first-year students)	July 14, 2004	August 11, 2004
Fall Semester 2004 e-bill (second- and third-year students)	July 15, 2004	August 18, 2004
September 2004 monthly e-bill	September 7, 2004	October 8, 2004
October 2004 monthly e-bill	October 12, 2004	October 29, 2004
November 2004 monthly e-bill	November 3, 2004	November 30, 2004
Spring Semester 2005 e-bill	December 10, 2004	January 5, 2005
February 2005 monthly e-bill	February 3, 2005	March 2, 2005
March 2005 monthly e-bill	March 4, 2005	March 31, 2005
April 2005 monthly e-bill	April 5, 2005	April 29, 2005
McWhorter School of Pharmacy		
Fall Semester 2004 e-bill (fourth-year students)	May 4, 2004	May 27, 2004
Fall Semester 2004 e-bill (first-, second- and third-year students)	July 30, 2004	August 25, 2004
September 2004 monthly e-bill	September 7, 2004	October 8, 200
October 2004 monthly e-bill	October 12, 2004	October 29, 2004
November 2004 monthly e-bill	November 3, 2004	November 30, 2004
Spring Semester 2005 e-bill	December 7, 2004	December 29, 2004
February 2005 monthly e-bill	February 3, 2005	March 2, 2005
March 2005 monthly e-bill	March 4, 2005	March 31, 2005
April 2005 monthly e-bill	April 5, 2005	April 29, 2005

Refund Policies

Course Drops and Adds

Drops and adds are changes in a schedule that do not involve complete withdrawal from school. (See Elective Withdrawal in Academic Regulations section.) During the drop/add period of any semester or term, these rules apply:

1. If a schedule change results in a reduction of the student's total credits, (less than full-time), tuition may be adjusted within 30 days. Any reduction in a student's course load may result in an adjustment in the student's financial aid.
2. After the last day to drop a course(s) without financial penalty of any semester or term, dropping course(s) will not result in a reduction of charges for tuition or fees. Complete withdrawal from the University is covered under the withdrawal policies on p. 46.

Charges will be adjusted according to these financial policies and the credits taken by the student.

Course Withdrawals

A student desiring to withdraw from a course after the "Drop or Add" date must

secure an official Withdrawal Form from the Office of Student Records. This policy applies to all semesters and terms, including summer terms, Jan Term, and nine-week sessions. **No financial reimbursement is available.** (See p. 37.)

Student Withdrawal

The University is required to contract for a substantial amount of goods and services in advance. Most of these expenses are fixed and are not subject to change on short notice. Under certain circumstances, refunds are available to students who officially withdraw from the University. A student desiring to withdraw from the University at any time must secure an official Withdrawal Form from the Office of Student Records and submit the completed form. This policy applies to all terms including semesters, summer terms, Jan Term, and nine-week sessions. (See Elective Withdrawal in Academic Regulations in this catalog.)

Refunds for Fall and Spring Semesters

1. In case of withdrawal or suspension within the first week of the semester, the student may receive a refund of 100 percent of the tuition and room rent for that semester. The first week of a semester ends on the last day to drop course(s) without financial penalty.
2. In case of withdrawal or suspension after the first week of the semester but before the end of the second week of the semester, the student may receive a refund of 90 percent of tuition and room rent for that semester. The second week of a semester ends on the first Wednesday following the last day to drop course(s) without financial penalty.
3. In case of withdrawal or suspension after the second week of the semester, but before the end of the third week of the semester, the student may receive a refund of 75 percent of tuition and room rent for that semester. The third week of a semester ends on the second Wednesday following the last day to drop course(s) without financial penalty.
4. In case of withdrawal or suspension after the third week of the semester, but before the end of the fifth week of the semester, the student may receive a refund of 50 percent of tuition and room rent for that semester. The fifth week of a semester ends on the fourth Wednesday following the last day to drop course(s) without financial penalty.
5. In case of withdrawal or suspension after the fifth week of the semester, but before the end of the ninth week of the semester, the student may receive a refund of 25 percent of tuition and room rent for that semester. The ninth week of a semester ends on the eighth Wednesday following the last day to drop course(s) without financial penalty.
6. In case of withdrawal or suspension after the ninth week of the semester, no refund of tuition and room rent is available.
7. In case of withdrawal or suspension, a board plan (meal charge) shall be calculated on a pro rata basis.

Refunds for Summer Term

Summer Term refunds are based on the number of weeks as follows:

1. In case of withdrawal or suspension before the end of the last day to drop course(s) without financial penalty, the student may receive a refund of 100 percent of tuition and room rent for that term.
2. In case of withdrawal or suspension after the last day to add drop course(s) without financial penalty but before the end of the first week of the term, the student may receive a refund of 90 percent of tuition and room rent for that term. The first week of the term ends on the first Friday following the last day to drop course(s) without financial penalty.
3. In case of withdrawal or suspension after the first week of the term but before the end of the second week of the term, the student may receive a refund of 75 percent of tuition and room rent for that term. The second week of the term ends on the second Friday following the last day to drop course(s) without financial penalty.
4. In case of withdrawal or suspension after the second week of the term but before the end of the third week of the term, the student may receive a refund of 50 percent of tuition and room rent for that term. The third week of the term ends on the third Friday following the last day to drop course(s) without financial penalty.
5. In case of withdrawal or suspension after the third week of the term but before the end of the fourth week of the term, the student may receive a refund of 25 percent of tuition and room rent for that term. The fourth week of the term ends on the fourth Friday following the last day to drop course(s) without financial penalty.
6. In case of withdrawal or suspension after the fourth week, no refund of tuition and room rent is available.
7. In case of withdrawal or suspension, a board plan (meal charge) shall be calculated on a pro rata basis.

Refunds for Jan Term

Jan Term refunds are based on days instead of weeks and the following applies. In case of withdrawal or suspension:

1. On first and second day of classes, the tuition and room rent refund will be 100 percent.
2. On the third day of classes, the tuition and room rent refund will be 90 percent.
3. On the fourth day of classes, the tuition and room rent refund will be 75 percent.
4. On the fifth day of classes, the tuition and room rent refund will be 50 percent.
5. On the sixth day of classes, the tuition and room rent refund will be 25 percent.
6. After the sixth day of classes, no tuition and room rent refund is available.
7. Board plan (meal charge) refund shall be calculated on a pro rata basis.

Refund and Cancellation Policy for Abroad Programs

Different refund and cancellation policies apply to the various abroad programs. A copy of these refund and cancellation policies may be obtained from the sponsoring department or school.

Fee Refunds

There are no refunds of fees unless the course related to the fee is dropped, or one withdraws as outlined on this page within the first week of any term or semester.

Refund Appeal

Students or parents who believe that they have individual circumstances warranting an exception to published refund policies may appeal the application of the policy. To appeal, the student or parent should contact:

Dean of Academic Services
Office of Student Records
Samford University
Birmingham, Alabama 35229

Military Call to Active Duty

Students will be allowed to withdraw without penalty from the University and receive a 100 percent tuition remission (less any financial aid which the student may have received for the semester) upon presenting an original copy of their orders to the Dean of Academic Services.

Alternatively, incomplete (INC) grades with no tuition reimbursement may be more appropriate when the withdrawal is near the end of the semester and INCs are agreed to by the instructor(s) and the student and approved by the dean of the school or college. In the latter case, the student will be allowed to complete the coursework according to a written agreement submitted to the Office of Student Records by the instructor with the final grade sheet for each course.

Return of Title IV Funds

Federal financial aid funds are awarded with the expectation that students will complete the entire period of enrollment. Students "earn" a percentage of the funds that are disbursed to them with each day of class attendance. When a student, who has received federal financial aid (Title IV funds), leaves school before the end of the semester or period of enrollment, federal law requires the University to calculate the percentage and amount of "unearned financial aid funds that must be returned to the federal government." **This calculation may have the effect of requiring the student to repay funds that have already been disbursed to the student.**

Once a student has completed more than 60 percent of the enrollment period, students are considered to have earned all funding received. **The University will not reduce the amount owed simply because of the loss of eligibility of financial aid. Thus, withdrawal prior to completion of 60 percent of the semester may result in the student having to pay from personal funds amounts of financial aid required to be returned to federal sources, in addition to any institutional costs owed to the University.** Students are urged to consider these financial implications prior to making the decision to withdraw from school.

Financial Assistance

A financial assistance program has been established to aid students in attending Samford University. Federal and State financial aid in the form of grants, loans, and on-campus job opportunities is provided to assist students in meeting the financial responsibilities they incur at Samford. These programs are based on financial need as demonstrated by approved financial assessment instruments. In addition, the University provides scholarships, based on criteria such as academic achievement, leadership skills, need, athletic ability, or field of study. All financial aid programs are administered by the Office of Financial Aid (OFA).

Application Guidelines

Application for financial assistance begins when the student applies for admission to Samford University. All students are urged to file the Free Application for Federal Student Aid (FAFSA) in order to be considered for all types of assistance. The FAFSA may be filed on the Internet at www.fafsa.ed.gov. An application priority date of March 1 has been established, with students meeting this priority date comprising the first group of students awarded aid for the upcoming academic year.

The financial assistance received may be from one source, such as the federal government, or may represent a combination of sources, such as the federal government, the state of Alabama, private donors, the Alabama Baptist State Convention, the University, and lending institutions. Financial assistance awards are based on the number of credits taken by a student. Some programs require that a student be enrolled full-time, which is a minimum of 12 credits per semester. Half-time enrollment is 6 to 11 credits per semester. Awards will be adjusted should the student enroll for fewer than 12 credits.

Federal Assistance Programs

Students may apply for the following federal programs which provide funds directly to the qualified student. All need-based aid requires the student to file the FAFSA in order to establish eligibility.

Pell Grants

Federal Pell Grants are need-based grants that are available to eligible undergraduate students who are enrolled as full-time students. Other students may receive a pro-rata portion of a full-time grant.

Perkins Loans

Federal Perkins Loans are need-based loans awarded on a first-come, first-serve basis to eligible students.

Stafford Loans

Federal Stafford Loans are available to students who qualify. The application process begins with certification of the application by the OFA. Application forms, available through the OFA, should be processed through the OFA at least four weeks before registration. There are two types of Federal Stafford loans: subsidized and unsubsidized. Need-based Stafford loans are subsidized (interest is paid by the federal government); on unsubsidized Stafford loans, interest is charged on the loan from the time funds are disbursed. Eligible freshmen may borrow up to $2,625/year, sophomores $3,500/year, juniors and seniors $5,500/year, and graduate/professional students $18,500/year.

Parent Loans for Undergraduate Students (PLUS)

Federal Parent Loans for Undergraduate Students (PLUS) are available to parents of dependent undergraduate students. Eligible parents may borrow up to the difference between the estimated cost of attendance and other financial aid per year.

Health Professions Student Loan Program

Health Professions Student Loan Program provides loans on a limited basis to students in the School of Pharmacy. These loans are awarded on a first-come, first-served, and need-based basis to eligible students. Parental data on FAFSA is required, even if student is independent.

Supplemental Educational Opportunity Grants

Federal Supplemental Educational Opportunity Grants are awarded on a first-come, first-serve basis to our most needy Pell Grant recipients.

Work-Study

Federal Work-Study provides on-campus and off-campus employment to students on a need basis. Work-Study awards compensate students for actual hours worked.

Satisfactory Academic Progress Standards for Federal Assistance Programs

In order to receive federal financial aid (Title IV aid), a student must be making satisfactory academic progress, as defined in the Academic Policies and Regulations section of this catalog. The following standards will prevail for enrollment periods beginning on or after June 1, 1997.

Eligibility for federal aid-Title IV programs will be evaluated as part of the initial application process and again at the end of each academic year. In the evaluation process, all grades of W (Withdrawn) and INC (Incomplete) will be counted as credits attempted but not passed. Repeated courses will count as credits attempted. Entering students (freshmen and transfers) are considered to be maintaining satisfactory academic progress.

Students cannot receive aid after they have attempted 150 percent of the credits required for completion of their academic program. Credits accepted for transfer credit will be used to reduce this time frame.

Undergraduate

Qualitative—Students must be accepted for admission and be eligible to enroll in classes. Students must achieve and maintain a 2.00 cumulative GPA on all Samford University coursework once they have been enrolled for four or more semesters.
Quantitative—Students must average passing 80 percent of all credits attempted at Samford University.

Graduate and Professional Degrees, Law, Pharmacy, and Divinity

Qualitative—Students must be accepted for admission and be eligible to enroll in classes. In addition, students must achieve and maintain a 2.00 cumulative GPA on all Samford coursework required for their specific program.
Quantitative—Students must average passing 80 percent of all credits attempted in their specific program.

Other Graduate Programs

Qualitative—Students must be accepted for admission and be eligible to enroll in classes. In addition, students must achieve and maintain a 3.00 cumulative GPA on all Samford coursework required for their specific program.
Quantitative—Students must average passing 80 percent of all credits attempted in their specific program.

Appeal Procedures

Students failing to meet satisfactory academic progress standards may feel there are mitigating circumstances which contributed to their failure to meet these standards. Students may choose to appeal in writing to the Director of Financial Aid for an exception to be made based upon these circumstances. Decisions made by the Director, relative to appeals, will be communicated in writing and will reflect any conditions imposed upon the student for continued eligibility.

State Assistance Programs

Alabama Student Assistance Grants

Alabama Student Assistance Grants are awarded on a first-come, first-serve basis to our most needy Alabama resident Pell Grant recipients.

Alabama Student Grants

Alabama Student Grants are available through a state entitlement program for undergraduate Alabama residents attending accredited private postsecondary institutions in Alabama. Need is not a factor and grants (subject to annual variations in funding) are available to non-church vocation majors. In the spring of 2004, the future of the Alabama State Grant program was in doubt, due to dire financial circumstances of the State of Alabama.

Scholarships

Scholarships Provided By Samford University

Samford University provides considerable financial resources to students who have the capacity to contribute to the life and values of the campus community and to benefit from educational experiences offered by the University. University gift scholarships are provided to students in recognition of achievement or to assist students who have demonstrated financial need.

General Guidelines

The Competitive Scholarship Program of Samford University is administered by the Office of Admission. Applicants are automatically considered for these merit-based awards provided all requirements/deadlines are met. Students must be enrolled full-time in order to receive scholarships. Interviews for certain scholarships may be required and will be arranged by the Office of Admission. Please contact the Office of Admission with any questions.

If a student receiving institutional aid (e.g., academic, athletic, ministerial) is guilty of a values violation and the sanction is loss of privilege, probation, residence hall suspension, University withdrawal or expulsion, the person and/or department head responsible for recommending the aid award to the student will be notified.

Beeson Exceptional Scholars Program

Students who exhibit exceptional academic and leadership ability are nominated by their Alabama high schools. Regional winners are interviewed and selected by the Beeson Scholarship Committee. Beeson Scholars must maintain a 3.30 GPA to be considered for a scholarship renewal.

Other Types of Scholarships Available

Graduate Scholarships for Certified Teachers

Graduate Scholarships for Certified Teachers are granted to students who hold a professional teaching certificate or who have completed requirements for it. These scholarships apply to all regular three-credit graduate classes in education. Application should be made prior to registration to the Dean of the School of Education and Professional Studies.

Ministerial Scholarships

Ministerial Scholarships are awarded to students who are members of a Southern Baptist church who have been licensed or ordained to the gospel ministry, recommended in writing by the pastor of their local church, and who are recommended by the University Minister. The scholarship is awarded the first semester after the student has met these requirements and is renewable if the student maintains a 2.50 GPA on coursework completed at Samford. A student may not receive both the Ministerial and Minister Dependent Scholarships. Application must be made annually through the Office of the University Minister.

The scholarship may be awarded for a maximum of eight semesters; however, maximum aggregate eligibility will be pro-rated for entering transfer students and upperclassmen receiving this award for the first time (for example, a second semester sophomore who receives the scholarship for the first time will be eligible for a maximum of five semesters). Ministerial Scholarships will not be awarded for Jan Term or for summer terms. The maximum annual award is $3,200 ($1,600 fall and spring semesters).

Minister Dependent Scholarships

Minister Dependent Scholarships are available to undergraduate students who are dependents (claimed as such on the federal tax return) of a Southern Baptist minister who is licensed or ordained and serving a church or nonacademic agency of the Southern Baptist Convention. These scholarships are renewable if the student maintains a 2.00 GPA on coursework completed at Samford. Applications are available through the OFA. Students may not receive both the Minister Dependent and Ministerial Scholarship.

The scholarship may be awarded for a maximum of eight semesters; however, maximum aggregate eligibility will be pro-rated for entering transfer students and upperclassmen receiving this award for the first time (for example, a second semester sophomore who receives the scholarship for the first time will be eligible for a maximum of five semesters). Minister Dependent Scholarships will not be awarded for Jan Term or for summer terms. The maximum annual award is $3,200 ($1,600 fall and spring semesters).

Music Scholarships

The Division of Music in the School of Performing Arts at Samford University awards scholarships of varying amounts according to the student's ability. Auditions are held each year at times designated by the Dean of the School of Performing Arts. For information, contact the Division of Music.

Air Force ROTC Scholarships

Air Force ROTC Scholarships are available for students majoring in engineering, physics, computer science, math, and nursing. Students may compete for a four-year scholarship as a high school senior and the deadline is December 1 of their senior year. Students already in college may compete for two- or three-year scholarships. Scholarships pay all tuition and fees, reimbursement for required textbooks, and a monthly tax-free allowance.

Army ROTC Scholarships

Army ROTC Scholarships of two years, three years, four years, and five years are available through the Army ROTC Program at the University of Alabama at Birmingham. For details, contact the Professor of Military Science, Building 1045, 9th Avenue South, UAB, Birmingham, AL 35294 or telephone (205) 934-7215.

Early Admission - Baptist Assistance (EABA)

A special program of financial assistance, EABA is an additional way of marking the historic and current relationship between Samford University and the Alabama Baptist State Convention. Under this program, a limited number of students whose first choice is Samford University are assured prior to January 1 that their financial need will be met for enrollment in the succeeding fall semester and academic year. EABA recipients are members of churches cooperating with the Alabama Baptist State Convention, and admitted to Samford, who meet specified deadlines. They receive an early assurance that their financial assistance will be sufficient to meet room, board, tuition, and fees payable to the University (books, transportation, personal, and discretionary expenses are not included in the assurance). Financial need is based upon the "expected family contribution," as determined by filing the Free Application for Federal Student Aid (FAFSA). All available assistance from University and other sources is bundled to meet the need as calculated by subtracting the "expected family contribution" (determined by results of the FAFSA) from the total room, board, tuition, and fees payable to the University. Any EABA award may not exceed the total cost of room, board, tuition, and fees payable directly to the University. A separate leaflet describing the EABA Program is available upon request in the Offices of Admission and Financial Aid.

Scholarship Renewal Policy

Presidential, academic, and music scholarships are renewable for students who are enrolled for a minimum of 15 credits and who maintain a 3.00 Samford GPA. The scholarships are available for a maximum of four years (eight semesters).

Athletic aid is awarded annually on the basis of athletic ability (rather than on the basis of need and academic qualifications) and is awarded at the recommendation of the head coaches of the respective sports and by the approval of the Athletic Director. Student athletes will qualify for athletic aid as long as they have been admitted to the University and continue to meet the University's stated standard for satisfactory academic progress that permits them to remain enrolled as full-time students, even if they do not qualify for other types of financial aid.

Veteran's Administration Educational Benefits

Students who are veterans or dependents of veterans may be eligible to receive benefits through the Veteran's Administration (VA). Contact the Office of Student Records and your VA representative. The telephone number to call concerning Veteran's benefits for students in the State of Alabama is (888) GIBILL1. Samford University is approved by the VA as an eligible institution for federal benefits. In addition, the VA requires that each time a student attempts a course, the grade received must be included in the cumulative grade point average.

In order to obtain education benefits from the VA, any veteran or dependent who plans to enter Samford should:

1. Be admitted to a degree-seeking program.
2. Establish eligibility for VA benefits by completing the appropriate paperwork with the Office of Student Records or with a VA Service Office. Four to six weeks are required by the Veterans Administration for processing.