Samford University

Catalog
2006-2007
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. Advisors 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

CHEM 340W Chemical Instrumentation (4)
Study of modern instrumental methods of analysis of chemical compounds. LEC 3, LAB 3. Prereq: Grade of C- or better in CHEM 301. Offered: Fall only.

Co-listed courses, prerequisites, co-requisites, and specific course offering information at the end. Unless otherwise indicated, lecture and lab numbers indicate how many hours per week the class is devoted to lecture and laboratory work.

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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.

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

Evening Students

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

Nine-Week Term System

Evening classes for undergraduate and graduate accounting, business administration, graduate nursing and environmental management 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 2006

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JULY 2006

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AUGUST 2006

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SEPTEMBER 2006

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OCTOBER 2006

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NOVEMBER 2006

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DECEMBER 2006

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Day Calendar for Academic Year 2006-2007*

Summer I Term 2006

May 31	Payment due date for students who have registered
June 5	Advising, registration, and payment for students not registered
June 5	Classes begin
June 7	Last day to add or drop a course(s) **without FINANCIAL penalty**
June 7	Deadline to submit Course Repeat form in semester repeated course is taken
June 8-9	New Student Orientation
June 12-13	New Student Orientation
June 19	Last day to **withdraw from a course(s) without ACADEMIC penalty**
June 19-20	New Student Orientation
June 22-23	New Student Orientation
June 28	Last day to completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
July 4	Independence Day Holiday; no classes meet
July 6	Classes end
July 7	Final Examinations

Summer II Term 2006

July 5	Payment due date for students who have registered
July 10	Advising, registration, and payment for students not registered
July 10	Classes begin
July 12	Last day to add or drop a course(s) **without FINANCIAL penalty**
July 12	Deadline to submit Course Repeat form in semester repeated course is taken
July 24	Last day to **withdraw from a course(s) without ACADEMIC penalty**
August 2	Last day to completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
August 9	Classes end
August 10	Final Examinations

Fall Semester 2006

August 21-25	Faculty in residence for the academic session
August 23	Payment due date for students who have registered
August 23-24	New Student Orientation (fifth session)
August 24-27	Connections
August 25	Transfer Student Orientation
August 25	Advising, registration and payment for students not registered
August 28	Classes begin
August 29	University Convocation
September 1	Last day to add or drop a course(s) **without FINANCIAL penalty**
September 1	Deadline to submit Course Repeat form in semester repeated course is taken
September 4	Labor Day - All classes meet; no holiday
October 9	Deadline for faculty to submit midterm grades for freshmen
October 13	Last day to **withdraw from a course(s) without ACADEMIC penalty**
October 16-17	Fall Break; no classes meet
Oct 25-Nov 17	Registration for Jan Term and Spring Semester
November 16	Last day to completely **withdraw from ALL courses** in a semester **without ACADEMIC penalty**
November 22-24	Thanksgiving Holidays; no classes meet
December 8	Classes end
December 11-14	Final Examinations
December 16	Commencement

Jan Term 2007

December 21	Payment due date for students who have registered
January 2	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 15	Martin Luther King, Jr. Holiday; no classes meet
January 17	Last day to **withdraw from a course(s)** or completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
January 24	Classes end
January 25	Final Examinations

Spring Semester 2007

January 24	Payment due date for students who have registered
January 26	Advising, registration and payment for students not registered
January 29	Classes begin
January 30	University Convocation
February 2	Last day to add or drop a course(s) **without FINANCIAL penalty**
February 2	Deadline to submit Course Repeat form in semester repeated course is taken
March 12	Deadline for faculty to submit midterm grades for freshmen
March 16	Last day to **withdraw from a course(s) without ACADEMIC penalty**
March 19-23	Spring Break Holidays; no classes meet
April 3-27	Registration for Summer Terms and Fall Semester
April 9	Easter Monday Holiday; no classes meet
April 26	Last day to completely **withdraw from ALL courses** in a semester **without ACADEMIC penalty**
May 14	Classes end
May 15	Study Day; no classes and no examinations
May 16-18, 21-22	Final Examinations
May 25-26	Commencement Weekend

*For the McWhorter School of Pharmacy Academic Calendar for 2006-2007, 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 Programs, see the Nine-Week Session Calendar.
For the 2007-2008 Academic Calendar, see the following Web site: http://www.samford.edu/groups/sturec/acadcalendar.html.

Nine-Week Session Calendar for Academic Year 2006-2007

Graduate Business
Graduate Nursing
Environmental Management
Metro Programs

The nine-week session calendar consists of five nine-week terms in an academic year. The Metro Programs and all graduate business, graduate nursing, and graduate environmental management programs follow this format.

Summer Term 2006

May 31	Payment due date for students who have registered
June 5	Advising, registration and payment for students not registered
June 5	Classes begin
June 7	Last day to add a course(s)
June 8	Deadline to submit Course Repeat form in semester repeated course is taken
June 9	Last day to drop a course(s) **without FINANCIAL penalty**
June 28	Last day to **withdraw from a course(s) without ACADEMIC penalty**
July 4	Independence Day Holiday, no classes meet
July 19	Last day to completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
August 2	Classes end
August 3-5	Final Examinations

Fall Term A 2006

August 2	Payment due date for students who have registered
August 7	Advising, registration and payment for students not registered
August 7	Classes begin
August 9	Last day to add a course(s)
August 9	Deadline to submit Course Repeat form in semester repeated course is taken
August 11	Last day to drop a course(s) **without FINANCIAL penalty**
August 30	Last day to **withdraw from a course(s) without ACADEMIC penalty**
September 4	Labor Day - All classes meet, no holiday
September 25	Last day to completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
October 5	Classes end
October 9-10	Final Examinations

Fall Term B 2006

October 6	Payment due date for students who have registered
October 11	Advising, registration and payment for students not registered
October 11	Classes begin
October 13	Last day to add a course(s)
October 13	Deadline to submit Course Repeat form in semester repeated course is taken
October 17	Last day to drop a course(s) **without FINANCIAL penalty**
Oct 25-Nov 17	Registration for Spring Terms A and B
November 1	Last day to **withdraw from a course(s) without ACADEMIC penalty**
November 21	Last day to completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
November 22-24	Thanksgiving Holidays; no classes meet
December 12	Classes end
December 13-14	Final Examinations
December 16	Commencement

Spring Term A 2007

December 21	Payment due date for students who have registered
January 2	Advising, registration and payment for students not registered
January 2	Classes begin
January 4	Last day to add a course(s)
January 4	Deadline to submit Course Repeat form in semester repeated course is taken
January 8	Last day to drop a course(s) **without FINANCIAL penalty**
January 15	Martin Luther King, Jr. Holiday; no classes meet
January 25	Last day to **withdraw from a course(s) without ACADEMIC penalty**
February 14	Last day to completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
March 1	Classes end
March 5-6	Final Examinations

Spring Term B 2007

March 2	Payment due date for students who have registered
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 13	Last day to drop a course(s) **without FINANCIAL penalty**
March 19-23	Spring Break Holidays; no classes meet
April 3-27	Registration for Summer Term and Fall Terms A and B
April 5	Last day to **withdraw from a course(s) without ACADEMIC penalty**
April 9	Easter Monday Holiday; no classes meet
April 30	Last day to completely **withdraw from ALL courses** in a term **without ACADEMIC penalty**
May 15	Classes end
May 16-17	Final Examinations
May 25-26	Commencement Weekend

JANUARY 2007

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APRIL 2007

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MAY 2007

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JUNE 2007

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JULY 2007

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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.

Identity

Samford University is a Christian community focused on student learning.

Samford was founded in 1841 by Alabama Baptists. In the present day, it maintains its ties to Alabama Baptists, extending and enhancing their original commitment by developing and maintaining in the campus community an exemplary Christian ethos and culture.

Samford University's corporate expression of faith commitment is *The Statement of Baptist Faith and Message of 1963*, without amendment.

Samford offers associate's, bachelor's, master's, and professional doctoral degrees, as well as continuing education and various types of worthwhile, non-degree learning.

Samford serves students through eight organizational units: Howard College of Arts and Sciences, McWhorter School of Pharmacy, Cumberland School of Law, School of Business, Orlean Bullard Beeson School of Education and Professional Studies, School of Performing Arts, Ida V. Moffett School of Nursing, and Beeson School of Divinity.

Mission

The mission of Samford University is to nurture persons in their development of intellect, creativity, faith, and personhood. As a Christian university, the community fosters academic, career, and ethical competency, while encouraging social and civic responsibility, and service to others.

Core Values

Samford University's particularity is rooted in convictions, essential to its integrity, and expressive of its mission. The Samford community values lifelong:

- belief in God, the Creator of heaven and earth, and in Jesus Christ, His only Son, our Lord.
- engagement with the life and teachings of Jesus
- learning and responsible freedom of inquiry
- personal empowerment, accountability, and responsibility
- vocational success and civic engagement
- spiritual growth and cultivation of physical well-being
- integrity, honesty, and justice
- appreciation for diverse cultures and convictions
- stewardship of all resources
- service to God, to family, to one another, and to the community.

Vision

Anchored in Christian understanding, Samford University will be a diverse community, stressing vigorous learning and personal faith, in the Baptist tradition. Within that commonality, the Community will be: *innovative* in teaching, learning and research; *sensitive* to global issues; aggressive in self-assessment and continuous improvement. Faithful to its mission, Samford will be known and acknowledged worldwide by holding to its distinctives. The world will be better for it.

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

- **Third** in the South for the **2005** 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*
- **12:1** 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
- **Twelve** National Merit Scholars enrolled as entering freshmen for **Fall 2005**
- **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
- The University's libraries house approximately **797,877** 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 2005, 4,507** men and women enrolled from more than **46** states and there were foreign students from **28** countries.
- There are **278** full-time faculty who hold degrees from more than **190** colleges and universities; more than 80 percent have earned the highest degree in their field
- Samford offers **23** degree programs in nearly **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-six percent** of **2005** entering freshmen were in the top 25 percent of their high school class. The average ACT score of **2005** 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
Association to Advance Collegiate Schools of Business (AACSB)
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 legal assistant 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 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

Frequently Asked Questions for New Students

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 coordinated by the Director of Freshman Life, Dana K. Basinger, and is held in June for freshmen and their parents prior to the fall semester. (See the Academic Calendar for 2006-2007 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 advisor and course registration. It is a time to relax, get acquainted with Samford, have questions answered, and meet faculty, administration, and classmates. An information session will be held in August for students transferring to Samford.

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 six 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 the Personal Technology Group 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 nearly 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 minors, certificates, and graduate and professional degrees offered.

I AM UNDECIDED ABOUT A MAJOR. WHAT DO I DO?
The Office 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.

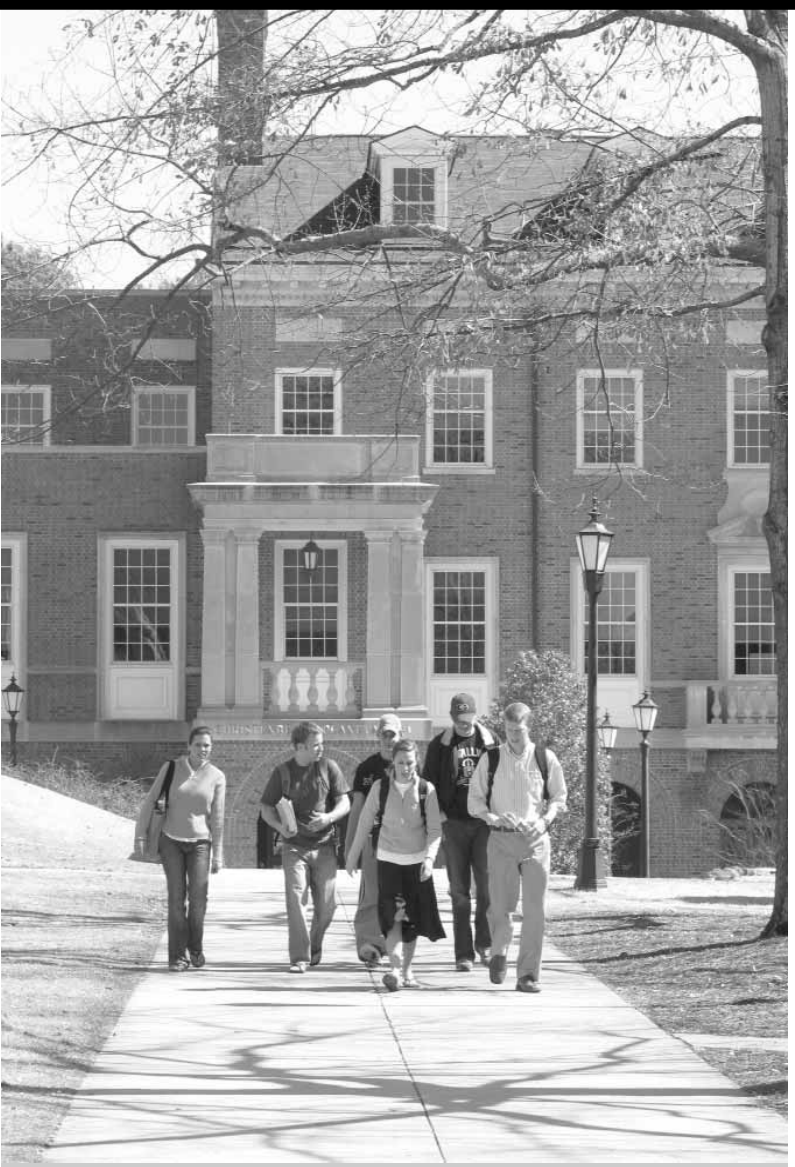
HOW DO I DECLARE A MAJOR?
Each student must declare a major by the junior year and file it with the Office of Student Records.

I DO NOT LIVE IN BIRMINGHAM. WHERE CAN I LIVE? CAN I LIVE ON CAMPUS?
All unmarried, undergraduate students 20 years of age and under 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

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 $250 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 **2005** Freshman Class possessed an ACT composite middle 50 percent range of 23-27; their SAT-I middle 50 percent range was 1040-1240. The average high school grade point average of the entering class was 3.50. 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) are required. Samford's institutional codes are: 0016 (ACT) and 1302 (SAT). Scores received via other means will not be accepted as official. The writing components are required for data analysis purposes only.

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 $35 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 Programs is the administrative office that serves Evening Students. (See Metro Programs section of this catalog.) Metro Programs 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 $35 (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), 213 (computer), or 80 (Internet) 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.

Dual Enrollment

Beginning in the 2006-2007 academic year, entering freshmen may not have credit from a dual enrollment college course counted twice, if the course fulfills a high school graduation requirement. If the student elects to enroll for college courses not required for high school graduation, or during summer terms, those courses may transfer as college credit. The admission process of Samford is academically competitive and selection is based on various factors, most importantly the academic rigor of the high school curriculum. The emphasis of the high school curriculum is preparation for college-level study and not advanced standing in college courses. Students should enroll in the advanced diploma track, with emphasis on Honors, Advanced Placement, or International Baccalaureate courses.

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 and General Education Curriculum that meet 75 percent of the required credits in each course. Only one Core Curriculum course (UCCA 101) may be applied as a core course for transfer students who have earned less than 18 transfer credits from accredited institutions and credit by examination. 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). Natural and computational science courses must have a laboratory component.

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 Programs 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 $35 nonrefundable application fee.
3. Include one letter of recommendation, typically from a professor or advisor.
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. **If academic renewal is sought for more than one semester, the semesters must be contiguous.** 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 $35 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 $35 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. If a student attends another institution during that absence, Samford will not accept those transfer credits. An application for readmission is available in the Office of Admission and should be completed six weeks prior to the beginning of the semester/term the student would like to return. The application fee is waived. The completed application and a letter requesting consideration are required. The letter should contain:

1. Student's evaluation of previous academic performance, including an analysis of what factors led to his/her dismissal.
2. Reassessment of career and educational goals.
3. Explanation of readiness to resume a college program, including specific steps taken to improve chances for doing well academically.
4. Description of activities during absence from Samford, such as work, marriage, military service, etc.
5. Written essay on what the student has learned about him/her self.

The Admission Office will submit the student's application and letter to the Readmission Committee for review and decision. Notification of readmittance will be sent by mail.

If the student is approved for readmittance, the student must contact the Dean of Academic Services and Registrar (205-726-2732) to make an appointment to review issues discussed in the reapplication petition. This must be done prior to registering for classes. Once the student has met with the Dean of Academic Services and Registrar, the registration hold will be cleared so that the student can register for courses.

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 Metro Programs, Admission Procedures for the Adult Degree Program.

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 University-Wide Academic Opportunities 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 (elective)	3	3
Art, Studio: 3D (elective)	3	3
Biology (105)	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
Environmental Science (BIOL 107)	3	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
Music, Theory (101) †	3	3
Physics B (100 or 101)	3	4
Physics C	no credit	no credit
Psychology (101)	4	4
Spanish Language (102)	3	4
Spanish Language (201–202) **	4	8
Spanish Literature (302)	4	4

* Students who successfully meet the minimum score for both Advanced Placement English Literature & Comp and English Language & Comp can receive credit for UCCA 101 plus 4 credit hours of general elective credit.

** Students who successfully meet the minimum score (4) for French, German, Latin, or Spanish language at the **intermediate** level, receive a maximum of 8 credits for 201-202 and do not receive an additional 4 credits for exceeding the expectations of the 102 **elementary** level.

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

† The Division of Music will allow Music Theory as AP credit **after** the student has been evaluated regarding that subject at Samford University.

College-Level Examination Program (CLEP)

College-level credit is awarded for scores of 50 or higher in most subject areas; however, students should consult with their advisors or the Office of Student Records before scheduling any CLEP examinations. CLEP credit is not acceptable for University Core Curriculum courses.

CLEP Examination	Minimum Score	Credit
Accounting/Principles (211)	50	3
Biology (105)	50	4
Business Law, Intro (252)	50	3
Chemistry (203)	50	4
Economics: Macroeconomics/Prin (201)	50	4
Economics: Microeconomics/Prin (202)	50	3
English: American Literature	no credit	no credit
English: Analysis/Interpreting Literature	no credit	no credit
English: Composition (with/without essay)	no credit	no credit
English: Composition, Freshman	no credit	no credit
English: English Literature	no credit	no credit
French, Level 1 (102) *	50	4
French, Level 2 (201–202) *	62	8
German, Level 1 (102) *	50	4
German, Level 2 (201–202) *	63	8
Government: American	no credit	no credit
History: U.S. I (to 1877)	no credit	no credit
History: U.S. II (1865-Present)	no credit	no credit
History: Western Civilization I	no credit	no credit
History: Western Civilization II	no credit	no credit
Human Growth/Development	no credit	no credit
Humanities (elective)	50	4
Information Systems/Computer Appl	no credit	no credit
Management/Principles	no credit	no credit
Marketing/Principles	no credit	no credit
Mathematics: Algebra (elective)	50	4
Mathematics: Algebra-Trigonometry (150)	50	4
Mathematics: Calculus/Elem Func (240)	50	4
Mathematics: College Math (elective)	50	4
Mathematics: Trigonometry (elective)	50	4
Natural Sciences (elective)	50	4
Psychology: Educational Psych, Intro	no credit	no credit
Psychology: Introduction (101)	50	4
Social Sciences/History	no credit	no credit
Sociology, Intro (100)	50	4
Spanish, Level 1 (102) *	50	4
Spanish, Level 2 (201–202) *	66	8

* Students who score a minimum of 50 on French, German, or Spanish CLEP tests receive a maximum of four (4) credits at the **elementary level** (102); students who score 62 (French), 63 (German), or 66 (Spanish), or higher receive a maximum of eight (8) credits at the **intermediate level** (201-202). No more than 8 credits are awarded for the language CLEP test. No credit is given for FREN/GER/SPAN 101.

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 Programs 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.

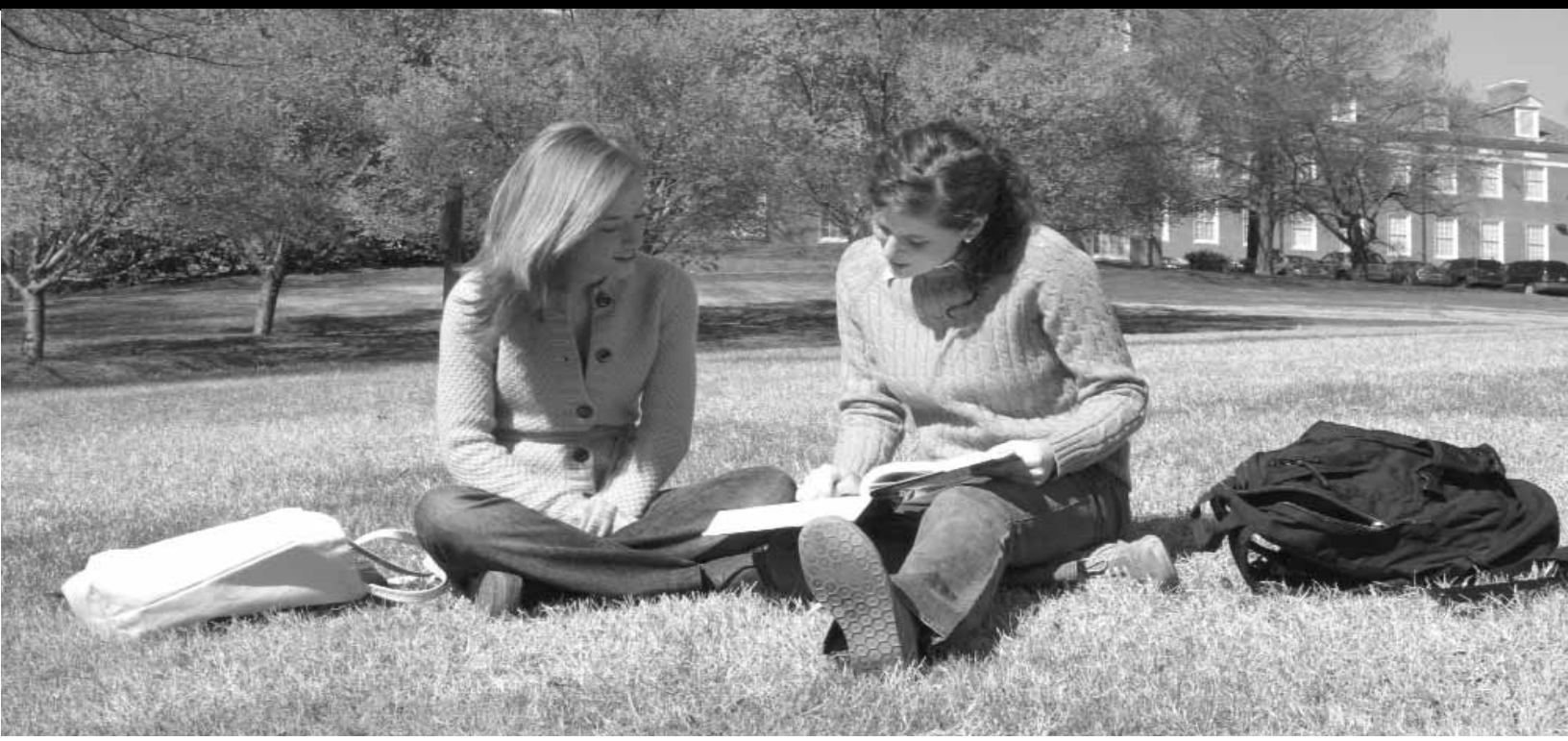
*For more on Dual Enrollment credit, see p. 15.

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.

Academic Policies and Regulations



Colleges/Schools and Departments

Howard College of Arts and Sciences
Undergraduate
- 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

Graduate
- Biology

School of Business
Undergraduate
Graduate

Beeson School of Divinity
Graduate
Doctoral
Extension Division

Orlean Bullard Beeson School of Education and Professional Studies
Undergraduate
- Exercise Science and Sports Medicine
- Family Studies
- Interior Design
- Legal Assistant Certificate Program
- Metro Programs
- Teacher Education

Graduate
- Education

Doctoral
- Education

Non-Credit/Continuing Education
- Samford After Sundown

Cumberland School of Law

Ida V. Moffett School of Nursing
Undergraduate
- Nursing

Graduate
- Nurse Anesthesia
- Nursing

School of Performing Arts
Undergraduate
- Music
- Theatre

Graduate
- Music

McWhorter School of Pharmacy
Undergraduate
- Pre-Pharmacy

Professional
- Pharmacy

Majors and Undergraduate Degrees Offered*

Associate of Science (A.S.)** (Metro Programs only)
Concentrations
- Administrative/Community Services

Bachelor of Arts (B.A.)
Majors
- Classics
- Communication Studies
- English
- English with a Concentration in Film Studies
- 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 Science in Interdisciplinary Studies (B.S.I.S.) (Metro Programs only)
Concentrations
- Administrative/Community Services
- Counseling Foundations
- Human Resource Development
- Liberal Studies

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
- Athletic Training (Non-Teaching)
- 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
- Exercise Science (Pre-Physical Therapy)
- Fine Arts
- Fine Arts with a Concentration in Graphic Design
- Fitness and Health Promotion
- Fitness & Health Promotion and Nutrition & Dietetics (Dual Major)
- Geography
- Mathematics
- Music
- Nutrition and Dietetics
- Physics
- Sports Medicine (Pre-Medicine)

Bachelor of Science (B.S.)
Interdisciplinary Concentrations
- Biochemistry
- Environmental Science/Geographic Info Science

Bachelor of Science in Business Administration (B.S.B.A.)
Majors
- Accounting
- Economics
- Management
- Management with a Finance Concentration
- Management with a Marketing Concentration

Bachelor of Science in Education (B.S.E.)†
Majors
- Early Childhood/Special Education/ Elementary/Collaborative Teacher
- English/Language Arts
- History/Social Science
- Physical Education
- Physical Education with Athletic Training Option
- 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 Metro Programs for details.
*** The student will receive the bachelor of science 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.

Minors and Certificates Offered*

Minors
- Aerospace Studies
- Art
- Biology
- Chemistry
- Christianity, Women, and Leadership Studies
- Church Ministry and Missions
- Classics
- Communication Studies
- Computer Science
- Economics
- English
- Family Studies
- French
- General Business
- Geography (Traditional)
- Geography (Certificate in Geographic Information Science)
- German
- Greek
- History
- Journalism and Mass Communication
- Latin
- Marine Science
- Mathematics
- Missions Education*
- Music
- Nutrition and Dietetics
- Philosophy
- Physics
- Political Science
- Psychology
- Religion
- Sociology
- Spanish
- Theatre
- World Languages and Cultures
- Writing

Interdisciplinary Minors
- Asian Studies
- Latin American Studies

Certificates
- Geographic Information Systems (GIS)
- Legal Assistant

* The minor in missions education is available only to students earning a teaching certificate.
Note: A minor or cognate is required in the following degree programs (for all other programs, a minor is optional):
B.A. with a major in French, German, or Spanish language and literature (one language)
B.A. with a major in journalism and mass communication
B.A. with a major in interior design (requires art minor, which is incorporated into the degree itself; see p. 152)

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 Joint Degrees Offered†

Arts & Sciences—Biology/Environmental Management
- Master of Science in Environmental Management/Juris Doctor (M.S.E.M./J.D.)

Business
- Master of Accountancy/Juris Doctor (M.Acc./J.D.)
- Master of Business Administration/Juris Doctor (M.B.A./J.D.)
- Master of Business Administration/Master of Accountancy (M.B.A./M.Acc.)
- Master of Business Administration/Master of Divinity (M.B.A./M.Div.)
- Master of Business Administration/Master of Science in Nursing (M.B.A./M.S.N.)

Divinity
- Master of Divinity/Juris Doctor (M.Div/J.D.)
- Master of Divinity/Master of Business Administration (M.Div./M.B.A.)
- Master of Divinity/Master of Music (M.Div./M.M.)
- Master of Divinity/Master of Science in Education (M.Div./M.S.E.)
- Master of Theological Studies/Juris Doctor (M.T.S./J.D.)

Education
- Master of Science in Education/Master of Divinity (M.S.E./M.Div.)

Nursing
- Master of Science in Nursing/Master of Business Administration (M.S.N./M.B.A.)

Law
- Juris Doctor/Master of Accountancy (J.D./M.Acc.)
- Juris Doctor/Master of Business Administration (J.D./M.B.A.)
- Juris Doctor/Master of Divinity (J.D./M.Div.)
- Juris Doctor/Master of Public Administration (J.D./M.P.A.)††
- Juris Doctor/Master of Public Health (J.D./M.P.H.)††
- Juris Doctor/Master of Science in Environmental Management (J.D./M.S.E.M.)
- Juris Doctor/Master of Theological Studies (J.D./M.T.S.)

† 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.

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 University Honors Program/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 Metro Programs-Adult Degree Programs 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 University-Wide Academic Opportunities section of this catalog.

Double Majors/Dual Degrees

Students may add a second major to their current academic program. However, the second major must be within their chosen school/college to qualify as a double major. If a student chooses a second major outside their college/school, this is considered a dual degree, not a double major. In either case, students must meet general education requirements for the second major or second degree if they are different from that for the initial academic program.

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 advisor 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 pass 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.

Synopsis of Undergraduate Degree Requirements and Normal Completion Times

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

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 (8) 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.

In order to meet the general education physical activity requirement, a student may register and receive credit only once for the same activity course, with the exception of student-athletes participating in NCAA varsity sports. Student-athletes may count a single varsity sport up to three times, once for the general education requirement and twice for general electives that count toward the overall 128 credits in the standard degree, provided that degree allows for general electives. For majors that require no physical education activity courses, students may apply a maximum of two (2) activity credits as general electives towards the total credits required to earn a degree.

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.

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 advisors 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)

UCBP 101 Biblical 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. 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 University-Wide Academic Opportunities 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 Programs
Alpha Sigma Lambda

Class Honors Medals
Class Honors medals are awarded in the spring term to undergraduate students who have successfully completed at least 12 graded credits in the previous fall term with a Samford cumulative GPA of at least 3.75. The four Class Honors medals are:

Freshman Year:	Ruric E. Wheeler
Sophomore Year:	Seal
Junior Year:	Tower
Senior Year:	John Howard

A student may earn only one certificate or Class Honors medal at each class level; he/she is ineligible for another certificate or Class Honors medal until he/she reaches the next class level (sophomore, junior, senior) by the end of the future fall term.

Wheeler
Ruric Wheeler has been a faculty member and administrator at Samford University since 1953. He established a national reputation in mathematics through his textbook, *Modern Mathematics*, which has been used by generations of college students. In honoring this outstanding scholar, devoted teacher, and university leader, the Wheeler medal celebrates the pursuit of academic excellence in a Christian tradition.

Seal
The University seal is inscribed with an oil lamp resting on an open book. The University motto, "Deo doctrinae aeternitati," appears above the lamp. The seal reminds us that God is the eternal source of light and truth, and that his wisdom is "a light unto our path."

Tower
The Samford belltower has long served as the University logo. Inside the tower are the sixty bells of the Rushton Memorial Carillon, one of the largest in America. Just as the belltower makes Davis Library the focal point of the campus, the Tower medal is a reminder that knowledge and learning are at the center of university life.

Howard
This medal bears the name of John Howard, an eighteenth century humanitarian who campaigned tirelessly for the improvement of prisons. His statue was the first to be placed in St. Paul's Cathedral in London, and it stands to this day in a place of honor near the pulpit. Howard's life symbolizes Christ's call of service to others.

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 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-level.

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 unless the school dean approves an overload. Metro Programs 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 advisors 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

Graduation 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.

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 semester/term the student wants to return. Students may not attend other institutions during their period of withdrawal. Samford University will not accept any transfer credits completed during this required absence.

(See Readmission Student Applicant in the Undergraduate Admission Procedures and Policies section of this catalog for application procedures.)

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, 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 core, general education, major, minor, or Writing course requirement for graduation. Successfully completed pass/fail courses will count toward the 300/400-level requirement and toward 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 advisor before registering for pass/fail credit.)

Course Repeats

Upon the recommendation of the advisor 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, the instructor's department head, and the academic dean of the school or college in which the course is taught. 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 advisor, 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 Programs 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.*

The University makes every effort to hold increases to the lowest figure possible while providing quality programs of good value. Tuition and fees cover less than 70 percent of Samford's educational and general expenditures. 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, investment earnings, and gifts and grants from alumni, individuals, businesses, foundations, and other supporters.

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

Rate classification is used in determining the tuition charged. Students are classified based on their enrollment status. Rate classification, charges, and courses covered are detailed below.

Full-Time Undergraduate Day (U) Students: Tuition paid by students classified as Undergraduate (U) admits them only to courses in the regular (day) curriculum where (U) students may take 12-18 credits without further charge. (U) students taking over 18 credits or courses outside the day curriculum, including Metro (evening), are charged additional tuition at the per-credit day rate. (See table on pp. 34-35 for general tuition and fees.)

Part-Time Undergraduate Day (U) Students: Part-time regular (day) U students will pay the per-credit day rate for all credits. (See table on pp. 34-35 for general tuition and fees.)

Undergraduate Evening (UE) Students: Tuition paid by students classified as Undergraduate Evening (UE) admits them only to courses offered through Metro Programs (evening). Metro (UE) students who enroll in day courses will pay the per-credit day rate for regular (day) courses. (See table on p. 215 for general tuition and fees.)

Graduate (G) and Professional (P) Degree Students (includes Law and Pharmacy): Tuition paid by students classified as Graduate (G) or Professional (P) admits them only to courses within the specific program. Courses outside the program are charged at the current credit hour rate for that course. For general tuition and fees, see tables on p. 32 (Graduate), p. 42 (London Programs), p. 135 (Divinity), p. 165 (Law), and p. 211 (Pharmacy).

Payment Policies

Payment Terms for All Students

E-bills (electronic statements) are sent to students via the Samford University e-mail system, which remains the official means of communication with students; the University no longer provides paper statements. Students are advised to check their e-mail regularly. Financial policies and payment schedules are posted at http://www.samford.edu/parents, along with information from Financial Aid and Student Records.

Registered students will receive an e-bill approximately three to four weeks prior to the payment due date. The e-bill reflects activity up to the date the e-bill was generated. Activity that transpired after the e-bill generation date can be viewed online via the Samford Portal at portal.samford.edu. The portal provides both activity since the last statement and a complete account summary. Students who register after the e-bill generation date will not receive an e-bill until the next billing cycle which is typically after the term begins. Therefore, these students must consult the online system to view their account summary and arrange payment by the due date. (See p. 33 for the Payment Due Date Schedule.)

Payment for each term/semester is due five (5) days prior to the first day of class as published in the Academic Calendar, unless otherwise noted on the payment schedule. Enrollment in classes may be cancelled for nonpayment on the due date. Processed payments can be confirmed on the Account Summary via the Samford Portal.

Students receive e-bill statements frequently. A student account unpaid by the payment due date is placed in past due status. Students may not receive grades or transcripts, and are not allowed to participate in commencement, until the past due amount is cleared. The University may charge interest on all amounts past due and those past due accounts assigned to a collection agency may be reported to the credit bureaus. Students are charged for collection costs.

It is the student's responsibility to ensure that payments are made on time. 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.

Payment Options and Contact Information for the Bursar's Office

Electronic Payment Options for Students

A) Students may pay their bill by accessing the online account summary available in the Samford portal at portal.samford.edu. The online account summary provides the most up-to-date information about the status of the student's account. Payment may be may by credit card (Visa, MasterCard, Discover) or e-check (direct transfer from a checking account).

B) The e-mail notification of a new e-bill statement contains a link to the e-bill system. Clicking on the link will take the student to the e-bill system where payment can be made. Note that the e-bill system will only show account activity through the last billing cycle and thus may not represent all charges that are due. Payment may be made by credit card (Visa, MasterCard, Discover) or e-check.

Students may also authorize parents or other designated individuals to access the e-bill system and make payments on their behalf. To enable this feature, a student MUST access the e-bill system and set up those individuals 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 your student has added you to the e-bill system as an "Authorized User" (see the previous paragraph), you will receive e-mail notification when a new e-bill statement is issued. Click on the link in the e-mail to access the e-bill system and make a payment. You may pay by credit card (Visa, MasterCard, Discover) or e-check.

Students MUST authorize parents or other designated individuals to access the e-bill system and make payments on their behalf.

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 (Visa, MasterCard, Discover). Due to privacy restrictions, no financial information will be provided.

C) If you know the student's username and password:
Log in to the Samford Portal at portal.samford.edu and access the account summary to make a payment.

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

Monday	12 a.m. to 11:45 p.m.
Tuesday–Friday	6 a.m. to 11:45 p.m.
Saturday	6 a.m. to 12 a.m.
Sunday	all day

Should you encounter log-in problems, please contact the Personal Technology Group at (205) 726-2662.

Other Payment Options

The Bursar's Office continues to accept payment by check and credit card (Visa, MasterCard, Discover) through the mail as well as in person.

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

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 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 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 Withdrawal Policy in this section and Elective Withdrawal-School Withdrawal in Academic Policies and Regulations.)

Drop and Add Policies for All Students

Class Drops and Adds

Drops and adds are changes in a student class schedule that do not involve complete withdrawal from school. During the drop/add period 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, dropping course(s) will not result in a reduction of charges for tuition or fees.
3. There are no refunds of fees unless the course related to the fee is dropped, or one withdraws as outlined below.

Charges will be adjusted according to these financial policies and the credits taken by the student. Complete withdrawal from the University is covered under the refund and withdrawal policy. (See also Elective Withdrawal in Academic Regulations section.)

Withdrawal Policy for All Students

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 must secure from and submit to the Office of Student Records an official Withdrawal 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.)

Withdrawal Refund Policy 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 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) refund shall be calculated on a pro rata basis.

Withdrawal Refund Policy 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.

Withdrawal Refund Policy 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 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) 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. To appeal, the student or parent should contact:

Dean of Academic Services
Office of Student Records
Samford University
800 Lakeshore Drive
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.

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.

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.

Books and Supplies

The estimated cost of books and supplies for an academic year is to listed in the tuition and fees tables. Students enrolled in the professional schools may expect to pay more for books and supplies.

Medical Insurance for Students

A student injury and sickness insurance plan is available to undergraduate and graduate students and their dependents. The plan protects the insured 24 hours a day, including holidays, for a 12-month period beginning with the onset of the academic year. In most instances, an initial evaluation and referral from Student Health Services (SHS) is required prior to seeing an off-campus provider. Detailed information regarding eligibility, exclusions, and rates can be obtained in the SHS office or by viewing the plan brochure at www.samford.edu/stuhealth.

Based upon federal regulations and University policy, all F and J visa holders must have health insurance coverage for themselves and all dependents during residency in the U.S. Insurance may be obtained by the student independently or purchased through the University but must contain certain required coverage. Proof of coverage is required before registering for classes. Samford University may terminate international students who do not continue to comply with insurance requirements. Information about specific policy carriers, minimum coverage, and premium costs is available from the Office of International Scholar and Student Affairs at (205) 726-2451.

Membership Fees

Some student organizations have an annual membership fee. In addition, Greek organizations have monthly dues along with an initiation fee.

Personal Property Insurance

Each year college students lose millions of dollars worth of personal property as a result of theft, vandalism, water, or fire. Students at college have a large investment in desktop computers, laptop computers, television sets, CD and DVD players, radios, cell phones, cameras, PDAs, calculators, mini-refrigerators, clothing, text books, CDs, DVDs, albums, and other personal property. A college or university is not liable for these losses simply because the loss occurs on campus.

All students, especially those who live in residence halls, should insure their personal property either through their parent's homeowner's insurance or through a private insurance policy. The University has established an insurance program through National Student Services, Inc. This insurer provides personal property insurance for students at over 1,000 colleges and universities. For more information on student personal property insurance see www.nssinc.com or pick up a brochure at the Residence Life Office, 106 Beeson University Center.

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. Telephones are not included and must be provided by the student. Resident students can dial any local or intra-campus call with no additional charge.

Samford no longer provides long-distance services to students. Most students use the long-distance services provided by their own cellular telephone service plan. Students who need long distance services should make arrangements with a long distance carrier and use that carrier's access (usually dialing an 800 number) to make long-distance calls. For more information regarding telephone service, contact Telephone Services at (205) 726-2996.

Financial Aid Information

Students seeking financial aid should file the 2006-2007 Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov. Our priority date is March 1, 2006. Students who filed the FAFSA on or before that date will comprise the first group for which we package and award financial aid for the 2006-2007 academic year. FAFSAs filed after March 1 will be processed in the order they are received.

Students may obtain information regarding financial aid online at www.samford.edu/admin/finaid or by telephone at (205) 726-2905 or toll free at 1-800-888-7245. Students are encouraged to use these resources for information or questions regarding financial aid at Samford University.

Refund Schedule

Refunds are first available within five (5) to seven (7) business days after financial aid has been credited (disbursed) to your student account. We cannot make refunds before that time. Disbursement of aid on your account is regulated based on the first day of class. The schedule below outlines the earliest date for each term/semester refunds will be available. These dates are subject to satisfactory completion/submission by the student of all needed information. The schedule is subject to change and may be adjusted to comply with federal regulation governing refunds to students. Unless otherwise noted, refunds are available in the office of the Bursar.

GENERAL MISCELLANEOUS FEES FOR ACADEMIC YEAR 2006-2007

The following fees apply to ALL Samford students and are nonrefundable.

Description	Expense
Vehicle Registration	$20/academic year
Replacement Decal Vehicle Registration	$5
ID Replacement Fee (first time)	$5
ID Replacement Fee (subsequent)	$10
Portfolio Evaluation Fee	$100/credit (optional)
Returned Check Fee	$28/each occurrence
Stop Check Fee	$28/each occurrence
Transcript Fee	$7/copy faxed (U.S.)
Transcript Fee	$15/copy faxed (International)

REFUND SCHEDULE FOR ACADEMIC YEAR 2006-2007

		Undergraduates, Doctor of Ministry Graduates on Day Calendar	Metro Programs, Environmental Management, Graduate Business, Graduate Nursing	Law	Pharmacy
Term	**Year**	First Available Date	First Available Date	First Available Date	First Available Date
Summer	2006		June 5	June 1	
Summer I	2006	June 5			
Summer II	2006	July 10			
Fall	2006	August 29		August 14 (1st year students) *Pick up in Rm 107, Law School*	June 1 (4th year students)
				August 21 (2nd & 3rd yr students) *Pick up in Rm 104, Law School*	August 29 (1st, 2nd, 3rd yr students)
Fall A	2006		August 7		
Fall B	2006		October 11		
Jan Term	2007	January 4			
Spring	2007	January 30		January 8 *Pick up in Rm 104, Law School*	January 4
Spring A	2007		January 3		
Spring B	2007		March 7		

GRADUATE TUITION AND FEES FOR ACADEMIC YEAR 2006-2007

Description of Expense	Student Classification	Payment Regulations	Expense	Payment Due Date (1)
Tuition				
All credits	All Graduate and Graduate Audit Students	See Refund Policies	$500/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 Nursing-Nurse Anesthesia (MSN-NA)	All MSN-NA Students	Deposit nonrefundable	$4,020/9-week term	$1,000 deposit upon acceptance and remainder on or before e-bill payment due date
MSN-NA Continuation Fee	All MSN-NA Students	See Refund Policies	$1,500	
Joint Degrees	Joint Degree Students	See Refund Policies	By Classification	On or before e-bill payment due date
Fees				
Application Fee for Graduate Admission	All Graduate Students	Nonrefundable	$25/application	At time of application submission
Books and Supplies	All Graduate Students		$1,200 (estimate)	Cash/check/credit card at time of purchase
Books and Supplies	All MSN-NA Students		$2,150 (estimate)	Cash/check/credit card at time of purchase
Books and Supplies	All MSEM Students*		$1,300 (estimate)	Cash/check/credit card at time of purchase
Drug Screening Fee	All MSN-NA Students		$30	On or before e-bill payment due date

NOTE: See above for a list of General Miscellaneous Fees that apply to ALL students. *MSEM=Master of Science in Environmental Management

(1) Charges incurred after the e-bill has been generated for the semester/term are due on or before the e-bill due date (see Payment Due Date Schedule on p. 33 for e-bill generation date and payment due date). Charges incurred during the drop/add period are due when incurred. Classes may be canceled for non-payment.

PAYMENT DUE DATE SCHEDULE FOR 2006-2007

Undergraduates, Doctor of Ministry, and All Graduate Students on the Day Calendar

Term/Semester	e-bill Generation Date	Payment Due Date
Summer 1 Term 2006	May 4, 2006	May 31, 2006
Summer 2 Term 2006	June 6, 2006	July 5, 2006
Fall Semester 2006	July 13, 2006	August 23, 2006
September 2006	September 5, 2006	October 6, 2006
October 2006	October 9, 2006	October 31, 2006
November 2006	November 1, 2006	November 30, 2006
Jan Term 2007	December 4, 2006	December 21, 2006*
Spring Semester 2007	January 8, 2007	January 24, 2007
February 2007	February 5, 2007	March 2, 2007
March 2007	March 5, 2007	March 30, 2007
April 2007	April 2, 2007	April 30, 2007**

Metro Programs, Environmental Management, Graduate Nursing, & Graduate Business on the Evening Calendar

Term/Semester	e-bill Generation Date	Payment Due Date
Summer Term 2006	May 4, 2006	May 31, 2006
Fall Term A 2006	June 28, 2006	August 2, 2006
Fall Term B 2006	September 6, 2006	October 6, 2006
November 2006	November 1, 2006	November 30, 2006
Spring Term A 2007	December 5, 2006	December 21, 2006*
Spring Term B 2007	February 5, 2007	March 2, 2007
April 2007	April 2, 2007	April 30, 2007**

Cumberland School of Law

Term/Semester	e-bill Generation Date	Payment Due Date
Summer Term 2006	May 1, 2006	May 26, 2006
Fall Semester 2006 (1st year)	July 10, 2006	August 9, 2006
Fall Semester 2006 (2nd & 3rd year)	July 11, 2006	August 16, 2006
September 2006	September 5, 2006	October 6, 2006
October 2006	October 9, 2006	October 31, 2006
November 2006	November 1, 2006	November 30, 2006*
Spring Semester 2007	December 6, 2006	January 3, 2007
February 2007	February 5, 2007	March 2, 2007
March 2007	March 5, 2007	March 30, 2007
April 2007	April 2, 2007	April 30, 2007**

McWhorter School of Pharmacy

Term/Semester	e-bill Generation Date	Payment Due Date
Fall Semester 2006 (4th year)	May 1, 2006	May 26, 2006
Fall Semester 2006 (1st, 2nd, & 3rd year)	July 13, 2006	August 23, 2006
September 2006	September 5, 2006	October 6, 2006
October 2006	October 9, 2006	October 31, 2006
November 2006	November 1, 2006	November 30, 2006
Spring Semester 2007	December 5, 2006	December 21, 2006*
February 2007	February 5, 2007	March 2, 2007
March 2007	March 5, 2007	March 30, 2007
April 2007	April 2, 2007	April 30, 2007**

*Students participating in 2006 Fall commencement must clear their account by December 11, 2006.

**Students participating in 2007 Spring commencement must clear their account by May 14, 2007.

UNDERGRADUATE DAY STUDENT (FULL-TIME AND PART-TIME) TUITION AND FEES FOR ACADEMIC YEAR 2006-2007

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	$535/credit	$250 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	$8,000/semester	$250 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	$535/credit	$250 deposit upon acceptance and remainder on or before e-bill payment due date
All credits - Summer Terms	Undergraduate (Day) Summer School	Deposit nonrefundable See Refund Policies	$450/credit	$250 deposit upon acceptance and remainder on or before e-bill payment due date
Audit	Degree Seeking	Deposit nonrefundable See Refund Policies	$535/credit	$250 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	$450/credit as space is available	$250 deposit upon acceptance and remainder on or before e-bill payment due date
London Programs at Daniel House, Samford's London Study Centre, Fees*				
Summer Term 2006	Full-Time Undergraduate, *except Freshmen,* 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)	$3,099**	$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.
Jan Term 2007	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)	$2,076**	$250 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 (Fall or Spring)	Full-Time Undergraduate, *except Freshmen,* 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)	$10,110***	$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.
Residence Hall Fees, Double Occupancy†				
Beeson Woods, West Campus	All Students except Pharmacy	See Refund Policies	$1,545/student/sem	On or before e-bill payment due date
Evergreen Hall	All Students except Pharmacy	See Refund Policies	$1,465/student/sem	On or before e-bill payment due date
Vail, Smith, Pittman, & Ramsey Halls	All Students except Pharmacy	See Refund Policies	$1,410/student/sem	On or before e-bill payment due date
Student Apartments	All Students except Pharmacy	See Refund Policies	$1,175/student/sem	On or before e-bill payment due date
Summer Housing	All Students except Pharmacy	See Refund Policies	$545/student/each Summer Term	On or before e-bill payment due date
Jan Term ††	All Students except Pharmacy	See Refund Policies	$160/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	First-Year Students and Entering Freshmen	See Refund Policies	$1,485/Fall and Spring semesters	On or before e-bill payment due date
12 meals/week + $100 declining balance	Resident Students - Sophomore Status	See Refund Policies	$1,330/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	$940/Fall and Spring semesters	On or before e-bill payment due date
19 meals/week for Summer Term	First-Year Students and Entering Freshmen	See Refund Policies	$470/Summer Term	On or before e-bill payment due date
12 meals/week for Summer Term	All Resident Students, but excluding Entering Freshmen	See Refund Policies	$380/Summer Term	On or before e-bill payment due date
19 meals/week for Jan Term	First-Year Students and Entering Freshmen	See Refund Policies	$255	On or before e-bill payment due date
12 meals/week for Jan Term	All Resident Students, but excluding Entering Freshmen	See Refund Policies	$225	On or before e-bill payment due date
Special Course Fees				
Music—Applied Instruction	All Students	See Course Drops and Adds	$50/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	$150	
Other Fees				
Application Fee for Undergraduate Admission	All Undergraduate Students	Nonrefundable	$35/application	At time of application submission
Room Deposit	All students requiring housing	Nonrefundable	$250/academic year (nonrefundable)	
Books and Supplies	Full-Time Undergraduate		$1,050 (estimate/academic year)	Cash/check/credit card at time of purchase

* Fees for London Programs subject to change. Contact the 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.

NOTE: See p. 32 for a list of General Miscellaneous Fees that apply to ALL students.

(1) Charges incurred after the e-bill has been generated for the semester/term are due on or before the e-bill due date (see Payment Due Date Schedule on p. 33 for e-bill generation date and payment due date). Charges incurred during the drop/add period are due when incurred. Classes may be canceled for non-payment.

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 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. Awards may be adjusted should the student not be enrolled full-time.

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.

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.

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 the beginning of a term. There are two types of federal Stafford loans: subsidized and unsubsidized. Need-based Stafford loans are subsidized (interest is paid by the federal government). For 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.

Work-Study

Federal Work-Study provides on-campus and off-campus employment to students. 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.

Eligibility for federal aid from 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.

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 2.00 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.

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.