



Samford University.
Howard College of Arts and Sciences

HCAS Academic Advising Manual

Fall 2020

Contents

Mission: The Goal.....	3
Model: What to Cover	4
Degree Works	5
Method: Planning an Advising Session.....	6
Completing General Education Requirements	7
General Education Curriculum: Core and Distributed Courses.....	8
World Language Instructions.....	15
Changing Majors/Adding Majors Minors.....	16
List of Majors, Interdisciplinary Programs, Minors	17
FYNT Description.....	18
Transient Enrollment Instructions	19
Transfer Students	21
Study Abroad	22
Convocation Requirements.....	23
Struggling Students	24
Student Recognition.....	25
Graduation Checks	26
Office of the Registrar Directory	27
Spring 2021 and Summer 2021 Registration Dates	28
Frequently Used Form Links.....	29

Mission: The Goal

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.

Howard College of Arts and Sciences utilizes a faculty advising model because faculty are in a position to address the elements of the Samford University mission statement. The advisor-student relationship is one of the most critical at the University. As such, faculty advisors must be available, knowledgeable, and approachable along with serving as mentors to students rather than simply class schedulers.

The Advising Center can assist with questions regarding overall general educational and elective credits. Please contact Kendra Lyas for assistance at rlyas@samford.edu or at 2216.

1. Faculty advisors have opportunities to foster intellectual growth and decision making.
2. Effective and observant advisors help retain students in their departments and at the University.
3. Excellent advisors will help build their departments' reputations for quality care and concern and can more easily recruit and retain students.

Model: What to Cover

At minimum, each student should participate in a one-on-one advising session once each semester; this time should not be taken up entirely by course selection. Resourcing Degree Works, students should be encouraged to take more ownership in their course scheduling. To that end, the advisor can use the time for the following:

1. Serve as a resource agent during the undergraduate experience: e.g. helping with timing of course selections, difficult classes, appropriate professor selections, minor selections, elective course choices, transient enrollment guidelines, etc.
2. Help students make post-graduation plans.
3. Keep students informed about opportunities in the discipline.
4. Be available and accessible for academic problems that might arise.
5. Refer students who need help beyond the advisor level to the Advising Center.
6. As needed and at their own comfort level, serve as mentors and counselors.

Degree Works

Degree Works is Samford's degree audit program. Students can find all relevant information with regard to their degree progress using this program. They can also project changes to their degree plans and calculate predicted GPAs.

It's critical that the advisor use Degree Works in advising sessions with students and keep detailed notes there.

You will be able to develop your own best system using the Plans or Notes features. There's no best way to do this, but know the students (especially underclass students) often fail to follow faculty recommendations. Degree Works will prevent potential "he said/she said" situations.

Method: Planning an Advising Session

1. Schedule a 30-minute session during which you discuss choices for the following semester based on student ideas and goals.
2. Ask/require students to review Degree Works before meeting with you.
3. Discuss the next semester's course choices with the four-year plan in mind.
4. Enter agreed upon course choices using the Notes feature.
5. Enter Registration PIN in Notes. Note: PIN is a six-digit number beginning with 2 (spring) 5 (summer) or 7 (fall). This can only be found in Banner (under Student Information link)

Topics to discuss with students at advising sessions. Notes on some of these subjects follow.

1. Plan for completing major requirements 2. Summer enrollment—transient or Samford?
2. Involvement in departmental life: honor societies, student groups, ambassadors, professional organizations
3. Does student need an internship(s)?
4. Future plans—graduate school or employment?
5. Does student need recommendations?

Areas that can be addressed at the Advising Center.

1. General education requirements/selections/dates
2. Does student have any academic struggles?
3. Should student enroll in Jan Term?
4. Does student need a minor?
5. Should the student consider Study Abroad?

Completing General Education Requirements

There is some discussion as to whether students should try complete general education requirements early or save some of these credits for later in their careers in order to offset higher level courses and fill out schedules. Each department has a different philosophy on this issue, so check with your chair.

Reasons for early enrollment:

1. Helps students consider other majors and minors.
2. Students gain transferrable skills (oral and written communication, quantitative skills, critical thinking, etc.).
3. Students have a wider body of knowledge from which to draw.
4. Gives students more time to settle into the major.

Reasons for later enrollment:

1. Helps fill out schedule if department is small and fewer upper level courses are offered.
2. Gives students some variety from major courses.
3. Certain requirements may be specific to a major, so students should wait until their major choice is final before completing some general education requirements (e.g. math, social science).

See 2020-21 University Catalog at <https://catalog.samford.edu/> for a list of general education courses.

General Education Curriculum: Core and Distributed Courses

University Core Curriculum Requirements (22 credits)			
Course	Taken	Course	Taken
UCBF 101 Biblical Foundations (4)		UCCP 101 Cultural Perspectives I (4)	
UCCA 101 Communication Arts I (4)		UCCP 102 Cultural Perspectives II (4)	
UCCA 102 Communication Arts II (4)		UCFH 120 Concepts of Fitness and Health (2)	
Natural and Computational Sciences - select two courses (8 credits)			
Course	Taken	Course	Taken
BIOL 105 Principles of Biology (4)		IDSC 201 Scientific Methods (4)	
BIOL 107 Contemporary Biology (4)		PHYS 100 Physics for Society (4)	
BIOL 110 Human Biology (4)		*PHYS 101 General Physics I (4)	
BIOL 111 Animal Biology (4)		*PHYS 102 General Physics II (4)	
BIOL 112 Plant Biology (4)		*PHYS 150 Introduction to Astronomy (4)	
CHEM 108/109 General Organic & Biological Chemistry w/lab (4)		*PHYS 203 Physics I (5)	
CHEM 205/206 Foundations of Chemistry with lab (5)		*PHYS 204 Physics II (5)	
COSC 107 Introduction to Computer Science (4)		PHYS 206 Sound and Music (4)	
GEOG 150 Environmental Geography: Understanding Planet Earth (4)			
Social Sciences - select one course outside your major (4 credits)			
Course	Taken	Course	Taken
COMS 221 Interpersonal Communication (4)		JMC 200 Mass Media and Society (4)	
ECON 201 Principles of Macroeconomics (4)		POLS 200 Power and Politics (4)	
GEOG 101 Global Geography (4)		PSYC 101 General Psychology (4)	
IDSS 201 Race in Popular Culture and Media (4)		SOCI 100 Introduction to Sociology (4)	
INTL 360 British Heritage and Culture (4)			
Mathematics - select one course (4 credits)			
Course	Taken	Course	Taken
MATH 110 Contemporary Mathematics (4)		MATH 210 Elementary Statistics (4)	
MATH 150 Precalculus (4)		MATH 240 Calculus I (4)	
Any other math course above 240 for students who demonstrate competency at the Calculus I level. (4)			
World and Classical Languages (4 - 16 credits)			
Course	Taken	Course	Taken
For students without language proficiency, the normal sequence is:			
*FREN, *GER, GREK, HEBR, LATN or *SPAN 101 (4)		*FREN, *GER, GREK, HEBR, LATN or *SPAN 201 (4)	
*FREN, *GER, GREK, HEBR, LATN or *SPAN 102 (4)		*FREN, *GER, GREK, HEBR, LATN or *SPAN 202 (4)	
Critical Languages: Arabic, Chinese, Hindi, Italian, Japanese, Portuguese, Russian, Swahili and Thai			
Fine Arts (3 credits)			
Course	Taken	Course	Taken
SOA 200 Arts in Society (3)		SOA 250 Arts Perspective (3)	
Humanities - select one course outside your major (4 credits)			
Course	Taken	Course	Taken
BREL/PHIL 200 Christian Ethics (4)		HIST 200 Global Perspectives (4)	
BREL 201 Introduction to World Religions (4)		HIST 217 Early America to 1877 (4)	
BREL 221 Christian Theology (4)		IDHU 201 The African American Experience (4)	
CLAS 200 Rediscovery of the Classical World (4)		INTL 360 British Heritage and Culture (4)	
ENGL 205 Fiction and Film (4)		PHIL 230 Medical Ethics (4)	
ENGL 208 Christianity and Literature (4)		PHIL 241 Introduction to Philosophy (4)	
Foundations (1 credit)			

* Students must register for co-requisite lab.

Core Curriculum

***UCBF 101 Biblical Foundations (4 credits)**

This course serves as an introduction to the Christian Scriptures (Old and New Testaments), including their contents, their historical backgrounds, literary genres, and theological and ethical themes. The course reflects the biblical basis of Samford's Core Values and provides a foundation for understanding the place of the Jewish and Christian Scriptures in human culture. The course will stress the relevance of the Bible for contemporary Christian faith and practice. Offered: Every semester. (Formerly UCBP 101, Biblical Perspectives)

UCCA 101 Communication Arts I (4 credits)

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, totaling 20 typed pages (4500 words) of polished prose 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 credits)**

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, totaling 20 typed pages (4500 words) of polished prose 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 credits) 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. Includes a minimum of 15 typed pages (3375 words) of polished prose.

UCCP 102 Cultural Perspectives II (4 credits) 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. Includes a minimum of 15 typed pages (3375 words) of polished prose.

UCFH 120 Concepts of Fitness and Health (2 credits)

Fitness and health are homeostatic states that must be maintained throughout the course of one's life. This introductory course provides a foundation of the dimensions of wellness and their relationship to overall health for activities of daily living. Principles of fitness, basic nutrition, body composition, cardiovascular disease, substance abuse, stress, and other topics necessary for optimum health will be discussed. Offered: Every semester.

Natural Sciences

***BIOL 105 Principles of Biology (4 credits)**

Study of the principles of life common to all living organisms. Topics include biological chemistry, cellular biology, inheritance, survey of animals and plants, and ecology. Designed for non-biology majors. Includes laboratory.

***BIOL 107 Contemporary Biology (4 credits)** Survey of contemporary biology, with emphasis on the interactions of humans with the biological world. Designed for non-biology majors. Includes laboratory.

***BIOL 110 Human Biology (4 credits)**

Study of the biological principles of the human body from a human biology anatomical, physiological, and eco-sociological perspective. Includes laboratory. Study of animal life from a cellular to organismal level with emphasis on animal taxonomy and environmental relationships. Designed for non-biology majors. Includes laboratory.

BIOL 111 Animal Biology (4 credits)

Study of animal life from a cellular to organismal level with emphasis on animal taxonomy and environmental relationships. Designed for non-biology majors. Includes laboratory.

BIOL 112 Plant Biology (4 credits)

Study of the form, function, and classification of the plant kingdom. Includes laboratory.

CHEM 108 - General, Organic, and Biological Chemistry (3 credits)

Study of the chemistry needed to understand human physiology. When taken with CHEM 109, this course meets the chemistry requirement for nursing students and a general education requirement for natural and computational sciences for most other majors.

Students who have a C- or better in CHEM 205 may not take CHEM 108 for credit. LEC 3. Offered: Fall, Jan Term (online), Spring, and Summer (online). Co-req: CHEM 109.

CHEM 109 - General, Organic, and Biological

Chemistry Lab (1 credit) Laboratory to accompany CHEM 108. LAB 3. Offered: Fall, Jan Term, Spring, and Summer. Co-req: CHEM 108.

CHEM 205 – Foundations of Chemistry (4 credits)

Survey of chemical principles. Includes types of chemical reactions, stoichiometry, gases, thermodynamics, atomic and molecular structure, solutions, kinetics, and basic equilibrium. When taken with CHEM 206, meets a general education requirement for natural and computational sciences. LEC 4. Offered: Fall, Jan Term (online), Spring, and Summer (online). Co-req: CHEM 206 and MATH 150, or score on placement exam sufficient to qualify for MATH 240.

CHEM 206 - Foundations of Chemistry Laboratory

(1 credit) Laboratory to accompany CHEM 205. LAB 3. Offered: Fall and Spring. Co-req: CHEM 205.

COSC 107 Introduction to Computer Science (4

credits) Exploration of the foundations of computing as a science, including how computing represents the effective merger of science, mathematics, and engineering. Incorporates hands-on experience to illustrate how computers operate based on simple principles of logic and abstraction; demonstrates how

to communicate with them via algorithms and use of a simple programming language; evaluates limitations; examines alternative computing paradigms; considers emerging technologies; contemplates major innovations such as the Internet, virtual reality, and intelligent systems; and surveys a variety of issues facing society. Not a computer literacy course. Computer science majors cannot use this course to fulfill their general education natural and computational science requirement. Pre-reqs: Basic computer literacy (familiarity with file/folder manipulation, word processing, and spreadsheet applications); mathematics background suitable for placement into Precalculus.

GEOG 150 Environmental Geography: Understanding Planet Earth (4 credits)

Hurricanes, tsunamis, earthquakes, volcanoes, global climate change. Learn the science behind the headlines. Understand processes and patterns in the natural environment. This course investigates a diverse set of environmental concerns on our dynamic planet including landform processes, oceans and coasts, water resources, Earth's atmosphere, and climate dynamics. Offered: Fall, Spring, and Summer.

***IDSC 201 Scientific Methods (4 credits)**

Scientific approach to understanding the physical universe through an investigation of representative topics in physics, chemistry, and biology, paying particular attention to the sources of scientific information both for scientists and society. Interdisciplinary course taught by faculty in biology, chemistry, and physics. Satisfies the general education natural and computational sciences requirement for most majors. Pre-req: Grade of C- or better in [UCCA 102](#). LEC 4.

PHYS 100 Physics for Society (4 credits)

Conceptual survey of all fields of physics, including modern developments, with an emphasis on the explanation of everyday physical phenomena. While the course is primarily conceptual in nature, an understanding of high school algebra is necessary for understanding the quantitative concepts in the course. Not applicable to a major or minor in physics; closed to those who have had [PHYS 101](#) or [PHYS 203](#). Includes laboratory.

PHYS 101 - General Physics I (4 credits)

Study of Newtonian mechanics, heat, light, sound, electricity, magnetism, and relativity. Includes laboratory. Pre-req for PHYS 101: Thorough understanding of algebra at the high school level. Offered: Fall and Summer I (101).

PHYS 102 - General Physics II (4 credits)

Study of Newtonian mechanics, heat, light, sound, electricity, magnetism, and relativity. Includes laboratory. Pre-req for PHYS 102: PHYS 101; elementary knowledge of trigonometry desirable though not required. Offered: Spring and Summer 2 (102).

PHYS 150 Introduction to Astronomy (4 credits)

Survey of the solar system, stars, and galaxies. Includes laboratory. Offered: Fall, Spring, and some Summers.

PHYS 203 - Physics I (5)

Study of Newtonian mechanics, heat, light, sound, electricity, magnetism, and relativity using calculus. Includes laboratory. Offered: Fall. Co-req: MATH 240.

PHYS 204 - Physics II (5)

Study of Newtonian mechanics, heat, light, sound, electricity, magnetism, and relativity using calculus. Includes laboratory. Pre-req: PHYS 203. Offered: Spring. Co-req: MATH 260.

PHYS 206 - Sound and Music (4 credits)

Study of physical principles of production, transmission, and reception of sound. Course cannot count towards a physics major or minor. Includes laboratory. Pre-req: High school algebra. Offered: See department chair.

***ECON 201 Principles of Macroeconomics (4 credits)**

Study of macroeconomics, providing a theoretical framework from which aggregate economic events such as inflation, unemployment, and economic growth are explained. The framework ins used for analysis of current and potential problems of society. This course provides an organizing structure for understanding how the world economy works, providing the student with some ability to predict future economic events. Offered: Fall, Spring, and Summer 1.

GEOG 101 Global Geography: Places, Landscapes, and Regions (4 credits)

Expand and enhance knowledge of your world. This course uses a spatial approach to understand history, culture, and environmental concerns across the globe. Regional case studies and current events reinforce geographic concepts.

IDSS 201 – Race in Popular Culture and Media (4)

Media are the primary way that American’s constitute and navigate their many identities. Consequently, identity is not so much inherited as it is the result of everyday cultural participation. This course seeks to look at the current media environment through the perspective of Black/African-American identities constituted and articulated in and by social media, music/music videos, fashion, stand-up comedy, art, science and other artifacts of popular culture. Learners will be challenged to understand how Black/African-Americans utilized popular media to reveal and resist strategic racism and racialized microaggressions they experience. Moreover, students will consider their personal and society’s participation with and consumption of Black-themed popular culture and media. In doing so, students will be encouraged to think critically about the influence of popular culture and contemplate meaningful action towards dismantling systemic anti-black racism in their own cultural spaces. This interdisciplinary and integrative course connects established humanities and social science critical race theory with mass communication/journalism, psychology, gender, and race studies. Additionally, its emphasis on proficient writing, public speaking, critical reading and thinking supports the university’s core curriculum. This course counts toward the General Education: Social Sciences requirement. Offered: Spring, on rotation.

Social Sciences

COMS 221 Interpersonal Communication (4 credits)

Examination of interpersonal communication in human relationships and development of skills through projects, experiments, readings, and participation. A valuable course in terms of learning to understand and be understood by others. Offered: Every Semester.

Mathematics

INTL 360 British Heritage and Culture (4 credits)

Interdisciplinary study of the British Isles from a variety of perspectives, including history, literature, politics and government, art, and architecture, education, religion, race, class, and gender. Lectures by British professors are supplemented by visits to museums, political institutions, and other historic sites in London. This course may be taken as part of the Semester Abroad Program only. Satisfies the general education social science or humanities requirement.

Offered: Fall and Spring.

JMC 200 Mass Media and Society (4 credits)

Introduction to mass communication with an emphasis on exposure to mass media messages, the industry, message effects, historical perspective, communication theories, and media literacy. Offered: Every Semester.

POLS 200 Power and Politics (4 credits)

Introduction to the field of political science. Focus on political communities and the way in which groups organize to form governments. This is done in reference to the concept of democracy and the way in which political communities either attain or fall short of the democratic ideal. Required of political science majors. Offered: Fall and Spring.

PSYC 101 General Psychology (4 credits)

Comprehensive overview of the scientific study of behavior and mental processes. Topics include neuroscience, sensation and perception, learning, cognition, development, personality, behavior disorders, psychotherapy, and social psychology. This course is a prerequisite for all other courses in psychology. Psychology majors may not use this course to meet the general education social science requirement. Offered: Fall and Spring.

***SOCl 100 Introduction to Sociology**

Introduction to the way sociologists view society. Questions explored include: Why is society organized the way it is? How and why do different societies establish different patterns of organization? How does society influence individuals? How and why does society change or remain the same over time? What factors in society influence occurrences such as social conflict, violence, crime, sexual deviance, social inequity, gender relations, religious practices, etc.?

***MATH 110 Contemporary Mathematics (4 credits)**

Development of problem-solving skills obtained by studying a wide range of contemporary applications of mathematics. Connections between contemporary mathematics and modern society are stressed. Pre-req: Suitable score on placement exam. Offered: Fall, Jan Term, Spring, and Summer 1.

MATH 150 Precalculus (4 credits)

Introduction to a combination of standard topics from college algebra and trigonometry. Includes examples of modern mathematical modeling, ideas, and applications, plus the skills and knowledge needed for subsequent mathematics courses and/or real world applications. Covers linear, quadratic, exponential, power, logarithmic, polynomial, inverse, and trigonometric functions. Graphing calculator required; consult department for recommended model. Pre-req: Suitable score on placement exam. Offered: Fall, Jan Term, Spring, and Summer 1. Samford University 2019-2020 Academic Catalog - Undergraduate 7/2/2019 305 of 401

***MATH 210 Elementary Statistics (4 credits)**

Introduction to algebra-based statistics. Includes review of descriptive and inferential statistics with probability decision making skills necessary for today's complex civilization. Covers frequency, probability, binomial, normal, chi-square and sampling distributions, estimation, hypothesis testing for one and two populations, linear correlation and regression, and analysis of variance. Some class assignments completed using a statistical computing software package. Graphing calculator required; consult department for recommended model. Pre-reqs: Suitable score on placement exam. Offered: Fall, Spring, Summer 1, possibly Summer 2 or Jan Term.

Math 240 Calculus I (4 credits)

Introductory study of calculus, beginning with a review of precalculus functions with an emphasis on graphical, numerical, and modeling applications. Topics include: limits, continuity, derivatives and their interpretations, tangent line approximations, the definite integral as a limit of Riemann sums, applications of the definite integral to area and average value, the Fundamental Theorem of Calculus, rules of derivatives, formulas for derivatives of

precalculus functions, implicit functions, economics applications, optimization and modeling, and Newton's method. Some class assignments/projects completed using the computer algebra system, Mathematica. Graphing calculator required; consult department for recommended model. Pre-reqs: [MATH 150](#) or suitable score on placement exam. Offered: Fall, Jan Term, Spring, and possibly Summer. Note for University Fellows: Satisfies the mathematics requirement for the Fellows Core Curriculum. However, some majors may require additional math courses.

Humanities

BREL/PHIL 200 Christian Ethics (4 credits)

Examination of contemporary social-ethical issues in light of Christian ethical principles, derived from scripture, and church history. Cross-listed with RELG200. Offered: Fall and Spring.

***BREL 201 Introduction to World Religions (4 credits)**

Investigation of the major world religions, emphasizing their distinctive histories, beliefs, and practices. Offered: Fall and Spring.

BREL 221 Christian Theology (4 credits) Survey of the historical development and contemporary interpretation of the main teachings of Christian faith. Offered: Fall and Spring.

CLAS 200 The Rediscovery of the Classical World (4 credits)

Exploration of the world of the Ancient Greeks and Romans. This course examines multiple aspects of Classical Antiquity through the eyes of those who rediscovered it in literary

ENGL 205 Fiction and Film (4 credits)

Study of the formal analysis of literary texts and films. Course includes close readings of literature and film in contexts (i.e., cultural, historical, biographical, economic, political) that inform and are shaped by them.

ENGL 208 Christianity and Literature (4)

This course examines how canonical and influential works of literature engage Christian theology,

experience, and practice. Focus/topics may vary in different semesters, but course is not repeatable. Offered: Fall and Spring.

HIST 200 Global Perspectives (4 credits)

Examination of the development of Western Civilization in its global setting since 1500, through its political, social, economic, and scientific evolution. Required of history majors.

HIST 217 - Early America (4 credits)

Social, cultural, and political overview of American history from its colonial beginnings through the end of Reconstruction. Required of history majors. Successful completion fulfills the general education humanities requirement. Offered: Fall and Spring.

IDHU 201 – The African American Experience (4 credits)

This interdisciplinary course examines the African American experience in the United States from Emancipation to the end of the Civil Rights Era. Students will have the opportunity to consider the founding promises of the nation—liberty, equality, justice, and freedom—and how they have been denied to African-Americans and how the black community struggled to make real these promises. Prominent themes include: Emancipation, Reconstruction, Jim Crow, racial violence (lynching), African Americans' urbanization experiences, prisons, law enforcement, capital punishment, and the thought and leadership of Frederick Douglass, Booker T. Washington, Ida Wells, Henry Turner, W.E.B. Du Bois, Marcus Garvey, A. Phillip Randolph, Martin Luther King, John Lewis, Malcolm X, Huey Newton, Eldridge Cleaver, and many others. While exploring these themes, students will be challenged to integrate knowledge from a variety of disciplinary perspectives. This course counts towards the General Education: Humanities requirement. Offered: Spring, on rotation.

INTL 360 British Heritage and Culture (4 credits)

Interdisciplinary study of the British Isles from a variety of perspectives, including history, literature, politics and government, art and architecture, education, religion, race, class, and gender. Lectures by British professors are

supplemented by visits to museums, political institutions, and other historic sites in London. This course may be taken as part of the Semester Abroad Program only. Satisfies the general education social science or humanities requirement for most majors. Offered: Fall and Spring.

PHIL 230 Medical Ethics (4)

Introduction to the ethical issues in health care, medical research, and public policy, with ethical analyses of such issues as euthanasia, physician-assisted suicide, embryonic stem cell therapies, medical research of patients, abortion, in vitro fertilization, cloning, and the natural and civil rights to health care. Satisfies the general education humanities requirement for most majors. Offered: Spring. (Formerly PHIL 330)

PHIL 230 – Medical Ethics (4 credits)

Introduction to the ethical issues in health care, medical research, and public policy, with ethical analyses of such issues as euthanasia, physician –assisted suicide, embryonic stem cell therapies, medical research on patients, abortion, in vitro fertilization, cloning, and the natural and civil rights to health care. Satisfies the general education humanities requirement for most majors. Offered: Spring. (Formerly PHIL 330).

PHIL 241 Introduction to Philosophy (4 credits)

Examination of perennial questions and problems of life that have inspired philosophical investigation over the past 2,500 years. Offered: Fall and Spring.

SOA 250 – Arts Perspective (3 credits)

This course will explore the language and application of “arts across the disciplines of music, theatre, and visual arts in order to develop a deeper understanding of the creative imagination in a dynamic interaction with society. Satisfies the general education fine arts requirement for School of the Arts majors. Pre-reqs/Co-reqs: Ucca 102; UCCP 101 and UCCP 102. Offered: Every semester.

**Online courses offered Jan Term and/or Summer.*

Fine Arts

SOA 200 Arts in Society (3 credits)

The course provides the students with a working knowledge of the meaning and importance of the arts as a product of the creative imagination in a dynamic interaction with a society. Its purpose is to develop deeper understanding of human expression in the context of global and national development. Satisfies the general education fine arts requirement for non-School of the Arts majors. Pre-reqs/Co-reqs: UCCA 102; UCCP 101 and UCCP 102. Offered: Every semester.

Gen-Ed Language Requirement and Placement

Adapted from the [Samford Catalogue](#):

Four (4) credits of language are required to satisfy the General Education Language Requirement: 202 or higher for most programs; 102 or higher for select programs. (*However, many students may complete up to 16 language credits depending on their placement and point of entry. Additional credits are applied to the General Electives block of the student's program.)

All language courses taught at Samford by the Department of World Languages and Cultures and the Department of Classics may be taken to satisfy this requirement if offered through the 202 or higher level. As of academic year 20-21 these course offerings include: French, German, Greek, Hebrew, Latin, Arabic, Chinese, Italian, Japanese, Korean, and Russian.

Placement Notes

- 1 Students are encouraged to begin their language study no later than the beginning of their sophomore year.
- 2 Matriculating students take language placement tests online prior to their Bulldog Days orientation session in June. Placements are good for one year, after which they must retake the test in order to place higher than the 101 level. (Contact either WLAC or Department of Classics for placement testing arrangements). Students are required to follow the language placement recommendation of the corresponding department.
- 3 The placement test does not provide credit by examination and cannot be taken to satisfy the language requirement. (Exception: Students in the School of Business are exempt from completion of a four-credit language course if placement scores are sufficient.) Matriculating students may receive [credit by examination](#) for language courses, however, via AP, IB, and CLEP examinations taken prior to coming to Samford. Students whose primary language is not a WLAC language should consult with the WLAC chair about taking a Brigham Young University Foreign Language Achievement Test (FLAT) to prove proficiency in their primary language (or other ways to prove proficiency.)
- 4 In order to ensure student success in a fourth-semester language course students are not placed into the 202-level without WLAC Chair or Classics Chair approval. Students who wish to study a modern world language can place, however, into either Spanish 203, French 203, or German 207, which are accelerated language courses that include all of 201 and 202 in one semester.

Changing Majors/Adding or Changing Minors

1. Degree Works "What If" feature can help students explore requirements for other majors and minors.
2. Counsel students on whether a minor is appropriate/necessary/desirable for their particular majors and future plans.
3. If students don't seem to be thriving in your major, send to Kendra Lyas.
4. Students can change their major online. The online form can be found under Forms on the Registrar's website <http://www.samford.edu/departments/registrar/forms/>. Students do not have to notify the old major—The Registrar's Office will send notification to the previous department that a student has changed majors.

SAMFORD UNIVERSITY Degree Works
Advising and Degree Audit System

Template Management Print

Find	Student ID	Name	Degree	Major	Level	Classification	Attribute	Last Audit	Last Refresh
	900207443	Test, Samfordstudent St	BA	English (BA)	U	Junior	ATHL	09/14/2020	Today at 2:00 am

Worksheets | Plans | Notes | Petitions | GPA Calc

Worksheets: Student Information | create PDF

History

What If >

Level: Undergraduate

Degree: Bachelor of Arts (BA)

Academic Year: 2016-2017

Choose Your Different Areas of Study

Select an item to add it to your Chosen Area of Study

Major:

Minor:

Concentration:

Choose Your Future Classes

Majors

Advertising (Concentration)
Biblical Studies
Biochemistry
Biology
Broadcast and Electronic Journalism
(Concentration)
Chemistry
Classics
Communication Studies
Computer Science
Creative Writing (Concentration)
Engineering Physics
English
Environmental Science
Film Studies (Concentration)
French
Geography (with GIS Certificate)
German
Global and Cultural Studies Interdisciplinary
Greek
History
International Relations
Journalism and Mass Communication
Language and World Trade
Latin
Latin American Studies Concentration
Law, Politics, and Society
Legal Studies (Concentration)
Marine Science
Mathematics
Ministry Leadership (Concentration)
Philosophy
Philosophy and Religion
Physics (BA & BS)
Political Science
Print Journalism (Concentration)
Psychology (BA & BS)
Public Administration
Public Relations (Concentration)
Religion
Science and Religion
Sociology
Spanish
World Languages and Literature

Interdisciplinary Programs

Asian Studies
Bioinformatics
Clark Scholars
Film Production
Global and Cultural Studies
International Relations
Language and World Trade
Latin American Studies
Public Administration

Minors

Asian Studies
Biblical Studies
Bioinformatics
Biology
Chemistry
Classics
Communication Studies
Computer Science
English
Environmental Studies
French
Geographic Information Science Certificate
Geography
German
Greek
History
Latin
Marine Science
Mathematics
Medical Ethics
Ministry and Missions
Neuroscience
Philosophy
Physics
Political Science
Psychology
Religion
Science and Religion
Sociology
Spanish
Theology and Ethics
World Languages and Cultures
Writing

The Master of Science in Education Alternative A Fifth-Year Certification Program in Secondary Education (*Fifth-Year Non-Traditional Masters*)

The Master of Science in Education Alternative A Fifth Year Certification Program in Secondary Education (Fifth Year Non-Traditional Masters) is designed for graduates of an accredited university who already have a BA or BS degree with a desire to earn a Class A teaching certificate to teach in their content area at the secondary level of education (grades 6-12). The program accommodates those working part or full-time, including those currently teaching with provisional certificates, and to this end, courses are offered in the late afternoon, evening, or Saturdays. Since observation in a variety of classroom settings is a vital component of teacher education, teacher candidates enrolled in the program are required to attend at least 5 clinical observation days for every education course they are taking each semester. Students who work full-time must be willing to use leave or vacation time to complete this requirement. At the end of the program, the internship semester requires 14 weeks of full day participation in an assigned classroom setting. It is possible, when teaching with a provisional certificate, to obtain permission to overlap one's regular teaching assignment with the internship experience.

The program is composed of 36 credit hours (depending upon prospective student's transcript). Of this total of 36 hours, 24 hours are in professional education courses, including the internship, and 12 are in the student's chosen content area or teaching field. If candidates pace themselves to advance with their cohort group, the program can be completed in 18 months.

Samford's FYNT program offers degrees in the following areas for grades 6 – 12:

- Biology
- English/Language Arts
- General Science
- Math
- General Social Studies
- Spanish
- Physical Education P-12

For more information, contact Jeanelle Day, jday2@samford.edu or 726-2172.

<https://www.samford.edu/education/mse-fifth-year-secondary-nontraditional>

Transient Enrollment/Letter of Good Standing Request

Students who wish to take summer courses complete the form included here, which can be found on the Registrar's page at <https://www.samford.edu/departments/files/Registrar/transientform.pdf>.

This form is for students who plan to attend summer classes at another institution. It is not to be used to attend fall or spring classes at Birmingham-Southern, Miles College, Montevallo, or UAB. Please use the BACHE exchange form for these requests. It is also not to be used for study abroad students who plan to take a course at a foreign college/university. There is a separate Transient Enrollment/Letter of Good Standing Request for study abroad students. Please complete the Request for a Letter of Good Standing/Transient Enrollment Form by April 1 (priority deadline). This deadline is to ensure forms are processed in a timely manner. FYI: The new two-page form is only available in PDF.

Instructions:

1. Complete page 2 of the new form, filling in all information concerning the requested class(es). Include the complete name and address of the transient institution.
2. University Core courses may not be taken as transient work.
3. Obtain signature approval from your academic advisor first. Seniors must also obtain dean's signature.
4. Upon completion of 96 credits students may not transfer more than 8 semester credits, or two (2) courses to Samford. To receive a degree, students must earn at least 50% of their total credits from Samford.
5. Obtain signature of the department head representing each of the class(es). Attach a readable and highlighted copy of the complete course description(s) from the catalog of the transient institution before you obtain the department head's signature. Course descriptions must also accompany this form when it is submitted to The Registrar.

Already approved courses for various colleges may be found at <https://www2.samford.edu/artic/index.php>

FYI: Davis Library has copies of college catalogs and many are also available online directly from the college/university itself.

6. Return completed Transient Form to the Office of The Registrar's Office with all required signatures by priority deadline of April 1. It is the student's responsibility to obtain all necessary signatures.
7. Students who wish to attend Birmingham-Southern, Miles College, Montevallo or UAB during the summer term must attend as a transient.
8. Both Samford (Institution) and Overall GPAs must be at least 2.0 at the end of the current semester in order to have a Letter of Good Standing sent to another college or university. All courses from transient schools are required to have a letter grade of **C-** or better indicated in order to be posted as earned credit on your transcript. The grade will not affect your Samford GPA, nor can it be used to repeat a course taken at Samford.
9. It is the student's responsibility to request an official transcript from the transient institution when the course(s) have been completed. The official transcript should be mailed to the Office of Registrar, Samford University, 800 Lakeshore Drive, Birmingham, AL, 35229. If the student withdraws from the course, an official transcript is required reporting the withdrawal. If the student decides to change institutions, or not to take the course approved, or take a different course, the Office of The Registrar should be notified by email.

Transient transcripts must be received no later than September 15 to avoid registration and transcript holds being placed on the student's record.

10. Print the form, fill it out, get the necessary signatures, and bring or send the form to the Registrar's Office.

Transfer Students

1. Check transfer students' equivalency credits in Banner (Academic Transcript) or Degree Works.
2. Transfer students will only receive Core credit if bringing in more than 18 hours.
3. If you see elective credit that might be considered for a specific credit, contact Andrea Nolan in The Registrar's office (4024). She can review the student's specific courses and evaluate on a case-by-case basis whether students might be able to petition for credit.

Study Abroad

Students who want to study abroad should plan to do so well in advance, so it's a good idea to begin this conversation in the first year. Lauren Doss, Director of Global Engagement, suggests that students begin planning in earnest one year in advance of study abroad.

Study Abroad should be a real selling point for A/S majors as the students have enough elective credit to be able to work this in.

Opportunities at Samford

Summer (4-16 credits depending on experience) Good opportunities for fulfilling world language requirements in Spanish, French and German.

Semesters in London through Samford, spring and fall. Students can complete internships, earn fine arts and general education credits, and take Biblical Foundations.

<https://www.samford.edu/global-engagement/>

Convocation Requirements

Undergraduate students are required to complete 60 convocation credits. Convo credits may be earned by attending campus worship on Tuesday and/or Thursday mornings at 10:00 a.m. Students may also earn credits by attending other events already approved by the Office of Spiritual Life.

Thirty (30) credits must be completed by the end of a student's sophomore year. A hold may be placed on a student's ability to register should he or she not complete 30 Convocation credits by the time he/she has earned 64 academic credits.

Students will receive weekly email updates listing credits required and earned. If a student's record is in error, he/she has 30 days from the date of the event in question to submit a Convocation Record Adjustment Form to get the error corrected. (Form with instructions is available online at the Convocation website.) A student cannot receive credit more than once for attending repeating events such as music or theatre performances.

Transfer Requirements

Convocation requirements will be prorated for transfer students according to the chart below. Students who transfer 16 or more academic credits to Samford are exempt from category limits and only need to complete the number of Convocation credits specified below.

Academic Credits Transferred	Convocation Credits Required
1-15 credits	60 credits (categories required)
16-31 credits	52 credits (any category)
32-47 credits	44 credits (any category)
48-63 credits	36 credits (any category)
64-79 credits	28 credits (any category)
80-95 credits	20 credits (any category)
96-111 credits	12 credits (any category)
112-127 credits	6 credits (any category)
128-143 credits	0 credits required

<http://www.samford.edu/um/>

Students Who Are Struggling Academically

You as advisors will often receive notice that your advisees are struggling academically. Please refer these students to the Advising Center, and we will follow up with them. We recommend that you also send students who are:

1. Considering withdrawing from courses. We want to be certain that students are aware of potential implications if they drop below full time particularly regarding financial aid. Students must complete the online course withdrawal form via the link below, and advisors will approve online.
<https://dynamicforms.ngwebsolutions.com/Submit/Form/Page?form=cc093e83-cccd-4189-ac17-90f6891587cf&page=223341§ion=228769&token=4OYAxzdPo36ZSsQOQSPBA8H2FOdaJS%2FiG%2Bj%2FceB8nS8%3D>
2. Considering repeating courses. Be certain that students who repeat courses have filled out the online course repeat form via the link below so that their earlier grade will not be calculated into the GPA. Students should note, however, that the original grade remains on the transcript.
<https://dynamicforms.ngwebsolutions.com/Submit/Form/Page?form=7842aead-33e8-4da3-a365-033db134ac27&page=224249§ion=230192&token=bBGobSjJaBH8Xzs%2F65WEKj4cSaoyzyV%2FgkS8%2BunAXI%3D>
3. Considering taking courses pass/fail. The pass/fail form can be accessed via the link below.
<https://dynamicforms.ngwebsolutions.com/Submit/Form/Page?form=52cba320-4f20-46d0-8e3a-bac80b822073&page=223340§ion=228766&token=z1O2wtTDp1PIktHOnjYYuAJVJ2LfxzXQTCxfyah5VgM%3D>

Recognizing Excellence

As an advisor you are in a good position to nominate student for appropriate awards and honor societies as you often have the larger picture regarding a student's academic progress. Consider the following:

1. Honor society nominations
 - a. Departmental
 - b. Campus wide (e.g. ODK, Phi Kappa Phi, Senior honorees)

2. Ambassadors
 - a. Howard College Ambassadors (departmental representatives)
 - b. Samford Ambassadors (nominated by faculty, staff and other ambassadors)

3. Scholarships (departmental, university, and outside)

4. Letters of recommendation

Graduation Checks

Graduation checks should be performed the semester prior to graduation just after seniors register (E.g. just after October 14, 2020 for spring '21 graduates). Major advisors will need to enter any petitions necessary to explain substitutions within the major. All other graduation requirements will be approved by the assistant dean.

Application for Undergraduate degree must be completed online by graduating students by the following dates:

- Fall Graduation: April 1
- Spring Graduation: October 1
- Summer graduation: February 15 (typically for students who walk in May but lack 8 hours to graduate—students must petition for permission for this, so have them check catalog)

Enter notes in Degree Works “Petitions” that state specifically what the student needs to complete in order to graduate. Include all substitutions, waivers, etc. This will trigger an email to Michelle Joiner who will then approve or reject the petition. If it is rejected, you will need to follow up with the student.

Office of the Registrar Directory

John "Jay" Flynn <i>University Registrar</i>	205-726-2732 jflynn@samford.edu
Andrea Nolan <i>Transfer and Credit Analyst</i>	205-726-4024 anolan2@samford.edu
Deborah Crowson <i>NCAA Certification Officer</i>	205-726-2589 dkcrowso@samford.edu
Sara Gould <i>Records Specialist</i>	205-726-2906 sjgould@samford.edu
Michelle Joiner <i>Assistant Registrar - Technical Coordinator</i>	205-726-4336 mhjoiner@samford.edu
Jane Leask <i>Assistant Registrar</i> <i>(Certifications, Publications, & Programming)</i>	205-726-2912 jeleask@samford.edu
Karen Rayburn <i>Assistant to Registrar and Commencement Planner</i>	205-726-2732 kdraybur@samford.edu
Kim Sims <i>Transcripts and Front Office Manager</i>	205-726-2910 kmsims@samford.edu

Office of the Registrar General Number: 1-877-726-2911 or 205-726-2911

Office of the Registrar Website: <http://samford.edu/departments/registrar>

Spring 2021 and Summer 2021 Registration Dates

Start Date	Classification
For Currently Enrolled Samford Students:	
Wed, October 5	Students with Disabilities (Priority Registration)
Wed, October 7	University Fellows and Student-Athletes
Wed, October 14	Undergrads with 90+ earned credits; Self-registering graduate students
Wed, October 21	Undergrads with 58+ earned credits
Wed, October 28	Undergrads with 26+ earned credits
Wed, November 4	Undergrads with 0+ earned credits
For New Students and Samford Students NOT Currently Enrolled:	
Wed, November 11	Open enrollment for New Students and Samford Students not currently enrolled

Frequently Used Form Links

Academic Petition for an Exception to Academic Policy

<https://www.samford.edu/departments/files/Registrar/acadpetition-form.pdf>

Change of Academic Program (Change of Major) - to be completed and submitted **ONLINE**

<https://sp.samford.edu/sites/forms/StuRec/layouts/FormServer.aspx?XsnLocation=https%3a//sp.samford.edu/sites/forms/StuRec/Change%20of%20Academic%20Program/Forms/template.xsn&SaveLocation=https%3a//sp.samford.edu/sites/forms/StuRec/Change%20of%20Academic%20Program&ClientInstalled=false&Source=https%3a//sp.samford.edu/sites/forms/StuRec/Change%2520of%2520Academic%2520Program/Forms/MyItems.aspx&DefaultItemOpen=1>

Course Repeat Petition – to be completed and submitted **ONLINE**

<https://dynamicforms.ngwebsolutions.com/Submit/Form/Page?form=7842aead-33e8-4da3-a365-033db134ac27&page=224249§ion=230192&token=bBGobSjJaBH8Xzs%2F65WEKj4cSaoyzyV%2FgkkS8%2BunAXI%3D>

Course Withdrawal – to be completed and submitted **ONLINE**

<https://dynamicforms.ngwebsolutions.com/Submit/Form/Page?form=cc093e83-cccd-4189-ac17-90f6891587cf&page=223341§ion=228769&token=4OYAxzdPo36ZSsQOQSPBA8H2FOdaJS%2FiG%2Bj%2FceB8nS8%3D>

Pass/Fail – to be completed and submitted **ONLINE**

<https://dynamicforms.ngwebsolutions.com/Submit/Form/Page?form=52cba320-4f20-46d0-8e3a-bac80b822073&page=223340§ion=228766&token=z1O2wtTDp1PlktHOnjYYuAJVJ2LfXzXQTCxfyah5VgM%3D>

Registration Permit Override Request

<https://www.samford.edu/departments/files/Registrar/regpermit-form.pdf>

Substitution/Equivalence Request

<https://www.samford.edu/departments/files/Registrar/subequiv-form.pdf>

Transient Enrollment (Domestic)

<https://www.samford.edu/departments/files/Registrar/transient-form.pdf>

Transient Enrollment (International Study Abroad)

<https://www.samford.edu/departments/files/Registrar/intl-transient-form.pdf>

All forms may be found at:

<https://www.samford.edu/departments/registrar/forms>

