

### Reclassification

Most students admitted under the special status classification may wish to eventually change their status to a regular, degree-seeking classification. In order to initiate a change of status, you must complete a Change of Status form and submit it to the Office of Admission. (Forms may be obtained through the Metro Programs office.) In order to be reclassified, you must meet the admission conditions of either a transfer student or an entering freshman and provide the additional required information and documents to the Office of Admission.

### Restrictions of the Special Status Admission Classification:

1. If you are currently under suspension from another institution, you may not attend Samford University until the suspension period imposed by the previous institution has expired.
2. You are ineligible to receive federally funded financial aid until your admission status has been changed to a degree-seeking category.
3. You must have been graduated from high school for three or more years.
4. A maximum of 18 credit hours earned as a special status student will count towards a Samford degree program. Each academic department reserves the right to determine the acceptability of credits earned under this classification.
5. Credit earned as a special status student will not count towards a graduate degree.

### Admission as an Audit Student

Students may also apply under audit status. See Audit Student Applicant in Admission Procedures and Policies in this catalog.

### Tuition, Fees, and Financial Aid

Because Adult Degree Program students commute to and from classes, do not receive meal plans, and do not have access to the full range of degrees designed for traditional day students, the tuition fee is substantially below the day rates. (See Tuition and Fees Chart.) Courses taken during the daytime carry the full-tuition rate.

Although University scholarships are not available to Adult Degree Program students, they should apply for non-University scholarships. Also, residents of the state of Alabama are eligible to receive the Alabama Student Grant if they meet the eligibility requirements. Evening students may also apply for other types of federal financial aid programs such as Pell grants and student loans. Financial Aid Applications may be requested by calling the Office of Financial Aid at (205) 726-2905.

There are few additional fees associated with evening classes aside from the cost of textbooks. Most major credit cards are accepted. (See the General Miscellaneous Fees chart on p. 32 for a list of additional fees that may apply.)

### Parking

All evening students must register their automobiles with the Office of Safety and Security. There is a minimal annual charge for parking on campus.

## Class Registration and Policies

Adult Degree Program students are limited to 18 credits per fall or spring semester and 16 credits per summer term without the executive director's approval.

## Bachelor's Degree Requirements

### General Education Requirements

All bachelor degree programs require a minimum of 128 total credits that include 40 credits of upper-level (300-400) coursework, 3 credits of computer literacy, 18 credits of upper-level coursework in the concentration, and a minimum of two "W" (writing intensive) courses. Specific requirements for each concentration are outlined below. A total of 64 credits should be earned outside the concentration. **MPEN 101 and MPEN 102 should be taken as part of a student's first 18 credits at Samford.** Unless otherwise specified, credits that have been used to satisfy general education requirements may not be counted as part of any concentration.

Metro Adult Degree Program Bachelor of Science in Interdisciplinary Studies Required Courses	Course Credits	Total Required Credits
<b>General Education Requirements:*</b>		<b>69</b>
Natural/Computational Sciences & Mathematics	17	
Social Sciences	15	
World Languages	8	
Fine Arts	6	
Humanities	18	
Physical Education	5	
<b>Concentration:**</b>		<b>50-59</b>
Administrative/Community Services: Tracks 1 & 2	51	
Counseling Foundations	50	
Human Resource Development	57	
Liberal Studies	59	
<b>General Electives***</b>		<b>0-9</b>
<b>Total Required Credits</b>		<b>128</b>

\* See General Education Requirements table for required/applicable courses.

\*\* Hours for each concentration includes MPIS 401 (Senior Capstone), a 3-credit required course. See individual concentration tables for required/applicable courses.

\*\*\* General Elective credits vary depending on concentration chosen.

## METRO PROGRAMS - UNDERGRADUATE EVENING STUDENT TUITION AND FEES FOR ACADEMIC YEAR 2008-2009

Description of Expense	Student Classification	Payment Regulations	Expense	Payment Due Date (1)
<b>Tuition</b>				
All credits - Adult Degree Program	All Evening Students	See Refund Policies	\$320/credit (Fall or Spring) \$290 (Sum 2008) \$320 (Sum 2009)	On or before e-bill payment due date
Audit - Adult Degree Program	All Evening Students	See Refund Policies	\$320/credit	On or before e-bill payment due date
<b>Fees</b>				
Application Fee for Undergraduate Admission	All Evening Students	Nonrefundable	\$35/application	At time of application submission
Books and Supplies	All Evening Students		\$1,200 (estimate)	Cash/check/credit card at time of purchase

NOTE: See p. 32 for a list of General Miscellaneous Fees (Vehicle Registration/Decal, ID Replacement, etc.) that apply to ALL students.

SPECIAL NOTE: Fees are subject to change without notice. See the Bursar's Office Web site for the latest tuition and fee info: [www.samford.edu/admin/bursar/fees.html](http://www.samford.edu/admin/bursar/fees.html)

(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 Schedule on p. 32 for e-bill generation and payment due dates). Charges incurred during the drop/add period are due when incurred. Classes may be canceled for non-payment.

<b>Metro Adult Degree Program General Education Requirements Required Courses</b>	<b>Course Credits</b>	<b>Total Required Credits</b>
<b>Natural/Computational Sciences &amp; Mathematics:</b>		<b>17</b>
MPCO 100 Introduction to Computing	3	
MPMA 110 Contemporary Mathematics	3	
MPMA 210 Statistics	3	
Two laboratory sciences	8	
<b>Social Sciences:*</b>		<b>15</b>
<b>History</b> (select two courses)		
MPHI 101 World History I	3	
MPHI 102 World History II	3	
MPHI 217 Early America to 1877	3	
MPHI 218 Modern America since 1865	3	
<b>Political Science/Psychology/Sociology</b>		
MPP0 211 American National Government	3	
MPPS 101 General Psychology	3	
MPPO 100 Introductory Sociology	3	
<b>World Languages</b>		<b>8</b>
101 and 102 of any foreign language	8	
<b>Fine Arts:</b> (select two courses)		<b>6</b>
MPAR 300 Art Appreciation	3	
MPMU 200 Music Appreciation	3	
MPTH 300 Theatre Appreciation	3	
<b>Humanities:</b>		<b>18</b>
<b>Humanities Core</b>		
MPEN 101 Oral and Written Communication I	3	
MPEN 102 Oral and Written Communication II	3	
MPCS 215 Oral Communication	3	
<b>English Literature</b> (select one course)**		
MPEN 201 Major British and Irish Authors	3	
MPEN 209 Special Topics in Literature	3	
MPEN 211 Major American Authors	3	
<b>Religion</b> (select two courses)		
MPRE 101 Old Testament Survey	3	
MPRE 102 New Testament Survey	3	
MPRE 201 Introduction to World Religions	3	
MPRE 300 Contemporary Ethical Issues	3	
<b>Physical Education:***</b>		<b>5</b>
MPPE 122 Fitness Walking and Strength Training	2	
MPPE 231 Personal and Community Health	3	
<b>Total Required General Education Credits</b>		<b>69</b>

\* Transfer credits classified as social science may count here.

\*\* Other literature courses may be taken with advisor's approval.

\*\*\* Transfer credits classified as physical education may count here.

### Administrative/Community Services Concentration

Students may select between two tracks for the administrative/community services concentration (ADMS): Track 1: Administrative; Track 2: Legal Assistant Certificate. In Track 2, students earn an American Bar Association-approved Legal Assistant Certificate along with a B.S.I.S. or associate degree.

<b>Metro Adult Degree Program ADMS Track 1: Administrative Required Courses</b>	<b>Course Credits</b>	<b>Total Required Credits</b>
<b>General Education Requirements</b>		<b>69</b>
<b>Admin/Community Svcs Concentration (Track 1):*</b>		<b>51</b>
<b>Administrative/Business</b> (select ten courses)		<b>30</b>
MPAC 200 Survey of Accounting	3	
MPEC 200 Survey of Economics	3	
MPFI 300 Survey of Finance	3	
MPMG 300W Survey of Management	3	
MPMK 300 Survey of Marketing	3	
MPBL 352 Legal Environment of Business	3	
MPMG 470 Negotiation/Conflict Resolution	3	
MPMG 471 Advertising/Public Relations	3	
MPMG 472 Leadership: Paradigms & Roles	3	
MPMG 473 Human Resource Management	3	
MPPI 401 Business Ethics	3	
<b>Other Required Courses</b> (select at least six courses)		<b>18</b>
MPCN 350 Small-Group Process ( <i>recommended</i> )	3	
MPCS 453W Writing in the Professions	3	
MPHR 361 The Injured and Absent Employee	3	
MPPG 301 Employment Law ( <i>recommended</i> )	3	
Counseling Foundations (MPCN)		
Legal Assistant (MPPG)		
<b>Capstone Course</b>		<b>3</b>
MPIS 401 Senior Capstone	3	
<b>General Electives**</b>		<b>8</b>
<b>Total Required Credits</b>		<b>128</b>

<b>Metro Adult Degree Program ADMS Track 2: Legal Assistant Certificate Required Courses</b>	<b>Course Credits</b>	<b>Total Required Credits</b>
<b>General Education Requirements</b>		<b>69</b>
<b>Admin/Community Services Concentration (Track 2):</b>		<b>51</b>
<b>Legal Assistant Courses</b>		<b>30</b>
MPPG 121 Introduction to Legal Assistants	3	
MPPG 226 Business Associations	3	
MPPG 227 Estates and Trusts	3	
MPPG 228 Real Estate Law	3	
MPPG 229 Litigation	3	
MPPG 300 Business Law for Paralegals	3	
MPPG 304 Family Law	3	
MPPG 306 Debtor-Creditor Law	3	
MPPG 301 Employment Law or	3	
MPPG 307 Criminal Law	3	
MPPG 323 Legal Research and Writing	3	
<b>Administrative/Business</b>		<b>18</b>
MPAC 200 Survey of Accounting	3	
MPEC 200 Survey of Economics	3	
MPMG 300W Survey of Management	3	
Elective Credits within Concentration:***	9	
MPCS 453W Writing in the Professions (3)		
MPHR 361 Injured and Absent Employee (3)		
MPPI 401 Business Ethics (3)		
Administrative/Business (various prefixes; see p. 221)		
Counseling Foundations (MPCN)		
<b>Capstone Course</b>		<b>3</b>
MPIS 401 Senior Capstone	3	
<b>General Electives**</b>		<b>8</b>
<b>Total Required Credits</b>		<b>128</b>

\* Acceptable transfer work in business, education, and legal assistant courses may apply to the 51 required credits in Track 1.

\*\* Credits chosen to enhance required courses.

\*\*\* Other electives may apply; see department advisor for details.