

# GENERAL SECTION 2019-2020

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# GENERAL SECTION

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## University of Toledo 2019-2020 Catalog

### General Section

The General Section of the catalog provides details regarding The University of Toledo's history, admission requirements, transfer information, accreditation information, policies, core curriculum requirements, student services and more.

# MISSION, VISION AND VALUES

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## Mission

The University of Toledo is a national, public research university where students obtain a world-class education and become part of a diverse community of leaders committed to improving the human condition in the region and the world.

## Vision

The University of Toledo will be a nationally ranked, public, research university with internationally recognized expertise and exceptional strength in discovery, teaching, clinical practice and service.

## Values

- Excellence
- Student-centeredness
- Research and Scholarship
- Professionalism and Leadership
- Diversity

# HISTORY OF THE UNIVERSITY OF TOLEDO

The University of Toledo began in 1872 as a private arts and trades school offering painting and architectural drawing as its only subjects. In the 145 years since, the University has grown into a comprehensive institution offering more than 300 undergraduate and graduate programs to more than 21,000 students from around the world. The history of its development is a remarkable story.

In a pamphlet published in 1868 titled "Toledo: Future Great City of the World," Jesup Wakeman Scott articulated a dream that led him to endow what would become The University of Toledo. Scott, a newspaper editor, expressed his belief that the center of world commerce was moving westward, and by 1900 would be located in Toledo. To help realize this dream, in 1872 Scott donated 160 acres of land as an endowment for a university to train the city's young people.

The Toledo University of Arts and Trades was incorporated on October 12, 1872, to "furnish artists and artizans [sic] with the best facilities for a high culture in their professions." Scott died in 1874, a year after the university opened in an old church building downtown. The school was short-lived, however, closing in 1878 due to a lack of funds. On January 8, 1884, the assets of the university were given by Scott's sons to the city of Toledo and the school reopened as the Toledo Manual Training School. It offered a three-year program for students who were at least 13 years old in academic and manual instruction.

Dr. Jerome Raymond was appointed the first president in 1908. He expanded the school's offerings by affiliating with the Toledo Conservatory of Music, the YMCA College of Law and the Toledo Medical College, and he helped to create the College of Arts and Sciences. These changes moved the university toward becoming a baccalaureate-degree granting institution, but the school struggled through years of inadequate finances and legal battles over control.

In 1914, Dr. A. Monroe Stowe became president and led the University on its first organized path of development. He founded the College of Commerce and Industry (currently the College of Business and Innovation) in 1914, and the College of Education (today the Judith Herb College of Education) in 1916. Enrollment grew from 200 students to 1,400.

As evidence that the University was maturing, student participation in extracurricular activities increased. In 1919, Student Council was created, and two students started a newspaper called *The Universi-Teaser*. In 1915, the students petitioned for an intercollegiate athletic program. Football began in 1917, although the first game was a 145-0 loss to the University of Detroit. The sports teams received their nickname, the "Rockets," in 1923 from a newspaper writer who thought the name reflected the football team's playing style.

By the 1920s, Toledo University was a growing institution, limited only by the size of buildings that housed it. Classes were held in several small buildings downtown. In 1922, the university moved into an automobile mechanics training facility that had been constructed for World War I on the original Scott plot of land. While twice the size of the old buildings, this location was less than ideal. Its limitations became evident when an

enrollment increase of 32 percent in one year produced a critical shortage of space.

The prospects for a new, permanent home for the university improved in 1928 when Dr. Henry J. Doermann became president. His first activity was to initiate plans for a new campus. To pay for the proposed buildings, that year the city placed a bond levy before Toledo's voters. A campaign by faculty and students led to the levy's passage by 10,000 votes and less than one year before the start of the Great Depression. Doermann wanted the new campus to reflect the best design elements of European universities because he felt such architecture would inspire students. It took 400 men less than one year to build University Hall and the Field House in the Collegiate Gothic style.

While enrollments remained stable at the university during most years of the Depression, its finances were strapped. Dr. Philip C. Nash, who became president following Doermann's sudden death, instituted drastic measures to cut costs. Funds from the federal government's New Deal programs helped by paying for new buildings and student scholarships.

While the Depression decade determined in many ways if the University would survive, it was World War II and its aftermath that transformed UT into the modern university it is today. The impact of the war was felt almost immediately. The military contracted with UT to offer war-training programs for military and civilian personnel. Student life also changed with the war. With a dwindling number of male students, women assumed leadership roles on campus, and intercollegiate basketball and football were suspended. And, tragically, more than 100 UT students were killed in the war. After the war, the GI Bill of Rights provided a way to reward veterans for their service by paying their college tuition, and more than 3,000 veterans took advantage of the program at UT.

In 1947, Wilbur W. White replaced Nash, who had died the previous year. White proposed a progressive 10-year development plan, but he died in 1950 before any new buildings were completed. His successor, Dr. Asa S. Knowles, oversaw the completion of several buildings, including a new library in 1953. Knowles resigned the presidency in 1958. His last official act was to meet with Toledo City Council to discuss the future financing of the university. As a municipal university, more than 12 percent of the city's budget was allocated to it, and Knowles felt this was unsustainable. Council members suggested the university consider acquiring financial assistance from the state.

It was left to President William S. Carlson to pursue the issue. In 1959, bills introduced in the legislature for a state subsidy for Ohio's three largest municipal universities stalled, and the university's financial situation worsened. Fortunately, a 2-mill levy in 1959 passed by 144 votes, raising \$1.7 million a year for the university. But the universities of Akron, Cincinnati and Toledo all continued to press for state financial assistance and finally, on July 1, 1967, The University of Toledo became part of the state's system of higher education. In addition to tuition subsidies for students, state support provided capital improvement money for a campus building boom.

College students became more politically active in the 1960s, and student protests became frequent. Most at UT were peaceful, although protests in opposition to the war in Vietnam led to several arrests. In 1970, the campus remained calm following the deaths of four student protesters at Ohio's Kent State University. A protest led by African American students after the killing of students at Jackson State University in Mississippi

temporarily closed University Hall in May 1970, but this ended when Carlson met with the students and reached a peaceful accord.

UT marked its centennial in 1972 with a year of celebration. That year Carlson retired, and Dr. Glen R. Driscoll was selected as his successor. Driscoll oversaw further expansion of the University's physical plant. Centennial Mall, a nine-acre landscaped area in the center of Main Campus, replaced parking lots and Army barracks in 1980. In 1985, Driscoll retired and was replaced by Dr. James D. McComas, who continued the expansion of the University's facilities. His tenure at UT was brief, however, as he resigned in 1988.

Dr. Frank E. Horton was selected to be The University of Toledo's 13th president in October 1988. To meet the challenges of the 1990s, Horton began a lengthy strategic planning effort to chart a course of targeted, purposeful growth. To help achieve the plan's many goals, in 1993 the University launched a successful \$40-million fundraising campaign. The University continued to expand its physical environs with the renovation of commercial buildings into classrooms. The University also formalized its relationship with the Toledo Museum of Art with the completion of UT's Center for the Visual Arts on the museum's grounds. The University also built its Lake Erie Research Center at Maumee Bay State Park.

Significant growth in the 1990s was not only in buildings, but also in technology. The University joined OhioLINK, a statewide library network, in 1994. The internet became accessible in residence halls and offices. Technological improvements enabled students to register for classes and check their grades online. The University also began to experiment with offering classes via distance (online) learning.

In 1999, Dr. Vik Kapoor became the University's 14th president following Horton's retirement. Kapoor embarked on a restructuring program that included major resource reallocation and administrative reorganization. The Community and Technical College, established in 1968 on the University's Scott Park campus, was abolished. In June 2000, Kapoor resigned, and was replaced the following year by Dr. Daniel Johnson.

Johnson's agenda focused on reconnecting the University to the community through outreach and engagement activities, and the University's mission was rewritten to describe UT as a metropolitan research university. Planning began on a science and technology corridor to encourage research partnerships with businesses. Construction projects on Main Campus included renovations to several older buildings, including the Memorial Field House, which was transformed from a basketball arena into a classroom building; it reopened in 2008 after several years of standing empty.

In 2006, the University saw another fundamental change with the merger of UT and the Medical University of Ohio, which had been founded as a separate state-supported institution in 1964. As part of the merger, Dr. Lloyd Jacobs, who had been president of MUO, was named president of the merged university. UT became one of few universities nationwide to offer degrees in medicine, law, engineering, business, nursing, pharmacy and education.

In 2015, UT welcomed its first female president, Dr. Sharon L. Gaber. As the University's 17th president, Gaber has worked to increase enrollment, retention, research and philanthropy, and has overseen the implementation of an agreement to partner UT's medical education with ProMedica, a regional health-care system. Through increased

collaboration with faculty, staff, students and the community, Gaber also has led the University in efforts to create and implement a new strategic plan, a diversity and inclusion plan, and a new multiple-campus master plan.

Despite the challenges facing higher education in the 21st century, The University of Toledo today is a success story. Many of its faculty and academic programs have worldwide reputations, and its Main Campus and Health Science Campus are recognized as architectural gems. If the past is any indication, future challenges will be met and the institution will continue educating its students as accountable citizens and global leaders.

# ACCREDITATION AND STANDARDS

## Accrediting Bodies

The University of Toledo is accredited by the:

Higher Learning Commission (<https://www.hlcommission.org>)  
230 South LaSalle Street, Suite 7-500  
Chicago, IL 60604  
800.621.7440

This is current as of April 2019. For the most current list of accrediting bodies, visit <http://www.utoledo.edu/aapr/accreditation/>.

Listed below are other professional organizations in which the University holds membership, or which approve the quality of UT's educational programs, or both:

- ABA Standing Committee on Paralegals
- Accreditation Council for Graduate Medical Education (ACGME)
- Accreditation Council for Occupational Therapy Education
- Accreditation Council for Pharmacy Education
- Accreditation Review Commission on Education for the Physician Assistant
- American Bar Association, Section of Legal Education and Admissions to the Bar
- American Chemical Society
- American College of Surgeons Comprehensive Education Institute
- American Council on the Teaching of Foreign Languages
- American Psychological Association Commission on Accreditation
- Applied Science Accreditation Commission (ASAC) of ABET
- Association for Middle Level Education/National Middle School Association
- Association to Advance Collegiate Schools of Business (AACSB) International
- Commission on Accreditation for Health Informatics and Information Management
- Commission on Accreditation for Respiratory Care
- Commission on Accreditation in Physical Therapy Education
- Commission on Accreditation of Athletic Training Education
- Commission on Accreditation of Medical Physics
- Commission on Collegiate Nursing Education
- Commission on Dental Accreditation
- Computing Accreditation Commission (CAC) of ABET
- Council for Exceptional Children
- Council for the Accreditation of Counseling and Related Educational Programs
- Council for the Accreditation of Educator Preparation
- Council on Academic Accreditation in Audiology and Speech-Language Pathology; American Speech and Hearing Association
- Council on Education for Public Health
- Council on Social Work Education – Commission on Accreditation
- Educational Leadership Constituent Council
- Engineering Accreditation Commission (EAC) of ABET
- Engineering Technology Accreditation Commission (ETAC) of ABET
- International Reading Association
- Liaison Commission on Medical Education
- Michigan Certification Board for Addiction Professionals
- National Accrediting Agency for Clinical Laboratory Sciences
- National Association for the Education of Young Children
- National Association of School Psychologists
- National Association of Schools of Art and Design
- National Association of Schools of Music
- National Association of Schools of Theatre
- National Athletic Training Association
- National Council for Social Studies
- National Council of Teachers of English
- National Council of Teachers of Mathematics
- National Recreation and Park Association – Council on Accreditation of Parks, Recreation, Tourism and Related Professions
- National Science Teachers Association

# ASSESSMENT

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The University of Toledo community assesses student learning to understand the extent to which students are acquiring knowledge, skills, beliefs and attitudes as a result of participation in their respective academic programs.

Assessment of student learning occurs at the institutional, college, departmental, program, and course levels. It is frequently based on multiple measures that vary according to the discipline.

The University uses the knowledge gleaned from assessment activities to promote program improvement and student success.

# ADMISSION REQUIREMENTS FOR DIRECT-FROM-HIGH SCHOOL, FIRST-TIME FRESHMEN

Note: These admission requirements are for the Summer 2019, Fall 2019, and Spring 2020 terms.

Here are the overall requirements for you as a direct-from-high-school student, as well as requirements specific to your major/college.

**First-time Freshmen:** Includes the subcategory of "direct-from-high school" students, which are those who will be attending UToledo the summer or fall immediately following their high school graduation. Students who have been enrolled in post-secondary, dual enrollment or Tech Prep while in high school are considered direct-from-high school students. Students who took college courses during the summer immediately following high school graduation and are enrolled at UToledo the following fall are also considered direct-from-high school students.

Other subcategories of first-time freshman students include adult students (those who have never attended college other than during high school) and GED holders who have never attended college.

## Direct-From-High School Requirements

For admission to UT, a direct-from-high school student is required to:

- Complete minimum college preparatory curriculum course work:
  - 4 years/units of English
  - 4 years/units of math (including algebra I and II and geometry or equivalent)
  - 3 years/units of natural science
  - 3 years/units of social science

## Required for Unconditional Direct Admission:

- 15 ACT/830-870 SAT and a minimum 2.5 GPA
- 16 ACT/880-910 SAT and above with a minimum 2.0 GPA

## Subject to Review:

- 15 ACT or 830-870 SAT and a 2.0-2.49 GPA
- 16 ACT or 880-910 SAT and above, but less than a 2.0 GPA

Based upon a student's major and the ACT or SAT score, students may be required to take placement tests, which will assist in placing students into courses.

UToledo's code for test score submissions: **ACT: 3344 SAT: 1845**

If a student does not meet one or more of these requirements, they may submit an appeal form that delineates their college readiness. The appeal will be reviewed by an admission committee. Appeal forms should be submitted online as soon as possible, with a final deadline of August 1.

*Note: No direct-from-high school student will be admitted to the University after classes have started except with the approval of the Provost or their designee.*

*There will be an admission cutoff date of July 31 for all direct-from-high school students applying with below a 2.0 GPA and below a 19 ACT / 990 SAT for receipt of all admission materials. Students applying after July 31 may be deferred to spring semester.*

## High School Transcripts

All students (excluding GED holders) must send an official high school transcript to the Office of Undergraduate Admission at the time of application. In addition, students will need to submit an official final high school transcript, complete with a stamped graduation date, to the Office of Undergraduate Admission upon graduating from high school. For first-time freshman final acceptance and college/program placement will be offered based upon the submission of an official final high school transcript (8th semester) with a stamped graduation date.

- **Final high school transcripts can be sent to: The University of Toledo, Office of Undergraduate Admission, Mail Stop 306, 2801 West Bancroft St., Toledo, OH 43606.**

## Home School Students

Home school students are required to submit an official, signed and dated transcript detailing courses taken (and those in progress), related grades and official ACT and/or SAT scores. In addition, for diplomas issued to Ohio students after July 1, 2015, a diploma with the language set forth in Ohio Revised Code (ORC) 3313.6110 (<http://codes.ohio.gov/orc/3313.6110v1>) or the official letter of excuse issued by the district superintendent for the student's final year of home education must be submitted to UToledo by August 1.

## College/Program Admission Standards

UToledo colleges and programs have specific admission criteria that must be met. Programs may have additional criteria not listed here; please check the program's Web site for the most complete information. Admitted students who do not meet the specific college/program requirements will be offered admission to other programs, such as the Center for Exploratory Studies, which will assist students in gaining admission. In the following chart, GPA requirements are based on final cumulative (8th semester) GPA, not semester GPA; the ACT score refers to a composite score; and the SAT score is a combined reading and math score.

Note for students interested in pre-professional programs: Students can choose to be in any major with a concentration of pre-medical, pre-law, pre-veterinary, or pre-dental.

## Pre-Med, Pre-Dent, Pre-Vet Concentrations Requirements:

- 3.2 GPA and 25 ACT/1200 SAT

The Bacc2MD Pathway Program is available for any Bachelor's Degree program in the Colleges of Arts & Letters and Natural Sciences and Mathematics; as well as the Bio-Engineering program. Students must be



a US Citizen or Permanent Resident and must meet requirements for a Pre-Med concentration.

#### **Bacc2MD Pathway Program Requirements:**

- 3.5 GPA and 28 ACT/1300 SAT. Contact the pre-medical advisor for details.

#### **College of Arts & Letters**

- 2.5 GPA or 20 ACT/1030 SAT

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

#### **Psychology**

Students will be admitted to pre-psychology until they earn 30 credit hours and a 2.5 GPA

#### **Music Program**

Audition required (call 419.530.2448 for an appointment)

#### **College of Business and Innovation**

##### **Bachelor of Business Administration programs**

- 2.8 GPA or 25 ACT/1200 SAT

##### **Applied Organizational Technology Associate Degree programs**

- 2.0 GPA or 18 ACT/960 SAT

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

#### **College of Engineering**

##### **Engineering Science Programs**

- 3.0 GPA; and
- 22 ACT/1100 SAT; and
- 22 ACT/550 SAT mathematics subscore; and
- 4 years of high school math (fourth-year emphasis on trigonometry or pre-calculus) and high school chemistry; high school physics is strongly recommended

*Students not meeting these requirements will be reviewed for the Undeclared Engineering Technology programs.*

##### **Engineering Technology programs**

- 2.5 GPA ; and
- 21 ACT/1060 SAT; and
- 20 ACT/510 SAT mathematics subscore

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

##### **Information Technology program**

- 2.5 GPA and
- 21 ACT/1060 SAT; and
- 20 ACT/510 SAT mathematics subscore

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

#### **College of Health and Human Services**

##### **For all programs not listed below:**

- 2.7 GPA or 21 ACT/1060 SAT

##### **Criminal Justice, Nurse Paralegal Certificate, Paralegal Studies, Social Work, and Undecided**

- 2.5 GPA or 19 ACT/990 SAT

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

#### **College of Natural Sciences and Mathematics**

- 2.5 GPA or 20 ACT/1030 SAT

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

##### **BS in Biology** (Department of Biological Sciences)

- 2.75 GPA and 15 ACT/830 SAT
- Students not meeting the BS in Biology minimum GPA requirement but meeting the college requirements will be admitted to the BA in Biology.

#### **College of Nursing**

All students admitted into the pre-nursing BSN curriculum with:

- 2.75 GPA and 19 ACT/990 SAT

*Upon completion of the pre-nursing curriculum, there is a competitive admission process for the professional sequence.*

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

#### **College of Pharmacy and Pharmaceutical Sciences**

All students admitted into the pre-professional program with

- 2.5 GPA or 20 ACT/1030 SAT
- All international students, regardless of graduating from a U.S. high school, and students who are U.S. citizens or permanent residents and did not graduate from a U.S. high school are required to submit an internet-based TOEFL with the following minimum criteria prior to admission into the College of Pharmacy and Pharmaceutical Sciences:

71 TOEFL iBT Total starting Summer 2018 semester

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

Contingent admission to the Professional Division is available on a competitive basis. To be considered, the following must be completed in the year proceeding fall admission:

- Achieve and report by December 1, 2018, a 29 ACT/1330 SAT and a 3.75 GPA in a college preparatory high school curriculum
- Application submitted by December 1, 2018

Additional materials will be requested. Final notification of contingent admission status will occur in mid-January.

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### **Judith Herb College of Education**

- 2.7 GPA or 21 ACT/1060 SAT

*Students not meeting these requirements will be admitted to the Department of Exploratory Studies.*

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### **University College: Department of Exploratory Studies**

Quest Program - for undecided majors

- 2.0 GPA or 19 ACT/990 SAT

A student who has a specific college preference but is undecided on a major within that college may apply as undeclared to that college. Students who are undecided about their college and major will be admitted into the QUEST program.

# ADULT ADMISSION REQUIREMENTS

**Note:** These admission requirements are for the Spring 2019, Summer 2019, Fall 2019, and Spring 2020 terms.

**Adult Students:** first time freshmen who have been out of high school one semester and never taken college courses at another university since high school graduation, students who are military or veteran, or students with a GED. Students who enroll the fall semester after their high school graduation and took college courses during high school or the summer immediately following graduation are considered traditional first-time freshman (please see the direct-from-high school pages (<http://www.utoledo.edu/admission/freshman/admission-standards.html>)).

For regular admission, UT requires adult students to:

- Complete minimum college preparatory curriculum course work:  
4 years/units of English  
4 years/units of math (including algebra I and II and geometry or equivalent) for 2014 graduates and beyond,  
and only 3 years of math needed for graduates prior to 2014  
3 years/units of natural science  
3 years/units of social science
- Submit a high school cumulative GPA of 2.0 or higher; in this case, no ACT/SAT scores will be needed.
- Students who are 25 years of age or older, or a current member of the U.S. military or veterans are admitted regardless of GPA; no ACT/SAT scores will be needed.
- Students who do not fall into either of these categories and have a high school cumulative GPA under 2.0 must submit a minimum 15 ACT (740-790 SAT, if taken before March 2016. Or a 830-870 SAT, if taken March 2016 or after). If a student does not meet this requirement, they may submit an appeal form that delineates their college readiness. The appeal will be reviewed by a committee. Appeal forms should be submitted as soon as possible, with a final deadline of August 1.
- Based upon a student's major and the ACT or SAT score, students may be required to take placement tests, which will assist in placing student in courses

**High School Transcripts:** All students (excluding GED holders) must send an official high school transcript, complete with a stamped graduation date, to the Office of Undergraduate Admission.

**National Student Clearinghouse:** The University of Toledo will complete a check of the NSC on all adult applications. We will verify if any institutions were previously attended and, if needed, edit your application to show any institutions not listed. Official transcripts from these institutions would be required for admission.

**GED Holder Requirements:** The above ACT/SAT requirements do not apply to GED holders. However, many of our academic colleges require ACT/SAT scores for direct admission into a program. Students utilizing the GED must submit an official copy of their GED (General Education Development) diploma and scores. You can obtain a copy of your GED

from the Department of Education in the state where you took the GED test.

## Adult Admission Standards

Adult students over the age of 25 can be admitted to the university without official ACT or SAT test scores. However, most colleges do require test scores for direct admission into their programs. Students who do not meet these requirements will be admitted to University College.

Adult students under the age of 25 who do not meet the requirements below will be admitted into University College: Department of Exploratory Studies.

**\*The SAT test was redesigned and scores were changed as of March 2016. In the requirements below OLD SAT refers to tests taken prior to March of 2016; NEW SAT refers to tests taken March 2016 or after\***

Pre-professional programs: Students can choose to be in any major with a concentration of pre-medical, pre-law, pre-veterinary, or pre-dental.

### Pre-Med, Pre-Dent, Pre-Vet Concentrations Requirements:

3.2 GPA and 25 ACT/1130 old SAT/1200 new SAT

### College of Arts and Letters

2.5 GPA or 20 ACT/940 old SAT/1030 new SAT

**Psychology:** students are admitted to pre-psychology unless they have 30 semester hours of earned college credit

**Music Program:** audition required (call 419.530.2448 for an appointment)

### College of Business and Innovation

#### Bachelor of Business Administration programs

Students 25 years of age or older or military or veteran status: 2.4 GPA

Students under the age of 25: 2.8 GPA

#### Associate Degree Programs

Students 25 years of age or older or military or veteran status: 2.0 GPA

Students under the age of 25: 2.0 GPA or 18 ACT/860 old SAT/960 new SAT

### Judith Herb College of Education

2.7 GPA or 21 ACT/980 old SAT/1060 new SAT

### College of Engineering

#### Engineering Science programs

3.0 GPA and

22 ACT/1020 old SAT/1100 new SAT and

22 ACT/520 old SAT/550 new SAT mathematics sub-score and High School Chemistry and

4 years of High School Math, including pre-calc or trig

#### Engineering Technology programs

2.5 GPA and

21 ACT/980 old SAT/1060 new SAT and

20 ACT/480 old SAT/510 new SAT mathematics sub-score

**Information Technology program**

2.5 GPA and  
21 ACT/980 old SAT/1060 new SAT and  
20 ACT/480 old SAT/510 new SAT mathematics sub-score

**College of Health and Human Services****Any but those listed below**

2.7 GPA or 21 ACT/980 old SAT/1060 new SAT

**Criminal Justice, Nurse Paralegal Certificate, Paralegal Studies,  
Social Work and Undecided**

2.5 GPA or 19 ACT/900 old SAT/990 new SAT

**College of Natural Science and Mathematics**

2.5 GPA or 20 ACT/940 old SAT/1030 new SAT

**B.S. in Biology (Department of Biological Sciences)**

Students 25 years of age or older or military or veteran status: 2.75  
GPA

Students under the age of 25: 2.75 GPA and 15 ACT/720 old SAT/810  
new SAT

Students not meeting the BS in Biology minimum GPA requirement  
but meeting the college requirements will be admitted to the college as  
B.A. in Biology

**College of Nursing****All students admitted into pre-nursing BSN with:**

2.75 GPA and 19 ACT/900 old SAT/990 new SAT

Upon completion of the pre-nursing curriculum there is a competitive  
admission process for the professional sequence

**College of Pharmacy and Pharmaceutical Sciences****Students are admitted into pre-pharmacy with:**

2.5 GPA or 20 ACT/940 old SAT/1030 new SAT

Upon completion of the pre-pharmacy curriculum there is a  
competitive admission process for the professional sequence

All international students, regardless of graduating from a U.S. high  
school, and students who are U.S. citizens or permanent residents  
and did not graduate from a U.S. high school are required to submit  
an internet-based TOEFL with the following minimum criteria prior to  
admission into the College of Pharmacy and Pharmaceutical Sciences:

71 TOEFL iBT Total starting Summer 2018

*Students not meeting these requirements will be admitted to University  
College or the Department of Exploratory Studies.*

**University College****Department of Exploratory Studies - Undecided Majors**

2.0 GPA or 18 ACT/860 old SAT/940 new SAT/or no scores

Adult Students who are 25 years of age or older or military/veteran:

**Liberal Studies**

2.0 GPA or 19 ACT/900 old SAT/990 new SAT/or no scores

**Associate of Arts in General Studies**

2.0 GPA or 18 ACT/860 old SAT/960 new SAT/or no scores

Adult Students who are under the age of 25 and not military/veteran:

**Quest (undecided)**

2.0 GPA or 19 ACT/900 old SAT/990 new SAT

**Associate of Arts in General Studies**

2.0 GPA or 19 ACT/900 old SAT/990 new SAT

\*A student who is undecided about their college and major will be  
admitted into the Department of Exploratory Studies. A student  
who is working on the requirements and/or prerequisites to get  
into the college and major of their choice will be admitted into the  
Department of Exploratory Studies.

# TRANSFER ADMISSION REQUIREMENTS

**Note:** These admission requirements are for the Spring 2019, Summer 2019, Fall 2019, and Spring 2020 terms.

**Transfer Students:** Students with college credits taken fall semester of the year they graduated from high school or later. Students who took college courses during high school or the summer immediately following graduation are considered traditional first-time freshmen, please see direct-from-high school admission requirement.

Official transcripts from all institutions previously attended are required for admission to The University of Toledo.

Transfer students with a minimum higher education GPA of 2.0, for all work taken, who do not meet college/program admission requirements below will be admitted to University College: Department of Exploratory Studies.

**New Transfer:** A student who has previously attended another institution and is looking to transfer to UT for the first time.

**Transfer Re-Admits:** students who attended UT, then attended another institution, and are coming back to UT. If your higher education GPA is under a 2.0, your file will be reviewed before you are re-admitted to UT.

**Probation Admits:** transfer student with a cumulative higher education GPA under 2.0 may be admitted to University College: Department of Exploratory Studies.

**Guest Students:** students who are attending another institution and take classes at UT to transfer back to their home institution. Students are only allowed to attend for one semester at a time. UT needs proof of good academic standing from the home institution and student must be able to provide proof of any prerequisites taken for courses they intend to take at UT. Visit <http://www.utoledo.edu/admission/guests.html> for more information and to apply.

**Placement Tests:** Based on a student's major and previous college coursework, you may be required to take placement tests.

**National Student Clearinghouse:** The University of Toledo will complete a check of the NSC on all transfer applications. We will verify previous institutions attended, and if needed, edit your application to show any institutions not listed.

**Suspension/Dismissal Policy:** If a student has been suspended or dismissed from another institution, they will be required to provide additional documentation to UT. We will honor an academic suspension from another school up to one year. A student will not be able to attend classes at UT until that year of academic suspension has completed. Students suspended or dismissed for disciplinary reasons will be reviewed on a case by case basis.

## Transfer Admission Standards:

In the following list, the GPA requirement is based upon the higher education GPA (total reflecting all college work).

### Pre-Med, Pre-Dent, Pre-Vet concentration Requirements:

3.0 GPA

### College of Arts and Letters

#### Any major but Psychology

2.0 GPA

#### Psychology

2.5 GPA and 30 semester hours of college credit

Students will be admitted to pre-psychology until they have earned 30 total semester hours of college credit and a 2.5 GPA

**Music:** Audition required (call 419.530.2448 for an appointment)

### College of Business and Innovation

#### Bachelor of Business Administration programs

2.4 GPA

2.75 Higher Education GPA for accounting majors

2.75 GPA in accounting principle courses with no grade below C

#### Bachelor of Applied Organizational Technology program

2.25 GPA and

Applied or technical associate degree earned from a regionally accredited institution

#### Applied Organizational Technology Associate Degree programs

2.0 GPA

### Judith Herb College of Education

GPA requirements based on transfer hours:

0-29.9 Semester Hours= 2.3 GPA

30-59.9 Semester Hours= 2.5 GPA

60+ Semester Hours= 2.7 GPA (overall and in chosen major)

### College of Engineering

Transfer students cannot be admitted as undecided within Engineering

#### Engineering Science programs

2.75 GPA and

C or higher in college calculus equivalent to MATH 1850

C or higher in general chemistry equivalent to CHEM 1230

Students not meeting these requirements will be reviewed for the Undeclared Engineering Technology Programs

#### Engineering Technology programs

2.25 higher education GPA

Other requirements per program are listed below

Computer Science and Engineering Technology and Electrical Engineering Technology

C or higher in calculus courses equivalent to MATH 1850 or 2450

Construction Engineering Technology and Mechanical Engineering Technology

C or higher in trigonometry or pre-calculus courses equivalent to

MATH 1330 or 1340

UNDT (engineering science transition program)

C or higher in calculus courses equivalent to MATH 1850 or 2450

**College of Health and Human Services****Any but those listed below**

2.7 GPA

**Criminal Justice, Nurse Paralegal Certificate, Paralegal Studies, Social Work, and Undecided**

0-29.9 semester hours = 2.2 GPA

30-59.9 semester hours = 2.4 GPA

60+ semester hours = 2.5 GPA

**College of Natural Science and Mathematics**

2.0 GPA

**College of Nursing****All students admitted into pre-nursing BSN with:**

2.75 GPA and

12 graded semester hours or 18 graded quarter hours

Upon completion of the pre-nursing curriculum there is a competitive admission process for the professional sequence.

**All RN-BSN students admitted into pre-nursing with:**

2.5 GPA and

Active, unencumbered licensure as a Registered Nurse

RN graduates from diploma or non-accredited nursing programs are required to submit a portfolio with application to nursing major

Upon completion of the pre-nursing curriculum there is a competitive admission process for the professional sequence.

**College of Pharmacy and Pharmaceutical Sciences****Students are admitted into pre-pharmacy with:**

2.7 GPA

Upon completion of the pre-pharmacy curriculum there is a competitive admission process for the professional sequence

All international students, regardless of graduating from a U.S. high school, and students who are U.S. citizens or permanent residents and did not graduate from a U.S. high school are required to submit an internet-based TOEFL with the following minimum criteria prior to admission into the College of Pharmacy and Pharmaceutical Sciences:

71 TOEFL iBT Total starting Summer 2018

Students who are not Ohio residents and/or have completed course work at a non-Ohio institution will be considered on an individual basis.

Such applicants with below 3.0 are rarely considered.

Students are encouraged to apply for fall semester although spring and summer admission is also permitted based on the applicant's needs. It is recommended that application materials be received no later than May 1 for admission, and at least six weeks prior to the start of classes for spring or summer admission.

**University College****Liberal Studies**

2.0 GPA

25 years of age or older or military/veteran status

**Individualized Programs**

2.0 GPA and

20 semester hours/30 quarter hours of earned college credit

**Professional Studies**

2.0 GPA and

Earned associate degree or completion of 60 semester hours of credit or permission of college

**Associate of Arts in General Studies**

2.0 GPA

**Department of Exploratory Studies: Undecided Majors**

2.0 GPA

25 years of age or older or military/veteran status

**Department of Exploratory Studies: Quest for undecided students**

2.0 GPA

Under the age of 25 and not military/veteran status

Transfer students who have a specific college preference but are undecided on a major within that college may apply as undecided to that college. However the College of Engineering does not accept undecided transfer students, and they will be admitted into University College: Department of Exploratory Studies. Students who are undecided on their college and major will be admitted into the Department of Exploratory Studies.

# GENERAL UNDERGRADUATE DEGREE REQUIREMENTS

## Earned Hours Required for a Degree

The University of Toledo requires a student to earn a minimum of 60 semester hours to be awarded an associate's degree. A minimum of 120 semester hours must be earned to be awarded a bachelor's degree. Some colleges/programs require that more than the minimum of 60-120 hours be earned to be awarded the degree, the additional coursework is required to meet professional accreditation or licensing requirements. In addition, a student must have a cumulative University of Toledo GPA of at least 2.0 in order to qualify for graduation. For specific information, consult the individual college sections of this catalog. Earned hours are those hours that each college of the University counts toward fulfilling specific degree program requirements. Hours counted toward degree requirements may vary depending on the college/degree program a student enrolls in and is pursuing.

## Residency Requirement for a Degree

Every college of The University of Toledo requires a student to earn a specific number of hours as a University of Toledo student. Some colleges require a specific number of hours be taken as a student registered in that college. In addition, residency hours may be required to be earned in specific classes, specific programs and/or in specific semesters prior to the proposed semester when the student plans to graduate.

## Graduation Application Process (<http://www.utoledo.edu/offices/registrar/graduation.html>)

A student nearing the completion of a degree program must complete the Application for Graduation online through the myUT portal <https://myut.utoledo.edu/portal> (listed under the Student tab, My Records).

For undergraduate students, the deadline for applying to graduate is the 11th week of the fall semester for spring graduation, and the 11th week of the spring semester for summer or fall graduation. The deadlines for law and graduate students may differ. Deadline dates can be found here: [www.utoledo.edu/offices/registrar/graduation\\_app\\_deadlines.html](http://www.utoledo.edu/offices/registrar/graduation_app_deadlines.html) ([http://www.utoledo.edu/offices/registrar/graduation\\_app\\_deadlines.html](http://www.utoledo.edu/offices/registrar/graduation_app_deadlines.html)).

Students who do not graduate the semester for which they applied to graduate but anticipate degree completion the following semester must reapply by completing another application no later than the 15th day of the next semester in which they expect to graduate.

Failure to apply for graduation means that the student's graduation date will be postponed.

## Dual Degrees (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-09%20Dual%20degrees.pdf>)

The University recognizes a student may want to earn two degrees simultaneously as part of their undergraduate academic experience. Students may earn more than one bachelor's degree or associate's degree or a bachelor's and associate's degree concurrently. Students interested in earning two or more degrees simultaneously should consult the colleges from which they wish to earn the degrees for specific rules and requirements.



# AREAS OF STUDY

The following list represents the programs of study offered by The University of Toledo. Each area is described in this catalog. Links below provide a general overview of each program.

## Undergraduate

- Accounting (<http://www.utoledo.edu/Programs/undergrad/Accounting>)
- Accounting Technology (2-year) ([http://www.utoledo.edu/Programs/undergrad/Accounting-Technology-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Accounting-Technology-(2-year)))
- Adolescent and Young Adult Education - Grades 7-12 (<http://www.utoledo.edu/Programs/undergrad/Adolescent-and-Young-Adult-Education-Grades-7-12>)
- Africana Studies (<http://www.utoledo.edu/Programs/undergrad/Africana-Studies>)
- Anthropology (<http://www.utoledo.edu/Programs/undergrad/Anthropology>)
- Applied Organizational Technology (Degree completion program) ([http://www.utoledo.edu/Programs/undergrad/Applied-Organizational-Technology-\(Degree-completion-program\)](http://www.utoledo.edu/Programs/undergrad/Applied-Organizational-Technology-(Degree-completion-program)))
- Art (<http://www.utoledo.edu/Programs/undergrad/Art>)
- Art History (<http://www.utoledo.edu/Programs/undergrad/Art-History>)
- Asian Studies (<http://www.utoledo.edu/Programs/undergrad/Asian-Studies>)
- Astronomy (<http://www.utoledo.edu/Programs/undergrad/Astronomy>)
- Biochemistry (<http://www.utoledo.edu/Programs/undergrad/Biochemistry>)
- Bioengineering (5-year) ([http://www.utoledo.edu/Programs/undergrad/Bioengineering-\(5-year\)](http://www.utoledo.edu/Programs/undergrad/Bioengineering-(5-year)))
- Biology (<http://www.utoledo.edu/Programs/undergrad/Biology>)
- Business Management Technology (2-year) ([http://www.utoledo.edu/Programs/undergrad/Business-Management-Technology-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Business-Management-Technology-(2-year)))
- Chemical Dependency Counseling Certificate (<http://www.utoledo.edu/Programs/undergrad/Chemical-Dependency-Counseling-Certificate>)
- Chemical Engineering (4 ½-year) ([http://www.utoledo.edu/Programs/undergrad/Chemical-Engineering-\(4-%C2%BD-year\)](http://www.utoledo.edu/Programs/undergrad/Chemical-Engineering-(4-%C2%BD-year)))
- Chemistry (<http://www.utoledo.edu/Programs/undergrad/Chemistry>)
- Civil Engineering (4 ½-year) ([http://www.utoledo.edu/Programs/undergrad/Civil-Engineering-\(4-%C2%BD-year\)](http://www.utoledo.edu/Programs/undergrad/Civil-Engineering-(4-%C2%BD-year)))
- Communication (<http://www.utoledo.edu/Programs/undergrad/Communication>)
- Computer Network Administration (2-year) ([http://www.utoledo.edu/Programs/undergrad/Computer-Network-Administration-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Computer-Network-Administration-(2-year)))
- Computer Science and Engineering (4 ½-year) ([http://www.utoledo.edu/Programs/undergrad/Computer-Science-and-Engineering-\(4-%C2%BD-year\)](http://www.utoledo.edu/Programs/undergrad/Computer-Science-and-Engineering-(4-%C2%BD-year)))
- Computer Science and Engineering Technology (<http://www.utoledo.edu/Programs/undergrad/Computer-Science-and-Engineering-Technology>)
- Computer Software Specialist Technology (2-year) ([http://www.utoledo.edu/Programs/undergrad/Computer-Software-Specialist-Technology-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Computer-Software-Specialist-Technology-(2-year)))
- Construction Engineering Technology (<http://www.utoledo.edu/Programs/undergrad/Construction-Engineering-Technology>)
- Cosmetic Science and Formulation Design (<http://www.utoledo.edu/Programs/undergrad/Cosmetic-Science-and-Formulation-Design>)
- Criminal Justice (<http://www.utoledo.edu/Programs/undergrad/Criminal-Justice>)
- Digital Marketing (<http://www.utoledo.edu/Programs/undergrad/Digital-Marketing>)
- Disability Studies (<http://www.utoledo.edu/Programs/undergrad/Disability-Studies>)
- Early Childhood Education - Grades Pre-K-5 (<http://www.utoledo.edu/Programs/undergrad/Early-Childhood-Education-Grades-Pre-K-5>)
- Economics (<http://www.utoledo.edu/Programs/undergrad/Economics>)
- Electrical Engineering (4 ½-year) ([http://www.utoledo.edu/Programs/undergrad/Electrical-Engineering-\(4-%C2%BD-year\)](http://www.utoledo.edu/Programs/undergrad/Electrical-Engineering-(4-%C2%BD-year)))
- Electrical Engineering Technology (<http://www.utoledo.edu/Programs/undergrad/Electrical-Engineering-Technology>)
- English (<http://www.utoledo.edu/Programs/undergrad/English>)
- Entrepreneurship, Family and Small Business (<http://www.utoledo.edu/Programs/undergrad/Entrepreneurship-Family-and-Small-Business>)
- Environmental Engineering (<http://www.utoledo.edu/Programs/undergrad/Environmental-Engineering>)
- Environmental Sciences (<http://www.utoledo.edu/Programs/undergrad/Environmental-Sciences>)
- Environmental Studies (<http://www.utoledo.edu/Programs/undergrad/Environmental-Studies>)
- Exercise Science (<http://www.utoledo.edu/Programs/undergrad/Exercise-Science>)
- Film and Video (<http://www.utoledo.edu/Programs/undergrad/Film-and-Video>)
- Finance (<http://www.utoledo.edu/Programs/undergrad/Finance>)
- Financial Services (<http://www.utoledo.edu/Programs/undergrad/Financial-Services>)
- French (<http://www.utoledo.edu/Programs/undergrad/French>)
- General Studies (<http://www.utoledo.edu/Programs/undergrad/General-Studies>)
- General Studies (2-year) ([http://www.utoledo.edu/Programs/undergrad/General-Studies-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/General-Studies-(2-year)))
- Geography and Planning (<http://www.utoledo.edu/Programs/undergrad/Geography-and-Planning>)
- Geology (<http://www.utoledo.edu/Programs/undergrad/Geology>)
- German (<http://www.utoledo.edu/Programs/undergrad/German>)
- Global Studies (<http://www.utoledo.edu/Programs/undergrad/Global-Studies>)
- Health Information Administration (<http://www.utoledo.edu/Programs/undergrad/Health-Information-Administration>)
- Healthcare Administration (<http://www.utoledo.edu/Programs/undergrad/Healthcare-Administration>)



- History (<http://www.utoledo.edu/Programs/undergrad/History>)
- Human Resource Management (<http://www.utoledo.edu/Programs/undergrad/Human-Resource-Management>)
- Individualized Programs (<http://www.utoledo.edu/Programs/undergrad/Individualized-Programs>)
- Information Services and Support (2-year) ([http://www.utoledo.edu/Programs/undergrad/Information-Services-and-Support-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Information-Services-and-Support-(2-year)))
- Information Systems (<http://www.utoledo.edu/Programs/undergrad/Information-Systems>)
- Information Technology (<http://www.utoledo.edu/Programs/undergrad/Information-Technology>)
- International Business (<http://www.utoledo.edu/Programs/undergrad/International-Business>)
- Law and Social Thought (<http://www.utoledo.edu/Programs/undergrad/Law-and-Social-Thought>)
- Liberal Studies (<http://www.utoledo.edu/Programs/undergrad/Liberal-Studies>)
- Management (<http://www.utoledo.edu/Programs/undergrad/Management>)
- Marketing (<http://www.utoledo.edu/Programs/undergrad/Marketing>)
- Mathematics (<http://www.utoledo.edu/Programs/undergrad/Mathematics>)
- Mechanical Engineering (4 ½-year) ([http://www.utoledo.edu/Programs/undergrad/Mechanical-Engineering-\(4-%C2%BD-year\)](http://www.utoledo.edu/Programs/undergrad/Mechanical-Engineering-(4-%C2%BD-year)))
- Mechanical Engineering Technology (<http://www.utoledo.edu/Programs/undergrad/Mechanical-Engineering-Technology>)
- Media Communication (<http://www.utoledo.edu/Programs/undergrad/Media-Communication>)
- Medical Technology (<http://www.utoledo.edu/Programs/undergrad/Medical-Technology>)
- Medicinal and Biological Chemistry (<http://www.utoledo.edu/Programs/undergrad/Medicinal-and-Biological-Chemistry>)
- Middle Childhood Education - Grades 4-9 (<http://www.utoledo.edu/Programs/undergrad/Middle-Childhood-Education-Grades-4-9>)
- Middle East Studies (<http://www.utoledo.edu/Programs/undergrad/Middle-East-Studies>)
- Multi-Age Education - Grades Pre-K-12 (<http://www.utoledo.edu/Programs/undergrad/Multi-Age-Education-Grades-Pre-K-12>)
- Music (<http://www.utoledo.edu/Programs/undergrad/Music>)
- Nurse Paralegal Certificate (<http://www.utoledo.edu/Programs/undergrad/Nurse-Paralegal-Certificate>)
- Nursing (<http://www.utoledo.edu/Programs/undergrad/Nursing>)
- Operation and Supply Chain Management (<http://www.utoledo.edu/Programs/undergrad/Operation-and-Supply-Chain-Management>)
- Organizational Leadership and Management (<http://www.utoledo.edu/Programs/undergrad/Organizational-Leadership-and-Management>)
- Paralegal Studies (<http://www.utoledo.edu/Programs/undergrad/Paralegal-Studies>)
- Paralegal Studies (2-year) ([http://www.utoledo.edu/Programs/undergrad/Paralegal-Studies-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Paralegal-Studies-(2-year)))
- Paralegal Studies Certificate (<http://www.utoledo.edu/Programs/undergrad/Paralegal-Studies-Certificate>)
- Pharmaceutics (<http://www.utoledo.edu/Programs/undergrad/Pharmaceutics>)
- Pharmacology and Toxicology (<http://www.utoledo.edu/Programs/undergrad/Pharmacology-and-Toxicology>)
- Pharmacy Administration (<http://www.utoledo.edu/Programs/undergrad/Pharmacy-Administration>)
- Philosophy (<http://www.utoledo.edu/Programs/undergrad/Philosophy>)
- Physics (<http://www.utoledo.edu/Programs/undergrad/Physics>)
- Political Science (<http://www.utoledo.edu/Programs/undergrad/Political-Science>)
- Pre-Business (2-year) ([http://www.utoledo.edu/Programs/undergrad/Pre-Business-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Pre-Business-(2-year)))
- Pre-Dental (<http://www.utoledo.edu/Programs/undergrad/Pre-Dental>)
- Pre-Health Professions (<http://www.utoledo.edu/Programs/undergrad/Pre-Health-Professions>)
- Pre-Law (<http://www.utoledo.edu/Programs/undergrad/Pre-Law>)
- Pre-Medicine (<http://www.utoledo.edu/Programs/undergrad/Pre-Medicine>)
- Pre-Pharmacy (2-year) ([http://www.utoledo.edu/Programs/undergrad/Pre-Pharmacy-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Pre-Pharmacy-(2-year)))
- Pre-Veterinary (<http://www.utoledo.edu/Programs/undergrad/Pre-Veterinary>)
- Professional Sales (<http://www.utoledo.edu/Programs/undergrad/Professional-Sales>)
- Professional Studies (<http://www.utoledo.edu/Programs/undergrad/Professional-Studies>)
- Programming and Software Development (2-year) ([http://www.utoledo.edu/Programs/undergrad/Programming-and-Software-Development-\(2-year\)](http://www.utoledo.edu/Programs/undergrad/Programming-and-Software-Development-(2-year)))
- Psychology (<http://www.utoledo.edu/Programs/undergrad/Psychology>)
- Public Health (<http://www.utoledo.edu/Programs/undergrad/Public-Health>)
- Recreational Therapy (<http://www.utoledo.edu/Programs/undergrad/Recreational-Therapy>)
- Religious Studies (<http://www.utoledo.edu/Programs/undergrad/Religious-Studies>)
- Respiratory Care (<http://www.utoledo.edu/Programs/undergrad/Respiratory-Care>)
- Social Work (<http://www.utoledo.edu/Programs/undergrad/Social-Work>)
- Sociology (<http://www.utoledo.edu/Programs/undergrad/Sociology>)
- Spanish (<http://www.utoledo.edu/Programs/undergrad/Spanish>)
- Special Education Intervention Specialist - Grades K-12 (<http://www.utoledo.edu/Programs/undergrad/Special-Education-Intervention-Specialist-Grades-K-12>)
- Speech-Language Pathology (<http://www.utoledo.edu/Programs/undergrad/Speech-Language-Pathology>)
- Theatre (<http://www.utoledo.edu/Programs/undergrad/Theatre>)
- Undecided (<http://www.utoledo.edu/Programs/undergrad/Undecided>)

- Urban Studies (<http://www.utoledo.edu/Programs/undergrad/Urban-Studies>)
- Visual Arts (<http://www.utoledo.edu/Programs/undergrad/Visual-Arts>)
- Women's and Gender Studies (<http://www.utoledo.edu/Programs/undergrad/Womens-and-Gender-Studies>)

## Graduate Programs

For information on the graduate programs, please refer to this College of Graduate Studies (<http://www.utoledo.edu/graduate>).

- Graduate Programs (<http://www.utoledo.edu/graduate/prospectivestudents/programs>)
- College of Medicine and Life Sciences Programs (<http://www.utoledo.edu/med/grad>)
- College of Law Programs (<http://www.utoledo.edu/law>)

# PLACEMENT TESTING

After being admitted to the University, students take placement tests to identify the first course in mathematics, chemistry and/or foreign languages required by the choice of major. All newly admitted students are encouraged to review the placement testing information (<http://www.utoledo.edu/orientation/placement-testing.html>).

Placement testing should be completed BEFORE attending new student or transfer student orientation. Questions regarding placement tests should be directed to the academic advisors for the admitted program of study. The contact information for academic advising is available on each of the college's websites.

Students who need assistance with placement tests are encouraged to contact Student Disability Services (<http://www.utoledo.edu/offices/student-disability-services>), located in Rocket Hall, Room 1820, for accommodations and/or support services.

## Mathematics Placement Tests:

Mathematics placement tests are required for all new students unless college credit in mathematics is being transferred to the University. The University of Toledo uses ALEKS Mathematics placement test to provide an accurate measure of students' current mathematical skills and to allow accurate placement in a mathematics course.

The ALEKS Mathematics placement test is available online (<http://www.utoledo.edu/it/aleks>) and at the UT Testing Services (<https://www.utoledo.edu/uc/testingservices/placement.html>), located in Memorial Field House, Room 1080. ALEKS can be accessed on any computer with internet access that meets the system requirements. ALEKS logon (<http://www.utoledo.edu/it/aleks>) help is available. Additional information on mathematics placement tests is available through the Mathematics Department ([http://www.math.utoledo.edu/placement\\_](http://www.math.utoledo.edu/placement_)).

## Chemistry Placement Test:

Students interested in enrolling in CHEM 1230, General Chemistry I, are required to take the ALEKS Chemistry placement test unless the student has an AP Chemistry score of 3 or higher, has transfer credit equivalent to CHEM 1090 (Elementary Chemistry) or CHEM 1230 at UT, or, if the student has not completed any high school chemistry course. Students who have not completed at least a year of high school chemistry are required to enroll in CHEM 1090, Elementary Chemistry, before taking CHEM 1230.

Online access is available at **ALEKS Chemistry Placement Information** ([https://secure.aleks.com/shiblogon/sso?entityID=http://fs.utoledo.edu/adfs/services/trust&class\\_code=CY64E-KMWQE%20](https://secure.aleks.com/shiblogon/sso?entityID=http://fs.utoledo.edu/adfs/services/trust&class_code=CY64E-KMWQE%20)) and through the UT Testing Services (<https://www.utoledo.edu/uc/testingservices/placement.html>), located in Memorial Field House, Room 1080. ALEKS logon (<http://www.utoledo.edu/it/aleks>) is also available. Additional information on chemistry placement tests is available through the Chemistry Department (<https://www.utoledo.edu/nsm/chemistry/undergrad/placementtest.html>).

## Chemistry for Health Sciences Placement Test:

**Student interested in enrolling in CHEM 1120, Chemistry for Health Sciences**, are required to take the chemistry placement test (**Nursing and Respiratory Care ONLY**) unless one of the following criteria is met:

1. Has earned transfer credit equivalent for CHEM 1110 or CHEM 1120 at UT; or
2. Has not completed any high school chemistry course. A student who has not completed at least one year of high school chemistry, must enroll in CHEM 1110.

The Chemistry for Health Sciences Placement Test is a computer-based exam available only at the UT Testing Services located in Memorial Field House, Room 1080.

## Foreign Language Placement Test:

Students whose choice of academic major requires a foreign language or who have taken one or more years of foreign language during high school, must take the foreign language placement test (<http://www.utoledo.edu/al/world-languages-and-cultures/catalog/catPlacement.html>) to assess the skill level. Each of the foreign language placement tests cover grammatical structures, vocabulary and reading comprehension.

Placement tests in French, German, Japanese, Latin and Spanish are available through UT Testing Services (<https://www.utoledo.edu/uc/testingservices/placement.html>), in Memorial Field House, Room 1080. Placement tests for other languages, such as Arabic and Chinese, must be scheduled through the World Languages and Cultures Department (<https://www.utoledo.edu/al/world-languages-and-cultures>), located in Memorial Field House, Room 2400.

## PROGRAM 60: SPECIAL PROGRAM FOR SENIOR CITIZENS

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Program 60 provides educational experiences at reduced rates to individuals 60 years of age or older who have resided in Ohio for at least the last 12 consecutive months. Enrollment is limited to space availability which is determined on the last day of the regular registration period. Students must meet all course prerequisites to enroll.

The University of Toledo provides tuition scholarships for adults enrolled in Program 60 who wish to audit college courses. Program 60 participants do not receive college credit through enrollment of the program. Students must apply for admission and register for audit courses through University College. All Program 60 participants are responsible for any additional fees such as the cost of textbooks, general fees, lab fees, technology fees, faculty fees, special service fees, online course fees, library, parking and other fees.

Program 60 students are not eligible to enroll in an independent study course, studio art courses, private music lessons or other similar courses where a course or section number is required to be created.

The University of Toledo is governed by the Ohio Revised Code in administering this program. Ohio Revised Code may be viewed at <http://codes.ohio.gov/orc/3345.27>.

Individuals 60 years of age or older who wish to earn a college degree or credit for UT courses must apply for admission and pay current tuition and fees as a general UT student.

# OHIO STATEWIDE TRANSFER POLICY

This catalog statement reflects the Ohio Articulation and Transfer Policy (<https://www.ohiohighered.org/transfer/policy>) also found on the Ohio Department of Higher Education Web at [www.ohiohighered.org/transfer/policy](http://www.ohiohighered.org/transfer/policy) (<https://www.ohiohighered.org/transfer/policy>).

## Transferology

Transferology is a statewide Web-based higher education transfer information system. Transferology shows how courses taken at one institution transfer and apply to degree programs at another institution, providing information about degree requirements at colleges and universities across the state. To access, log on to [www.transferology.com](http://www.transferology.com) (<https://www.transferology.com>).

Transferology (<https://www.transferology.com>) is the first stop for students who are looking to transfer to UT. Students can enter their previous and current coursework into a free user account, then see which courses at UT they have earned credit. Remember, if a course is not in Transferology, it does not mean it does not transfer. It simply means UT needs to review it for a transfer equivalency. This extra step ensures that the student gets the best evaluation for the transfer work.

## Transfer Module

The Ohio Department of Higher Education, following the directive of the Ohio General Assembly, developed a statewide policy to facilitate a student's ability to transfer credits from one Ohio public college or university to another in order to avoid duplication of course requirements. Since independent colleges and universities in Ohio may or may not be participating in the transfer policy, students interested in transferring to independent institutions are encouraged to check with the college or university of their choice regarding transfer agreements.

The Ohio Department of Higher Education's Transfer and Articulation Policy established the transfer module, which is a subset or entire set of a college or university's general education program. The transfer module consists of 36 to 40 semester hours (or 54 to 60 quarter hours) of courses in the following areas: English, mathematics, arts and humanities, social and behavioral sciences, natural and physical sciences, and interdisciplinary study.

A transfer module completed at one college or university will automatically meet the requirements of the transfer module at another college or university once the student is admitted. Students may be required, however, to meet additional general education requirements at the institution to which they transfer.

Since many degree programs require specific courses that may be taken as a part of the general education or transfer module program at an institution, students are encouraged to meet with an academic adviser at the institution to which they plan to transfer early in their academic career. Advisors should be consulted regarding the transfer module and general education courses and any specific program requirements that can be completed before transfer.

## Acceptance of Transfer Credit

Students will receive transfer credit for all college-level courses taken with a grade of "D-" or better. Grades of "F" are transferred; however, no credit hours are awarded.

Admission to a given institution, however, does not guarantee that a transfer student automatically will be admitted to all majors, minors or fields of concentration at the institution. Once admitted, transfer students will be subject to the same regulations governing applicability of catalog requirements as all other students. Further, transfer students will be accorded the same class standing and other privileges as all other students on the basis of the number of credits earned. All residency requirements must be completed successfully at the receiving institution prior to the granting of a degree.

## Responsibilities of Students

To facilitate transfer with maximum applicability of transfer credit, prospective transfer students should plan a course of study that will meet the requirements of a degree program at the receiving institution. Specifically, students should identify early in their collegiate studies an institution and major to which they desire to transfer. Further, students should determine if there are language requirements or any special course requirements that can be met during the freshman or sophomore year. This will enable students to plan and pursue a course of study that will articulate with the receiving institution's major. Students are encouraged to seek further information regarding transfer from both their adviser and the college or university to which they plan to transfer.

The Ohio Department of Higher Education Guaranteed Transfer Pathways initiative is moving forward and new transfer pathways are being approved each semester. Students thinking about transferring should reach out to their academic advisor to see if an approved Guaranteed Transfer Pathway works for them.

## The University of Toledo's Transfer Credit Appeal Process

If a transfer student believes there is an error in his or her Transfer Credit Evaluation (TCE), or has questions regarding the evaluation or application of transfer credit toward degree requirements, he or she should first contact the Transfer Center in the Registrar's Office. The completed **Transfer Credit Appeal Form** and course syllabi can be emailed to [Transfer@utoledo.edu](mailto:Transfer@utoledo.edu) or dropped off at the Office of the Registrar in Rocket Hall, Room 1100.

A student disagreeing with the application of transfer credit has the right to appeal the decision by following the procedure below.

Appeals must be received by the last day of the semester following the original transfer credit evaluation.

The appeal process is as follows:

1. The student contacts the departmental chair and provides a written appeal. The departmental chair has 7 days from receipt of the appeal to respond in writing to the student.
2. If the issue is not resolved to the student's satisfaction at Step 1, the student contacts the dean of his or her UT college and provides a copy of the appeal and the department decision. A final college

decision rests with the office of the dean. The dean has 7 days from receipt of the appeal to respond in writing to the student.

3. If the issue is not resolved to the student's satisfaction after Steps 1 and 2, the student submits a copy of the appeal, as well as the college decision, to the provost. The provost's office will provide an institution-wide perspective. The provost has 7 days from receipt of the appeal to respond in writing to the student. If the request is denied, the written correspondence to the student will outline the process for appealing to the state-level articulation and transfer appeals review committee of the Ohio Department of Higher Education.

## Ohio Guaranteed Transfer Pathways (<https://www.ohiohighered.org/OGTP>)

The Ohio Guaranteed Transfer Pathways enable students to streamline credit transfer among the state's public institutions of higher education to find the best pathways to degree completion and launch successful careers. The Ohio Guaranteed Transfer Pathways (OGTPs) are designed to provide a clearer path to degree completion for students pursuing associate degrees who plan to transfer to an Ohio public university to complete their bachelor's degree. The OGTPs also constitute an agreement between public community colleges and universities confirming that community college courses meet major preparation requirements and will be counted and applied toward the bachelor's degree. Students still must meet all university program admission requirements. Learn more on how the Ohio Guaranteed Transfer Pathways work, how to get started and how OGTP can help College Credit Plus student by clicking here (<https://catalog.utoledo.edu/general-section/ohio-statewide-transfer-policy>).

# OHIO TRANSFER MODULE COURSES

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The following list represents The University of Toledo Ohio Transfer Module courses. The transfer module, as directed by the Ohio Department of Higher Education, includes courses in the following areas: English, mathematics, arts and humanities, social and behavioral sciences, natural and physical sciences, and interdisciplinary studies.

Note: Completion of The University of Toledo transfer module requires coursework above that fulfills the General Education core curriculum. Students should consult their academic advisor for further information.

**Ohio Transfer Module** (<https://www.ohiohighered.org/sites/ohiohighered.org/files/uploads/transfer/documents/TransferModules/Fall2015/OTM%20Toledo%20Grid%20%2806.18.15%29.pdf>)

([www.ohiohighered.org/transfer/transfermodule/modules](http://www.ohiohighered.org/transfer/transfermodule/modules) (<https://www.ohiohighered.org/transfer/transfermodule/modules>), click on University of Toledo)

A Transfer Module is a subset or a complete set (in some cases, the institution's Transfer Module may satisfy the entire set of general education requirements) of a college or university's General Education requirements that represents a body of knowledge and academic skills common across Ohio colleges and universities, containing 36-40 semester hours of courses in the fields of:

1. English,
2. Mathematics,
3. Arts/Humanities,
4. Social and Behavioral Sciences,
5. Natural Sciences, and
6. Interdisciplinary Coursework (optional).

**Course Reporting System** (<https://reports-cems.transfercredit.ohio.gov/ap/6?13069133303922::NO:6::>)

The Ohio Transfer Module (OTM) Approved Courses Reporting System will help you identify Transfer Module approved courses that are guaranteed to transfer and apply toward related general education subject areas at Ohio's public colleges and universities.

You can search by the OTM Subject Area that transfers as a general credit and/or by individual English and math courses under the Learning Outcome (LO)-Based OTM Subject Area that transfers as a direct equivalent. Review the Ohio Transfer Module (OTM) main page (<https://www.ohiohighered.org/transfer/transfermodule>) to learn more about the Ohio Transfer Module.

# DETERMINING OHIO RESIDENCY

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Status as a resident of Ohio shall be defined by the chancellor of the Ohio Board of Regents by rule promulgated pursuant to Chapter 119 of the Revised Code. No adjudication as to the status of any person under such rule, however, shall be required to be made pursuant to Chapter 119. of the Revised Code. (<http://codes.ohio.gov/orc/3333.31>)

Ohio in-state residency (<http://www.utoledo.edu/offices/registrar/residency>) is first decided during the admission application process. Students who are determined to be non-residents of the state of Ohio are required to pay the out-of-state tuition surcharge. To be reclassified as an Ohio resident, they must prove residency based on the Residency Rule as defined by the Ohio Revised Code (3333.31) (<http://codes.ohio.gov/orc/3333.31>).



# MICHIGAN RECIPROCITY AGREEMENT

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Michigan and Ohio have entered into an agreement whereby The University of Toledo agrees to accept, at resident tuition rates, any resident of Monroe County (Michigan). Any student so admitted must meet all regular admission requirements of The University of Toledo, including those for the specific program for which admission was sought. Following the initial determination of residency status, any changes must be requested through formal application with the residency committee at least one month (30 days) prior to the beginning of the term for which the reclassification is requested. Eastern Michigan University agrees to accept Ohio residents at resident tuition rates.

Complete and submit the Monroe County Michigan Reciprocity Application found here (<http://www.utoledo.edu/offices/registrar/residency/MichiganReciprocity.html>).

## FEES AND FINANCIAL AID

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A complete schedule of student fees is provided in The University of Toledo Finance Brochure ([http://www.utoledo.edu/offices/treasurer/finance\\_brochures.html](http://www.utoledo.edu/offices/treasurer/finance_brochures.html)), which is published annually by the Office of the Treasurer and may be found online at [www.utoledo.edu/offices/treasurer/finance\\_brochures.html](http://www.utoledo.edu/offices/treasurer/finance_brochures.html) ([http://www.utoledo.edu/offices/treasurer/finance\\_brochures.html](http://www.utoledo.edu/offices/treasurer/finance_brochures.html)).

The University of Toledo has a wide variety of financial aid programs available to qualifying students. Information regarding federal, state and institutional aid through the Office of Student Financial Aid (<http://www.utoledo.edu/financialaid>) (OSFA) may be obtained through the University's website: <http://www.utoledo.edu/financialaid>.

The OSFA also annually publishes information that provides complete information on the types of financial aid available, the application process, satisfactory academic progress and other pertinent issues. You also may contact the OSFA for additional information regarding scholarships available at The University of Toledo. All students must be U.S. citizens or eligible non-citizens of the U.S. as defined by the U.S. Department of Education, and they must be enrolled in an approved program leading to a degree or certificate in order to qualify for federal and state aid programs.

Location: Rocket Solution Central (RSC), Rocket Hall 1200  
 Mailing address: 2801 W. Bancroft St., Mail Stop 314, Toledo, OH 43606  
 Phone: 419.530.8700  
 Fax: 419.530.5835  
[utfinaid@utoledo.edu](mailto:utfinaid@utoledo.edu) ( [utfinaid@utoledo.edu](mailto:utfinaid@utoledo.edu) )

## EARNING ALTERNATIVE COLLEGE CREDIT

### Advanced Placement (AP) ([https://www.utoledo.edu/offices/registrar/student\\_records/advan\\_credits.html](https://www.utoledo.edu/offices/registrar/student_records/advan_credits.html))

High school students who enroll in college-level courses and who demonstrate superior achievement in the appropriate Advanced Placement examinations offered by the College Entrance Examination Board may submit results of their examinations to the Offices of Admissions as part of their application for admission. These examinations are offered in May and the candidate may, if desired, choose to take them by consulting with the high school college counselor or principal.

On recommendation of the departments concerned, full college credit may be granted for such work or certain prerequisite courses may be waived to permit the student to enroll in more advanced courses. Entering students who receive enough credit to qualify as sophomores will be ranked as sophomores. Please contact the appropriate department for further information.

Advanced placement credit may be granted by the following subject departments: art, art history, biology, chemistry, computer science, economics, English, foreign languages, history, mathematics, music, physics, political science and psychology.

### College Level Examination Program (CLEP) ([https://www.utoledo.edu/offices/registrar/student\\_records/clep\\_exams.html](https://www.utoledo.edu/offices/registrar/student_records/clep_exams.html))

A student may earn college credit by taking the College Level Examination Program (CLEP) tests, offered at the Scott Park Testing Center, Room 1200, if college credit has not been earned in the area in which credit is sought and the student is not currently enrolled in a course in that area. Students should consult the college in which they are enrolled to determine the specific credit limitations. Students should take the CLEP examinations before entrance or transfer. Although it is recommended that these exams be taken prior to enrolling in classes at The University of Toledo, students may, with an advisor's permission, take the exam within their program of study.

### Duplicate Credit in CLEP and AP

Within existing college and university limitations, when a student presents CLEP and Advanced Placement scores in the same area, credit will be given for the CLEP or AP, whichever is the higher number of credit hours. In no case will CLEP and AP credits be added or combined. The individual department may decide which course credit is to be given if alternate course credit is possible.

### International Baccalaureate (<https://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-20.pdf>)

The University of Toledo will award credit for a minimum score of 4 on the higher level examination of the International Baccalaureate (IB).

An incoming freshmen student who wants his/her IB examination test scores equated for course credit at the University is responsible for having his/her official IB scores submitted directly to the University. The University expects the student to submit IB examination scores at least one month prior to matriculation in order to facilitate a timely assessment of the scores. IB examination test scores should be submitted to the Office of Undergraduate Admissions at the University.

Upon receipt, the student's IB test scores will be evaluated in accord with the University's transfer policies and transfer credit evaluation procedures for the catalog year in which the student matriculates. The student's test scores and choice of major determines the application of the credits awarded from the IB examinations.

The UT course equivalency for each course within each subject group will be established by faculty within the department most closely aligned with the subject content and learning outcomes of the IB diploma course(s).

A student who earns credit in a course that is equivalent to an IB examination will not be given credit for the IB examination credit. A student may not apply for IB credit after they matriculate. IB credit will not be assigned to the record retroactively.

The provost and vice president for Academic Affairs (or designee) will review the awarding of credit through the International Baccalaureate Diploma program annually each May in accordance with the state's policies on transfer and articulation.

### Prior Learning Assessment (<http://www.utoledo.edu/uc/pla>)

Prior Learning Assessment is based on the concept that college-level learning can be achieved outside of the classroom. Prior learning credit is coordinated through the University's prior learning assessment program which adheres to and maintains best practices in assessing prior learning as recommended by the Higher Learning Commission, the Council for Adult and Experiential Learning, and the Ohio Department of Higher Education.

The undergraduate academic policy on Credit for Prior Learning, policy number 3364-71-17, can be found at <http://www.utoledo.edu/policies/academic/index.html>. The University follows the directives on the transfer and articulation of Tech Prep credit as directed by the Ohio Department of Higher Education.

A prior learning specialist assists students in determining the area(s) in which prior learning assessment is likely to be applicable. Guidance with the required paperwork and any necessary referrals are coordinated through Tiffany Whitman, director of Academic Innovation and Testing Services, University College, at 419.530.3233 or [tiffany.whitman@utoledo.edu](mailto:tiffany.whitman@utoledo.edu).

# UNIVERSITY UNDERGRADUATE CORE CURRICULUM

The University of Toledo (UT) Core Curriculum consists of 36-42 credit hours of coursework that provides the educational foundation for all undergraduate degree programs. The UT Core exposes students to a range of disciplines that gives breadth to the learning experience, prepares students for advanced coursework in their degree programs, and develops students as lifelong learners who will thrive in and contribute significantly to a constantly changing global community.

The UT Core Curriculum gives students critical reasoning skills to explore complex questions, grasp the essence of social, scientific and ethical problems, and arrive at nuanced perspectives. It hones the ability of students to communicate artistically, orally and in writing. It allows students to recognize their place in history and culture, and to appreciate their connection to others in a multicultural world. It prepares students to be thoughtful, engaged citizens in a participatory democracy. It requires students to explore the whole range of the liberal arts, both for the intrinsic value of doing so and in preparation for study in their degree programs. It provides students with insight into the social and behavioral sciences; familiarity with the history, aesthetics, and criticism of all aspects of human culture, including the fine arts; and experience in the scientific, philosophical and mathematical processes required to examine theoretical and natural phenomena.

## Core Curriculum Learning Outcomes

Assessment of the core curriculum is organized into five student learning outcomes. Below are the outcome definitions.

- **Communication:** UT students must demonstrate abilities to communicate meaningfully, persuasively and creatively with different audiences through written, oral, numeric, graphic and visual modes.
- **Personal, Social, and Global Responsibility:** UT students must demonstrate understanding of and critical engagement in ethical, cultural and political discourse and capacity to work productively as a community member committed to the value of diversity, difference and the imperatives of justice.
- **Critical Thinking and Integrative Learning:** UT students must be able to integrate reasoning, questioning and analysis across traditional boundaries of viewpoint, practice and discipline.
- **Scientific and Quantitative Reasoning and Literacy:** UT students must demonstrate the capacity to apply mathematical reasoning and scientific inquiry to diverse problems.
- **Information Literacy:** UT students must demonstrate the ability to find, organize, critically assess and effectively use information to engage in advanced work in a challenging field of study. Students should demonstrate responsible, legal, creative and ethical use of information.

The **core** curricular components through which these learning outcomes are met are as follows:

1. **Skill areas** (9 semester hours)
  - a. English composition courses (minimum 6 hours) emphasize expository prose writing. Creative writing and speech courses will not fulfill this requirement but may be found in *II Distributive, A. Arts and Humanities*.
  - b. Mathematics courses (minimum 3 hours) provide an analytical foundation for quantitative problem-solving that build on and extend beyond three years of college preparatory math.
2. **Distributive areas** (18 or more semester hours - to include at least two courses totaling 6 hours in each of the following three areas. Students must choose two courses from different disciplines.)
  - a. Arts and Humanities courses (minimum 6 hours). Arts courses should introduce students to the basic principles, history, concepts and criticism of the fine arts or performing arts. Humanities courses should provide historical, literary and philosophical perspectives of our world. Both Arts and Humanities courses may also introduce skills and techniques to communicate perspectives artistically, orally and/or in writing.
  - b. Social Science courses (minimum 6 hours) integrate factual, institutional, methodological and basic theoretical issues involved in the study of society or human behavior. Social science courses should emphasize methods of thinking and approaches to solving social and economic problems rather than merely reviewing factual material specific to that field.
  - c. Natural Science courses (minimum 6 hours) expose students to the process of scientific inquiry and encourage development of a scientific perspective. Natural science courses should not merely provide facts, but also an understanding of the basic issues, methodologies and theories in the major disciplinary areas. At least 1 hour of coursework in this category must include a hands-on laboratory component.
3. **Electives**
  - Students must take 9 additional hours of courses from *I. Skills, B. Math or II. Distributive* described above. Students should work with their advisor to select the appropriate courses to take, as many degree programs have specific core course requirements.
4. **Multicultural Courses**
  - Students must take one course from each of the following categories:
    - a. Diversity of U.S. Culture courses (minimum 3 hours) examine the economic, political, philosophical, social or artistic life of distinct cultural communities within the United States. Communities may include, but are not limited to, communities based on race, ethnicity, class, gender, sexual orientation, beliefs, and disability.
    - b. Non-U.S. Culture courses (minimum 3 hours) examine the economic, political, philosophical, social or artistic life of communities outside the United States.

Students may satisfy both of the multicultural requirements with courses that simultaneously fulfill a second area of the core curriculum. One multicultural course may be a course that also meets one of the requirements in *II. Distributive Area*, and the other may be a course that also meets one of the requirements in *III. Electives*, as stated above.

The result is a Core Curriculum with 36 to 42 credit hours of coursework. Students should work with their advisor to select the appropriate courses to take in the core. It is important to note that many programs require their students to take specific core courses which are foundational to that course of study.

Students must earn a 2.0 GPA or higher across courses used to satisfy their core curriculum requirements.

## Core Curriculum

Code	Title	Hours
Skills	English Comp I	3
Skills	English Comp II	3
Skills	Math	3
Distributive	Arts and Humanities (2 disciplines) <sup>1</sup>	6
Distributive	Social Sciences (2 disciplines) <sup>1</sup>	6
Distributive	Natural Sciences (2 disciplines) <sup>2</sup>	6
Elective	Electives from Math or Distributive category <sup>1</sup>	9
Multicultural	Diversity of US <sup>3</sup>	0-3
Multicultural	Non-US Diversity <sup>3</sup>	0-3
Total Hours		36-42

<sup>1</sup> One Multicultural course may also count here.

<sup>2</sup> A 1 credit lab or a course with a lab component is required.

<sup>3</sup> If one or both multicultural courses count in a second area, the total number of required courses reduces accordingly, but never below 36 credits.

## OHIO TRANSFER MODULE (OTM)

All course categories in the UT Core contain courses that are part of The University of Toledo's Ohio Transfer Module (OTM). Students who are considering transferring to another Ohio institution of higher education should select courses that are marked as part of UT's OTM to guarantee transferability. **Non-OTM courses are not guaranteed to transfer into another institution's general education category.** To facilitate transfer to other Ohio institutions of higher education, all OTM courses in these categories are clearly identified as OTM courses.

## List of Core Curriculum Courses (p. 29).

## Core Curriculum Courses

### I. Skill Areas

#### A. English Composition

Code	Title	Hours
<b>Composition I</b>		
Select one of the following:		3
ENGL 1010	College Composition 1 Co-Requisite <sup>1</sup>	
ENGL 1110	College Composition I (OTM) <sup>1</sup>	
<b>Composition II</b>		
Select one of the following:		3

ENGL 1130	College Composition II: Academic Disciplines And Discourse (OTM) <sup>2</sup>
ENGL 2950	Science And Technical Report Writing (OTM) <sup>2</sup>
ENGL 2960	Professional and Business Writing (OTM) <sup>2</sup>

Total Hours	6
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<sup>1</sup> Placement in these courses is determined by ACT score.

<sup>2</sup> Students must complete a placement test or satisfy prerequisites in order to enroll in one of these courses.

### B. Mathematics

Code	Title	Hours
Select one of the following:		3-5
MATH 1180	Reasoning With Mathematics (OTM)	
MATH 1200	Mathematical Modeling and Problem Solving	
MATH 1210	Mathematics For Education Majors I <sup>1</sup>	
MATH 1220	Mathematics For Education Majors II (OTM) <sup>1</sup>	
MATH 1320	College Algebra (OTM) <sup>1</sup>	
MATH 1330	Trigonometry (OTM) <sup>1</sup>	
MATH 1340	College Algebra And Trigonometry (OTM) <sup>1</sup>	
MATH 1730	Calculus with Applications to Business and Finance (OTM) <sup>1</sup>	
MATH 1750	Calculus For The Life Sciences With Applications I (OTM) <sup>1</sup>	
MATH 1760	Calculus For The Life Sciences With Applications II (OTM) <sup>1</sup>	
MATH 1830	Calculus I For Mathematicians, Scientists And Educators (OTM) <sup>1</sup>	
MATH 1840	Calculus II For Mathematicians, Scientists And Educators (OTM) <sup>1</sup>	
MATH 1850	Single Variable Calculus I (OTM) <sup>1</sup>	
MATH 1860	Single Variable Calculus II (OTM) <sup>1</sup>	
MATH 1890	Elementary Linear Algebra (OTM) <sup>1</sup>	
MATH 2450	Calculus For Engineering Technology I (OTM) <sup>1</sup>	
MATH 2460	Calculus For Engineering Technology II (OTM) <sup>1</sup>	
MATH 2600	Introduction To Statistics (OTM) <sup>1</sup>	
Total Hours		3-5

<sup>1</sup> Students must complete a placement test or satisfy prerequisites in order to enroll in one of these courses.

## II. Distributive Areas

### A. Arts and Humanities

Such a course is likely to reside in the arts, classics, literature, history, language, religion or philosophy. Arts and Humanities courses should be broad-based; narrowly focused courses will generally not fulfill this requirement. In order to qualify for the core curriculum, a course must fulfill at least one, and should strive for a preponderance, of the five criteria below:

1. Provide an introduction to a particular arts or humanities discipline;
2. Provide historical perspectives of our world;

3. Provide an overview of philosophical systems that compete for our attention;
4. Provide a broad understanding of literary or cultural currents of the past and/or the present; and,
5. Present cross-cultural perspectives.

After completing the arts and humanities core curriculum, a student should be able to:

1. *Communicate effectively:* All core curriculum programs include a component for writing; many also include a component for oral communication or presentation
2. *Evaluate arguments in a logical fashion:* Competence in analysis and logical argument are explicit learning goals for most core curriculum programs, although these skills go by a variety of names (e.g., critical thinking, analysis, logical thinking, etc.)
3. *Employ the methods of inquiry characteristic of natural sciences, social sciences, and the arts and humanities:* The tools for solving problems vary across disciplines; the core curriculum introduces students to methods of inquiry in several fields of study and thereby prepares students to integrate information from different disciplines
4. *Acquire an understanding of our global and diverse culture and society*
5. *Engage in our democratic society:* One of the overarching goals of the core curriculum is to prepare students to be active and informed citizens, the development of a disposition to participate in and contribute to our democracy is full of equal importance to the goal of having the skills to do so intelligently.

Code	Title	Hours
<b>Arts and Humanities</b>		
Select two courses; minimum of six hours total from the following; no more than one course from any discipline:		6
<i>Art</i>		
ART 1040	Foundations of Art Studio Technology	
ART 1050	Foundations of 2D Design	
ART 1060	Fundamentals of Form	
ART 1080	Foundations of Drawing I	
ART 1110	Art Journey (OTM)	
<i>Art History</i>		
ART 1030	Multi-Cultural Art Appreciation A Lived Game of Contemporary Art	
ARTH 1500	Art In History (OTM)	
ARTH 2080	History Of Modern Art	
ARTH 2400		
ARTH 2550	History of Graphic Design	
<i>Communication</i>		
COMM 1010	Comm Principles And Practices	
COMM 2000	Mass Communication And Society	
COMM 2840	Interpersonal Communication	
<i>Film/Video</i>		
FILM 1310	Introduction To Film (OTM)	
<i>Foreign Language and Culture</i>		
ARBC 1080	Culture and Commerce in the Arabic-Speaking World <sup>1</sup>	

ARBC 1090	Culture of the Arabic-Speaking World <sup>1</sup>
ARBC 1120	Elementary Arabic II
ARBC 2140	Intermediate Arabic I
ARBC 2150	Intermediate Arabic II
CHIN 1120	Elementary Chinese II
CHIN 2140	Intermediate Chinese I
CHIN 2150	Intermediate Chinese II
FREN 1080	Culture And Commerce In The French-Speaking World
FREN 1090	French & Francophone Culture In The Modern World
FREN 1120	Elementary French II
FREN 2140	Intermediate French I
FREN 2150	Intermediate French II
GERM 1080	German Culture And Commerce
GERM 1090	Introduction To Modern German Culture
GERM 1120	Elementary German II
GERM 2140	Intermediate German I
GERM 2150	Intermediate German II
JAPN 1080	Japanese Culture And Commerce <sup>1</sup>
JAPN 1090	Introduction To Japanese Culture <sup>1</sup>
JAPN 1120	Elementary Japanese II
JAPN 2140	Intermediate Japanese I
JAPN 2150	Intermediate Japanese II
LAT 1120	Elementary Latin II
LAT 2140	Intermediate Latin I
LAT 2150	Intermediate Latin II
SPAN 1080	Culture & Commerce In The Spanish-Speaking World
SPAN 1090	Culture Of Latin America <sup>1</sup>
SPAN 1100	Culture Of Spain
SPAN 1120	Elementary Spanish II
SPAN 1500	Review Of Elementary Spanish
SPAN 2140	Intermediate Spanish I
SPAN 2150	Intermediate Spanish II
<i>History</i>	
HIST 1010	Europe To 1600 (OTM)
HIST 1020	Europe From 1600 (OTM)
HIST 1050	World History To 1500 (OTM)
HIST 1060	World History From 1500 (OTM)
HIST 1070	The Contemporary World (OTM) <sup>1</sup>
HIST 1080	East Asia To 1800 (OTM) <sup>1</sup>
HIST 1090	East Asia From 1800 (OTM) <sup>1</sup>
HIST 1100	Latin American Civilizations (OTM) <sup>1</sup>
HIST/AFST 1110	African Civilization (OTM) <sup>1</sup>
HIST 1120	Middle East Civilization (OTM) <sup>1</sup>
HIST 1130	Introduction To Historical Thinking
HIST 2010	America To 1865 (OTM)
HIST 2020	America From 1865 (OTM)



HIST 2040	Ancient Near East (OTM) <sup>1</sup>
HIST 2050	Ancient Greece (OTM)
HIST 2060	Ancient Rome (OTM)
<b>Humanities</b>	
COCA 2000	Mindful Creativity
HON 1010	Ideas and Society
HON 1020	Innovation and Society
HUM 2010	
PJS 2000	Nonviolence and Conflict Transformation Theory and Practice
UC 1130	Information Literacy for College Research
<b>Literature</b>	
ENGL 2710	Reading Fiction (OTM)
ENGL 2720	Reading Drama (OTM)
ENGL 2730	Reading Poetry
ENGL 2770	American Minority Writers <sup>2</sup>
ENGL 2800	Writing About Literature
HON 2020	Multicultural Literatures: The North American Experience-Honors-WAC (OTM) <sup>2</sup>
HON 2030	Multicultural Literatures: The Non-European World-Honors-WAC (OTM) <sup>1</sup>
<b>Music</b>	
MUS 2200	Music Theory For The Non-Major
MUS 2210	Introduction To Music (OTM)
MUS/AFST 2220	History Of Jazz (OTM) <sup>2</sup>
MUS 2240	History Of Rock And Roll (OTM)
MUS 2250	Musical Diversity In The United States (OTM) <sup>2</sup>
MUS 2420	Cultures And Music Of Non-Western Styles (OTM) <sup>1</sup>
<b>Philosophy</b>	
PHIL 1010	Introduction To Logic (OTM)
PHIL 1020	Critical Thinking (OTM)
PHIL 2200	Introduction To Philosophy (OTM)
PHIL 2400	Contemporary Moral Problems (OTM)
<b>Religion</b>	
REL 1220	World Religions (OTM) <sup>1</sup>
REL 2000	Introduction To Religion (OTM)
REL 2300	Understanding The Monotheistic Religions (OTM) <sup>1</sup>
REL 2310	Old Testament/Tanakh (OTM)
REL 2330	New Testament History And Ideas (OTM)
<b>Theatre</b>	
THR 1100	Introduction To Theatre (OTM)
Total Hours	6

<sup>1</sup> Indicates a course that is also a Non-U.S. Culture Multicultural Course.

<sup>2</sup> Indicates a course that is also a Diversity of U.S. Culture Multicultural Course.

## B. Social Sciences

Courses intended to fulfill the social science area should be broad, survey-type courses that emphasize methods of thinking and approaches to problems rather than merely material specific to that field. A core curriculum course in social science should integrate factual, institutional, methodological and basic theoretical issues involved in the study of society or human behavior. The course should emphasize critical thinking across a broad range of social and behavioral topics. Ideally, such a course will be interdisciplinary – for example, an economics course might deal not only with principles of economics, but also with politics, psychology, geography, anthropology and/or sociology. Generally, such courses may not be suitable for prospective majors.

In order to qualify for the core curriculum in social science, a course need not contain all of the elements, but should strive for a preponderance, of the following criteria:

1. Provide an introduction to social science theory and/or methodology;
2. Reveal, describe, analyze and critically evaluate the connections between and among human beings and their place in the world, whether ethical, cultural, physical, or social;
3. Demonstrate knowledge of the diversity of social, economic and political institutions and processes, and their interrelationship within the United States and/or world;
4. Provide orientations toward collective behavior;
5. Present cross-cultural orientations;
6. Provide multivariable explanations of social issues;
7. Provide macro (institutional/societal) and micro (individual and small group) approaches; and,
8. Provide frameworks or settings for applied learning, knowledge or skills.

In addition, a student who completes the core curriculum in social sciences should be able to:

1. Communicate effectively: All core curriculum programs include a component for writing; many also include a component for oral communication or presentation
2. Evaluate arguments in a logical fashion: Competence in analysis and logical argument are explicit learning goals for most core curriculum programs, although these skills go by a variety of names (e.g., critical thinking, analysis, logical thinking, etc.)
3. Employ the methods of inquiry characteristic of natural sciences, social sciences, and the arts and humanities: The tools for solving problems vary across disciplines; the core curriculum introduces students to methods of inquiry in several fields of study and thereby prepares students to integrate information from different disciplines
4. Acquire an understanding of our global and diverse culture and society
5. Engage in our democratic society: One of the overarching goals of general the core curriculum is to prepare students to be active and informed citizens, the development of a disposition to participate in and contribute to our democracy is full of equal importance to the goal of having the skills to do so intelligently.

Code	Title	Hours
<b>Social Sciences</b>		
Select two courses; minimum of six hours total from the following; no more than one course from any discipline:		6
<i>Anthropology</i>		
ANTH 1020	Introduction To Anthropology (OTM)	
ANTH 2020	Introduction To Archaeology (OTM)	
ANTH 2100	Human Society Through Film <sup>1</sup>	
ANTH 2700	Human Evolution	
ANTH 2750	World Prehistory (OTM)	
ANTH/LST 2800	Cultural Anthropology (OTM) <sup>1</sup>	
ANTH/SOC 2900	African American Culture (OTM) <sup>2</sup>	
DST 2020	Introduction to Disability Studies	
<i>Economics</i>		
ECON 1010	Introduction To Economic Issues (OTM)	
ECON 1150	Principles Of Macroeconomics (OTM)	
ECON 1200	Principles Of Microeconomics (OTM)	
<i>Education</i>		
PJS 1000	Introduction to Peace and Justice Studies	
<i>Geography</i>		
GEPL 1010	Human Geography (OTM)	
GEPL 1100	Environmental Geography (OTM)	
<i>Political Science</i>		
PSC 1200	American National Government (OTM)	
<i>Psychology</i>		
PSY 1010	Principles Of Psychology (OTM)	
<i>Sociology</i>		
HON 2010	Multicultural Toledo <sup>2</sup>	
SOC 1010	Introduction To Sociology (OTM)	
SOC 1020	Social Problems	
SOC 2410	Communities - Writing Across the Curriculum	
SOC/LST/ WGST 2640	Race, Class, And Gender (OTM) <sup>2</sup>	
SOC 2750	Sociology Of Sport	
SOC/ANTH 2900	African American Culture (OTM) <sup>2</sup>	
WGST 2010	Introduction To Gender Studies: Gender, Sex And Difference	
WGST 2400/ SOC 2500	Women's Roles: A Global Perspective (OTM) <sup>1</sup>	
<i>Social Work</i>		
SOCW 1030	Introduction To Social Welfare <sup>2</sup>	
Total Hours		6

<sup>1</sup> Indicates a course that is also a Non-U.S. Culture Multicultural Course.

<sup>2</sup> Indicates a course that is also a Diversity of U.S. Culture Multicultural Course.

## C. Natural Sciences

A course intended to fulfill the natural sciences area should expose students to the process of scientific inquiry and encourage development of a perspective of science in the world. Such a course should not merely provide facts, but an understanding of the basic issues, methodologies and theories that drive inquiry in the major disciplinary areas of the sciences.

Courses would normally be drawn from the biological sciences, environmental sciences, geology, chemistry, physics and astronomy. Emphasis should be placed on reasoning skills rather than recall of scientific content or a high level of skill in mathematics or reading.

In order to qualify for the core curriculum in natural sciences, a course need not contain all of the elements, but should strive for a preponderance, of the following criteria:

1. Provide an understanding of the nature of science in general and of major scientific concepts;
2. Provide analysis and evaluation of scientific information;
3. Provide discipline specific principles and information;
4. Present applications and demonstrate the value of the discipline to society in general; and,
5. Introduce scientific reasoning skills.

In addition, a student who completes the core curriculum in natural sciences should be able to:

1. *Communicate effectively:* All core curriculum programs include a component for writing; many also include a component for oral communication or presentation
2. *Evaluate arguments in a logical fashion:* Competence in analysis and logical argument are explicit learning goals for most core curriculum programs, although these skills go by a variety of names (e.g., critical thinking, analysis, logical thinking, etc.)
3. *Employ the methods of inquiry characteristic of natural sciences, social sciences, and the arts and humanities:* The tools for solving problems vary across disciplines; the core curriculum introduces students to methods of inquiry in several fields of study and thereby prepares students to integrate information from different disciplines
4. *Acquire an understanding of our global and diverse culture and society*
5. *Engage in our democratic society:* One of the overarching goals of the core curriculum is to prepare students to be active and informed citizens, the development of a disposition to participate in and contribute to our democracy is full of equal importance to the goal of having the skills to do so intelligently.

Code	Title	Hours
<b>Natural Sciences</b>		
Select two courses; minimum of six hours total from the following including one laboratory; no more than one course from any discipline:		6

### *Anatomy/Physiology*

EXSC 1460	Fundamentals of Anatomy and Physiology Lab
EXSC 1560	Fundamentals of Anatomy and Physiology
EXSC 2460	Human Anatomy And Physiology I Lab
EXSC 2510	Human Anatomy



EXSC 2520	Human Anatomy Lab
EXSC 2560	Anatomy and Physiology I (OTM)

**Astronomy**

ASTR 1010	Survey Of Astronomy (OTM)
ASTR 2010	Solar System Astronomy (OTM)
ASTR 2020	Stars, Galaxies, And The Universe (OTM)
ASTR 2050	Elementary Astronomy Laboratory (OTM)

**Biology**

BIOL 1120	Survey Of Biology (OTM) <sup>1</sup>
BIOL 1220	Survey Of Biology Laboratory
BIOL 2010	Major Concepts In Biology
BIOL 2150	Fundamentals Of Life Science: Diversity Of Life, Evolution And Adaptation (OTM) <sup>1</sup>
BIOL 2160	Fundamentals Of Life Science Laboratory: Diversity Of Life, Evolution And Adaptation (OTM)
BIOL 2170	Fundamentals of Life Science: Biomolecules, Cells, and Inheritance (OTM) <sup>1</sup>
BIOL 2180	Fundamentals of Life Science Laboratory: Biomolecules, Cells, and Inheritance (OTM)

**Chemistry**

CHEM 1100	Chemistry And Society (OTM)
CHEM 1120	Chemistry For Health Sciences (OTM) <sup>1</sup>
CHEM 1150	Chemistry And Society Laboratory (OTM)
CHEM 1230	General Chemistry I (OTM) <sup>1</sup>
CHEM 1240	General Chemistry II (OTM) <sup>1</sup>
CHEM 1280	General Chemistry Lab I (OTM) <sup>1</sup>
CHEM 1290	General Chemistry Lab II (OTM) <sup>1</sup>

**Ecology (Environmental Biology)**

EEES 1130	Down To Earth: Environmental Science (OTM)
EEES 1140	Environmental Solutions Laboratory
EEES 1150	Marine Biology
EEES 1170	Microbes And Society
EEES 1180	Marine Biology Coral Reef Lab
EEES 2010	Introduction To Environmental Studies
EEES 2030	Introduction to the Environment Land-Use and Water
EEES 2150	Biodiversity (OTM)
EEES 2160	Biodiversity Laboratory

**Geology**

EEES 1010	Physical Geology (OTM)
EEES 1020	Introductory Geology Laboratory (OTM)
EEES 1050	Geological Hazards And The Environment

**Physical Science**

NASC 1100	Our Physical World (OTM)
NASC 1110	Physical World Laboratory (OTM)
PHYS 1050	The World Of Atoms
PHYS 1300	Physics In Everyday Life
PHYS 1310	Physics Of Music And Sound (OTM)
PHYS 1320	Jurassic Physics
PHYS 1330	Physics Of Light And Color (OTM)

PHYS 1340	The Nature Of Science
PHYS 1750	Introduction To Physics (OTM)
PHYS 2010	Technical Physics I (OTM) <sup>1</sup>
PHYS 2020	Technical Physics II (OTM) <sup>1</sup>
PHYS 2070	General Physics I (OTM)
PHYS 2080	General Physics II (OTM) <sup>1</sup>
PHYS 2130	Physics For Science And Engineering Majors I (OTM) <sup>1</sup>
PHYS 2140	Physics For Science And Engineering Majors II (OTM) <sup>1</sup>

Total Hours 6

<sup>1</sup> Students must complete a placement test or satisfy prerequisites in order to enroll in one of these courses.

### III. Electives

Students must take 9 additional hours from any of the above categories:

- I.B Math,
- II.A Arts and Humanities,
- II.B Social Sciences or
- II.C Natural Sciences.

### IV. Multicultural Areas

This requirement aims to foster an understanding of and respect for different cultures and peoples, both within and outside the United States, through the study of their beliefs, customs, histories, values and interrelationships.

*(Select one course from Diversity of U.S. Culture and one course from non-U.S. Culture for a total of six hours. Students may satisfy both of the multicultural requirements with courses that simultaneously fulfill one course in II Distributive (II.A Arts and Humanities or II.B Social Sciences) and one course in III Electives):*

#### A. Diversity of U.S. Culture

A Diversity of U.S. Culture course includes, but is not restricted to, an examination of the economic, political, philosophical, social or artistic life of distinct cultural communities in the United States. Cultural communities may include but are not limited to communities based on race, ethnicity, class, gender, sexual orientation, beliefs and disability.

A student who completes the diversity of U.S. culture requirement should be able to:

- Explain the cultural relationships between dominant and non-dominant cultures within the U.S;
- Describe how diverse cultural communities contribute to the development of U.S. culture; and,
- Compare complex social structures within diverse U.S. cultural communities.

Code	Title	Hours
<b>Diversity of U.S. Culture</b>		
At minimum, select one course of at least three hours from the following:		3

AED 3130	Multi-Cultural Approaches For Art Appreciation
AFST 1100	Introduction To Africana Studies
AFST 2100	Foundations Of Black Intellectual History
AFST 3600	Entrepreneurship and the Black Community
AFST 3900	Perspectives on African American Education
ANTH/SOC 2900	African American Culture (OTM) <sup>1</sup>
ANTH 3920	Indians Of North America
ANTH 4860	The Irish-American Experience
ARTH 3820/ WGST 3020	Visual Construction Of Gender
BMGT 2700	Managing Diversity In The Workplace
BMGT 2750	Cultural Communications In The Workplace
DST 2020	Introduction to Disability Studies
ECON/ LST 3050/ WGST 3650	Economics Of Gender
ENGL 2770	American Minority Writers <sup>2</sup>
ENGL/WGST 3750	Women And Literature
ENGL/AFST 4650	African American Writers Before The 20th Century
ENGL/AFST 4660	African American Literature In The 20th Century
ENGL 4690	Native American Literature And Culture
GEPL 3050	Geography Of U.s. And Canada
HIST 2340	American Indian History
HIST 3160	The American West
HIST/AFST 3250	African-American History To 1865
HIST/AFST 3260	African-American History From 1865
HIST 3310	Ethnic America
HIST 3480	American Labor And Working Class History
HIST 3600/ WGST 4510	Women In American History
HIST 4210	Women In Early America
HIST 4430	Slavery In America
HIST 4450	The United States And Latin America
HON 2010	Multicultural Toledo <sup>1</sup>
HON 2020	Multicultural Literatures: The North American Experience-Honors-WAC (OTM) <sup>2</sup>
MGMT 3700	Best Practices in Diversity Leadership
MUS/AFST 2220	History Of Jazz (OTM) <sup>2</sup>
MUS 2250	Musical Diversity In The United States (OTM) <sup>2</sup>
PHIL 3540/ WGST 3550	Feminism And Philosophy
PSC 2210/ WGST 2610	Women And Politics
PSC 3280	Race and American Politics
PSC 4590	Law, Policy, And The Politics of Sexuality

PSY 3730	Stereotyping, Prejudice, & Discrimination
SOC/LST/ WGST 2640	Race, Class, And Gender (OTM) <sup>1</sup>
SOCW 1030	Introduction To Social Welfare <sup>1</sup>
TSOC 2000	Diversity In Contemporary Society
WGST 2010	Introduction To Gender Studies: Gender, Sex And Difference
WGST 2020	Girlhood and Adolescence
WGST 2880	Contemporary U.S. Queer Cultures
WGST 3030	Women and the Body
WGST 4880	Queer Theory WAC
Total Hours	3

<sup>1</sup> Also fulfills a Social Science requirement.

<sup>2</sup> Also fulfills an Arts and Humanities requirement.

## B. Non-U.S. Culture

A Non-U.S. Culture course includes, but is not restricted to, an examination of the economic, political, philosophical, social or artistic life of communities outside the United States that did not contribute to the dominant culture in the United States.

A student who completes the non-U.S. culture requirement should be able to:

- Demonstrate awareness of cultural communities outside the United States;
- Demonstrate knowledge of responsible citizenship in a global society;
- Explain the cultural relationships between dominant and non-dominant populations outside the United States;
- Compare complex social structures within diverse cultural communities outside the United States; and,
- Recognize contemporary global issues facing a non-U.S. culture.

Code	Title	Hours
<b>Non-U.S. Culture</b>		
At minimum, select one course of at least three hours from the following:		3
AFST 1200	Introduction To The African Experience	
AFST 2200	Foundation Of Culture In The African Diaspora	
ANTH 2100	Human Society Through Film <sup>1</sup>	
ANTH/LST 2800	Cultural Anthropology (OTM) <sup>1</sup>	
ANTH 3500	Cultural Diversity in Business	
ANTH 3850	Peoples Of World: An Evolutionary Approach	
ANTH 3940	Peoples Of Sub-Saharan Africa	
ANTH 4760	Medical Anthropology	
ANTH/LST 4820	Anthropology Of Religion	
ARBC 1080	Culture and Commerce in the Arabic-Speaking World <sup>2</sup>	
ARBC 1090	Culture of the Arabic-Speaking World <sup>2</sup>	
ARTH 2100	Asian Art	

ARTH 2200	Ethnographic Art
ARTH 3300	African Art
ARTH 3350	Ancient Art Of The Americas
ASST 2100	Introduction to Asian Studies
ECON 3500	Comparative Economic Systems
ENGL 3770	World Literature And Cultures
ENGL 4730	World Cinemas And Cultures
FILM 3420	Third Cinema
FLAN 3440	Intercultural Communication: Principles And Practice
FREN 3400	Cross-Cultural Understanding
GEPL/LST 2030	Cultural Geography
GEPL 3120	Geography Of Asia
GEPL 3220	Geography Of Africa
GEPL 3300	Geography of Latin America and the Caribbean
GEPL 4310	Geography Of Gypsies (Romanies) and Travelers - WAC
GLST 2000	Principles Of Global Studies
HIST 1070	The Contemporary World (OTM) <sup>2</sup>
HIST 1080	East Asia To 1800 (OTM) <sup>2</sup>
HIST 1090	East Asia From 1800 (OTM) <sup>2</sup>
HIST 1100	Latin American Civilizations (OTM) <sup>2</sup>
HIST/AFST 1110	African Civilization (OTM) <sup>2</sup>
HIST 1120	Middle East Civilization (OTM) <sup>2</sup>
HIST 2040	Ancient Near East (OTM) <sup>2</sup>
HIST 2640	Medieval Russia
HIST 2650	Modern Russia
HIST 2700	Japan And World War II
HIST 2710	Postwar Japan
HIST 2730	The Chinese Revolution
HIST 3200	Colonial Latin America
HIST 3210	Modern Latin America
HIST 3540	History Of The Middle East From 600 To 1500
HIST 3550	History Of The Middle East Since 1500
HIST 4470	People And Politics In Mexico
HIST 4660	Imperial Russia, 1700-1917
HIST 4680	20th Century Russia
HIST 4720	Modern Chinese History
HIST 4740	Modern Japanese History
HON 2030	Multicultural Literatures: The Non-European World-Honors-WAC (OTM) <sup>2</sup>
IBUS 3150	Understanding Cultural Differences For Business
JAPN 1080	Japanese Culture And Commerce <sup>2</sup>
JAPN 1090	Introduction To Japanese Culture <sup>2</sup>
MUS 2420	Cultures And Music Of Non-Western Styles (OTM) <sup>2</sup>
PHIL 3500	Eastern Thought
PSC 1710	Current International Problems
PSC 4660	Politics of Africa

PSC 4680	Politics of Latin America
PSC 4740	Politics of the Middle East
PSC 4900	Politics of Asia
REL 1220	World Religions (OTM) <sup>2</sup>
REL 2300	Understanding The Monotheistic Religions (OTM) <sup>2</sup>
REL 2500	Introduction To Islam
REL 3100	Islam
REL 3500	Eastern Thought
REL 3580	Contemporary Issues In Islam
SOC 2500/ WGST 2400	Women's Roles: A Global Perspective (OTM) <sup>1</sup>
SOC/AFST 4800	Social Change in Developing Nations
SPAN 1090	Culture Of Latin America <sup>2</sup>
WGST 3010	Issues In Women's Studies
WGST 4190/ SOC 4810	Gender In Cross-Cultural Perspective

Total Hours	3
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<sup>1</sup> Also fulfills a Social Science requirement.

<sup>2</sup> Also fulfills an Arts and Humanities requirement.

# ACADEMIC POLICIES

The policies listed below are general policies for The University of Toledo. Students should consult their advisors for college-specific academic policies.

## University Policy Website (<https://www.utoledo.edu/policies>)

The University of Toledo Policy Website is a compilation of relevant policy, operational procedures, governing documents and handbooks of The University of Toledo. The purpose of the policy website is to ensure faculty, staff, and students have ready access to policies. It is the responsibility of the UT community, including faculty, staff, and students, to familiarize themselves with the policies and comply with the University policies that affect them.

## Undergraduate Academic Policies (<https://www.utoledo.edu/policies/academic/undergraduate>)

- 3364-71-01 Academic Standing
- 3364-71-02 Enrollment status: full time, part time, and audit
- 3364-71-03 Class Rank
- 3364-71-04 Academic dishonesty
- 3364-71-05 Academic Grievance
- 3364-71-06 Academic forgiveness
- 3364-71-07 Repeating a course and calculating GPA
- 3364-71-08 Adding and/or dropping a Course
- 3364-71-09 Dual Degrees
- 3364-71-10 Residency requirement for a degree
- 3364-71-11 Grades and grading
- 3364-71-12 Priority registration
- 3364-71-13 Graduation with honors distinction; Dean's list; President's list
- 3364-71-14 Missed class policy
- 3364-71-15 Confidentiality of student records (FERPA)
- 3364-71-16 Administrative adjustment for extenuating circumstances
- 3364-71-17 Credit for prior learning
- 3364-71-18 Veteran and service members support and assistance
- 3364-71-19 Posthumous degree awards
- 3364-71-20 International baccalaureate diploma
- 3364-71-21 Diploma replacement
- 3364-71-22 Semester academic calendar and academic year
- 3364-71-23 Academic credit hour

## Graduate Academic Policies (<https://www.utoledo.edu/policies/academic/graduate>)

- 3364-71-15 Confidentiality of student records (FERPA)
- 3364-71-18 Veteran and service members support and assistance
- 3364-71-19 Posthumous degree awards
- 3364-71-21 Diploma replacement
- 3364-77-01 Graduate student academic dishonesty
- 3364-77-02 Graduate student academic grievance
- 3364-77-04 Graduate student leave of absence
- 3364-77-05 Graduate Student Enrollment Status: Full time, part time and audit
- 3364-77-06 Transfer of credit to graduate degree
- 3364-77-07 Graduate Missed Class Policy

## Full-Time Status (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-02%20Enrollment%20status.pdf>)

A full-time undergraduate student is enrolled for a minimum of 12 or more semester hours in credit bearing courses. Students should carry an average of 15 to 16 hours of coursework each semester to complete bachelor's degree requirements in the usual eight semesters of full-time study (four semesters of full-time study in an associate's degree program). A full-time student who elects to enroll in 21 semester credit hours in fall and/or spring (combined total of 16 semester credit hours in summer) is considered to be on academic overload. A part-time undergraduate student is enrolled for fewer than 12 semester hours in credit bearing courses. Audit means a student is enrolled in credit-bearing courses but elects not to receive credit.

## Class Rank (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-03%20%20Class%20rank.pdf>)

Class rank is based upon the number of semester hours completed and is determined as follows:

Rank	Hours Earned
Freshman	0-29.9 hours
Sophomore	30-59.9 hours
Junior	60-89.9 hours
Senior	90+ hours

## Course Numbering System

University course numbers follow this system:

### Undergraduate

0500-0990	Non-degree credit
1000-1990	Primarily for freshmen and sophomores
2000-2990	Sophomores, juniors and seniors
3000-3990	Juniors and seniors
4000-4990	Advanced undergraduates

### Graduate

5000-5990	Master's level
6000-6990	Advanced master's level
7000-7990	Doctoral level
8000-8990	Advanced doctoral level
9000-9990	College of Law

## Credit for Repeated Courses

Credit for any repeated course will apply only once toward degree requirements. Grades for all attempts at the course will appear on the student's official academic record (official transcript) and will count toward the GPA, unless the grade has been deleted. See the policy on GPA Recalculation for Repeated Courses ([http://www.utoledo.edu/offices/registrar/student\\_records/gpa\\_recalculation.html](http://www.utoledo.edu/offices/registrar/student_records/gpa_recalculation.html)). Visit the Office of the Registrar ([http://www.utoledo.edu/offices/registrar/student\\_records/gpa\\_recalculation.html](http://www.utoledo.edu/offices/registrar/student_records/gpa_recalculation.html)) for additional details.

## Registration Policies

### Adding a Class or Registering Late (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-08%20%20Adding%20or%20dropping%20a%20course.pdf>)

regularly scheduled academic term, a student may be able to add a course or courses with approval and signature of the course instructor. After the 15th day, the signature of the course instructor, and dean (or designee) of the college in which the student is enrolled is needed to add a course or courses. During a regularly scheduled academic term, a student may drop a course or courses electronically through the fifteenth calendar day of the term.

For courses offered over a regularly scheduled academic term, a student may add a course or courses within the first five calendar days of a fall or spring term with no signature required. Between the sixth calendar day and the 15th calendar day of a regularly scheduled academic term, a student may be able to add a course or courses with approval and signature of the course instructor.

After the 15th day, the signature of the course instructor, and dean (or designee) of the college in which the student is enrolled is needed to add a course or courses. During a regularly scheduled academic term, a student may drop a course or courses electronically through the fifteenth calendar day of the term.

For courses offered during summer term, comprised of four sessions, and/or for courses offered for a part of term (POT), the add/drop period is prorated.

A late registration fee is assessed for initial registrations on or after the first day of the semester. For more information regarding late fee assessment, please review the Treasurer's Office Finance Brochure ([http://www.utoledo.edu/offices/treasurer/finance\\_brochures.html](http://www.utoledo.edu/offices/treasurer/finance_brochures.html)).

### Dropping a Class (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-08%20%20Adding%20or%20dropping%20a%20course.pdf>)

During the first 15 calendar days of the term (pro-rated for summer and special sessions), a student may drop from a class with no record on the student's transcript. A student may drop a course or courses electronically through the fifteenth calendar day of the term.

### Withdrawing from a Class

Students who decide not to attend or stop attending any or all classes for which they have registered must drop or withdraw from the course(s). Drops and withdrawals can be processed online through the myUT (<http://myut.utoledo.edu>) portal (provided there are no holds), and can also be processed at Rocket Solution Central (RSC) located in Rocket Hall, Room 1200, regardless of having a hold. Failure to drop or withdraw from a course for which a student has stopped attending may result in a

grade of "F." Specific drop and withdrawal dates for a term are listed on the University's academic calendar and here ([http://www.utoledo.edu/offices/registrar/registration\\_dates.html](http://www.utoledo.edu/offices/registrar/registration_dates.html)), or by contacting Rocket Solution Central (RSC) at 419.530.8700.

In the event that a student becomes critically ill or injured during the course of the semester, the student should contact the Registrar's Office for information on the Medical Drop/Withdrawal process. There are deadlines associated with this process so contacting the Registrar's Office should be done as soon as possible.

#### WARNING:

Withdrawing from a course(s) will result in a grade of "W," which will appear on your official transcripts. Once a withdrawal is processed, it cannot be rescinded. Based on the date of withdrawal, fees may or may not be adjusted. Since withdrawn courses reduce your enrolled hours, withdrawing from courses may have an adverse effect on financial aid benefits, scholarships, loan deferments, athletic eligibility, health insurance, veterans benefits, degree requirements and other areas. If you are uncertain what effect withdrawing from the course(s) would have, it is recommended that you contact the appropriate department for guidance.

### Withdrawal Policies of Colleges

Colleges may limit the total number of withdrawals a student may accumulate. Consult the appropriate college section of this catalog.

### Academic Course Overload

An undergraduate student who attempts 21 semester credit hours in fall and/or spring (18 semester hours for graduate students) is considered to be on Academic Overload. In order to register for additional hours above those set limits, students should contact their college office. If approved, the college office will notify the Registrar's Office and your maximum hours will be increased, allowing you to add additional courses.

### Refund Policy ([http://www.utoledo.edu/offices/treasurer/finance\\_brochures.html](http://www.utoledo.edu/offices/treasurer/finance_brochures.html))

Policies related to refund of fees for changes of schedule are presented in the University's Schedule of Classes for the semester or The University of Toledo Finance Brochure. The date used to determine eligibility for refund shall be the date the drop transaction is processed. Failure to attend class, giving notice to an instructor, stopping payment on a check that was used to pay fees, or similar unofficial notice to any University office will not be considered official notice.

The University's refund policy includes provisions to conform to the Higher Education Amendments of 1998 and the Return of Title IV Funds regulations published on November 1, 1999.

### Registration/Scheduling (<http://www.utoledo.edu/offices/registrar>)

Information related to scheduling/registration procedures is described on the Office of the Registrar's website at [www.utoledo.edu/offices/registrar/](http://www.utoledo.edu/offices/registrar/) (<http://www.utoledo.edu/offices/registrar>). Students with disabilities may have priority registration through the Student Disability Services.



## Grading Policies

**Grades and Quality Points** (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-11%20%20Grades%20and%20grading.pdf>)

Grade	Standard	Quality Points for Each Semester Hour
A	Achievement of outstanding quality	4.00
A-	Achievement of slightly less than outstanding quality	3.67
B+	Achievement of slightly better than high quality	3.33
B	Achievement of high quality	3.00
B-	Achievement of slightly less than high quality	2.67
C+	Work of slightly better than average quality	2.33
C	Work of average quality	2.00
C-	Work of slightly less than average quality	1.67
D+	Work well below the average quality	1.33
D	Poor but passing	1.00
D-	Barely above failing	0.67
PS	Pass (selected courses only); equivalent of A, A-, B+, B, B-, C+ or C <sup>1</sup>	
S	Satisfactory (credit earned; graduate and professional courses only) <sup>1</sup>	
F	Failure	0.00
IN	Incomplete <sup>1</sup>	
PRS/PRU	Progress in Review <sup>1</sup>	
W	Withdrawal <sup>1</sup>	
NC	No Credit (selected courses only) equivalent of C-, D+, D, D- or F <sup>1</sup>	

<sup>1</sup> No effect on grade point average.

## The Grade of Incomplete (IN)

The grade of Incomplete is assigned only in extraordinary cases when unexpected conditions prevent the student from completing the

requirements of the course within the term of enrollment. The IN has no effect on the student's grade point average.

## The Grade of Progress in Review (PRS or PRU)

The progress-in-review grade is intended for undergraduate research courses and for special projects at the undergraduate levels, such as honors thesis, study abroad, etc. that may not be completed at the end of a particular grading period. The progress-in-review grade has no effect on the student's grade point average.

## The Audit Grade Option (AU)

Audit means a student is enrolled in credit bearing courses but elects not to receive credit. A grade of AU has no effect on the student's grade point average.

## Pass/No Credit (PS/NC) Grade Option

Students may elect to enroll in certain undergraduate courses for pass/no credit rather than an A-F grade. The PS or NC grade has no effect on the student's grade point average.

## Grade Changes

1. "IN" or "PRS/PRU" to a letter grade: After work is completed, the instructor will complete a change of grade form and forward it to the Office of the Registrar.
2. All letter grade to letter grade changes must be forwarded to the college office for final approval. They are then submitted to the Office of the Registrar.

## GPA Recalculation Policy for Repeated Courses

Under certain conditions, students who have retaken a course and earned a higher grade may petition to have the first grade excluded from their grade point average. If the petition is approved, the Office of the Registrar will be notified, and the student's transcript will show the notation "Repeat (Excluded from GPA)" next to the original course and the notation "R" next to the retaken course.

Credit for any repeated course will apply only once toward degree requirements. Grades for all attempts at the course will appear on the student's official academic record (official transcript) regardless of whether the grade has been deleted. All grades, including those for repeated courses, will be included in the determination of eligibility for honors, fellowships and other distinctions accruing on the basis of GPA. A copy of the approved petition will become part of the student's permanent record file.

A student may petition to have a grade excluded from GPA computation under the following conditions:

1. The repeated course must be completed prior to the granting of the first bachelor's degree, and the grade deletion petition must be submitted no later than one semester after graduation.
2. Before petitioning, a student must have retaken the same course (or the renumbered substitute for that course) in the same department at

The University of Toledo and have earned a higher grade in the course retaken.

3. No more than a total of 12 semester hours or the equivalent of 16 quarter hours of coursework may be deleted from the student's transcript. A college may adopt a more stringent requirement.
4. This policy applies only to the first recorded grade in a course that a student has repeated.
5. Subject to the limitations described above, applications will be approved unless the instructor attests that the original grade was given for academic dishonesty.

This policy will apply to all students admitted for fall 1997 or later. It does not apply to graduate and post-baccalaureate professional studies.

3364-71-07 Repeating a course and calculating GPA (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-07%20Repeating%20a%20course%20and%20recalculation%20of%20GPA.pdf>)

## Grade Point Average (GPA)

A student's cumulative grade point average is computed by dividing the total number of quality hours into the total number of quality points earned, including "F" grades for all repeated courses that have not been approved for deletion on the basis of petition by the student. To obtain a degree or certificate in an undergraduate program, the student must have the proper number of credit hours in the courses required for the degree and a cumulative grade point average of at least 2.0. Grade point average requirements may be higher in certain colleges and in certain majors; this information is available in the individual college listings.

## Higher Education Grade Point Average

A student's higher education (overall) grade point average includes all coursework taken at all institutions of higher education, including UT (unadjusted by Grade Deletions or the Academic Forgiveness Policy). The higher education GPA will be used for purposes of determining eligibility for University, collegiate, departmental or professional honors and other recognition based on the student's undergraduate academic career and record of academic performance.

## Academic Forgiveness Policy

Under certain conditions, an undergraduate student who re-enrolls in The University of Toledo after an absence from the University (or any academic institution of higher education) is permitted the opportunity to have his/her academic standing calculated from the point of readmission. Once the student has demonstrated the ability to sustain a satisfactory level of academic performance, all grades of "C-," "D+," "D," "D-," "F," "E," "P" and "WF" are forfeited. Grades of "A," "A-," "B+," "B," "B-," "C+," "C" and "PS" only will be counted for credit. The following students are eligible to petition for the Academic Forgiveness policy:

1. Former students who have not been enrolled at UT or any other accredited academic institution of higher learning for a period of at least two calendar years, during which time the student has a documented enlistment in the U.S. Armed Forces.
- or

2. Former students who have not been enrolled at UT or any other accredited academic institution of higher learning for a period of at least three calendar years.

Students who would be eligible for academic forgiveness will follow the established procedures for readmission. Upon completion of 24 semester hours of graded academic coursework in a bachelor's degree program, or 16 semester hours of graded academic coursework in an associate's degree program and a minimum time of two semesters, as well as a minimum grade point average of 2.5 in courses since readmission, the student may elect to apply for academic forgiveness by submitting a written petition to the dean of the college.

If the dean grants academic forgiveness:

1. The previous grade point average is deleted.
2. Credits from all courses taken during the previous enrollment at UT with a grade of "C-" or lower are removed (although the grades are retained on the academic transcript with the notation "Academic Forgiveness Policy").
3. Credits for all courses taken during the previous enrollment at UT with a grade of "C" or better, as well as "PS," only will be counted for credit.
4. All calculations of quality hours, quality points and cumulative GPA will be adjusted.

The Academic Forgiveness policy (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-06%20Academic%20forgiveness.pdf>) applies to all grades, including pass and fail, earned during the previous enrollment period at UT. If a student received a grade of "C-," "D+," "D" or "D-" during the previous enrollment period for a course that is required in the degree program that the student is pursuing, the student must either retake the course or the dean of the college must approve a suitable substitution.

Under provisions of the Academic Forgiveness policy, a student must be re-enrolled at UT for a minimum of 24 semester hours and meet the residency requirement before graduation. Grades from all courses ever taken at UT and the resulting GPA (unadjusted by the Academic Forgiveness policy) will be used for purposes of determining eligibility for university, collegial, departmental or professional honors or other recognition.

A student may petition for the application of the Academic Forgiveness policy to his or her record only one time in his or her career at UT. This policy is available only for undergraduate coursework taken at UT and only for undergraduate students earning either the first baccalaureate or associate degree, whichever is earned first. Students may not petition for GPA recalculation under the university's GPA recalculation policy after they have used the Academic Forgiveness policy.

Note: This policy does not apply to graduate studies.

## Administrative Adjustment for Extenuating Circumstances

The purpose of the policy is to provide students who experience unavoidable, extenuating circumstances or catastrophic illness the opportunity to petition the University for an administrative adjustment.

This policy is for extenuating circumstances and does not supersede the missed class policy.

Extenuating circumstances are defined as situations that significantly interfere with the student's academic work and/or ability to attend classes that arise during the semester, and are beyond the student's control. Serious injuries or illnesses, death of an immediate family member or a military call to active duty are examples of circumstances that might be regarded as extenuating.

This policy applies to all undergraduate students. Each college may publish detailed implementation strategies specific to that college.

**Regardless of the circumstances, a student withdrawal from most or all classes may affect the student's financial aid and/or satisfactory academic progress.**

An official withdrawal results in a grade of "W" recorded on the student's transcript for courses in session on the date of withdrawal. No credit is earned. The student's grade-point average is not affected.

The date used to determine eligibility for financial adjustments shall be the date the student stopped attending as verified by the instructors as a result of the extenuating circumstances. The financial adjustments are based on the policies of The University of Toledo. It is the student's responsibility to read and understand the policies on student fees and accounts as published and posted at [http://www.utoledo.edu/offices/treasurer/finance\\_brochures.html](http://www.utoledo.edu/offices/treasurer/finance_brochures.html) and important registration dates for each semester as published and posted at <http://www.utoledo.edu/offices/registrar/registration.html>.

This comprehensive policy will cover petitions based on both academic and medical circumstances. Financial adjustments may be granted in certain situations.

1. Academic adjustment refers to discretionary drop/withdrawal/schedule adjustments due to extenuating circumstances. A course "drop" will only be considered in the first 15 calendar days of the term pro-rated for summer and parts of term less than full term. After the fifteenth calendar day (pro-rated for summer and parts of term less than full term), a withdrawal may be processed.
2. Medical adjustment refers to medical circumstances that interfere with the student's ability to participate in academic activities. A medical adjustment approval can be made for all or some of the courses in the term for which the adjustment is requested. Medical requests must indicate when and how the student's condition prevented class attendance and include documentation from a licensed health-care provider. It is important to note that if a medical adjustment is approved, a medical registration hold is placed on the student's record by the registrar's office, and the student will be blocked from all future registration until the hold is removed. The removal of the medical hold will only be processed after the student's documented health-care provider supplies verification that the student's condition is resolved with a minimum of a good prognosis to return to the University. In addition to a medical hold, any other registration holds must be resolved through the appropriate offices prior to registering for subsequent terms. If the student is registered for future terms, those courses will be dropped by the registrar's office.

The Petition for Administrative Adjustment is found on the web at <http://www.utoledo.edu/offices/registrar/forms.html> in the registrar's office.

Students must complete the petition for administrative adjustment and attach their written statement and supporting documentation or the petition will be denied. A student must submit all the appropriate documents/forms to the registrar's office within 12 calendar months of the last day of classes for the term for which the adjustment is requested.

### Student responsibilities:

1. Consider alternatives to an administrative adjustment (i.e., schedule adjustment, incomplete grade, support services, GPA Recalculation Policy for Repeated Courses: [http://www.utoledo.edu/offices/registrar/student\\_records/gpa\\_recalculation.html](http://www.utoledo.edu/offices/registrar/student_records/gpa_recalculation.html))
  - a. Students with a diagnosis/disability requiring accommodations are encouraged to notify Student Disability Services at 419.530.4981 or <http://www.utoledo.edu/offices/student-disability-services/>.
2. Consult with instructors, your academic advisor and/or the financial aid office to explore your options and the consequences of an approved or denied Petition for Administrative Adjustment.
  - a. Financial aid recipients who subsequently withdraw or change enrollment status may jeopardize their financial aid, depending on the withdrawal date and the type of aid. An approved adjustment can result in federal grants and/or loans being returned to the Department of Education. A reduction of the loan obligation could cause a balance due on The University of Toledo student account.
  - b. Fee adjustments to parking, meal plan, residence life or health insurance must be made by student-initiated contact with the appropriate office.
3. Complete the Petition for Administrative Adjustment – including all of the following:
  - a. A written "reason/explanation" statement detailing the extenuating circumstances, how the unavoidable circumstances interfered with academic progress, the action that is being requested and the reason why the petition for an administrative adjustment should be granted.
  - b. Indicate the term for the request, including the dates of attendance and/or the last date attended. Medical requests must also list the date of the onset of the illness, when and how the impairment interfered with academic progress, the date(s) professional care was obtained for the medical request and the date(s) of hospitalization (if appropriate).
  - c. Attach supporting documentation and/or verification documents on official letterhead pertaining to the extenuating circumstances. Students petitioning for medical requests must contact the registrar's office ([registrar@utoledo.edu](mailto:registrar@utoledo.edu) or 419.530.4845) for an initial consult and to obtain additional application materials to be included with the Petition for Administrative Adjustment, including a signed "Physicians' Verification of Medical Circumstances" form. 3364-71-16 Administrative Adjustment for Extenuating Circumstances
  - d. Sign and date the petition.
  - e. Submit the completed petition to the registrar's office within 12 calendar months of the last day of classes for the term for



which the adjustment is requested. Petitions for administrative adjustment will not be accepted during final exam week or later.

4. Students will be notified in writing of the decision of the request for an adjustment. Do not assume the petition for extenuating circumstances has automatically been approved. Students should monitor their student account for fee adjustments at <http://myut.utoledo.edu>.
5. In the event of a denied petition for an administrative adjustment, the student has the right to appeal, with the final authority being the Administrative Adjustment Review Committee. Appeals are limited to those situations where additional relevant information is provided by the student that was not included in the original Petition for Administrative Adjustment. Appeals must be submitted to the registrar's office in written format within 30 calendar days of the denial letter. Petitions submitted late are not appealable decisions.

## Petition for Administrative Adjustment (<https://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-16%20Administrative%20adjustment%20for%20extenuating%20circumstance.pdf>)

In certain extenuating circumstances that occur outside the normal policies and deadlines of the University, discretionary drop/withdrawal/schedule adjustments may be granted. A student must petition the Office of the Registrar within one year of the term for which the adjustment is requested and must provide a written statement explaining why an administrative adjustment is requested. This written statement must include dates, details, any financial request, documentation supporting the explanation, and a completed Course Request Form or Withdrawal Form as appropriate. Students with medical requests to drop classes for personal illness or injury should contact the Student Medical Center at 419.530.3493.

The Petition for Administrative Adjustment can be found at <http://www.utoledo.edu/offices/registrar/pdfs/Administrative%20Adjustment%20Form%202015.pdf> or in the Office of the Registrar.

## Academic Probation

1. A student whose cumulative GPA is less than 2.0 is automatically placed on probation until a 2.0 cumulative GPA is achieved.
  - a. In the College of Engineering, a student earning a 1.5 average in any semester regardless of his or her cumulative grade point average will be placed on probation.
  - b. Refer to the College of Pharmacy (<http://utoledo-public.courseleaf.com/undergraduate/pharmacy-pharmaceutical-sciences/student-responsibilities/appeal-procedure-academic-performance-degree-progression>) section in the catalog for specific policies regarding academic probation.
2. As long as a student remains on academic probation, enrollment restrictions may be imposed by the student's college. Individual colleges or degree programs may require probationary students to fulfill specific requirements in order to register for courses during subsequent semesters. These requirements may include, but are

not limited to: limits on credit hour enrollment, regular meetings with academic advisors or success coaches, regular attendance in courses, utilizing University tutoring or other student success initiatives.

3. A student will be removed from probation when the cumulative UT GPA is 2.0 or greater.

3364-71-01\_Academic Standing Policy

## Academic Suspension

Students may be suspended from the University if they fail to maintain the required cumulative GPA. A student under academic suspension may not enroll in classes at UT for a period of at least one semester. Students should refer to the statements of colleges and centers for information regarding their specific policies and grade point averages. A cumulative GPA on attempting specific levels of coursework defined in items 1-6 below leads to suspension.

1. Less than 1.0 after attempting 10-19 semester hours
2. Less than 1.5 after attempting 20-29 semester hours
3. Less than 1.7 after attempting 30-39 semester hours
4. Less than 1.8 after attempting 40-49 semester hours
5. Less than 1.9 after attempting 50-59 semester hours
6. Less than 2.0 after attempting 60 semester hours

Each college will set its own conditions for readmission. After accumulating 60 credit hours without suspension, a student may be suspended if the student falls below a cumulative GPA of 2.0 for two consecutive semesters.

Consult the probation and suspension policies for each college for more specific information. The Graduate School and the Colleges of Engineering and Pharmacy have separate and distinct policies from the other colleges.

3364-71-01\_Academic Standing Policy (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-01%20Academic%20standing.pdf>)

## Policy Statement on Academic Dishonesty

The University values responsible and ethical behavior in all academic endeavors. Academic dishonesty will not be tolerated. Among the aims of education are the acquisition of knowledge and development of the skills necessary for success in any profession. Students are responsible for knowing what constitutes academic dishonesty. If students are uncertain about what constitutes plagiarism or cheating, they should seek the instructor's advice. Examples of academic dishonesty include, but are not limited to:

1. Plagiarizing or representing the words, ideas or information of another person as one's own and not offering proper documentation;
2. Giving or receiving, prior to an examination, any unauthorized information concerning the content of that examination;
3. Referring to or displaying any unauthorized materials inside or outside of the examination room during the course of an examination;

4. Communicating during an examination in any manner with any unauthorized person concerning the examination or any part of it;
5. Giving or receiving substantive aid during the course of an examination;
6. Commencing an examination before the stipulated time or continuing to work on an examination after the announced conclusion of the examination period;
7. Taking, converting, concealing, defacing, damaging or destroying any property related to the preparation or completion of assignments, research or examination;
8. Submitting the same written work to fulfill the requirements for more than one course.

While academic integrity is particularly the responsibility of the student, the faculty members also have a responsibility. Assignments and tests should be constructed and proctored so as to discourage academic dishonesty. Faculty members are expected to inform their students explicitly as to what materials and procedures are authorized for use in the preparation of assignments or in examinations (e.g., the use of a calculator, computer, text materials, etc.). Should cases of academic dishonesty be found among students, the instructor may choose to counsel the student, or the following sanctions may be imposed:

1. The student may be assigned an "F" for the work in question.
2. The student may be assigned an "F" for the course. In this case, the instructor should inform the dean and the student of this action. The dean will make certain that the student receives the "F" grade and is not permitted to withdraw from the course.
3. The student may be placed on probation or suspended for some definite period of time, dismissed or expelled by the dean if either the seriousness of the offense or a record of repeated offenses warrants it. A notation that such a sanction has been imposed will be made part of the student's permanent record. It is expected that the dean will consult with the instructor and the student in making such a judgment, and that the dean will notify the student of the sanction imposed and of the appeals procedure.

3364-71-04 Academic dishonesty policy (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-04%20%20Academic%20dishonesty.pdf>).

A student found to be academically dishonest by a faculty member may appeal according to The University of Toledo Academic Grievance Procedure (p. 43).

# ACADEMIC GRIEVANCE PROCEDURE

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The University of Toledo recognizes a student's right to due process. The University understands the need to assure that student grievances about faculty actions are evaluated fairly and equitably and, for this purpose, UT has an established academic grievance policy and procedures for undergraduate and graduate students. These procedures may be found here. (<http://www.utoledo.edu/offices/provost/academicgrievance>)

# HONORS

## Graduation with Honors (<http://www.utoledo.edu/policies/academic/undergraduate/pdfs/3364-71-13%20%20Graduation%20with%20honors%20distinction.pdf>)

Baccalaureate students graduate with scholastic distinction on the basis of the higher education (overall) grade point averages. A student's higher education grade point average includes all coursework taken at all regionally accredited postsecondary institutions of higher education, including The University of Toledo. The higher education grade point average is unadjusted by the GPA Recalculation policy or the Academic Forgiveness policy.

These averages and the citation they merit on the student's degree are as follows:

- 3.3, cum laude;
- 3.6, magna cum laude;
- 3.9, summa cum laude.

Students must have taken 80 percent of their coursework on the regular grading system, minus any credits earned in courses where the student has no choice in receiving a P/NC grade, to qualify for honors.

Students graduating with an associate's degree will receive a scholastic distinction of "high scholarship" if their overall GPA is a 3.3 or higher.

Transfer students should note that The University of Toledo will include all coursework taken at all institutions of higher education in the calculation to determine if a student will graduate with honors. All college coursework taken is computed in determining eligibility for graduation with honors, although no student will be awarded a level of honors above that indicated by The University of Toledo cumulative GPA.

Note: The University of Toledo requires a minimum of 30 semester hours of standard letter-graded courses from UT in order to qualify for graduation with honors.

## President's List

Each semester, except summer, full-time students (12 or more quality hours, graded "A" through "F") earning a 4.0 GPA are selected for recognition by being named to the President's List. Because of the co-op programs, full-time students in the College of Engineering will be eligible for the President's List during the summer term.

## Dean's List

Each semester, except summer, full-time students (12 or more quality hours, graded "A" through "F") earning a 3.5 or above GPA are selected for recognition by being named to the Dean's List. Because of the co-op programs, full-time students in the College of Engineering will be eligible for the Dean's List during the summer term.

## Dean's Recognition List

The Dean's Recognition List is used to recognize part-time students for academic excellence. This recognition will occur in the summer for the previous academic year's performance. For this distinction, a student must:

1. Be enrolled for both semesters of an academic year and complete a total of nine to 22 hours graded "A" through "F" between the two semesters,
2. Be a part-time student for the academic year, and
3. Earn a cumulative GPA of 3.5 or better for each semester.

*Please refer to the individual college sections for more specific information on scholastic distinction.*

# ACADEMIC SUPPORT SERVICES - TUTORING

The University of Toledo offers tutors through its Learning Enhancement Center who can assist students, whether you are looking to improve a course grade, freshen up on study skills, check and strengthen your understanding of a topic, review assignments or learn new test-taking strategies. You are encouraged to stop in and meet face-to-face with a highly trained tutor. Statistics show that the more you visit a tutor, the greater the possibility of increasing your GPA.

## Learning Enhancement Center (<https://www.utoledo.edu/success/lec>)

Locations: Carlson Library, 0200 (lower level)

Phone: 419.530.2176

E-mail: [lec@utoledo.edu](mailto:lec@utoledo.edu)

Website: [utoledo.edu/success/lec/](http://www.utoledo.edu/success/lec) (<http://www.utoledo.edu/success/lec>)

The Learning Enhancement Center (LEC) provides free tutoring services to all UT students. The LEC's mission is to provide UT students with accessible and professional academic support services that enhance success and retention. The LEC provides tutoring on a walk-in basis for undergraduate science, math, statistics, engineering, business and foreign language courses. UT's highly trained tutors help students prepare for tests, understand new concepts and improve proficiency in various courses. Students also may access online tutoring, where they can chat live with a tutor or post a question. An eTutor and student share a live workspace, where they communicate through various tools, including chat, voice and video, whiteboard, file sharing and application sharing.

The LEC also offers Supplemental Instruction (SI) which is a series of peer-led, weekly study sessions for students enrolled in select courses. The SI method has been proven to increase understanding of coursework and improve grades. SI is free and available to students enrolled in the course offering the program. Academic workshops are available in a variety of topics including:

- Praxis test preparation,
- ACT preparation,
- Study skills,
- Time management, and
- Note-taking skills.

Individualized appointments are available for students interested in maximizing their learning potential. The LEC website provides a variety of resources for academic development.

## STUDENT-ATHLETE ACADEMIC SERVICES (<https://www.utoledo.edu/success/saas>)

Locations: Larimer Athletic Complex, Room 2030

Phone: 419.530.3542

Web site: [utoledo.edu/success/saas/](http://www.utoledo.edu/success/saas/) (<http://www.utoledo.edu/success/saas/>)

Student Athlete Academic Support office is a comprehensive support program that offers resources targeting the needs of each individual student-athlete based on immediate needs, with a scope of longevity. The RAC office collaborates with coaches, student-athletes, Deans, administrators (athletic and academic), professors, and any other constituents necessary to ensure that each student-athlete is provided with the necessary tools and support to help them reach their full academic potential.

SAAS located on the second floor of the Larimer Athletic Complex, includes staff offices, tutoring rooms, and a computer lab with individual desktop workstations. SAAS provides a variety of services to assist student-athletes that includes course scheduling, academic coaching, study hall, individualized and group tutoring, career preparation and community service engagement.

Some of the services include:

- Monitor student-athlete academic progress, class schedules, and academic/athletic eligibility
- Work closely with the registrar and compliance offices to ensure that each student-athlete meets all University of Toledo, MAC, and NCAA academic requirements.
- Coordinators utilize feedback from student-athletes, professors, coaches, tutors, and the learning specialist so serve student-athletes on an individualized and specialized basis
- Coordinates services for student-athletes with identified learning and attention disabilities through collaboration with the Office of Student Disability Services.

Tutoring Services:

- Content Tutors provide individualized and small group academic support in particular courses and subject areas. Content Tutors work with assigned and/or students that walk-in for assistance throughout the semester to supplement classroom instruction and to provide help toward the achievement of course-specific objectives.
- Academic coaches engage students in developing and implementing strategies to enhance their learning and successfully manage course objectives and tasks. Academic coaches are committed to ensuring the continued growth and academic development of our Student-Athletes. Their ultimate purpose is to facilitate learning and assist students in becoming independent self-sufficient learners.

## TRIO Student Support Services (<http://www.utoledo.edu/success/trio>)

Locations: Carlson Library, 0300

Phone: 419.530.3848

Email: [trioss@utoledo.edu](mailto:trioss@utoledo.edu)

Web: [utoledo.edu/success/trio/](http://www.utoledo.edu/success/trio/) (<http://www.utoledo.edu/success/trio/>)

TRIO Student Support Services is a federally funded program that provides a comprehensive range of academic and other support services to low-income, first-generation and students with disabilities. Students in the TRIO SSS program receive assistance in academic and personal

development to enhance their chances of graduation. Students are accepted their freshman through senior years and remain with the program for up to six years or until their graduation date.

TRIO SSS's services include advising, tutoring, mentoring, academic resources, and life skill planning for during and after college.

TRIO Student Support Services provides:

- Strategic focus on academic support at each level of the college experience;
- Ongoing individual and group support in the form of advising, mentoring and tutoring;
- Comprehensive services and activities to motivate students and enhance persistence;
- Low student to staff ratio to support high levels of contact with a selective group of students who are committed to earning a bachelor degree;
- Career and financial aid counseling, graduate school and money management, mentoring to navigate college, improve economic skills, and reduce debt after graduation; and
- Collaboration with University of Toledo student programs in order to enhance student experiences leading to retention and graduation.

## Writing Center (<https://www.utoledo.edu/success/writingcenter>)

Location: Carlson Library, 0130 (lower level)

Phone: 419.530.2176

Email: [writingcenter@utoledo.edu](mailto:writingcenter@utoledo.edu)

Web: [utoledo.edu/success/writingcenter](http://www.utoledo.edu/success/writingcenter) (<http://www.utoledo.edu/success/writingcenter>)

The Writing Center offers free writing assistance to all UT students. Our writing tutors are educated in various disciplines and can assist with a variety of assignments. They offer individual instruction to students at any stage of academic or personal writing. Students may meet with Writing Center tutors to generate ideas, organize notes and thoughts, and receive feedback on drafts or complete papers. The following are often reviewed by our tutors:

- Essays,
- Research papers,
- Creative writing,
- Theses,
- Dissertations,
- Grant proposals,
- Professional publications, and
- Scholarship/job applications.

The Writing Center's website has many writing resources, including information on proper grammar, revision and editorial recommendations and various citation styles. Writing tutorials appointments can be scheduled online via the Writing Center webpage. The Writing Center also has daily walk in hours for quick questions.

# STUDENT SUPPORT SERVICES

Scroll down to view information about the student services below:

- Center for Success Coaching (p. 47)
- Career Services (p. 47)
- University Counseling Center (p. 47)
- Dean of Students Office (p. 48)
- Catharine S. Eberly Center for Women (p. 48)
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## Center for Success Coaching

Location: Rocket Hall, Rm 1830

Phone: 419.530.1250

Email: [successcoach@utoledo.edu](mailto:successcoach@utoledo.edu)

Website: [www.utoledo.edu/successcoach](http://www.utoledo.edu/successcoach) (<http://www.utoledo.edu/successcoach>)

The Mission of the Center for Success Coaching is to empower UT students to thrive academically, personally and professionally from orientation to graduation through a holistic, student-centered approach.

Coaches provide individualized support in the following areas:

- Assistance with course-related concerns including navigating technology and communicating with professors
- Referrals to academic support services and other campus resources
- Time management, study strategies and stress management
- Connections to campus engagement and experiential learning opportunities
- Budgeting, navigating financial processes and financial literacy
- Career and major exploration, career development and goal setting

Your success coach is like your personal GPS.

As you navigate from where you are to **where you want to be**, coaches offer one-on-one guidance and support through:

- **Caring** about **all** aspects of your well-being
- Being a **non-judgmental** sounding board who provides **honest feedback**
- Providing **proactive outreach** and communication of key UT dates, deadlines, and events

## Career Services

Location: Student Union Room 1533

Phone: 419.530.4341

Email: [celcs@utoledo.edu](mailto:celcs@utoledo.edu)

Website: [www.utoledo.edu/success/career/](http://www.utoledo.edu/success/career/) (<http://www.utoledo.edu/success/career/>)

Career Services provides comprehensive career planning services for all UT students and alumni in order to clarify and implement their academic and career goals.

- Professional staff can assist students with career exploration and selection of a major. They also offer customizable presentations on a wide-range of career topics for student organizations, faculty and staff.
- Scheduled and walk-in appointments are available, addressing professional development needs including:
  - Resume, CV and cover letter writing assistance;
  - Mock interviews;
  - Professional dress and etiquette advice;
  - Social media presence and job search strategies.
- On-campus student employment is administered out of the Career Services office, including the posting of on-campus positions and the processing of student employment documentation.
- Career Services works with employers to secure part-time, full-time and experiential learning opportunities. "Handshake" is the online employment platform where students and alumni can review and apply for positions. The department also hosts multiple employer networking and recruitment events throughout the year, beneficial for a student to learn about career opportunities in their area of career interests.

In addition to services available in person, Career Services offers a wide range of online resources including: self-assessments for exploring career and education possibilities, strengthening interview skills, exploring job opportunities around the globe, and connecting with alumni and business across the country. Additionally, students are encouraged to utilize the comprehensive career tools included in the platform Ohio Means Jobs (<https://jobseeker.ohiomeansjobs.monster.com/home.aspx>)

It is recommended that students connect with Career Services in their first year and continue working with them often throughout their academic career.

## University Counseling Center

University Health Center

1735 West Rocket Drive

Main Campus

Phone: 419.530.2426



Website: [www.utoledo.edu/studentaffairs/counseling/](http://www.utoledo.edu/studentaffairs/counseling/) (<http://www.utoledo.edu/studentaffairs/counseling/>)

The University Counseling Center provides individual, couples, family and group counseling, as well as referral services to enrolled students for personal growth, increased self-awareness, family and interpersonal issues, depression and anxiety, and acute problems and crises. The Center offers outreach and consultation services to University students, faculty and staff. Training opportunities for doctoral-level clinical psychology, counselor education and supervision and master's in social work graduate students are available. Services are free and counseling records are confidential.

The Center provides services in accordance with the codes of ethics of the helping professions and standards of the American Psychological Association, American Counseling Association and the International Association of Counseling Services, Inc., as well as to the rules and regulations of the state of Ohio.

## Dean of Students' Office

Location: Student Union Room 2509

Phone: 419.530.8852

Email: [deanofstudents@utoledo.edu](mailto:deanofstudents@utoledo.edu)

Website: [www.utoledo.edu/studentaffairs/dos/](http://www.utoledo.edu/studentaffairs/dos/) (<http://www.utoledo.edu/studentaffairs/dos/>)

The mission of the Office of the Dean of Students is to ensure that students accomplish their educational and personal goals within the context of the broader academic purpose of the University. The Office of the Dean of Students promotes the development of, and enhances the educational experience for, students through intentionally designed co-curricular opportunities and through institutional policy development on students' behalf.

## Catharine S. Eberly Center for Women

Location: Tucker Hall Room 0168

Phone: 419.530.8570

Web site: [www.utoledo.edu/centers/eberly/](http://www.utoledo.edu/centers/eberly/) (<http://www.utoledo.edu/centers/eberly/>)

The Catharine S. Eberly Center for Women promotes the advancement of women at The University of Toledo and in the community by creating an environment that supports learning, discovery, and engagement.

The Center educates, empowers and engages through a variety of free personal, educational, and professional development classes and services; and encourages excellent research pertaining to gender and by female identified faculty members. Students and community members have access to a computer lab, scholarship opportunities and a lactation/breast feeding room. The Center offers a variety of resources and referral services. The Eberly Center is also home to Kate's Closet, which provides professional attire to students and community members at no cost.

## Student Disability Services

Location: Rocket Hall 1820

Phone: 419.530.4981

VP: 419.386.2189

TTY: 419.530.2612

Website: [www.utoledo.edu/offices/student-disability-services/](http://www.utoledo.edu/offices/student-disability-services/) (<http://www.utoledo.edu/offices/student-disability-services/>)

Student Disability Services (SDS) works with faculty and colleges to identify and ensure the provision of reasonable academic accommodations to otherwise qualified students who self-identify as having a disability and complete the process of registering with SDS. SDS supports students with physical, emotional/psychological, and learning disabilities in all UT colleges including undergraduate, graduate and professional programs. SDS values human diversity and recognizes disability as an important aspect of diversity. SDS serves as an advocate for students with disabilities, while encouraging and helping students develop effective self-advocacy skills.

## Student Medical Services

Location: Student Medical Center

Phone: 419.530.3451

Website: [www.utoledo.edu/healthservices/student/](http://www.utoledo.edu/healthservices/student/) (<http://www.utoledo.edu/healthservices/student/>)

The Student Medical Center is a nationally accredited health-care facility staffed with board-certified physicians and certified nurse practitioners who offer students, faculty and staff a variety of services, including:

- Primary and acute medical care;
- Women's health care;
- Psychiatric services;
- Laboratory testing;
- Prescription and over-the-counter medication;
- Alcohol and substance abuse programming;
- Sexual assault victim advocacy and educational/prevention programming;
- Free and confidential HIV/AIDS testing;
- Allergy injections and other immunizations;
- Student health insurance; and
- The Medical Drop/Withdrawal process.

Charges are assessed for office visits, procedures, laboratory work and pharmacy. Third-party billing is provided for those who have health insurance. University Counseling Center services are available at the Student Medical Center and in the Armory.

## Center for International Studies and Programs (CISP)

Location: Snyder Memorial, Suite 1000

Phone: 419.530.5268

Fax: 419.530.5266

Email: [cisp@utoledo.edu](mailto:cisp@utoledo.edu)

Website: [www.utoledo.edu/cis](http://www.utoledo.edu/cis) (<http://www.utoledo.edu/cis>)p

The Center for International Studies and Programs (CISP) supports members of the UT community, domestic and international, in their pursuit of knowledge and cultural exchanges. We believe in the importance of developing and fostering a global mindset and preparing students to live and work in an increasingly interconnected world.

CISP houses the [American Language Institute](https://www.utoledo.edu/cisp/ali) (<https://www.utoledo.edu/cisp/ali>), the [Confucius Institute](https://www.utoledo.edu/cisp/Confucius_Institute) ([https://www.utoledo.edu/cisp/Confucius\\_Institute](https://www.utoledo.edu/cisp/Confucius_Institute)), the Office of International Student and Scholar Services (<https://www.utoledo.edu/cisp/international>) and the [Office of Education Abroad](https://www.utoledo.edu/cisp/studyabroad) (<https://www.utoledo.edu/cisp/studyabroad>).

### American Language Institute (ALI)

ALI provides intensive English training to students, scholars, and area residents of international origins who seek to strengthen English language proficiency and raise their cultural competence. ALI also provides assistance to international professionals seeking professional development opportunities as well as offering evaluation and training for international teaching assistants who seek to strengthen their oral English proficiency.

Location: Snyder Memorial, Suite 1400

Phone: 419.530.4702

Email: [ali@utoledo.edu](mailto:ali@utoledo.edu)

Website: [www.utoledo.edu/cisp/ali](http://www.utoledo.edu/cisp/ali) (<http://www.utoledo.edu/cisp/ali>)

Facebook: [@americanlanguageinstitute](https://www.facebook.com/americanlanguageinstitute)

### Confucius Institute (CI)

CI is committed to serving the region of northwest Ohio by providing education in Chinese language and culture, developing and enhancing China-related scholarly research/discovery, academic programs, and educational and training programs that support business outreach and engagement, and offering opportunities for cultural exchanges between China and the United States of America. **CI is the one stop service office for all things related with China!**

Location: Snyder Memorial, Suite 1020

Phone: 419.530.7750

Email: [confuciusinstitute@utoledo.edu](mailto:confuciusinstitute@utoledo.edu)

Website: [www.utoledo.edu/cisp/Confucius\\_Institute/](http://www.utoledo.edu/cisp/Confucius_Institute/) ([https://www.utoledo.edu/cisp/Confucius\\_Institute/](https://www.utoledo.edu/cisp/Confucius_Institute/))

Facebook: [@utci2009](https://www.facebook.com/utci2009)

### Education Abroad Office (EA)

The Education Abroad Office is committed to global exchange, cross cultural interaction and providing a rewarding human experience. UT students experience new cultures, people and sights all while earning college credit.

Methods of studying abroad offered through the University of Toledo are:

- Affiliate Programs
- Faculty Led Programs
- Exchange Programs
- Direct Enroll Programs
- These programs are designed for **1 week up to 1 full academic year** depending on each student's academic needs and desires to explore other cultures.
- **Credits transfer back to UT** so that each student can still graduate on time!
- **Financial aid is available** to assist with the cost of each study abroad program.

Location: Snyder Memorial, Suite 1000

Phone: 419.530.5285

Email: [eduabroad@utoledo.edu](mailto:eduabroad@utoledo.edu)

Website: [www.utoledo.edu/cisp/studyabroad](http://www.utoledo.edu/cisp/studyabroad) (<http://www.utoledo.edu/cisp/ali>)

### Office of International Student and Scholar Services (OISSS)

OISSS provides immigration advising services for F-a students, J-1 scholars and H-1B employees. Our dedicated staff is here to assist you with concerns regarding your immigration status.

Visit us if you have questions about:

- Maintaining non-immigrant status
- I-20, DS-2019 and H-1B
- Visa, travel and re-entry
- Immigration Regulations
- iRocket Portal
- New International Student Orientation
- Employment authorization
- Passports for U.S. Citizens

Location: Snyder Memorial, Suite 1000

Phone: 419.530.4229

Email: [oiss@utoledo.edu](mailto:oiss@utoledo.edu)

Website: [www.utoledo.edu/cisp](http://www.utoledo.edu/cisp) (<http://www.utoledo.edu/cisp/ali/>)  
[international](http://www.utoledo.edu/cisp/international)

## Office of Multicultural Student Success

Location: Student Union - Room 2500

Phone: 419.530.2261

Website: [www.utoledo.edu/studentaffairs/omss/](http://www.utoledo.edu/studentaffairs/omss/) (<http://www.utoledo.edu/studentaffairs/omss/>)

The mission of the Office of Multicultural Student Success (OMSS) is to foster an inclusive learning environment that promotes academic success, retention and graduation. Through its collaboration efforts, OMSS critically engages students in order to create a campus culture in which all persons, organizations and groups can learn and develop to achieve their greatest potential.

OMSS offers programs and services to support our African-American, Latino and LGBTQ+ students, including mentorship and leadership opportunities.

Sponsored Programs include:

- History and Heritage Months:
  - Hispanic Heritage Month,
  - Filipino-American Heritage Month,
  - LGBTQ+ History Month,
  - Muslim Heritage Month,
  - Native American Heritage Month,
  - Black History Month,
  - Women's History Month,
  - Jewish-American Heritage Month, and
  - Asian-American and Pacific Islander Heritage Month.

- Multicultural Graduation
- Mentoring:
  - T.A.W.L. (Talented Aspiring Women Leaders) is geared toward multicultural women,
  - Brothers On The Rise is geared toward African American and Latino men,
  - PRIMOS (The English translation for “cousins”) is geared toward first-year Latino students,
  - S.U.C.C.E.E.D (Students United for a Courageous, Creative, Educated & Empowered Destiny) is geared toward Lesbian, Gay, Bisexual, Transgender, Questioning, and Ally (LGBTQA) students.
- M.O.R.E. (Multicultural Orientation & Resources for Excellence) assists students with the following:
  - Help with making a successful transition from high school to college;
  - Support that starts on the first day of classes and continues all the way to graduation;
  - Academic and social programs that get and keep you connected with UT;
  - Enrichment opportunities with student organizations, peers, campus and community leaders; and
  - Opportunities to develop your own leadership potential.

Email: [omss@utoledo.edu](mailto:omss@utoledo.edu)

Facebook: <https://www.facebook.com/omssutoledo>

Instagram: [https://www.instagram.com/omss\\_ut/](https://www.instagram.com/omss_ut/)

Twitter: [https://twitter.com/UT\\_OMSS](https://twitter.com/UT_OMSS)

## Office of Recreational Services

Location: Student Recreation Center

Phone: 419.530.3700

Website: [www.utoledo.edu/studentaffairs/rec/](http://www.utoledo.edu/studentaffairs/rec/) (<http://www.utoledo.edu/studentaffairs/rec/>)

The Office of Recreational Services, a member of the Division of Student Affairs, provides The University of Toledo community with quality, student-centered recreation and wellness programs and services that enrich the mind, body and spirit. The Office of Recreational Services is the premier service provider to The University of Toledo community for healthy lifestyle options and developmental opportunities for student success. Opportunities are offered to explore your limits, experience achievement and practice wholesome stress-management techniques. Activities regularly promote social interaction within the culturally diverse University community.

Students are continually challenged to examine their values and life choices in the search to build a meaningful identity and understand themselves and others. The numerous competitive and cooperative interchanges provide an ideal climate for learning to respect the dignity and worth of all individuals, as well as the importance of team development. Services provided to students through the Student Recreation Center include:

- Drop-in recreation,
- Intramurals,
- Sports clubs,
- Red Cross certification classes,

- Swim lessons,
- Group exercise classes,
- Climb wall,
- Summer Camp for Children 5-12,
- Multiply facilities on the Main Campus and Health Science Campus, and
- Student employment opportunities.

## Residence Life

Location: Ottawa House West

Phone: 419.530.2941

Website: [www.utoledo.edu/studentaffairs/reslife/](http://www.utoledo.edu/studentaffairs/reslife/) (<http://www.utoledo.edu/studentaffairs/reslife/index>)

University housing is a place where students can call “home” – a place where they can relax after a day of classes, hang out with their friends, eat a freshly cooked meal and get involved. Living on campus connects students with the vibrant life of the University. The close-knit, supportive, on-campus community offers students a place to live and work that distinctly enhances their college experience by putting them at the center of everything: classes and labs, the library, advising and academic support, and much more.

UT’s residence halls are more than buildings; they’re state-of-the art living and learning centers. The University has nine residence halls on campus with a choice of traditional or suite-style living options. Traditional corridor-style living has rooms that open into an interior hallway with shared bathroom facilities on each floor. Suite-style living includes two or three rooms joined by a common living area with shared bathroom facilities.

“Living learning” and special interest communities are available for those students who are interested or majoring in the business, health professions, wellness, politics or law. Specific housing is also available for students who belong to the Honors College, the Multicultural Emerging Scholars Program, and those looking for gender-neutral or substance-free living.

The Office of Residence Life promotes student growth and opportunities through safe, supportive, inclusive and academically focused environments in premier housing communities led by caring staff.

## Sexual Assault Education and Prevention Program

Location: Snyder Memorial, Room 1120

Phone: 419.530.4929

Website: [www.utoledo.edu/studentaffairs/SAEPP/](http://www.utoledo.edu/studentaffairs/SAEPP/) (<https://www.utoledo.edu/studentaffairs/SAEPP>)

The mission of The University of Toledo’s Sexual Assault Education and Prevention Program is to create a campus community free of sexual misconduct, sexual harassment and other forms of sexual and intimate partner violence in which students, faculty and staff enjoy equitable, non-violent relationships. SAEPP provides educational programming addressing the role that everyone can take in creating a violence-free UT. SAEPP is dedicated to ensuring that students, faculty and staff are provided proper resources to engage in services including crisis

intervention, medical services, mental health counseling, legal services and academic accommodations.

## Office of Student Advocacy and Support

Location: Student Union 2521

Phone: 419-530-2471

e-mail: [rocketresponse@utoledo.edu](mailto:rocketresponse@utoledo.edu)

website: [utoledo.edu/studentaffairs/student-advocacy/](http://utoledo-public.courseleaf.com/general-section/student-support-services/%20http://www.utoledo.edu/studentaffairs/student-advocacy) (<http://utoledo-public.courseleaf.com/general-section/student-support-services/%20http://www.utoledo.edu/studentaffairs/student-advocacy>)

What is the office about?

The Office of Student Advocacy & Support is a means by which issues may be raised, considered, and/or resolved. Ensuring prompt attention to concerns, the office enhances service to students and helps alleviate unnecessary pressures they face in the achievement of their academic goals. The staff investigates the nature of complaints confidentially and impartially in order to achieve equitable settlements, connecting students to the appropriate party for issue resolution. The Office of Student Advocacy and Support Staff serves as a resource in clarifying institutional policies and procedures for students regarding their options.

**Mission Statement:** The mission of the Office of Student Advocacy & Support is to empower student success through collaborating with the campus and surrounding community with students' best interest in mind. We are committed to serving as a visible resource for personal and academic achievement by providing an intentional support structure for students.

**Vision Statement:** This vision of the Office of Student Advocacy & Support is to exhibit best practices in problem solving, service learning, and ethical and moral principles. We aspire to celebrate mutual respect and appreciation of human and cultural diversity and engaged citizenship.

## Office of Student Involvement & Leadership

Location: Student Union Room 1532

Phone: 419.530.4944

Email: [getinvolved@utoledo.edu](mailto:getinvolved@utoledo.edu)

Website: <http://www.utoledo.edu/getinvolved/>

Twitter/Instagram/Facebook: @GetInvolvedUT

Involvement Network (InvoNet): <https://invonet.utoledo.edu/>

The Office of Student Involvement & Leadership seeks to build community and is committed to providing students with opportunities for involvement that will enhance and complement their UT experience. This is achieved through social, educational, and developmental programs and support to help students get connected to campus, discover involvement and leadership opportunities, and learn more about campus life. To discover ways to get involved, visit the online Involvement Network (InvoNet) <https://invonet.utoledo.edu/>.

OSIL is responsible for:

- supporting over 300 student organizations,
- distributing and monitoring student organization budgets,
- assisting with the formation of new student organizations,

- promoting student involvement and activities,
- training student leaders, and
- providing event planning assistance.

The office supports a variety of areas, including but not limited to the following:

- student organizations,
- Involvement Network "InvoNet" (online student organization and events management system),
- Student Involvement Fair (first Wednesday of the Fall semester),
- Greek Life (fraternities and sororities),
- Campus Activities & Programming "CAP" (student event planning board),
- Student Allocation Committee "SAC" (student organization funding board),
- leadership programs (annual Leadership Conference, retreats, etc.),
- Levis Leadership UT (a prestigious four-year, scholarship-based leadership program for incoming students),
- service programs, and
- Homecoming.

## Office of Auxiliary Services

Auxiliary Services serves The University of Toledo community by managing many campus-wide enterprises. Its vision is to enhance the mission of The University of Toledo by providing a safe, exemplary customer experience in the delivery of convenient, high quality, value-added goods and services. It includes the following:

- The University of Toledo Bookstore (<http://utoledo.bnccollege.com/webapp/wcs/stores/servlet/BNCBHomePage?storeId=22576&catalogId=10001>),
- Copy Center (<http://www.utoledo.edu/depts/copycenter>) (Departmental Orders),
- Parking Services (<http://www.utoledo.edu/parkingservices>),
- Parking Enforcement (<http://www.utoledo.edu/parking/parkingenforcement>),
- Rocket Card/ID Card (<http://www.utoledo.edu/rocketcard>), and
- Rocket Wireless (<http://www.utoledo.edu/depts/rocketwireless>).

## University Libraries

### Main Campus

William S. Carlson Library

419.530.2324

[AskIt@utnet.utoledo.edu](mailto:AskIt@utnet.utoledo.edu)

<http://www.utoledo.edu/library/carlson>

Ward M. Canaday Center for Special Collections and Archives

Fifth Floor – Carlson Library

419.530.4480

[CanadayCenter@utoledo.edu](mailto:CanadayCenter@utoledo.edu)

<http://www.utoledo.edu/library/canaday>

### Health Science Campus

Mulford Health Science Library

419.383.4225

MulfordReference@utoledo.edu

<http://www.utoledo.edu/library/mulford>

The University Libraries drive excellence in lifelong learning, discovery and engagement. Within a collaborative and interdisciplinary environment, the Libraries enrich the student learning experience, facilitate research at all levels and engage the University community through innovative educational services, resources and technologies.

### **Resources and Collections**

Consisting of the Carlson Library (<http://www.utoledo.edu/library/carlson>), Canaday Center for Special Collections (<http://www.utoledo.edu/library/canaday>), and Mulford Health Science Library (<http://www.utoledo.edu/library/mulford>), the University Libraries provide a rich array of collections to meet the information needs of students, faculty and staff. From print books and e-books, online journals and full-text articles, rare books and manuscripts, electronic research databases, to digital media – our resources connect users to ideas and knowledge in the humanities, arts, social sciences, health sciences and STEM disciplines.

UTMOST (<http://search.ebscohost.com/login.aspx?authtype=ip,guest&custid=s8899245&groupid=main&profile=eds>) is the Libraries online discovery search interface and can be used to locate and access materials from across the Libraries' collections which include:

- 496,200 print volumes
- 243,700 electronic books
- 35,000 streaming videos and musical recordings
- 79,700 online journals
- 5,400 print and microfilm/fiche journals
- 350 research databases
- In addition, the Libraries are a charter member of OhioLINK (<http://www.ohiolink.edu>) which provides access to over 46 million library materials from across the state of Ohio.

Current students, faculty and staff can connect to most of the Libraries' electronic resources from off-campus by using the links to those resources from within the Libraries website (<http://www.utoledo.edu/library>). After clicking the link to a resource, users will be prompted to log-in by entering their full name and Rocket ID number.

### **Key Services**

The Libraries strive to deliver expert-driven services that facilitate the discovery, access and use of scholarly information resources.

- Reference and Consultation (<http://libguides.utoledo.edu/askalibrarian>): Librarians are available to help with research in-person and via phone, e-mail or chat/instant messaging. Subject Librarians (<http://libguides.utoledo.edu/subjectliaisons>) serve as liaisons to colleges and departments, providing specialized research assistance in specific disciplines.
- Borrowing and Circulation (<http://libguides.utoledo.edu/borrowing>): Library materials can be checked out at the circulation/service desk with a valid Rocket ID card.

- Interlibrary Loan (ILLiad) (<http://libguides.utoledo.edu/ill>): Articles and materials not available through the Libraries or OhioLINK can be requested via ILLiad.
- Course Reserves (<http://libguides.utoledo.edu/reserves>): Books and other materials placed on reserve by course instructors can be checked out from the circulation/service desk.
- Information Literacy Instruction (<http://libguides.utoledo.edu/QTL>): Classes are taught by librarians on various information and research skills topics. Workshops are offered each semester.
- Library Guides (LibGuides) (<http://libguides.utoledo.edu>): LibGuides are online research guides compiled by Subject Librarians to bring together the best available resources on a specific topic.
- **Spaces, Facilities and Technology**

The Libraries are a destination for research, individual and collaborative study, socializing, and quiet reflection. Spaces and facilities combine tradition with forward-thinking design in a student-centered environment.

Explore the detailed floorplans of both the Carlson Library (<http://www.utoledo.edu/library/carlson/floorplans>) on Main Campus and the Mulford Library (<http://www.utoledo.edu/library/mulford/floorplans>) on the Health Science Campus to learn what is available on each floor. Both libraries feature the following facilities and technology:

- Individual, group and collaborative study spaces
- Computer workstations
- Printers
- Copy machines
- Scanners
- Lounge areas
- Detailed information on library hours can be found at <http://www.utoledo.edu/library/info/hours>

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