INDIANA UNIVERSITY–PURDUE UNIVERSITY

COLUMBUS

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Contents

Introduction to IUPUC

History of Indiana University– Purdue University Columbus

Indiana University–Purdue University Columbus (IUPUC) was created in 1970, one year after the creation of IUPUI. Dr. Emerson Gilbert served as director from 1970 until 1977, when Dr. Paul R. Bippen became the center's second director. Dr. Bippen became dean in 1994, and the name of the center was changed from IUPUI Columbus to IUPU Columbus. In January 2004, Nasser H. Paydar, Ph.D., became vice chancellor and dean of IUPUC. The Purdue Statewide Technology Program was established at IUPUC in 1984 and has been housed at the campus since that time. The program was renamed Purdue University College of Technology in 2005. In 2000, The Lilly Endowment awarded a $5 million grant for the development of the Columbus Learning Center. In February of 2003, the State Budget Committee released funds already approved by the Indiana legislature to build the Learning Center. This facility began housing IUPUC programs and faculty and staff offices in the fall of 2005. During the 2000-2001 academic year, the IU and Purdue Boards of Trustees approved the associate degree in chemistry and the associate degree in general studies; the bachelor's degrees in business, education, general studies, nursing and psychology; and the M.B.A. to be offered at IUPUC. In 2004, agreements were reached with IUPUI to offer joint bachelor's degree programs in engineering, informatics, labor studies, public and environmental affairs, and tourism, conventions, and event management.

Types of Programs Available at IUPUC

Undergraduate Certificate Programs

Certificate programs resemble minors but generally require more credit hours. Some certificate programs are stand-alone programs, which means that a student does not have to be working toward a two- or four-year degree to complete a certificate program. Specific requirements can be found in the section for the division offering the certificate.

Associate Degree Programs

Some divisions award an associate degree after the completion of two years of full-time college course work. IUPUC offers a variety of associate degree programs, some in technical fields. Usually the course work completed for the associate degree will count toward the bachelor's degree in the same discipline.

Bachelor's Degree (Baccalaureate) Programs

The typical undergraduate degree program is either a bachelor of science or a bachelor of arts degree. The degree takes four years for full-time students, and substantially longer for part-time students. IUPUC's bachelor's degrees are awarded in the professional divisions and within the arts and sciences.

Master's Degree Programs

Outstanding students wishing to continue their education may begin graduate work after the completion of their bachelor's degrees. Most master's degree programs require applicants to take standardized national examinations. The IU MBA Columbus program requires students to take the Graduate Management Admission Test (GMAT) (www.gmat.org) as part of the admission process. To be considered for admission, a four-year bachelor's degree or its equivalent from an accredited institution is required. While an undergraduate business degree is not required, some preparatory work in mathematics, computing skills, and a business foundation, such as accounting and statistics, is expected. Courses for the IU MBA Columbus degree are sequenced to maximize learning potential while balancing the work load to accomodate the needs of working students.

Undergraduate Degree Programs

Admission

The best and most complete information source on admission standards and procedures is the *IUPUC Admissions Guide*, which is published annually and contain an application form, fee schedules, detailed instructions, numbers to call, and the relevant deadlines.

Zachary's Law

The state of Indiana maintains a registry of individuals who have been convicted of sex offenses committed against minors. As a number of degree programs and specific courses either prepare students to work with minors or place them in contact with minors as a part of the course, enrollment in those courses or programs is not available to anyone who appears on the Sex Offender Registry. Consult individual division sections to see if appearance on the registry will be a barrier to enrollment.

Criminal Activity Disclosure

IUPUC is committed to maintaining a safe environment for all members of the university community. As part of this commitment, the university requires applicants who have been convicted of any felony or a misdemeanor such as simple battery or other convictions for behavior that resulted in injury to a person(s) or personal property to disclose this information as a mandatory step in the application process. A previous conviction or previous conduct does not automatically bar admission to the university, but does require review. For more information, contact the Office of Admissions.

When to Apply

You may apply as early as one year in advance of your proposed enrollment.

With the admission letter, students receive information about testing and orientation. Most beginning students are admitted to University College, where they attend the University College Orientation program, enroll in a learning community, work with an advisor, and learn about the University College support services. By indicating a preference of major on their applications, some students with outstanding high school records will be granted direct admission to the division offering their desired program. Some transfer students are also admitted to University College and remain there until they complete the necessary prerequisites for their program of study.

Types of Freshman Admission and Qualifications

IUPUC offers beginning freshmen enrollment as degree-seeking or visiting students.

Degree-Seeking Students

If you wish to enter an undergraduate certificate, associate's, or bachelor's degree program, apply as a degree-seeking student (even if you are unsure of which degree program). As a beginning freshman, you must not have enrolled in any college, business, or vocational school after high school graduation.

For a beginning student, we will examine your high school record including courses completed, grades earned, and standardized test results. The trend in your grades and the difficulty of your courses are also important. The most important factors in our decision will be the courses you attempted and the grades you earned.

High School Graduates Admission Requirements Regular Admission

- Graduated from high school or will graduate before enrolling at IUPUC.
- Provide the results of your SAT or ACT, and the required Writing Section of the test.
- If you are an Indiana high school graduate, you are expected to have completed Core 40. (The Academic Honors Diploma is highly encouraged.)
- For students who have completed Core 40 with a C average or higher in all Core 40 courses, SAT combined mathematics and verbal (critical reading) combined scores should be 900 or higher; ACT composite should be 19 or higher.
- Applicants who have earned Academic Honors Diplomas will be considered fully qualified regardless of test scores; however, scores must be provided.

We recommend that all high school students complete the following: four years of English; three years of mathematics (including second-year algebra); three years of social sciences; three years of laboratory science; four years of additional college-preparatory courses selected from English, mathematics, social sciences, laboratory sciences, or foreign language.

Returning adult students should note that SAT or ACT scores are not required and, although a high school transcript is required, the admissions committee also considers such things as military experience, life experiences, and job responsibilities when reviewing applications.

Conditional Admission

If you do not meet the above criteria, you will be considered for conditional acceptance based on other factors that will indicate your potential for success at IUPUC: overall quality of your high school course work, work experience, maturity, and military service.

If you have significant deficiencies in either academic preparation or performance, we will defer your acceptance until you complete designated courses at Ivy Tech Community College or another two-year college. A deferral contract outlining the courses to complete will be sent to you.

GED Admission Requirements

Students enrolling at IUPUC who have not attended college after earning a GED are considered beginning freshmen students. The following are the admission requirements:

- Earned the GED with a score of 53 (530 on new scale) or higher.
- If your GED score is below 53 (530), you will be deferred to Ivy Tech Community College. (See above section on conditional admission)

- If you are under 19 years of age, you must provide the results of an ACT or SAT I test.

Visiting Students during Summer after Graduation

Students graduating from high school may enroll at IUPUC as a visiting student for the June summer session. As a student applying under this status, you must do the following:

- Verify with the Admissions Office of the institution you will attend in the fall that they will accept the course credits.
- Submit an IUPUC application as a visiting student.
- Submit a copy of your high school transcript and test scores.
- Submit a copy of your letter of acceptance.
- Submit the application fee.

Note:

1. Visiting students are not eligible for financial aid, according to federal regulations.
2. You may apply only for the June semester and you are encouraged to do this no later than the end of May.

Qualifications

1. If you will attend IU Bloomington, IUPUI, or Purdue West Lafayette in the fall, provide a photocopy of your letter of acceptance. A high school transcript is not necessary. You will be offered acceptance based upon proof of your acceptance to either campus.
2. If you are attending any other college in the fall, provide a high school transcript and SAT/ACT scores. Students taking the SAT I or the ACT must take the essay component and have all scores reported to IUPUC. You must meet our admission requirements for entering freshman.

Adult Special Student (Nondegree)

You may apply as a nondegree adult special student if you are sponsored by your employer to enroll in a specific IUPUC course or if you wish to take a course for self-enrichment. You are strongly encouraged to discuss your plans and previous education with an admissions counselor before filing an application. Permission to enroll is usually for one term.

You are not eligible for financial aid as a nondegree adult special student.

If you wish to enroll in mathematics or English courses, you must either have completed a transferable (non-remedial) college course in that academic area or complete the IUPUC placement tests.

Required Credentials and Qualifications

a. You must be 21 or older.
b. You must provide a photocopy of your diploma, high school transcript, or GED results.
c. If you previously attended college, you must not have enrolled anywhere for the past three years and you must provide photocopies of grade reports or a college transcript.
d. If you are being sponsored by an employer and you are not able to obtain the above documents, you may submit a letter of sponsorship from your employer.

Types of Transfer Admission and Qualifications

Transfers from Other IU Campuses Students who are eligible to transfer to IUPUC as degree candidates from another campus of Indiana University must meet the degree requirements of the IUPUC division from which they expect to graduate. Students who plan to obtain a degree from another campus should contact and remain in contact with the dean of their prospective school for specific information on course, degree, and residency requirements.

A student at another Indiana University campus, whether coming to IUPUC on a temporary or permanent basis, should contact the IUPUC Office of Registrar Services for help in beginning the intercampus transfer process.

If a student has earned college credits after leaving the IU campus, the student must provide an official transcript and contact the IUPUC Admissions Office, requesting that the new courses be evaluated for transfer credit.

If a student at another Indiana University campus is not in good standing and wishes to attend IUPUC, he or she should contact the IUPUC Office of Admissions for an explanation of the procedures.

Transfers from Other Purdue Campuses A Purdue University student from another campus must complete an official undergraduate application through the IUPUC Office of Admissions. If credits have been earned outside of Purdue, an official transcript from the non-Purdue schools must be provided. An application fee does not need to be paid.

Note: Courses with grades from C– to D– from other Purdue campuses will appear on the IUPUC transcript. The grades are not calculated in a student's IUPUC GPA; however, individual divisions and programs may choose to use the courses to satisfy degree requirements.

Transfers from Other Universities A student from any other college or university must complete an official undergraduate application through the IUPUC Office of Admissions. Applicants are required to provide official transcripts from all post-secondary institutions they have attended.

Transfers from Universities with Articulation Agreements IUPUC has increasing numbers of articulation agreements with Ivy Tech Community College that permit courses taken at Ivy Tech Community College to transfer to IUPUC with a grade of C or higher.

Passport to IUPUC

Passport to IUPUC is a program created by Indiana University-Purdue University Columbus (IUPUC) to facilitate the transfer of Ivy Tech Community College Columbus courses and associate degree credits toward several IUPUC baccalaureate degree programs. The Passport program makes it easy to continue your education and become an IUPUC student.

IUPUC offers transfer students two categories of undergraduate admission (degree-seeking and visitor).

Degree-Seeking Students

If you wish to enter an undergraduate certificate, associate's, or bachelor's degree program, you will apply as a degree-seeking student (even if you are unsure of which degree program).

Admission Standards General Policy—For regular admission you must have a cumulative grade point average of 2.0 on a 4.0 scale and be eligible to return to your previous college. *If you do not have a 2.0 or you are not eligible to return to your former school, you must sit out for one regular semester.* If you have been dismissed twice, you must be out of school for two full semesters. Please mail a statement with your application explaining what caused the low grades and how you will approach your studies at IUPUC.

Admission on Probation If your grade point average is below 2.0, you will be considered for admission on probation provided you have met or are meeting the required time out of school. In some cases students with a GPA below 2.0 will be required to file a petition and/or complete an interview. After reviewing your application, the Office of Admissions will advise you if you must take these steps.

Credentials needed:

- Official college transcript from every college attended.

  An official copy is one that has the embossed or raised seal of the school. Fax copies, photocopies, and grade reports are not considered official.

- High school transcript or GED if you have fewer than 26 hours of transferable work. (We will accept a faxed high school transcript provided it is sent directly from the high school with the school fax number on the faxed pages.)

Transfer Credit The grades from all course work previously completed are considered in the admission process.

Most divisions require a minimum GPA of 2.0 to be considered for admission; some divisions have a higher GPA requirement. Other factors may also be considered, including space available in the program, the specific course work completed, recent grades, and disciplinary standing.

Course work done outside of the IU system with grades of C (2.0) or better are transferred for possible use toward an IUPUC degree. No courses with grades of C– or lower will transfer to IUPUC. None of the grades transferred from other colleges or universities count in the IUPUC grade point average. Some divisions, however, may consider such grades for admission purposes and other academic matters.

How accepted credit is applied to program requirements is determined by the division and/or department that offer the course(s). Courses that were completed 10 years ago or even more recently may not be accepted in some programs and must be approved by the individual division awarding the degree.

Course work taken at another institution for which there is an equivalent Indiana or Purdue University course (in terms of course description, level, and prerequisites) will generally be transferred as credit in the equivalent courses. Other course work will be transferred as undistributed and reviewed by the appropriate division to determine how it will be counted toward degree requirements. In addition, the university does not accept the transference of special credit by examination awarded by another college or university.

Courses taken at another institution on a quarter system rather than a semester system will be evaluated as carrying fewer credit hours (e.g., a 3 credit hour course taken on a quarter system will transfer as 2 credit hours).

Visiting Students

If you are working on a degree from another institution and wish to take courses at IUPUC, apply as a visiting student. You are responsible for verifying that your home institution will accept the course credits. Your permission to enroll is for one term; however, an admissions counselor can authorize enrollment for additional terms if you are completing your final courses for a degree or if you are in the area on an internship or co-op program. *You are not eligible for financial aid as a visiting student.*

If you wish to enroll in mathematics or English courses, you must either have completed a transferable (non-remedial) college course in that academic area or you must complete the IUPUC placement tests.

Special Note to Students at Other IU Campuses Students working on degrees at other IU campuses who wish to register for courses at IUPUC should call the IUPUC Office of the Registrar, (812) 348-7287, to schedule a registration time.

Required Credentials and Qualifications

- Must be a current college student (enrolled within the last 12 months). If you have not enrolled within the past 12 months, provide a letter from either the dean or your academic advisor at your home institution stating that you have permission to transfer credits from IUPUC to the degree program.
- Provide a photocopy of your most recent grade report or transcript.
- Have a cumulative grade point average of at least 2.0 on a 4.0 scale. (Purdue students are eligible regardless of grade point average provided they are not on drop status.)

International Students

The best guide to international admission standards and procedures is the "International Undergraduate Application for Admission." This pamphlet is revised annually and contains an application form, financial support agreement form, estimated tuition and living expenses, English language proficiency requirements, detailed instructions, numbers to call, and relevant deadlines. The Office of International Affairs Web site (www.international.iupui.edu) provides information on admissions for international undergraduates and graduates, links to the online applications, downloadable and printable application and financial support agreement forms, and links to Web sites of other offices.

The admission requirements for students hoping to enter an associate's, bachelor's, or certificate program as either a beginning or transfer student are described below. Depending upon the admission requirements of their desired programs, students will be considered either for admission to University College or for admission to the division of their intended program. Regardless of the admission category, beginning undergraduate students and most undergraduate transfer students will have the benefit of the University College Orientation program.

Beginning undergraduate applicants should have completed the primary and secondary education system of their own country. The U.S. primary and secondary education system consists of 12 years of study. IUPUC expects that applicants from other countries will have studied for a similar number of years in primary and secondary school to be eligible for university admission. Pre-primary education is not included in this total number of years. However, applicants from countries with at least 11 standard years in the primary and secondary system may be considered if they have achieved a strong academic record and can submit the final, official school-leaving certificate. Applicants applying from abroad are expected to have reached their 18th birthdays no later than the end of their first semester of study here. Applicants from countries with more than 12 years of primary and secondary study may qualify for advanced standing.

Secondary school programs should have included study of a student's native language, English or other foreign languages, mathematics, natural and/or physical science, humanities, and social sciences. Applicants from British-style systems must have earned at least six GCSE (General Certificate of Secondary Education)—or their equivalents—0-level passes, including passes in English and mathematics. GCE (General Certificate of Education) Advanced A-level results may be considered to yield credit for advanced standing where the grade earned is D or higher. Students with 0-level certificates who do not meet the minimum age requirements are encouraged to continue their studies to earn A-level certificates prior to applying to IUPUC.

Graduate Nondegree Students

Students who already hold bachelor's degrees frequently want to take courses without being admitted to one of the university's degree programs. These are students who are not currently enrolled in a degree program but are working towards admission, or taking classes for personal or professional enrichment with no plans to work toward a degree. Such students must apply to the Graduate Non-Degree (GND) program. As GND students, they can take both undergraduate and graduate courses. However, many graduate courses will require GND students to obtain preregistration permission from either the instructor or the department. GND students may not accumulate more than 18 credit hours in a single subject area.

Students who are initially admitted as nondegree students, but who later wish to obtain a graduate degree, must make formal application for admission to a departmental degree program. Once admitted, the department may recommend to the dean of the Indiana University Graduate School that credit earned as a nondegree student be applied to degree requirements. Students should be aware that certain divisions specifically prohibit course work taken under nondegree status from counting toward a degree after a student has been admitted to a degree program.

Financial Aid

The IUPUI Office of Student Financial Aid Services coordinates the financial aid program on behalf of IUPUC. All policies, procedures and guidelines enforced at IUPUI are also applicable for IUPUC students and can be viewed under the IUPUI Financial Aid section. Questions regarding financial aid policies and procedures can be emailed to financialaid@iupuc.edu or by calling the Office of Financial Aid at (812) 348-7231 to schedule an appointment with a financial aid advisor.

The FAFSA code for IUPUC is E01033.

Scholarship Information

IUPUC has millions of dollars available in financial aid and scholarships for qualified students.

Freshman Scholarships

These scholarships are performance based and are awarded in recognition of academic achievement, rewarding excellence and providing a monetary incentive to enroll at IUPUC. Early admission is the best way for students to be assured of scholarship opportunities. Beginning freshmen are considered for scholarships after admission to IUPUC, so for full consideration you should apply for admission in the fall of your senior year. Only one freshman scholarship is allowed per student. The deadline for all freshman scholarships is March 1.

Valedictorian/Salutatorian Scholarships

$4,000 annually for four years. Students who are selected as valedictorians and salutatorians of their high school class (ranked first or second), with a minimum of 1200 SAT (Mathematics and Reading Comprehension) or 26 ACT, and are admitted to IUPUC by March 1 are eligible for this admissions-based scholarship. Recipient must enroll full-time and maintain a 3.3 GPA.

IUPUC Academic Excellence Scholarships

$1,500 annually for four years. Students in the top 15 percent of their high school class with a minimum 1200 SAT (Mathematics and Reading Comprehension) or 26 ACT, who are admitted to IUPUC by March 1 are eligible for this admissions-based scholarship. Recipient must enroll full time and maintain a 3.0 GPA.

IUPUC Outstanding Scholarships

$3,000 annually for four years. Students in the top 15 percent of their high school class with a minimum 1200 SAT (Mathematics and Reading Comprehension) or 26 ACT, who are admitted and submit appropriate schooloarship applications to IUPUC by February 1 are eligible for this scholarship.

IUPUC Distinguished Scholars

$3,500 annually for four years. Students in the top 10 percent of their high school class with a minimum 1300 SAT (Mathematics and Reading Comprehension) or 29 ACT, who are admitted and submit appropriate scholarship applications to IUPUC by February 1 are eligible for this scholarship.

Dean of Faculties Scholarships—Four Levels of Achievement

Level 1: $2,000 annually for four years. Students in the top 30 percent of their high school class with a minimum 1200 SAT (Mathematics and Reading Comprehension) or 26 ACT, who are admitted to IUPUC by March 1 are eligible for this admissions-based scholarship. Recipient must enroll full time and maintain a 2.75 GPA.

Level 2: $1,750 annually for four years. Students who are in the top 30 percent of their high school class with a minimum 1150 SAT (Mathematics and Reading Comprehension) or 25 ACT, who are admitted by March 1 are eligible for this admissions-based scholarship. Recipient must enroll full time and maintain a 2.75 GPA.

Level 3: $1,500 annually for four years. Students in the top 30 percent of their high school class with a minimum of 1100 SAT (Mathematics and Reading Comprehension) or 24 ACT, who are admitted by March 1 are eligible for this admissions-based scholarship. Recipient must enroll full time and maintain a 2.75 GPA.

Level 4: $1,250 annually for four years. Students in the top 30 percent of their high school class with a minimum 1070 SAT (Math and Reading Comprehension) or 23 ACT who are admitted by March 1 are eligible for this admission-based scholarship. Recipient must enroll full time and maintain a 2.75 GPA.

First Generation Scholarship

$1,000 annually for four years. Students who are the first in their families to go to college may be eligible for this scholarship. Student must graduate in the top 40 percent of his or her high school class, have a 1000 SAT score or 21 ACT score, and be admitted to IUPUC by March 1. Recipients must enroll full time and maintain a 2.5 GPA.

Retaking the SAT or ACT

If you have retaken the SAT or ACT and the new score might place you into scholarship consideration, contact a counselor at the IUPUC Office of Scholarships and Financial Aid at (812) 348-7311 or scholarships@iupuc.edu to verify possible eligibility. Please note the scores cited refer to SAT verbal and mathematics or ACT composite scores.

Additional IUPUC Scholarship Opportunities

Passport Scholarship

IUPUC has established a special scholarship program with Ivy Tech Community College—Columbus to encourage students to continue their education toward a baccalaureate degree. The following scholarship amounts are automatic and in addition to all other awards, scholarships, and financial aid:

Ivy Tech—Columbus Cumulative GPA requirement:

3.75 and above	$1,000
3.50 to 3.75	$500
3.25 to 3.50	$250

To qualify, students must meet the following requirements:

Graduate with an Associate of Science from Ivy Tech Community College—Columbus after year 2000

Admitted into one of the articulated degree programs between Ivy Tech Community College—Columbus and IUPUC in Business, Education, General Studies, or Nursing.

Campus Campaign Scholarship

IUPUC faculty and staff make contributions each year to fund these achievement-based scholarships.

Irvin-Sweeny-Miller Foundation Scholarship

Nontraditional students from Bartholomew County are eligible for this scholarship.

Heritage Fund Educational Scholarships

Scholarships administered by the Heritage Fund are made possible through the generosity of donors. Their vision enables the Community Foundation of Bartholomew County to assist future generations in meeting their educational goals. Currently the Heritage Fund manages 53 endowed scholarship funds.

Private Donor Scholarships

Every year many IUPUC students receive private sector scholarships, providing thousands of dollars to pay for their education. Information on external scholarships can be found from high school guidance offices, scholarship source books, and online scholarship search databases. The IUPUC Web site lists some of the online free database search sites.

Check the IUPUC Web site (www.iupuc.edu) frequently for updates. While this information is current as of print, we will post any changes in scholarship opportunities, and the Web site should be consulted as the final source of information.

Placement Testing

A student's academic career begins with placement testing followed by attending orientation. The placement test results indicate the students' level of preparedness and the proper or recommended course placement in writing and mathematics.

All beginning students must complete the COMPASS mathematics placement test. Transfer students who have successfully completed college-level work in mathematics (a grade of C or higher in MATH 110 or equivalent courses) are exempt from taking the mathematics placement test. The mathematics placement scores are valid for one year from the test date.

All beginning students must decide whether to enroll in ENG W131 or in W130. Students who plan to enroll in W130 are not required to write the placement essay, but are welcome to write it to help determine whether W130 is the best placement. (ENG W130 is not required for most degree programs.) English W131 is a required course for graduation. Students are eligible to enroll for W131 if at least one of the following criteria is met: student has an SAT verbal score of 500 or higher (ACT English score of 22), or student has received a grade of D– or higher in ENG W130, or student writes a placement essay prior to registration with a recommended placement into ENG W131. Transfer students who have successfully completed college-level work in English (with a grade of C or above in ENG W131) are exempt from taking the English placement test. English test scores are good for two years from the test date.

The two placement tests (English and mathematics) take approximately one and a half hours to complete. (For more information on placement testing, see the Placement Testing Web site at www.iupuc.edu/students/placement_testing.asp. Continuing students obtain their placement test results through their academic advisors. Placement test results are given to new students at orientation. If students have not taken the placement tests or their results are not available, they are limited to a restricted list of courses that do not require placement tests.

Testing for Students Whose Native Language Is Not English/English as a Second Language (ESL) Placement Testing

All new students—graduate and undergraduate—whose native language is not English are required to take the ESL placement test prior to registration. This test is administered by the IUPUI Testing Center on behalf of the English as a Second Language Program. All international students from non–English speaking countries as well as U.S. permanent residents and others referred by the Office of Admissions take the ESL placement test in lieu of the English Placement Test that native speakers of English are required to take.

Accommodations for Placement Testing

Students who because of disabilities need special equipment, extended time, or tests taken in separate rooms—whether for placement testing, orientation, or for actual classes—must contact the Adaptive Educational Services (AES) Coordinator before or at the same time they schedule placement tests. Since registering with AES and providing them with documentation takes time, as does the arrangement of services, students must contact AES (812) 348-7271 as soon as possible before classes start.

Orientation

University College, in conjunction with the divisions, requires all beginning and transfer students with less than twelve transferable credits to attend an orientation program. At orientation, students receive an overview of campus resources, receive information about the divisions/programs in which they are interested, receive success tips from current IUPUC students, meet with an academic advisor, register for classes, and have their photo taken for their student I.D. card. Students must obtain their technology account before attending orientation. Technology will be covered during one portion of the orientation program.

Students are required to pay a New Student Enrollment Fee that is assessed to all students who are beginning their first semester in a degree-seeking program. The fee is not contingent on participation in the program.

Advising

New and transfer students with less than twelve transferable credit hours receive their initial academic advising during orientation. Students with 12 or more transferable credit hours, returning students, and students from other IU campuses receive advising from their academic division. University College advisors provide advising services to undergraduate students who have not yet been admitted to their degree program as well as to students who are undecided about their program. For contact information visit www.iupuc.edu/students/ advising.asp.

Preparing for Advising Sessions

Students are ultimately responsible for their own success. Students need to prepare themselves by learning what is required to earn their degrees. University College and the divisions provide tools and advising that aid students in making wise choices in the types and numbers of classes to take.

Elements of an Undergraduate Degree

Basic to planning a college education, rather than just semester-by-semester picking of classes, is an understanding of what components make up a college degree. Most four-year college degrees are made up of about 40 courses. These courses generally are 3 credit hour courses, though some are 1, 2, 4, 5, and even 6 credit hour courses. Each hour of credit generally means 4 hours of academic work (i.e., one hour per week in class plus study time outside of class), though in some programs, especially in the sciences, there are additional credit hours for laboratory or recitation work.

Courses fall into three categories: general-education requirements, program or concentration requirements, and electives. The exact courses that may be used in each of these areas vary according to the program of study.

First-year students generally begin with a learning community, general-education courses, and introductory courses in their programs. Courses required for college degrees are often sequential (that is, they build on the content, concepts, and skills learned in lower-level courses). As a result, most divisions number their courses 100, 200, 300, and 400 to indicate the order in which students should take the courses. First-year students should generally take courses in which the first number in the course number is either a 0 or 1; occasionally, a first-year student might take a 200-level course.

Some courses require students to take prerequisites or lower-level courses before enrolling in the higher-level courses. Prerequisites are listed in the course descriptions in this bulletin. General-education requirements and the specific program requirements are listed in division sections of this bulletin. University College advisors also have checksheets of requirements for the different degree programs. Electives, generally five to ten courses depending on a student's program, are usually taken during junior or senior year.

Scheduling Tools and Information

IUPUC provides a number of resources for students to conduct their work with the university. OneStart (onestart.iu.edu) allows students to review information about themselves, including status of an admission application, status of a financial aid application (and any award), latest course schedule, book list, bursar account (fees owed or refund due), unofficial transcript, as well as information about a federal tax law that may result in an income tax credit tied to tuition paid in a calendar year. Students may also update address information through OneStart. In addition, students and the public may review course offerings for current and upcoming semesters via OneStart.

OneStart also provides a significant tool for academic advising. This online system was designed to help students and their advisors review degree requirements and student progress towards any intended IUPUC degree. The online system is not intended to replace regular meetings with an academic advisor. Students, however, may wish to review and print an "audit" in preparation for an advising session. The system allows students to investigate what would happen if they changed programs or divisions. This student advising system provides students with online access to transcripts and degree requirements and various special purpose Web sites.

Students planning their schedules should also consult the degree requirements in this bulletin or the appropriate checklists provided by their advisors. The *Registration Guide* is available every March for summer and fall classes and in October for spring classes.

Developmental or Refresher Course Work

If placement test results indicate that a student needs more work or a refresher in writing or mathematics, the student will be required to take these classes first. The basic skills of writing and calculating are building blocks to most other college classes. Advisors will assist students in selecting a balanced schedule with refresher courses as well as regular college classes when appropriate. In general, students will not be certified to move into their divisions until they have successfully addressed any skill deficiencies they may have.

First-Year Seminars or Learning Communities

National studies have shown that successful first-year students need five elements: an introduction to campus resources and support services, the creation of a support network (which is especially important on a commuter campus), ongoing personal interaction with faculty and staff, the development of skills and habits basic to academic achievement, and a realization of the high expectation that the campus has for each of its learners. IUPUC has developed learning communities, which include First-Year Seminar courses and are dedicated to achieving the objectives spelled out above. Often these First-Year Seminars are linked with another course so that the students in the seminar can work together across classes to learn the material and otherwise support one another. The team approach in these seminars of faculty members, librarians, advisors, and student mentors provides students with in-depth knowledge and contacts for key elements of the campus.

General-Education Requirements/Introduction to Majors

Beginning students will also be advised to start on the general-education requirements for the program(s) in which they are interested. These classes may include communication skills, science, social and behavioral sciences, arts, and humanities, depending on the division or program. Either in the first or second semester, especially if students are attending full time, they will be encouraged to enroll in the introductory course in their program. These are usually 100-level courses.

Undecided and Exploratory Options

Some students come to IUPUC uncertain of what they want to study, in part because they do not know all their options, and because they are unsure of their own strengths. They want to remain undecided until they explore all their options and feel more certain about their direction. "Undecided" and "exploratory" students receive special counseling to allow them to explore possible programs of study. Taking introductory courses in different fields often helps students make up their minds or determine their aptitude or interest. The advisors may urge students to go to the College and Career Exploration Center to investigate career options or take tests that will reflect the students' areas of interest. There also are courses specifically focused on helping students make career choices. This is a healthy process. Exploring possible options early in a college career is common and far better than changing direction in the junior or senior year.

Registration

Registration for first-time students takes place in conjunction with orientation. In subsequent semesters, students register themselves by computer. Information about registration is available in the *Registration Guide*, online at www.onestart.iu.edu, and in the Office of the Registrar.

The *Registration Guide* and other university communications are provided to all current students. It is vital that students keep both local and home addresses and phone numbers up to date with the university. In some cases, local and home addresses are identical, though some use their parents' address as their home address. Students can change their addresses online through onestart.iu.edu. Addresses may also be changed by completing an address change form, available in the Office of the Registrar or at the Web site registrar.iupuc.edu.

All students are issued university e-mail addresses. Should students choose to use a different e-mail provider, they should forward their university e-mail to their preferred service provider in order to be sure to receive important university announcements. Information on forwarding university e-mail is available online at kb.iupui.edu.

Waitlisting

Occasionally, students will be turned away from a class section because it is filled to capacity. Seats may open up, however, if registered students drop the class during the registration period. Through an automated waitlist system, the first person to make a waitlist request for a class is placed at the top of the waitlist. When a seat opens up, that person is registered automatically for the course. For more information, check the *Registration Guide* or visit the Web site registrar.iupuc.edu.

Enrollment Permissions and Holds

An advisor's approval for a student to register does not guarantee enrollment in a particular class; it only authorizes that the student is eligible for enrollment that term. Divisions may restrict enrollment in particular courses, so students should review the course descriptions in this bulletin or view course listings through OneStart to see if they fit the requirements. For instance, some courses, such as upper-division courses in business, are open only to students officially enrolled in certain divisions. Other courses may be restricted to students with sophomore, junior, senior, or graduate student status. Finally, some courses require a student to have completed one or more courses prior to enrollment (known as "prerequisites"). Otherwise ineligible students who believe their personal preparation overrides the restrictions may seek the division's or instructor's permission to enter the class.

On occasion, students have a hold placed on their enrollment. When this occurs, they cannot register for courses because they have failed to meet some requirement of the university or division and cannot proceed until the problem is resolved. Problems that result in a hold include having a grade point average below the required level or failure to pay tuition or other fees. Students with unpaid library fines, outstanding parking tickets, or with a disciplinary problem also may be placed on hold. Students can review their status on OneStart, and if they find they have such a hold, they should contact the office(s) listed to resolve the problem. For more information about holds, students may contact the department or division involved or the Office of the Registrar.

Dropping or Adding Classes (Schedule Adjustments)

Students can make changes in their schedule (commonly known as add and drop) from the time of their initial registration up through the third day of the first week of the semester either by computer or with a Schedule Adjustment form. Students receiving financial aid should be aware that dropping a course may change the amount of aid for which a student is eligible and may require that the student repay some of the money already received.

Students must drop classes officially; stopping attending a class or even never attending the class does not cause the student to be dropped from the class. Failing to attend class does not mean a student has dropped a class but rather will result in a grade of F in the course. Failing to pay for the course once registered will result in both a grade of F and a bill for the course.

After the middle of the semester, students need the instructor's signatures in order to drop a class. In the final quarter of the semester, classes can only be dropped with the approval of the student's division head. Such late withdrawals are usually approved only if illness or emergencies are involved.

Dropping classes is done using the Schedule Adjustment forms, which are available at Office of the Registrar. The forms must be filled out, signed, and returned to the Office of the Registrar, Room 156.

While withdrawals do not change a student's GPA, more than ten withdrawals without well-documented medical or other serious reasons will trigger the Federal Government's definition of "not making academic progress" and may result in the loss of eligibility for certain types of aid.

Check the *Registration Guide* for exact refund dates. After the fourth week, if you decide not to attend a class, don't just walk away from the class without officially withdrawing from the class or from the university since you will receive an F in any undropped classes.

Off Campus

IUPUC offers courses in surrounding communities through the IUPUC Seymour Regional Learning Center and the IUPUC Greensburg Regional Learning Center. Courses are provided to assist students in furthering their education while staying in their community. We offer courses that apply toward degree programs and certificates. For more information, contact the Office of the Registrar at (812)348-7287.

Fees

IUPUC tuition is set annually by the Trustees of Indiana University. Current fees appear in the *Registration Guide*, and the rules that determine whether students are residents or nonresidents for fee purposes appear at the end of this bulletin. Undergraduate programs and most graduate/professional programs charge by the credit hour.

In addition to tuition, there are some special course fees for equipment or supplies; all undergraduates are assessed technology and student activities fees. New students are charged for orientation. The one-semester parking fee, books, and supplies are additional. Various payment options are described in the *Registration Guide* and in materials distributed with bills. See bursar.iupuc.edu on the Web for more information, including current fees.

Students whose financial aid or loans have not yet arrived may qualify for automatic aid deferments through the Financial Aid Office. Students should find out from Financial Aid whether they have received deferments since such deferments cover fees, partially or totally. This means students are actually enrolled and must attend classes or officially withdraw. If they withdraw, their bills will be adjusted accordingly. It is critical that students check with the Financial Aid Office or monitor their accounts via OneStart (onestart.iu.edu) to determine whether they received deferments.

Certification from University College to Degree-Granting Divisions

Selecting a Major

Students who meet the regular admission criteria for IUPUC, as well as any additional division admission criteria, and who indicate the program that they wish to study when they apply, are granted admission to University College or the degree-granting division housing their program.

Students may move to their division during their first 26 credit hours of study, during which time students should be completing general-education requirements and other courses necessary for admission into their chosen division or program. Since these courses vary widely from one program to the next, students should refer to the University College checksheets and this bulletin to ensure that courses count towards their degree.

Minors

Students in many divisions may take one or more minors along with their programs. Minors will not appear on the student's transcript until graduation. Students majoring in one division often can elect to complete minors in other divisions.

Minors are structured programs generally of 15 to 18 credit hours, though they may require more. They are of three types: (1) divisional or single-discipline minors, (2) interdisciplinary or cross-discipline minors, and (3) thematic minors.

In most divisions, only courses in which students receive at least a C (2.0) can be applied to the minor. Listings of minors available and the specific requirements for minors are described in each division's bulletin section.

Changing Units

University College's goal is to launch students on a successful college career. Once the transition from high school to college, or from workplace to college has occurred, University College focuses on moving students into their degree-granting programs and divisions.

Admission into Degree-Granting Programs from University College

Some divisions accept all students with a minimum GPA of 2.0 or other specified GPA. In such divisions, students can change divisions or programs using an Office of the Registrar IUPUC Program Change Form. To be sure that they are eligible to transfer, students should consult the division advisor.

Other divisions require both a set GPA and the completion of a set of specific courses with a specific GPA. In such divisions, it is more difficult to determine a student's eligibility. Such divisions often have a formal application.

Procedures for Changing Divisions/Programs at IUPUC

To transfer from one IUPUC division to another, students should contact the advisor of the division to which they wish to transfer to find out if they have met the necessary requirements. University College students should contact their UC advisor. Acceptance by the new division requires the approval of the appropriate division head.

Students may also wish to change plans within a division, for instance, changing from criminal justice to urban affairs in the School of Public and Environmental Affairs (SPEA) or from chemistry to psychology in the Division of Science. Again, students should contact their division's advisor to determine their eligibility and consider the consequences of such a change.

Student Responsibilities

The faculty and Trustees of Indiana (and Purdue) University vote to confer the degree on students upon successful completion of their course of study. Students are responsible for understanding all requirements and completing them by the time they graduate. Advisors, directors, deans, and faculty gladly help students understand division requirements; however, each student is responsible for fulfilling the requirements. Students may refer to this bulletin, OneStart (onestart.iu.edu), and division advisors to find out about their personal progress toward a degree.

Similarly, students are responsible for informing IUPUC of any changes in their name, address, phone number, and other relevant data. Students may use OneStart (onestart.iu.edu) to change information online, or may provide it directly to the Office of the Registrar. Likewise, students are responsible for securing the necessary form and signatures to drop classes and for turning the forms in on time. Failure to properly drop a course could result in a grade of F in that course. Similarly, all registration and add procedures must be followed or students risk not receiving credit for a course that was improperly added.

Students should also be familiar with the rules of appropriate academic behavior which are based on three major premises: (1) the free exchange of ideas is critical to university life, and therefore civility within the academic community must be ensured; (2) ideas are as much property as are houses, cars, CDs, and wallets, and therefore, another person's ideas cannot be used without permission and acknowledgment of the idea's true owner; and (3) knowledge and wisdom are truly the result of contributions of individuals and societies past and present from around the world, and therefore, diversity is seen as a desired, even crucial, component of any intellectual community. These concepts lead to rules and regulations that are found in the *Code of Student Rights, Responsibilities, and Conduct*. A brief summary of some key elements of the Code appear in a later section of this bulletin. Students are expected to be familiar with the basics of the Code.

Graduation Requirements

Applying for Graduation

Candidates for graduation initiate the certification process by filing an Intent to Graduate form with the advisor of their division at least one year prior to their expected graduation date. Purdue degree candidates must register for CAND 991 as noted in the *Registration Guide*. Details concerning the application deadlines of specific divisions and any additional requirements related to graduation are available from the advisor or the division sections of this bulletin.

Completion of Degree Requirements

When students contact the advisor about graduation, they should double-check that they in fact will have completed graduation requirements. The "My Degree Progress" option in the self-service area in OneStart shows what courses students still need to take and whether all transfer work has been entered. Some divisions perform degree audits either when students file for graduation or at the beginning of their senior year. Students should go over audits with their advisors to make sure they are accurate, and contact the division advisor with questions. Common mistakes that result in students' failure to graduate are unacceptable grades and not registering for necessary courses, dropping them during the last semester, or otherwise failing to complete required courses. Students may graduate with incompletes on their record, provided they are not for required courses. Residency requirements also affect graduation eligibility. For more information visit www.iupuc.edu/admissions/student_services.asp.

Required Grade Point Average

In addition to completing all the required course work, students must have a specific overall grade point average and a specific GPA in their program to graduate. Most individuals also require grades of C or higher in program courses. Students should familiarize themselves with the policies of their program.

Academic Policies and Procedures

Grade Appeals

Each degree-granting unit has policies and procedures for handling student appeals regarding academic decisions such as grades. If students believe they were given an incorrect grade, they should contact the instructor first and then the director or division head of the unit offering the course. If that proves unsatisfactory, the student should contact the unit regarding the process for appealing the grade in question. All schools at IUPUC use a common petition for grade appeals. *Note that all appeals for a change of grade for an undergraduate student must be filed within five years of the end of the course; some divisions have shorter deadlines*. See division sections for additional information or see the registrar's Web site at registrar.iupuc.edu for the appeal form.

Repeating Courses

If a student repeats a course, it will only be counted once towards graduation or electives in the program, though the grades will be calculated in the GPA. Exceptions are variable topics courses, internships, or some other courses that can be taken more than once for credit. Courses repeated under the grade replacement policy may be excluded from the GPA. See the individual division's section of this bulletin to determine any restrictions on use of grade replacement.

Academic Probation

Students are placed on probation any time their cumulative GPA falls below their division's or program's GPA of good standing. Individual divisions and programs vary in their policies. See the sections in individual programs for further information on probation.

At IUPUC, a 2.0 cumulative GPA is the minimum necessary to be considered in good academic standing. Students below this GPA are not making progress toward degree completion and are subject to dismissal from the university.

Students whose cumulative GPA falls below a 2.0 will be placed on probation. All students will be allowed at least one semester of probation prior to being academically dismissed. Students will be informed of their probationary status by letter.

Students may be continued on probation when their semester GPA is above a 2.0 but their cumulative GPA is below a 2.0.

Students will be removed from their probationary status once their cumulative GPA is above 2.0.

Dismissal

Students may be dismissed from their division or program if they fail to meet academic or professional standards. The student will be informed of the dismissal in writing by the division head or the division head's campus representative.

Some factors considered when students are dismissed are failure to maintain a minimum GPA of 2.0 (IUPUC's GPA of good standing) or the division's GPA of good standing after being placed on probation, a lack of progress toward the degree requirements in the judgment of the faculty, or a lack of acceptable ethical or professional behavior.

Students who have completed a minimum of 12 IUPUC/ IUPUI grade point average (GPA) hours are subject to dismissal if they fail to attain a GPA of at least 2.0 in any two consecutive semesters (excluding summer sessions) and their cumulative GPA is below a 2.0.

Students who are dismissed for the first time must sit out for a minimum of one regular (fall or spring) semester and petition by the established deadlines to be reinstated. Reinstatement is not automatic. Students' chances of reinstatement will be enhanced by the student removing grades of incomplete, undertaking assessment of their academic problems, participating in career workshops, and providing evidence of their ability to do successful academic work upon their reinstatement to IUPUC.

Students dismissed more than once must remain out of school for at least one full year and petition by the established deadlines to be reinstated. Reinstatement after a second dismissal is extremely rare. Students' chances of reinstatement will be enhanced by the length of time the student has been away from the university, successful academic course work completed at other accredited institutions, military service, participation in career workshops, and providing evidence of their ability to do successful academic work upon their reinstatement to IUPUC.

Individual divisions may refuse to reinstate students on the basis of their academic records.

Students already enrolled in and even attending classes will be administratively dropped from those classes and their money returned if they are dismissed.

Reinstatement

Any student who has been dismissed from an IUPUC division or its equivalent on another IU campus (or Purdue campus for students in the Schools of Science and Engineering and Technology) must petition for reinstatement. Some divisions also require students dismissed from other institutions to petition for admission. Each petition is considered individually, and a decision is made based on the student's academic history and personal circumstances. Students must explain why they were dismissed and how they expect to deal with potential problems. A Petition for Reinstatement form may be obtained from the University College Web site.

Divisions will notify students of their readmission status. Students may be approved for readmission, approved for a conditional readmission (e.g., for part-time but not full-time study), or denied reinstatement.

Students who have been dismissed but can show compelling evidence that they have corrected the problem may be allowed to return to school without delay. Petitioning for reinstatement between the fall and spring semesters may not be possible if the division requires that the petition go to a faculty committee. Check with the advisor of individual divisions to determine the division's policy.

Grade Replacement Policy

The IUPUC Grade Replacement Policy (formerly known as the FX policy) was revised effective fall 1996. This policy allows approved undergraduate students seeking their first degree to repeat courses—a maximum of 15 credit hours subject to division approval—in order to improve poor grades, including grades of F. If a student earns the same or a higher grade after repeating the course, only the second grade will be counted in the cumulative GPA. Replacement does not happen automatically, so students must notify the division advisor that the course has been taken a second time and that they wish to exercise this option. Certain restrictions apply, and the grade replacement policy may not be honored by some divisions when considering admission to the division or in computing graduation honors. For more information, students should contact their division.

The 15 credit hours limit includes any course(s) previously replaced using the FX policy. A student may exercise the Grade Replacement Policy no more than two times for a single course, and once invoked, a student may not reverse the grade replacement granted in a particular course. The replaced grade will be excluded from the cumulative GPA, but the course and the replaced grade will remain on the student's academic record with a notation indicating that the grade exists but is excluded from the cumulative GPA. The use of the forgiveness policy does not preclude a student from using grade replacement for course work taken subsequent to re-enrollment as defined by the forgiveness policy.

If the original course was taken on another IU campus, that campus must be willing to place the replacement flag on the course at IUPUC's request.

Not all IUPUC units accept the general policy as stated above. If a student changes programs, divisions, or campuses to a program that does not recognize the Grade Replacement Policy, the original grades will once again be averaged into the student's GPA.

This policy is not available for graduate students or students seeking any second undergraduate degree. For a copy of this policy, contact the Office of the Registrar, or the registrar's Web site (www.iupuc.edu/departments/registrar/default.asp).

Student Services

Commitment to Writing: IUPUC Writing Center

"Because writers need readers."

Campus Writing Center, Writing Across the Curriculum, and Literary Magazine Writing is so central to learning and communicating information, knowledge, and understanding to others that it is a part of the curriculum in all undergraduate divisions at IUPUC. In addition to the core Writing Center tutoring in room 154, IUPUC sponsors the literary magazine *Talking Leaves* and Writing Across the Curriculum. The Writing Center provides support to students for courses that require a significant writing component, assesses the overall quality and quantity of writing done by students at IUPUC, and correlates the expectations of faculty and the needs of employers in the community, with respect to the writing accomplishments of students. Students have the opportunity to work one-on-one with experienced readers and writers. All services are free to IUPUC undergraduate and graduate students, faculty, and staff.

Tutors believe writing is a *process*. Few writers draft effective college papers in one sitting. Most go through stages as they write—they gather ideas; do some pre-writing or talk out their ideas with someone; experiment with what they have to say in early drafts; *revise, revise, revise*; then edit and proofread their work. Tutors are trained to talk with students at any point in this writing process. They work with students to help them understand assignments and brainstorm ideas; discover and narrow topics; work on understanding purpose, audience, and focus; support ideas with convincing evidence; see ways to revise drafts; plan, organize, and document long or short research papers; even overcome writer's block. Tutors help best when students help tutors understand their writing project. Students should bring assignment sheets, class notes, and/or instructor comments with them to tutoring sessions. The Writing Center is not a one-stop fix-it shop, and tutors don't do the work for students. Students should continue working on papers after they leave the Writing Center and some students should schedule more than one appointment per assignment.

Tutors also visit classes to talk about IUPUC Writing Center services and work with faculty to present workshops about writing related issues.

For more information:
IUPUC Writing Center
IUPUC Room 154
Phone: (812) 348-7269
Hours: Stop by to sign up for an appointment

Parking and Transportation

Parking is available to students, staff, and faculty by permit. "A" permits are reserved for faculty and staff only. Students are eligible to purchase an "E" permit. Students may purchase "E" semester parking permits when registering for classes. Parking fees are published each semester in the *Registration Guide*.

Parking regulations are enforced 24 hours a day, 7 days a week. Parking without a permit or in an invalid space will result in a citation. Repeat offenders risk the possibility of having their cars towed or being checklisted from registering for classes or purchasing a new parking permit.

People with a physical disability should contact the Bursar's Office to request a special parking permit. The staff can authorize special permits for short-term disabilities, but students must get state certification before receiving a special long-term parking permit. Disabled permits allow you to park in any parking area.

Counseling and Psychological Services (CAPS)

The professionally trained counselors of IUPUI Counseling and Psychological Services provide services to IUPUC students, faculty, and staff who may be experiencing emotional, psychological, and/or cognitive difficulties that have an impact upon academic or work performance. Counseling is free to students. Private and confidential appointments are available in individual, couples, or group formats. Evening appointments are available Monday through Thursday by appointment only. Assessments are also available for learning disabilities and attention deficit disorder by licensed psychologists on a fee-per-service basis. For information, call (317) 274-2548; e-mail caps@iupui.edu, or visit the Web site at life.iupui.edu/caps.

College and Career Exploration Center

The College and Career Exploration Center (CCEC) is located in the Learning Center. The CCEC provides career services to IUPUC students, assisting them in developing and implementing a sound career planning strategy. Students can receive help in choosing a major, obtain information on employment trends, and learn about career opportunities in local areas, the state of Indiana, and across the nation.

Students can meet with a career counselor for an individual career counseling appointment. Students have the opportunity to complete a career interest assessment such as the Strong Interest Inventory, the Self-Directed Search, or the Myers-Briggs Type Indicator. Workshops in choosing a major and job search strategies, including resume writing and interviewing techniques, are offered. A job fair with area employers will be held each year at the Learning Center for all IUPUC students.

Students who are undecided about their major are encouraged to visit the College and Career Exploration Center early in their first semester of college to start the self-assessment process and begin to research majors and careers.

The Center provides career resource materials in a non-circulating library. The CCEC staff can also direct students to appropriate online resources to research careers, salaries, and job opportunities.

The College and Career Exploration Center is located in the Learning Center in Suite 1200. For more information contact University College at (812) 348-8535.

Adaptive Educational Services (AES)

IUPUC is committed to helping students with disabilities achieve their goals by augmenting their existing strengths and abilities. Adaptive Educational Services (AES) provides a range of services based on the documented needs of qualified students with disabilities that meet the requirements of the American Disabilities Act (ADA) and the Rehabilitation Act of 1973. AES facilitates tests that require extended time, provides interpreters, coordinates financial support and service through Indiana Vocational Rehabilitation, assists in registration, provides note takers, works with faculty to make reasonable modifications of programs and courses for students with disabilities, upholds academic standards, and maintains legally appropriate confidentiality for students with disabilities. To request services, contact University College at (812)348-7271.

Veterans Affairs

Individuals wishing to use veterans' benefits should notify the veterans affairs (VA) representative in the Office of the Registrar, Room 156, (812) 348-7223, after filing a DD214 form with the Office of Admissions.

Office of the Dean of Students

The dean of students is charged with working with students, faculty, staff, and administrators to promote ethical behavior and civility. The dean of students is the chief judicial officer for issues related to the *Code of Student Rights, Responsibilities, and Conduct.* Every student should be familiar with the code and can obtain a copy from their department, division, or the Office of the Registrar. For more information, contact the Office of the Registrar, (812) 348-7287.

Co-Curricular Opportunities and Activities

IUPUC Student Council

The IUPUC Student Council is the voice of students and a vehicle for positive improvements in student life on campus. The Student Council disburses student activity funds to registered student clubs and organizations, and members serve as student advisors to the Vice Chancellor and Dean. The Student Council is composed of up to three representatives from each academic division on campus. Elections are held each spring. The Student Council can be contacted at studentcouncil@iupuc.edu.

IUPUC Clubs and Organizations

IUPUC has a growing number of student clubs and organizations representing a broad range of student interests and academic programs. Many of these groups are related to a career or field of study, while others are faith-based, focused on diversity, recreation, service, or special interests. Starting a club or being involved in a club or organization is a great way for students to connect to the campus. It allows students opportunities to meet other students, put classroom skills into practice, serve in leadership positions, and prepare for life experiences in a global society. Information on starting a club or becoming involved in a current club is available at www.iupuc.edu/ students/studentlife_clubs.asp.

Student Photo ID Cards

The IUPUC University ID is your official identification card throughout your college years.

The IUPUC University ID is free to all newly enrolled students on the IUPUC campus and is required for all first-time students at IUPUC.

IUPUC University ID's are available through the Office of the Registrar.

There is a replacement fee for a lost ID card, name change, or photo change.

Please contact our offices at (812) 348-7287 for further information. Students must present proof of identity and student status to obtain an IUPUC University ID.

Campus Resources

Library
The IUPUC library, located in the CTL, is a member of the Indiana University Libraries system, one of the most highly regarded university library systems in the nation. It is a full-service academic library offering reference assistance, interlibrary loan, course-related instruction, and a wide and varied array of print and electronic resources, including books, journals, reference resources, and databases. All are chosen to support the specific research interests and assignments of students. Most electronic resources can be accessed from home by IUPUC students. Other Indiana residents can receive a password that allows them to use these resources in the library. Additional information is available by visiting www.iupuc.edu/library.

Bookstore Services

Celebrating Learning Bookstore
Textbooks, school supplies, apparel, gift items and IU/Microsoft licensed software are available in the bookstore, which is located in the Learning Center, Suite 100. Regular operating hours vary each semester with special extended hours scheduled during the first week of classes. Any change in bookstore hours will be posted on the bookstore doors, and on voice mail at (812) 314-8520.

Postings for book buyback days, which are held during finals week, will be displayed two weeks before buyback.

Off-Campus Sites
Books for all off-campus sites are available from the Celebrating Learning Bookstore. Special information will be sent to those students registered at off-campus sites after the new student registration on how to order your books. Book buyback will be carried out only at the Columbus campus. Information regarding dates will be forwarded by mail to off-campus students.

Office of the Bursar
The Office of the Bursar collects payments for student fees, orders refund checks, and applies financial aid credits. The Office of the Bursar also accepts authorizations for sponsor billings from qualifying governmental and corporate agencies. For more information visit www.iupuc.edu/ departments/finance_admin/default.asp.

IUPUC Alumni Association
Upon graduation, IUPUC students not only become alumni of Indiana University and Purdue University but also of the IUPUC campus. An official IUPUC Alumni Association has been established and is dedicated to connecting alumni, building lifelong relationships, and serving IUPUC.

IUPUC Alumni Association is a vital link between alumni, students, faculty, staff, and the community. The vision is to improve the lives of students and alumni through education, personal development, and camaraderie. The Association serves as a dynamic organization by facilitating communications and sponsoring a wide variety of programs to actively engage alumni in the success, growth, and development of IUPUC.

Annual Alumni Association-sponsored activities include the Ice Cream Social, IU vs. Purdue Blood Donor Challenge, Career Networking Event, Statehouse Visit, IU vs. Purdue TV Basketball Party, and Senior Shindig. For more information on these programs and the Association, please contact the Office of Alumni Relations at (812) 348-7328 or alumni@iupuc.edu.

Graduation
Associate, bachelor's, and master's degrees are awarded each May in the Commencement Day Ceremonies, held in Indianapolis and Columbus. Present on the stage in Columbus are the Vice Chancellor and Dean of IUPUC, the Dean and Associate Dean of the Purdue University College of Technology, and the Division Heads of IUPUC. The IUPUC, IU, and Purdue Alumni Associations induct their graduates into their respective associations and provide them with an introductory membership. Divisions hold separate recognition ceremonies before and after the Commencement Day Ceremonies.

Safety

Emergency Procedures
In an emergency, from any on-campus phone, dial 9-911.

Building Security

IUPUC has no student housing. Building hours are determined by the Vice Chancellor's Office. When a building is closed, only faculty, staff, and students with specific needs are allowed inside. Environmental and lighting concerns are monitored continually by the Maintenance Department, and they respond to all requests for service dealing with safety or security hazards that are structural or mechanical in nature. All members of the university community are encouraged to report any safety hazards to the Maintenance Department at (812) 348-7237.

Law Enforcement

IUPUC has no formal police or security departments. The campus is patrolled on a part-time basis by the Bartholomew County Sheriff's Reserve Division. It is IUPUC policy that all members of the university community are responsible for safety and security at IUPUC. The IUPUC Emergency Procedures Handbook provides guidance on many topics related to this subject.

Degree Program Information

Division of Business

Division of Business Resident Faculty

Christopher Brandon, Tom Clerkin, Joe Goebel, Bill Haeberle, Fredricka Joyner, Georgia Miller (Division Head)

Division Description

The Indiana University–Purdue University Columbus Undergraduate Program in Business provides opportunities for breadth of education as well as for a reasonable amount of specialization. Consistent with the American Assembly of Collegiate Schools of Business (AACSB) perspective, the school subscribes to the principle that a significant portion of a student's academic program should be in general education subjects, complemented by study in the basic areas of business administration. This assures the planning of balanced study programs while enabling a student with an interest in one or more of the professional areas of business to specialize in those fields.

Bachelor's Degrees

Bachelor of Science in Business Administration with a Concentration in Accounting

The accounting curriculum prepares students for careers in auditing, corporate accounting and management consulting, governmental and nonprofit organizations, and taxation. In addition, it equips the prospective business executive with tools for intelligent analysis, planning, control, and decision making. The accounting curriculum also provides excellent background for the student who wants to pursue graduate work in business, public administration, or law.

Bachelor of Science in Business Administration with a Concentration in Computer Information Systems

Information has joined land, labor, capital, and materials as a central resource for all business managers. Thus, although management specialists with an in-depth education in information systems are needed, every manager is called on to utilize information for business advantage.

Information systems include computers, a wide variety of programming languages, telecommunications, mathematical modeling and computer software for data analysis, factory and office automation, robotics, and expert systems. Managers need to know how and when to apply these technologies, how organizations can acquire and manage information systems that use these technologies, and how businesses should organize themselves to take advantage of opportunities through these technologies.

Students from all areas of business can benefit from understanding information systems. For example, since accounting systems are usually computerized, cost accountants, auditors, and corporate finance managers must be able to use and analyze information systems. General managers need to understand information systems as organizational innovations that must be adopted and implemented simultaneously with changes in organizational designs, strategies, and behaviors. Market researchers must be able to extract data from large databases and analyze them using sophisticated decision and business modeling techniques. Manufacturing and engineering managers must understand the linkages between technical and business computing applications.

Bachelor of Science in Business Administration with a Concentration in Finance

This concentration provides students with familiarity with the instruments and institution of finance and with a financial approach for structuring and analyzing management decisions.

Bachelor of Science in Business Administration with a Concentration in Human Resource Management

This program is designed for students whose career objectives lie in the field of personnel management. From its early beginnings as a staff function involving the maintenance of records and the administration of benefit programs, personnel administration has grown and expanded to encompass the total development and deployment of human resources in organizations. While company titles may vary from vice president of industrial relations to vice president for organization planning and development, there are few firms of any size or consequence today that do not have a human resource management specialist reporting directly to the company's highest level. This practice reflects the awareness that the people who work in an organization are its greatest asset.

The curriculum in human resource management is designed to acquaint the student with modern personnel management in its broadest sense. Included are both the traditional areas of personnel administration and labor relations (such as employment, management development, wage and salary administration, organizational planning, and contract negotiation) and developments in the behavioral sciences with implications for a complete human resource management program.

Bachelor of Science in Business Administration with a Concentration in Management

Society recognizes the importance of understanding both management itself and the complex nature of the organizations—in business, government, hospitals, and universities—in which managers operate. The faculty is concerned with improving this understanding through the study of individual and group behavior, organizational theory, and human resource development.

The undergraduate courses offered in this major are concerned not only with the broad aspects of management and organization, but also with developing skills for dealing with problems of motivation, organization design, and the increasingly complex problems of human resource allocations in our interdependent society.

Bachelor of Science in Business Administration with a Concentration in Marketing

The study of marketing concerns all activities related to the marketing and distribution of goods and services from producers to consumers. Areas of study include customer behavior, the development of product offerings to meet consumer needs, pricing policies, institutions and channels of distribution (including retailers and wholesalers), advertising, selling, sales promotion, research, and the management of marketing to provide for profitable and expanding businesses.

The marketing curriculum endeavors to provide the business community with broadly trained men and women who can approach problems with a clear understanding both of marketing and of the interrelationships between marketing and other functions of the firm. Students planning careers in marketing management, advertising, sales, sales management, retailing, wholesaling, marketing research, or distribution normally major in marketing and then may pursue within the curriculum a modest degree of specialization in the area of their vocational interest.

Master's Degree

Master of Business Administration

The IU M.B.A. at Columbus is a 45 credit hour general management degree program. Courses are sequenced to maximize learning potential while balancing the workload to accommodate the needs of working students. To be considered for admission, a four-year bachelor's degree or its equivalent from an accredited institution is required. While an undergraduate business degree is not required, some preparatory work in mathematics, computing skills, and a business foundation, such as accounting and statistics, is expected. If such course work has been taken but is older than five years, demonstration of currency will be required and may be provided by taking Indiana University or Purdue University undergraduate courses, as suggested below, and earning above-average grades. The student is required to submit scores of the Graduate Management Admission Test (GMAT), which must be taken within the five years prior to applying to the program. If applicable, the student is also required to submit scores of the Test of English as a Foreign Language (TOEFL) and/or take the IUPUI language examination.

Division of Education

Division of Education Resident Faculty

Darlene Allen, Kate Baird, David Martin, Aija Pocock, Henry Wakhungu, Debra Winikates (Division Head)

Division Description

The undergraduate teacher education program includes a recommended sequence of general education courses, professional education courses, and supervised practicum experiences.

Degree Program

Bachelor of Science in Elementary Education K-6 (Framework 2002)
Dual Licensure in Elementary K-6 and English as a New Language
Dual Licensure in Elementary K-6 and Special Education

Division of Liberal Arts

Division of Liberal Arts Resident Faculty

Eugenia Badger, Lewis (Terry) Dibble, Doug Gardner, Jay Howard (Division Head), Judith Spector, Katherine Wills

Division Description

A liberal arts education begins with the premise that one's world and one's self are at the core of the pursuit of knowledge. It leads to viewing the world from more than one perspective and learning something about its social, cultural, intellectual, and spiritual dimensions. Those different perspectives within the liberal arts encompass two major groups of academic disciplines: the humanities, which explore the history and experience of human culture; and the social sciences, which examine the social and material foundations of human life. Regardless of the perspective, the focus in the liberal arts is on knowledge itself, on both its substance and the tools for pursuing it, on what is known and what is worth knowing. Skills for acquiring and generating knowledge, as well as the preservation of knowledge, are contained within the School of Liberal Arts curriculum.

Degree Programs

Associate of Arts

Other Programs of Study

The following Liberal Arts programs are jointly offered by IUPUC and IUPUI. Successful IUPUC students automatically have access to specialized courses on the Indianapolis campus required for graduation.

Anthropology

Anthropology is the study of human culture, biology, and social interaction across time and place. It includes the archaeological investigation of past and present human material culture; ethnographic study of contemporary cultures around the world and in the United States; research into human evolution and the origins of human physical diversity; and analysis concerning the origins, structure, and social use of language.

Communication Studies

Communication studies is an integral part of the liberal arts. The curriculum focuses on communication theories, methods, and competencies from a variety of contexts: rhetorical symbolism, public address, organizations, family, health, media, and theatre. The department offers a diverse curriculum for majors, minors, and service courses for other departments and units within the university. Students learn about the communication process inherent in the areas of interpersonal, group, organizational, public, and media studies. Communication course work assists students in enhancing their critical inquiry, oral performance, media and message design, problem-solving, and relational conversation skills. A foundation is provided for graduate work in various areas of communication studies, humanities, and/or social science and in professional programs such as law, business, health, and social work. Course work also assists those students pursuing career fields that apply communication principles: public relations, marketing, video or film production, corporate media production, training and development, human resources, public affairs, and special events planning.

English

The English major is an exciting journey into the study of language, literature, and our culture. The major is divided into six different concentrations: Creative Writing, Film Studies, Linguistics, Literature, Writing and Literacy, and Individualized Studies. Many of the courses required for a major in English with a concentration in Literature or Creative Writing are available at IUPUC. See the listing of degree programs (majors and minors), and the list of degree requirements and course descriptions for a more detailed view of the options in English.

Geography

Geographers study the connections between the landscapes they see and the forces that shape them. No matter what they're studying—a deceptively fragile rainforest, the silent diffusion of a disease, or the creeping sprawl of a suburb—geographers ask three basic questions: (a) Where are things located? (b) Why are they there? and (c) How do they interact with the world around them? Where, why, and how: three commonplace interrogatives that help chart a path through the maze of places and processes, change, and continuity that give our world its hues, tastes, and sounds. Where the historian sees order in the past, the geographer seeks a rationale for the location of things in their place.

History

The History Program at IUPUC offers students the opportunity to better understand the human condition through the systematic study of the past. A variety of introductory courses are offered, with advanced undergraduate and occasional graduate offerings at Columbus being at present limited to courses dealing with the history of the United States. The undergraduate history major, which can be begun at Columbus and completed at the Indianapolis campus, serves the student admirably in fulfilling the tradition of a liberal education and also provides a foundation for those desiring continued work at the graduate level. The study of history also provides a solid basis for professional training in such fields as law, business, environmental affairs, historic preservation, public administration, and government.

Philosophy

Philosophic inquiry aims, ultimately, at a general understanding of the whole of reality. It draws on the insights of the great historical philosophers, on what has been learned in all other major fields of study, and on the rich perspective embodied within our ordinary ways of thinking. Philosophers address a diverse array of deep, challenging, and profoundly important questions. Examples include the nature of the self and of personal identity; the existence or nonexistence of God; and the nature of such phenomena as time, mind, language, and science.

Political Science

Politics is about power: who has it and how it is used. The study of political science provides students with an understanding of the many different and intriguing ways in which power is given, taken, distributed, limited, manipulated, and used, and helps them better appreciate and understand the many different forms taken by systems of government around the world.

Religious Studies

The discipline of religious studies offers students opportunities to explore the patterns and dimensions of the many different religious traditions of the world from the perspectives of the academic study of religion. The courses are designed to help students develop basic understandings of the many ways in which religions shape personal views of the world, create and sustain the communities in which we live, and interact with politics, economics, literature and the arts, and other structures of society.

Sociology

Human beings are social animals. We live in groups and do most things with other people. Much of what we think, say, and do is influenced by what others expect of us and by how others treat us. Sociologists study the patterns of interaction between people in all sorts of settings: at work, at play, at home, etc. They try to clarify what is going on, what lies behind it, what is likely to come from it, and what might be done differently. Their theories and research findings can provide insights into processes and events that affect us in our everyday lives.

Perhaps you have wondered why some families get along fine while others seem mired in problems, why some people get involved in criminal careers while others resist temptations, why some companies are much more productive than others, why some government programs succeed while others backfire. These are the kinds of issues sociologists look into in systematic ways.

Division of Nursing

Division of Nursing Resident Faculty

Peggy Bell, Jan Davis, Debra Harmon (Division Head) Ramona Henderson

Division Description

The demand for nursing professionals is skyrocketing, and for nurses with the right qualifications, the potential is unlimited. Employment for nurses is expected to grow faster than average for all occupations through 2010 (U.S. Dept. of Labor). To help meet this demand, Indiana University School of Nursing and IUPUC have partnered to provide local access to nursing education in south central Indiana

Degree Programs

Associate of Science in Nursing Degree (L.P.N. to A.S.N. Mobility Option)

The L.P.N. to A.S.N. Mobility Option provides Licensed Practical Nurses with the education required to become licensed as Registered Nurses. Registered Nurses typically provide direct care to patients of all ages in a variety of health care environments. The L.P.N. to A.S.N. Mobility Option allows the L.P.N. advanced placement into the second year of the two-year Associate of Science in Nursing program. A full-time (three semesters) and a part-time (five semesters) curriculum are offered. Admission begins with the application process each December. Classes begin with a transition course the following summer. Graduates of this program are eligible to take the National Licensing Exam (NCLEX-RN).

Bachelor of Science in Nursing Degree (R.N. to B.S.N. Mobility Option)

The R.N. to B.S.N. Mobility Option provides Registered Nurses with additional course work required to complete a Bachelor of Science in Nursing. B.S.N. graduates have increased opportunity to move into supervisory, managerial, and decision-making positions in a variety of health care environments. Leadership, critical thinking, communication, and collaboration skills are emphasized. Some courses or portions of courses are taught online via the Internet for maximum scheduling flexibility.

Division of Science

Division of Science Resident Faculty

Charlene Christie, James Clack, Kathy Compton, Gary Felsten (Division Head), Ann Fletcher, Rodney Lynch, Dan Rusu, Myo Thaik, Jack Young

Certificate Programs

Certificate in Case Management

Certificate in Substance Abuse Counseling and Prevention

Degree Programs

Associate of Science in Chemistry

The Associate of Science in Chemistry program, which is offered at both the Indianapolis and Columbus campuses, is designed to prepare students for immediate entry into the industrial job market as qualified chemical laboratory and process technicians.

Bachelor of Arts/Bachelor of Science in Psychology

Psychology is a science that studies behavior and mental processes. Behavior consists of actions and mental processes include perceptions, thoughts, and feelings. Understanding human behavior is essential for improving the quality of life of individuals and improving relationships within and between societies.

There are many areas within psychology and many types of psychologists. Although about half of all psychologists work to help people with psychological problems, others seek new knowledge or apply their understanding of psychology to solve problems and improve the way things work. Research psychologists seek new knowledge using the scientific method to describe, predict, and understand behavior and mental processes. For example, developmental psychologists study how infants acquire language skills, psychobiologists investigate how brain function influences drug addiction, and social psychologists study how peer pressure influences decisions. Research psychologists often teach in colleges and universities. Applied psychologists use psychological principles to help change behavior and solve real-world problems. For example, school psychologists help children adjust academically and socially, industrial/ organizational psychologists suggest how companies can improve employee morale, human factors psychologists determine the best place to put gauges in an airplane cockpit, and clinical psychologists help people change their thoughts and behaviors to relieve anxiety or depression. Some applied psychologists also teach in colleges and universities and some engage in research.

Division of Technology (Purdue University College of Technology)

Division of Technology Resident Faculty

Joe Fuehne, Nathan Harter, Robert Hofinger, Richard Kopp(Interim Director), Kuber Maharjan, Robert Neth, Julie Phillips, Jack Purdum, Margaret Ratcliff, JoDell Steuver, Dewey Swanson, Nancy Wilson-Head

Division Description

Purdue University's College of Technology is recognized globally as one of the premier technology colleges offering world-class instruction, cutting edge research, and state-of-the-art facilities. The college prepares graduates for immediate employment and excellent career growth opportunities in the fields of technology in business, industry, and service agencies. The college is located on the IUPUC campus in Columbus and at the Greensburg Community Learning Center in Greensburg.

Degree Programs

Associate of Science in Computer Technology

Success in business today is dependent upon timely and correct information. Information systems and information technology professionals are responsible for meeting this need. What is an information system? Every day we come into contact with various information systems, such as a course registration system, a hospital patient records system, an inventory control system, or an automatic bank teller machine. What is information technology? Information technology provides the engine used to drive useful information systems. This includes computers, software, and telecommunications technology. Computer technology students learn to harness the power of information technology to create information systems that solve business problems and create competitive advantage.

Bachelor of Science in Computer Information Systems Technology

The degree program will provide students with strong technical and computer skills, a thorough understanding of business needs, and the ability to communicate effectively in a business environment. Computer technology prepares students for existing and emerging jobs and careers in the application of information systems and technology to plan, analyze, design, construct, maintain, and manage business systems.

The plan of study for the two-year A.S. degree program constitutes the first two years of the four-year B.S. degree program; most students earn both degrees. Students can select one of the following specialties:

• Systems Analysis, Design, and Integration

• Database Management Systems

Certificate in Industrial Technology

The industrial technology program is designed to prepare students in both technical and management areas.

After admission to Purdue University College of Technology, students are required to complete ten courses in order to receive the Industrial Technology certificate, a special program designed for working adults. Phase 1 provides the foundation for additional study during Phase II, which addresses computer technology, problem solving, and industrial safety. Phase III focuses on specific areas of study, including design, distribution, and warehouse issues, and maintenance management issues.

Bachelor of Science in Industrial Technology

Graduates are best suited for technical and/or managerial positions in business, industry, and government. Course work includes production planning, industrial ergonomics and safety, quality control and productivity, manufacturing facilities planning and material handling, automated manufacturing systems, automatic identification and data capture, and computer simulation.

Associate of Science in Mechanical Engineering Technology

Mechanical Engineering Technology (MET) prepares students for a broad range of technical positions throughout manufacturing enterprises that require people with strong mechanically oriented backgrounds. Mechanical engineering technology encompasses the integration of the methods, materials, machinery, and human resources found in modern industries. Scientific and engineering principles are applied to technical areas that include: product design and development, production, manufacturing processes and their integration, power and control of machinery, materials, quality control, and cost analysis. Mechanical engineering technology concerns the generation, transmission, and utilization of mechanical and fluid energy, and the design and production of tools and machines and their products. The plan of study for the two-year A.S. degree program constitutes the first two years of the four-year B.S. degree program; most students earn both degrees. Many students matriculate into MET from other programs at Purdue and other institutions as well.

Certificate in Organizational Leadership and Supervision

Associate of Science in Organizational Leadership and Supervision

Bachelor of Science in Organizational Leadership and Supervision

Organizational Leadership and Supervision is a highly individualized, practical, people-oriented approach to the practice of supervision. In addition to management skills, students gain a technical background in a specialty area of their choice such as operations or quality control. The program provides a long-term educational emphasis on real-world work concepts and principles of enlightened leadership, rather than the short-term supervisory approach. Seventy-five percent of the program is composed of required courses that provide the student with the necessary skills and knowledge to perform well in their first work-related professional position. The other twenty-five percent consists of technical electives, allowing the student to specialize in a specific area such as operations, quality control, or human relations.

The certificate consists of six required courses and three additional courses. The Bachelor of Science is a four-year degree program. The Associate of Science degree program and the Organizational Leadership Certificate are designed to meet the needs of people who wish to improve themselves educationally and professionally through the development of basic supervisory skills. The Associate of Science degree and the Organizational Leadership Certificate programs are designed for those who are employed full time and wish to pursue their education on a part-time basis. People who are already in supervisory positions as well as those who want to equip themselves for upward mobility into supervisory levels are encouraged to choose from these programs. Courses taken in these two programs count towards the Bachelor of Science degree.

University College

Division Description

University College is the academic and student support unit at IUPUC that provides a common gateway to degree programs available to entering students. University College coordinates introductory experiences to familiarize new students with resources and support systems to foster early academic success and ease the transition to college life. By providing information to students on resources, how to work with faculty, how to understand and work with the university systems, University College prepares students for entry to their academic program.

Degree Programs

Associate of Arts in General Studies

Bachelor of General Studies

Both the Associate of General Studies degree and Bachelor of General Studies degree from the IU School of Continuing Studies are offered by University College. The General Studies Degree Program is specifically designed for students who want a degree that combines IU high academic standards with a great level of flexibility and convenience. Both the Associate of Arts in General Studies and the Bachelor of General Studies allow students to customize their own degree programs. Students may select courses from a broad range of subjects to tailor their course work to personal interests, goals, or career needs. Earning a degree in general studies allows students to apply for and pursue advanced degrees in a variety of fields, increase earnings, advance in careers, build confidence, and become role models for their children.

Division of Library and Information Science

Division of Library and Information Science Resident Faculty

Emily Dill, Steven Schmidt (Division Head)

Degree Programs

Degree programs are not offered in this discipline.

Center for Teaching and Learning

Center for Teaching and Learning Resident Faculty

Karen Nissen, Nancy Wilson-Head(Director)

Degree Programs

Degree programs are not offered by this center.

Other Areas of Study at IUPUC

The following is a listing of programs offered jointly by IUPUC and IUPUI. Successful IUPUC students automatically have access to specialized courses on the Indianapolis campus required for graduation.

Engineering

This program is jointly offered by IUPUC and IUPUI. Successful IUPUC students automatically have access to specialized courses on the Indianapolis campus required for graduation.

Program Description

Engineering students learn the principles and theories needed to plan, design, and create new products. Students of engineering use broad analytical skills in achieving engineering solutions.

Degree Programs

Bachelor of Science in Computer Engineering

The computer engineering program is designed to prepare students for careers in the commercial, government, and academic sectors, where computer engineering expertise is needed in hardware and software design, information, processing, circuit and electronic design, control and robotics, communications and signal processing, biomedical engineering, energy systems, and manufacturing.

Bachelor of Science in Electrical Engineering

The electrical engineering program prepares students for career opportunities in the hardware and software aspects of design, development, and operations of electronic systems and components, hardware and software design, control and robotics, communications, digital signal processing, and energy systems.

Bachelor of Science in Interdisciplinary Engineering

The interdisciplinary engineering program is offered to students wishing to supplement a strong core curriculum in electrical and computer engineering science and design with courses from mathematics, science, business, biomedicine, or another engineering discipline.

Bachelor of Science in Mechanical Engineering

Mechanical engineering has its foundation in the basic sciences, including mathematics, physics, and chemistry, and requires an understanding of such areas as solid and fluid mechanics, materials, thermodynamics, heat and mass transfer, manufacturing processes, instrumentation, and control. Mechanical engineers are engaged in a variety of activities including design, manufacturing, research, development, testing, construction, operations, sales, management, consulting, and teaching.

Informatics

This program is jointly offered by IUPUC and IUPUI. Successful IUPUC students automatically have access on the Indianapolis campus to specialized courses required for graduation.

Program Description

The emerging field of informatics is the study and application of information technology to the arts, sciences, and professions. Informatics also examines how people and organizations work with and use information technology. The Bachelor of Science in Informatics program provides students with a firm grounding in the social and technical aspects of advanced technologies. In addition, students must complete a cognate area program of study in a field outside of Informatics. The expanding list of fields includes biology, chemistry, computer science, computer technology, economics, English and technical communication, geography, health science, journalism, mechanical engineering, new media, and fine arts.

Degree Programs

Bachelor of Science in Health Information Administration

Health information administrators collect, interpret, and protect health data and determine how data are used. They are managers and information specialists who frequently interact with other members of the medical, financial, and administrative staffs. It is their responsibility to ensure that the information system is protected and driven by accurate, up-to-the-minute information.

Bachelor of Science in Informatics

The informatics program prepares students to meet the increasing demand for information technology professionals. The curriculum combines knowledge of a specific subject area with the concepts in informatics that will help student adapt to technological changes throughout their careers.

Bachelor of Science in Media Arts and Science

This program provides an integrated approach to the study of new media. Focused on applied research and application, this program is oriented toward professional practice. This program focuses on the design, development, management, integration, application, assessment, and deployment of new and digital media to communication.

Labor Studies

This program is jointly offered by IUPUC and IUPUI. Successful IUPUC students automatically have access to specialized courses on the Indianapolis campus required for graduation.

Program Description

Labor studies is an interdisciplinary field that deals with work, the workplace, and workers and their organizations. It draws from the fields of history, economics, industrial relations, political science, law, sociology, communication, and philosophy, as well as other disciplines. As an academic discipline, Labor Studies educates workers and future workers to strengthen the labor movement and provide a richer understanding of its functions in society. Our faculty teach the essential tools for the advancement of trade unionism with the view that working people's efforts to achieve workplace equity is central to the development of our nation and, indeed, the world.

As a program, labor studies enables participants to serve more effectively as members and leaders in their organizations. Participants can also gain a sense of the past and present contexts of work and unionism. Because labor leaders need to be familiar with economics, communications, and other subjects, labor studies can assist them in mastering a broad range of learning.

Degree Programs

Certificate in Labor Studies

Associate of Science in Labor Studies

Bachelor of Science in Labor Studies

Public and Environmental Affairs

This program is jointly offered by IUPUC and IUPUI. Successful IUPUC students automatically have access to specialized courses on the Indianapolis campus required for graduation.

Program Description

This discipline is dedicated to applied interdisciplinary learning combining the study of public affairs and environmental sciences. The following areas are covered by this discipline: criminal justice, environmental science and policy, finance and economics, health science and administration, law, nonprofit management, policy and administration, public safety, and urban affairs.

Degree Programs

Associate of Science in Criminal Justice

Bachelor of Science in Criminal Justice

A degree in criminal justice gives students a broad understanding of the operations of the criminal justice system. Students take courses in research methods, criminological theory and policy, criminal law, courts, corrections, and policing. Students may also study such specialized topics as homicide, terrorism, juvenile justice, and cyber crime. A criminal justice major is a great option for any student who is interested in the criminal justice system or law, wants a rewarding career that involves helping others, and enjoys working and interacting with people.

Bachelor of Science in Public Affairs

The Bachelor of Science in Public Affairs provides students with an overview of the issues that engage the public and nonprofit sectors such as: (1) how organization and management differ among sectors, (2) the tools required to solve public problems and undertake leadership roles in the community, and (3) the policy processes that lead to effective decision making.

Bachelor of Science in Public Health

Students pursuing a Bachelor of Science in Public Health degree may major in either health administration or environmental science and health. Graduates with a major in health administration may work in either the public or private sector in areas such as health facilities, management, epidemiology, or health policy and planning. Graduates with a major in environmental science and health may work in either the public or private sector in areas such as air and water quality, solid and hazardous waste, workplace health and safety, pollution control, environmental planning, food safety, or epidemiology.

Tourism, Conventions and Event Management

This program is jointly offered by IUPUC and IUPUI. Successful IUPUC students automatically have access to specialized courses on the Indianapolis campus required for graduation.

Program Description

Graduates of this program are qualified to be employed in different segments of the tourism industry: research, destination development, adventure travel, festivals, events, travel management, entertainment, attractions, transportation, accommodations, and/or food operations.

Degree Program

Bachelor of Science in Tourism, Conventions, and Event Management

This program emphasizes tourism research and meeting, special events, and sport event planning to prepare graduates for management positions in a variety of profit and not-for-profit tourism organizations.

Indiana University–Purdue University Columbus

Administrative Officers

Nasser H. Paydar, *Vice Chancellor and Dean*

Susie Blizard, *Director of Admissions and Recruitment*

Jane Donald, *Director of Personnel Administration*

John Greenwell, *Director of Marketing and Recruitment*

Nancy Wilson Head, *Director of Center for Teaching and Learning*

Heather Hemlbrecht, *Director of Financial Aid and Scholarships*

Susan Montgomery, *Director of Registrar Services*

Charlotte Smith, *Director of Administrative and Financial Affairs*

Paul Weathersby, *Director of Information Technology*

Vickie Welsh-Huston, *Director of General Studies Degree Program and Academic Advising*

Laura Lee Wetzel, *Associate Director of Executive Education*

Dennis White, *Director of Finance and Administration*

Dennis Wilhelm, *Director of Facility Services*

Rob Zinkan, *Director of Gift Development and Alumni Relations*

TBD, *Director of University Partnerships and Special Events*

Division Heads

Georgia Miller, *Division of Business*

Debra Winikates, *Division of Education*

Jay Howard, *Division of Liberal Arts*

Steven Schmidt, *Interim Director, Division of Library and Information Science*

Debra Harmon, *Division of Nursing*

Gary Felsten, *Division of Science*

Resident Faculty

Allen, Darlene, *Lecturer, Social Studies Education (2002); B.S., Elementary Education, 1969, Ball State University; M.S., Elementary Education, 1975, Indiana University*

Badger, Eugenia, *Lecturer, Communication Studies (2001); M.S., General Education, 1988, Indiana University Southeast; Ph.D., Speech Communication, 1997, Indiana University*

Baird, Kate, *Assistant Professor, Science Education (2003); B.S., Microbiology, 1982, Purdue University; M.S., Environmental Science and Education, 1987, Indiana University; Ph.D., Curriculum and Instruction Science Education, 1994, Indiana University*

Bell, Peggy, *Clinical Assistant Professor, Nursing (1999); A.A.S., Nursing, 1971, Ulster County Community College; B.S., Nursing, 1985, Loyola University of Chicago; M.S., Nursing, 1993, University of Wisconsin–Oshkosh*

Brandon, Christopher, *Clinical Assistant Professor, Accounting (1995); B.A., Psychology, 1977, Purdue University; B.S., Accounting, 1986, Purdue University; Ph.D., Accounting, 2001, Purdue University*

Christie, Charlene, *Assistant Professor, Psychology (2004); B.A., Psychology, 1999, Bard College; M.A., Social/Personality Psychology, 2002, State University of New York at Albany; Ph.D., Social/Personality Psychology, 2004, State University of New York at Albany*

Clack, James, *Associate Professor, Biology (1996); B.A., Biology, 1974, Indiana University; Ph.D., Neurobiology, 1982, Purdue University*

Clerkin, Thomas, *Assistant Professor, Business (2003); B.S., Secondary Education, 1974, Indiana University; M.A., Management, 1992, University of Phoenix; M.A., Management Strategy, 2002, Indiana University; Ph.D., Management, 2005, Indiana University*

Compton, Kathy, *Lecturer, Psychology (2001); B.A., Psychology, 1993, Indiana University–Purdue University Columbus; M.S.W., 1996, Indiana University*

Davis, Jan, *Visiting Lecturer, Nursing (2005); A.S.N., Nursing, 1974, Purdue University; B.S., Family Services, 1985, Iowa State University; Certificate, Nurse-Midwifery, 1997, Frontier School of Midwifery and Family Nursing; M.S.N., Nursing, 1999, Case Western Reserve University*

Dibble, Lewis, *Lecturer, English (2000); B.A., Cum Laude, Symbol Sciences/Linguistics, 1983, University of Massachusetts; M.A., Comparative Literature, 1990, Indiana University; Ph.D., Comparative Literature, 1997, Indiana University*

Dill, Emily, *Assistant Librarian (2002); B.A., Psychology, 1999, Ball State University; M.S., Library Science, 2002, Indiana University Purdue University Indianapolis*

Felsten, Gary, *Associate Professor, Psychology (1993); B.A., Biology, 1974, Cornell University; M.S., Psychology, 1977, Purdue University; Ph.D., Psychology, 1979, Purdue University*

Fletcher, Ann, *Senior Lecturer, Mathematics (1997); B.S., Mathematics Education, 1979, Purdue University; M.S., Pure Mathematics, 1987, Purdue University*

Gardner, Doug, *Lecturer, History (2001); B.A., Cum Laude, History, 1981, The Ohio State University; A.M., History, 1983, Duke University; Ph.D., History, 1998, Miami University*

Goebel, Joseph, *Assistant Professor, Finance (1999); B.S., Marketing/Management, 1981, Louisiana Tech University; M.B.A., Economics, 1983, Louisiana Tech University; Ph.D., Finance, 1991, Florida State University*

Haeberle, William, *Lecturer, Business (2001); B.S., Finance, 1974, Indiana University; M.B.A., Management, 1988, Indiana University*

Harmon, Debra, *Visiting Lecturer, Nursing (2005); A.S.N., Nursing, 1981, Western Kentucky University; B.S.N., Nursing, 1983, Western Kentucky University; M.S.N., 1998, University of Evansville*

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