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INFORMATION DIRECTORY

For more information about Ball State University and its programs, visit *www.bsu.edu,* write, or call (area code 765):

Admissions, Registration Information, Transfer of Credit	Dean, Graduate School 285-1301
Application for Graduation	Dean, Graduate School 285-1300
Fees, Resident Status	Bursar LU B31 285-1645
Financial Aid	Director of Scholarships and Financial Aid LU 245 285-5600
Graduate Assistantships and Doctoral Assistantships	Dean, Graduate School 285-1300
Housing	Assistant Dean of Students for Housing LA N10 285-8011
International Student Programs	Director, International Student Programs International Center 285-5422
Off-Campus Classes	Dean, School of Extended Education 285-1581
Placement	Career Center 285-1522
Program Advising	Departmental Advisors (a list of departmental advisors is available through the Graduate Office) 285-1300
Student Records, Grades	Registrar 285-1722
Teacher Licensing	Director of Educational Licenses TC 903 285-1168
Transcripts	Registrar 285-1722
Veterans' Affairs	Veterans' Affairs Certifying Official LU B7 210 285-5736

CONTENTS

ii Information Directory

vi Calendar

ix Statement of Student Responsibility

1 The University
1 Mission
1 History

3 The Graduate School
3 Objective of Graduate Study
3 Graduate Education Committee

4 General Information
4 Graduate Record Examination
4 Graduate Academic Load
5 Course Numbering
5 Statement on Demonstrated Proficiency in English
5 Application for Graduation
5 Commencement Degrees
5 Student Academic Ethics and Attendance Policies

8 Master's Degrees
8 Master of Arts Degree
9 Master of Arts in Education Degree
9 Master of Science Degree
10 Application for Admission
11 Application Deadline
11 Standards for Admission
12 Conditional Admission
12 Fresh Start Admission
12 Admission as a Nondegree Student
13 Retention in Nondegree Status
14 Admission of International Students
14 Procedures for Earning a Master's Degree
14 Graduate Advising
15 Registration
15 Research Plans
18 Grading System
19 Retention in a Master's Degree Program
20 Withdrawal from a Course
21 Complete Withdrawal from the University
21 Application for Graduation
22 Time Allowed for a Master's or Specialist Degree
22 Transfer and Extension Work
23 Special Cases
23 Double Major
23 Second Master's Degree
24 Undergraduates and Graduate Work
24 Checklist for the Master's Degree

25 Specialist in Education Degree (Ed.S.)
29 Checklist for the Specialist in Education Degree

30 Doctoral Degrees
30 Admission Requirements
31 Doctoral Program Requirements
38 Checklist for Doctoral Degrees

40 Fees and Expenses
42 Financial Assistance
44 Educational Services
44 Research Facilities
48 Student Services
52 Appendix
52 Accreditation and Professional Memberships

54 Interdepartmental Programs

55 College of Applied Sciences and Technology
55 Department of Family and Consumer Sciences
62 Department of Industry and Technology
65 School of Nursing
69 School of Physical Education
78 Fisher Institute for Wellness and Gerontology

83 College of Architecture and Planning
84 Department of Architecture
90 Department of Landscape Architecture
94 Department of Urban Planning

98 College of Business
101 Department of Accounting
104 Department of Economics
105 Department of Finance and Insurance
107 Information Systems and Operations Management
113 Department of Marketing and Management

116 College of Communication, Information, and Media
116 Interdepartmental Programs
118 Department of Communication Studies
121 Center for Information and Communication Sciences
126 Department of Journalism
131 Department of Telecommunications

132 College of Fine Arts
132 Department of Art
134 School of Music
145 Department of Theatre and Dance

147 College of Sciences and Humanities
147 Interdepartmental Programs
147 Asian Studies
147 Science
150 Social Studies
150 Department of Anthropology
155 Department of Biology
162 Department of Chemistry
166 Department of Computer Science
170 Department of Criminal Justice and Criminology
170 Department of English
181 Department of Geography
185 Department of Geology
189 Department of History
196 Department of Mathematical Sciences
204 Center for Medical Education
205 Department of Modern Languages and Classics
208 Department of Natural Resources and Environmental Management
214 Department of Philosophy and Religious Studies
215 Department of Physics and Astronomy
221 Department of Physiology and Health Science
227 Department of Political Science
234 Department of Psychological Science
238 Department of Social Work
239 Department of Sociology
241 Department of Speech Pathology and Audiology

249 Teachers College
251 Educational License Office
252 License Renewal
253 Requirements for Administrative Licenses
253 Building Level Administrator
254 Requirements for School Services Licenses

254 Requirements for Special Education Licenses
256 Department of Counseling Psychology and Guidance Services
265 Department of Educational Leadership
269 Department of Educational Psychology
277 Department of Educational Studies
293 Department of Elementary Education
299 Department of Special Education

308 Faculty and Administrative Personnel

335 Honorary Degrees

340 Index

CALENDAR

FALL SEMESTER, August 25, 2003–December 20, 2003

August 21, Thursday, Residence halls open at 9 A.M.
August 22, Friday, Faculty meetings.
August 25, Monday, UNIVERSITY CLASSES FOR FALL SEMESTER BEGIN.
August 29, Friday, Late registration and change-of-course end.
September 1, Monday, Labor Day recess. NO CLASSES.
September 25, Thursday, First course-withdrawal period ends.
October, Sunday–Tuesday, (to be determined) Fall break. NO CLASSES. (Exception: Off-campus evening classes DO meet)
October 22, Wednesday, Last course-withdrawal period ends.
November 25, Tuesday, Residence halls close at 10 P.M. Night classes **do** meet.
November 26–29, Wednesday–Saturday, Thanksgiving recess. NO CLASSES.
November 30, Sunday, Residence halls open at 9 A.M.
December 1, Monday, Classes resume.
December 13, Saturday, Final examination day for Saturday classes.
December 15, Monday, Last meeting day for regular classes.
December 16–20 Tuesday–Saturday, Final examination period.
December 20, Saturday, Fall semester ends.
December 21, Sunday, December Commencement.
December 21, Sunday, Residence halls close at 6 P.M.
December 23, Tuesday, Grades due at noon.
December 21–January 10, 2004, Semester break.

SPRING SEMESTER, January 12, 2004–May 7, 2004

January 11, Sunday, Residence halls open at 9 A.M.
January 12, Monday, UNIVERSITY CLASSES FOR SPRING SEMESTER BEGIN. Late registration and change-of-course accepted.
January 16, Friday, Late registration and change-of-course end.
January 19, Monday, Martin Luther King Jr. Day recess. NO CLASSES
February 12, Thursday, First course-withdrawal period ends.
March 12, Friday, Last course withdrawal period ends.
March 12, Friday, Residence halls close at 8 P.M.
March 13, Saturday, Saturday classes meet.
March 14–20, Sunday–Saturday, Spring break.
March 21, Sunday, Residence halls open at 9 A.M.
March 22, Monday, University classes resume.
April 30, Friday, Last meeting day for regular classes.
May 1, Saturday, Final examination day for Saturday classes.
May 3–7, Monday–Friday, Final examination period.
May 7, Friday, Spring semester ends.
May 8, Saturday, May Commencement.
May 8, Saturday, Residence halls close at 6 P.M.
May 10, Monday, Grades due at noon.

SUMMER SEMESTER, May 17–July 23, 2004

May 16, Sunday, Residence halls open at 9 A.M.
May 17, Monday, UNIVERSITY CLASSES FOR SUMMER SEMESTER BEGIN. Late registration and change-of-course accepted.
May 21, Friday, Late registration and change-of-course end.
May 31, Monday, Memorial Day recess. NO CLASSES.
June 8, Tuesday, First course-withdrawal period ends.
June 25, Friday, Last course-withdrawal period ends.
July 5, Monday, Independence Day recess. NO CLASSES.
July 23, Friday, Summer semester ends.
July 24, Saturday, July Commencement.
July 24, Saturday, Residence halls close at 6 P.M.
July 26, Monday, Grades due at noon.
July 26–August 14, Summer Extended Period.

FIRST SUMMER SESSION, May 17–June 18, 2004

May 16, Sunday, Residence halls open at 9 A.M.
May 17, Monday, UNIVERSITY CLASSES FOR FIRST SUMMER BEGIN. Late registration and change-of-course accepted.
May 19, Wednesday, Late registration and change-of-course end.
May 25, Tuesday, First course-withdrawal period ends.
May 31, Monday, Memorial Day recess. NO CLASSES.
June 8, Tuesday, Last course-withdrawal period ends.
June 18, Friday, First summer session ends.
June 18, Friday, Residence halls close at 8 P.M. for those **not** returning for second summer session.
June 16, Monday, Grades due at noon.

SECOND SUMMER SESSION, June 21–July 23, 2004

June 20, Sunday, Residence halls open at 9 A.M.
June 21, Monday, UNIVERSITY CLASSES FOR SECOND SUMMER BEGIN. Late registration and change-of-course accepted.
June 23, Wednesday, Late registration and change-of-course end.
June 29 Tuesday, First course-withdrawal period ends.
July 5, Monday, Independence Day recess. NO CLASSES.
July 13, Tuesday, Last course-withdrawal period ends.
July 23, Friday, Second summer session ends.
July 24, Saturday, July Commencement.
July 24, Saturday, Residence halls close at 6 P.M.
July 26, Monday, Grades due at noon.

STATEMENT OF STUDENT RESPONSIBILITY

Ball State University reserves the right to alter programs and requirements for graduation with any degree. An alteration of a curricular or graduation requirement is not made retroactive unless the alteration is to the student's advantage and the student desires it. Exceptions may be necessary when changes in professional certification or licensure standards require changes in academic requirements or in university programs. The responsibility for knowing degree requirements rests with the student. It is also the student's responsibility to know the university regulations for the standard of work required to continue in the Graduate School. Graduate School personnel will aid in every possible way, but the responsibility for an error in the interpretation of the rules rests with the student.