WELCOME TO LINCOLN UNIVERSITY

This guide was prepared to provide information on the university’s general education/core requirements, and to summarize some of our academic rules and policies. Your freshman advisor will help you with interpretation of these rules and policies, and assist you with scheduling of your classes prior to each semester. However, the ultimate responsibility for understanding academic policies and degree requirements rests with the student. To get the most from your studies you need to TAKE CHARGE.
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For more complete information on academic policies and procedures, major and minor requirements, and course descriptions, etc. please review our college bulletin/catalog on the Registrar’s web page at www.lincoln.edu/registrar. You should also review the Student Handbook to learn more about student activities, student organizations, residence life, and student code of conduct. You will receive a copy of this handbook during Freshman Transition Week and you can also access it on the Student Affairs and Enrollment Management web page at www.lincoln.edu/studentaffairs.

The Freshman Guide can also be accessed on the Academic Advising Center web page located at: www.lincoln.edu/advising/index.html.

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July 2010

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Assistant Director of Academic Advising
Assignment of Academic Advisors & Declaration of Major

Upon admission to the university students who indicate a major interest on the admissions application are assigned to a faculty advisor in the department in which the major is offered. Students who indicate “undecided” on the admissions application are assigned to a pre-major advisor coming under the Academic Advising Center. Students assigned to faculty advisors in the departments will be prompted to “officially” declare a major by completing a Major Application. If it is the student’s desire not to remain in the major indicated on their application, he/she should go to the Advising Center (before the start of mandatory registration for the next semester) to change majors or to be assigned to a pre-major advisor. The pre-major advisors will assist the undecided students assigned to them with making an informed decision about choice of major on or before their second semester. Also, students intending to major in Early Childhood or Secondary Education, HPR majors (Health & Physical Education), and English & Mass Communications majors must fulfill certain prerequisites and/or other special conditions to be accepted into the major. Students intending to go into these particular majors will be assigned to a pre-major faculty advisor in the department of the major and must fulfill the conditions required to officially declare the major. Major applications can be obtained from the Academic Advising Center or downloaded from the Registrar’s website (www.lincoln.edu/registrar). Once the necessary signatures are procured, students assigned to department advisors should take their major applications to the Registrar’s Office for final processing; and students assigned to pre-major advisors should take their completed major applications to the Advising Center. The Academic Advising Center serves as reinforcement to the advisors and operates with an open door policy. In addition to seeing their advisor at his/her campus address, students are also encouraged to visit the Academic Advising Center to: 1) obtain information on curriculum requirements for the different majors offered at Lincoln; 2) obtain registration forms, add/drop (withdrawal) forms, and other essential forms; 3) procure general information as it pertains to Satisfactory Academic Progress (SAP) Policy; 4) get help with a pressing academic concern that requires immediate attention; and 5) to initiate declaration of major.

Course Scheduling Procedure

During New Student Orientation (Freshman Transition Week), entering freshman and transfer students are scheduled to meet with their assigned advisor to develop their first semester schedule and register for classes. For all semesters thereafter students will be allowed to self-register in Web Advisor during the mandatory registration period. However, they will need to see their advisor to approve their planned schedule for next semester and have the hold removed in Web-Advisor to allow them to self-register. Students will not be permitted to register if they have financial holds or any other holds on their account. During the mandatory registration period, the Registrar’s Office will send registration forms to the student’s campus mailboxes the day before they are permitted to schedule. The registration forms are color coded based on the number of credits earned. This registration form must be signed by your advisor before taking it to the Registrar’s Office. Prior to meeting with their advisors, students should develop a tentative list of courses with the sections, days, and times they would like to take them. Students can access the schedule of classes to see what courses are being offered by going to Web Advisor located on the Registrar’s website at www.lincoln.edu/registrar. A Web Advisor Curriculum Planning Sheet on p. 25 is included in this guide to assist you in this process. These sheets are also available in the Advising Center. To establish what courses are required in their major, students can procure curriculum requirement and course sequence sheets from the major’s department. Major Requirement sheets are also available in the Academic Advising Center. Also, information on requirements for the different majors at Lincoln can be reviewed and downloaded from the college bulletin on the Registrar’s website; or the major department’s website. A hard copy of the course schedule will also be available in the Advising Center for review. When choosing courses to take, students should consider the following:

1) Is it a required course in the sequence of the academic success courses I must take?
2) Does the course fulfill a general education (core) requirement?
3) Does it fulfill a requirement for my major or intended major?
4) Have I taken the necessary pre-requisites to enroll in this course?
5) Does it interest me in some way or expose me to an area I may consider as a major?
6) Do I need to repeat a course (particularly an academic success, core, or major requirement) that I failed?
7) Can it count as an elective? Some majors allow elective choices in addition to your core and major requirements; and some majors will specify certain department electives you can take.

Policy for Initial Placement in English, Reading, Math and Oral Communications Courses

Placement in the appropriate English (writing), and Math courses is determined by the SAT or ACT scores, and High School grades. However, students can opt to take a more advanced math course if they have strong background in math as demonstrated by High School grades (A’s and B’s), Advanced Placement course, and other equivalent preparation or exposure(s). Initial placement in Math courses will be determined by the student’s performance on the Applegate Reading Test and placement into Oral Communications will be determined by performance on the Oral Communications test to be given during Freshman Transition Week. Transfer students will not have to take the Applegate Reading Test and the Oral Communications Test, if they transferred 30 or more credits or if they have taken an equivalent course at the previous university they attended.
Foreign Language Placement Tests
If you have had two full years or more of a foreign language in high school, then you must take a placement exam before enrolling in any of the classes in that language. You may enroll in the “101” course of any of the languages without taking a placement exam if you have not had a full year of study in that language. The Language Placement exams are given 4 times a year: 1) during Freshman Transition Week in August, 2) during the 1st week of classes in August, 3) the Monday that precedes the first day of classes in January, and 4) in March, two weeks before registration for the fall. Special arrangements will be made for students entering in January. See the Department of Foreign Languages and Literatures for further information.

Students who test into a higher-level language course will receive credit for the lower level courses upon payment of $50 (in-state) or $80 (out-of-state) per course. Once students are placed, they are expected to follow the appropriate course sequence until completion of the departmental requirements. Many, but not all, departments require 2 semesters of a language for a B.S. degree. All B.A. degrees require 4 semesters. This requirement may be satisfied by taking language courses or by passing the placement exam(s). Students who test above the 202 level (the fourth semester course) are encouraged to pursue the language as a Minor (12 credits beyond 202) or as a Major (24 additional credits plus study abroad).

Advanced Placement (AP) Program
Lincoln University participates in the College Board Advanced Placement Program and awards course exemptions and college credit to entering students with qualifying scores. Students who have received a score of three (3) or higher on any of the Advanced Placement Examinations of the College Board will be eligible, in the area of each examination, for advanced placement and credit toward graduation as determined by the appropriate department.

College Level Examination Program (CLEP) Examination
Lincoln University is a participant in the College Level Examination Program (CLEP). The University will grant credit for CLEP General Examination and Subject Examinations. CLEP General Examination credits will be granted to entering freshmen on the basis of Lincoln University norms. CLEP General and Subject Examination Credit will be granted to freshmen, transfer or current students according to the requirements established by the American Council on Education (ACE). Department approval must be obtained before taking a subject examination. The student should contact the Registrar’s Office for other requirements.

English CLEP Requirement
The Department of English and Mass Communications will accept a score of 50 or better on the CLEP English Composition exam with essay as credit for ENG 101-English Composition I. If a student has taken the CLEP English Composition exam without essay, that student will have to write an essay that satisfies the department’s English 101 assessment policy in order to receive credit for ENG 101. No credit will be given for English 102 based on CLEP exam since it does not cover the research paper.

Transfer Students
Transfer student placement in English, Reading, and Math courses will be contingent upon courses taken at the previous institution attended. Students transferring in with 30 credits or equivalent courses are exempt from taking reading or oral communications courses. Students will need to complete a Transfer Credit Equivalency Form for this purpose. If students have not taken an English, Reading, or Math course at the previous institution, then placement into these courses will be determined by SAT/ACT scores or placement exams. Only grades of “C” or higher are transferable. Course equivalency will be determined by the Registrar’s Office and the department of the student’s major where applicable.

International Students
International students placement into English, Reading and Math courses is determined by TOEFL (Test of English as a Foreign Language) test scores (if available), and SAT or ACT scores. The University also awards college credit for students scoring a minimum of 4 and maximum of 7 on the International Baccalaureate Exams.

Academic Accommodations for Students with Disabilities:
Special support and assistive technology is available to students with disabilities, however they must do the following:

- Students must register with the Office of Student Services (101 Lincoln Hall) to be considered for services and accommodations.
- It is the student’s responsibility to obtain and provide adequate documentation regarding their disability.
- Request Services from the Office of Student Services EACH semester assistance is needed.
- Disclose to their professors their registration with the Office of Student Services EACH semester. In order to use accommodations, the student must take a letter from the Office of Student Services to each professor and discuss accommodations requested.
THE ACADEMIC SUCCESS COURSES

Important Announcement: Effective from the fall 2009 semester all but one of the academic success course numbers were changed as indicated below. These changes will be reflected in the records of students taking these courses prior to Fall 2009.

Academic Success courses are courses designed to help students build the reading, writing and math skills needed to succeed in college level courses. Placement into these courses is based on SAT/ACT scores, high school grades, the Applegate reading test and the Oral Communications test. Credits for these courses do not count towards graduation.

Which Courses are the "Academic Success" Courses?

- EDU 097 (formerly EDU 100) Reading and Study Skills [4 credits]
- EDU 098 (formerly EDU 101) Critical Reading Skills [3 credits]
- EDU 102 (no change) Oral Communications [3 credits]
- ENG 098 (formerly ENG 100) Basic Writing Skills I [3 credits]
- ENG 099 (formerly ENG 101) Basic Writing Skills II [3 credits]
- MAT 098 (formerly MAT 103) Algebra I [3 credits]
- MAT 099 (formerly MAT 104) Algebra & Application [3 credits]

Students placing into academic success English and Reading courses must take them in their first semester and follow the sequence until they are completed. The only exception would be Oral Communications which is taken in the second semester for students placing into it. Students do have the option to take academic success math courses when they want to if they are not going into a math intensive major, or if their major only requires one course at the 106 or 110 level.

Important Note: Although Credits taken in academic success courses show as earned credit on the student’s transcript, in the final audit they will not be counted toward the credits required for graduation.

Descriptions of the Academic Success Courses:

- **EDU 097 READING AND STUDY SKILLS [4 CREDITS]**
  This course is designed to improve significantly the students’ comprehension of written texts and study skills with an emphasis placed upon the interrelationship of Reading, Writing, Spelling, and Listening. Students who placed into EDU 097 must also take EDU 098 unless they receive an “A” grade in EDU 097 and pass the post reading test.

- **EDU 098 CRITICAL READING SKILLS [3 CREDITS]**
  This course is designed to develop the students’ comprehension skills from the literal through the interpretive level. Students will learn to transact with text and compose oral and written analytical responses.

- **EDU 102 ORAL COMMUNICATIONS [3 CREDITS]**
  This course is designed to take the students from where they are orally to where they need to be in order to take their place in the marketplace: Teaching, Business, Medical Professions, social Services, and all other cutting edge professions. The students will critically analyze their classmates’ speeches and will be able to present an informative and persuasive speech, tell a joke, and participate in debates and panel discussions. Each presentation will be accompanied by a sentence outline. This course is typically taken in the second semester if students place into it.

- **ENG 098 BASIC WRITING SKILLS I [3 CREDITS]**
  This course is designed to improve student’s basic skills in English grammar and expository writing – from the sentence to the paragraph to the short essay.

- **ENG 099 BASIC WRITING SKILLS II [3 CREDITS]**
  This course in writing concentrates on short essays. Its purpose is to bring the students’ composition skills to college level.

- **MAT 098 ALGEBRA I [3 CREDITS]**
  Basic concepts of arithmetic and algebra, the real numbers, first-degree equations of one variable, inequalities, exponents, polynomials, factoring, algebraic fractions, coordinate geometry, and linear systems, rational exponents and radicals, quadratic equations.
• **MAT 099 ALGEBRA & APPLICATIONS [3 CREDITS]**
  This course consists of selected topics that include factoring polynomials and rational expressions, roots and radicals, quadratic equations and inequalities.

**Testing Out of Academic Success Courses**

In general, students are **NOT** permitted to “Test Out” of an academic success course. However, if they place into English 098 (Basic Writing 1), they can bypass the next course in the sequence (ENG 099, Basic Writing II) if they satisfy the conditions as so stipulated by the Department of English and Mass Communications. Also, if students place into Reading and Study Skills (EDU 097), they can bypass the next course in the sequence (EDU 098, Critical Reading) if they earn an A in the course and pass the Applegate Reading Test. By any means, students should talk to their instructor to establish what options exist.

**Prerequisites**

Students placing into academic success courses, especially EDU 097 and ENG 098, should **NOT** take some of the courses commonly taken by freshmen. Experience has shown that many college courses should only be taken after a student’s reading, writing, and studying skills have been improved.

You should carefully check the "Prerequisites" column in the lists of Courses Open to Freshmen on pages 14 - 16. A course listed as "Prerequisite" should be taken before the course in the left hand column of the table. If a course is listed as a "Corequisite", it may be taken at the same time.

**Academic Terms**

Lincoln University offers undergraduate courses during two fifteen week semesters and one six week summer session each year. Each semester consists of 14 weeks of classes and one week for final examinations.

**How Many Credits to Take**

The standard full-time tuition is charged to all undergraduate students taking between 12 and 18 credits per semester. Students placing into academic success courses should enroll in fewer courses so that the reading and writing skills can be fully mastered. Students that place into two or more of the academic success courses should probably take only 12 or 13 credits (minimum full time requirement is 12 credits). A student that only needs to take one academic success course might take up to 14 or 15 credits. You should discuss this very carefully with your Academic Advisor. The two of you can decide what is best in your particular case.

Students taking more than 18 credits are charged additional tuition on a per credit basis. Part-time students are also charged on a per credit basis. Consult with the Office of the Bursar for complete details on tuition and the other fees that are charged.

**Credit and GPA Requirements for Undergraduate Degree**

A minimum of 120 credits (including Core Requirements) must be completed to earn a Bachelor’s Degree. An overall cumulative GPA of 2.00 is required; however, some departments may require a higher cumulative GPA. A grade of C or better is required in major courses; however, a maximum of two (2) courses with a C- are permissible for major courses and one C- for courses in a minor. **Credits for academic success courses do not count towards the 120 credits required for graduation.**

**How to Calculate Grade Point Average (GPA)**

Grades earned in academic success courses **ARE** included in the computation of Grade Point Averages (GPA).

1. The grading system at Lincoln University is a letter system, which yields quality points that are used to compute GPA’s. Each letter grade at Lincoln yields a certain number of quality points as indicated below. Using the table below, enter the grade points you will earn for each letter grade.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
</tr>
<tr>
<td>F*</td>
<td>0.00</td>
</tr>
</tbody>
</table>

*Special Note: an “F” is considered an earned grade: therefore you still divide by the credits even though you earned 0.00 points.

Grades not included in GPA calculation:

- “AU” Audit
- “NG” No grade submitted by instructor (mid-term only)
- “I” Incomplete
- “P” Pass
- “W” Withdrawal
- “F” earned in a course graded as a pass/fail
- “WU” Unofficial Withdrawal submitted by instructor

These grades yield no value and are not used to determine GPA; however, an “I” must be made up or it becomes an “F.”
2. The above chart illustrates how to calculate GPA. Column 1 shows the courses taken, column 2 shows grades earned in each course, column 3 shows the quality point value for each grade, column 4 shows the credits for each course and column 5 shows the total points earned for each course.

3. To determine total points earned, multiply credit hours x (times) the grade points.
   Example: (3 x 3.30) + (3 x 4.00) + (3 x 2.70) + (4 x 2.00) + (2 x 3.70) + (1 x 4.00) = 49.40

4. Add up the total credit hours you are taking. Do the same with the total grade points.
   Example: 3 + 3 + 3 + 4 + 2 + 1 = 16

5. Divide the total grade points figure (bottom right) by the total credit hours figure. That’s your semester GPA.
   Example: \( \frac{49.4}{16} = 3.087 \) (or 3.09 B Average) rounded off

6. To calculate your cumulative or overall GPA for two semesters, divide the total number of quality points earned for two semesters by the total number of credits earned for courses you earned grades in for two semesters.

To calculate your semester GPA go to www.lincoln.edu/registrar/computegpa.htm or go to www.lincoln.edu/registrar and click on Calculate GPA for a Term at the top of the web page.

Adding, Dropping, and Withdrawing from Courses

Students may drop or add a course up until the Last Day to Drop and Add, as indicated on the Academic and Registration calendar on page 24. This is offered to students as the free add/drop period. Students who drop a course are not charged for it and no mention of the course will be made on his or her official transcript.

Students may withdraw from a course on or before the Last Day to Withdraw, generally one week after Midterm Exams week. When a student withdraws from a course, a grade of “W” is entered on the transcript. The “W” grade has no effect on a student’s grade point average, but the credits are counted as attempted credits for purposes of measuring the student’s satisfactory academic progress. Students withdrawing from a course after the deadline date receive an F in the course (see page 24 Registration & Academic Calendar). A withdrawal that occurs within the first five weeks of a term may receive a partial reimbursement of tuition in accordance with the official reimbursement policies (check with the Office of the Bursar).

Drop/Add forms can be obtained from the Registrar’s Office or the Academic Advising Center and should always be signed by the student’s Academic Advisor and returned to the Registrar’s Office. Instructors and Departments may deny permission to take a course if the student does not fulfill the prerequisites. However, a student always has the right to withdraw from a course any time before the Last Day to Withdraw.

Full and Part Time Undergraduate Students

Undergraduate students shall be full-time if they are attempting 12 or more credits during a Fall or Spring semester; students attempting between 9 and 11 credits shall be ¾-time students; and students attempting between 6 and 8 credits shall be half-time students. During a summer session, 6 or more credits shall be considered as full-time and 3 or 4 credits shall be half-time.
The university Core requirements must be met by all graduates of Lincoln. All candidates for the Bachelor of Arts or the Bachelor of Science degrees must complete university requirements or core curriculum in addition to the requirements specified for the major and minor (optional). The core is outlined on pages 9-12. A summary appears on page 13.

**Freshman Year Experience (FYE)[3 credits]**
All students must take Freshman Year Experience (FYE 101) in their first semester.

This course is designed to facilitate adjustment to college life. Honors students must take the FYE course designated for honors students. Each course will cover content on Lincoln’s traditions, the liberal arts, college success strategies, library research/computer literacy, writing, speaking and critical thinking skills. Students transferring to Lincoln with one year of transferable credits [24 credits] or an equivalent course are exempt from the Freshman Year Experience.

**Humanities Requirements [15 credits]**

1. **English Composition** [6 credits]
   a. ENG 101 English Composition I [3 credits]
   b. ENG 102 English Composition II [3 credits]

   *Students MUST follow the sequence of ENG 098, 099, 101 and 102 beginning with the course into which they were placed. A student who places into ENG 102 will be considered to have fulfilled the requirement for ENG 101.*

   **Writing Proficiency Program**
   In order to acquire the necessary writing skills to be successful in their professional careers, all students must satisfy the university’s writing Proficiency requirements as follows:
   - Pass: English 101 (English Composition I) Writing Proficiency exam
   - Take four (4) writing intensive courses
   - Prepare a Portfolio of written work at the end of the junior year

2. **Literature** [Prerequisite: ENG 102 (English Composition II)] [3 credits]
   a. ENG 207 World Literature I or ENG 208 World Literature II [3 credits]

3. Select one option in “a” & one in “b” below, for a total of six (6) credits: [Prerequisite: ENG 101 (English Composition I)]
   a. ART 200 Introduction to Art [3 credits] or MUS 200 Introduction to Music [3 credits]
   b. PHL 200 Introduction to Philosophy [3 credits] or REL 200 Introduction to Religion [3 credits]

**Social Science Requirements** [9 credits]

1. SOS 151 African American Experience [3 credits]

2. Select two of the following: [6 credits] [Prerequisites: EDU 097 and ENG 098]
   a. ECO 201 or 202 Principles of Economics – Macro or Micro [Prerequisites: MAT 114, ENG 101]
   b. EDU 150 Education & Society (EDU 201 or 202 for Education Majors)
   c. HIS 103 or 104 Contemporary World History I or II
   d. POL 101 American National Government
   e. PSY 101 General Psychology
   f. SOC 101 Introduction to Sociology

**Physical Education Requirements** [2-3 credits]

1. HPR 101 Wellness [2 Credits]

2. HPR 103 Fitness for Life (by placement only) *[1 credit optional]*
   * All freshman students will be given various tests for wellness and fitness. Those who exhibit certain risk factors will be advised to complete HPR 103. Testing will occur in the HPR 101 class, and students can opt to take HPR 103 or not.
Natural Sciences & Math Requirements

1. Mathematics [3 credits]

At least one course MAT 106 or higher. The academic success math courses MAT 098 and MAT 099 will not fulfill this requirement but any other math course numbered 106 or higher will satisfy the requirement. The appropriate math course to take will be determined by major and prerequisites. Some majors require more than one math course.

The following table shows which Math courses students in different majors are required to take. You will meet with your advisor to determine which course you should take first.

<table>
<thead>
<tr>
<th>MAJORS</th>
<th>Pre-Requisite</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math, Computer Science</td>
<td>MAT 110 If needed</td>
<td>MAT 111 If needed</td>
</tr>
<tr>
<td>Biology, Chemistry, Physics</td>
<td></td>
<td>MAT 121</td>
</tr>
<tr>
<td>Pre-Medicine, or Pre-Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounting, Finance, Information Technology, Management, Computer Science (Applications)</td>
<td>099 If needed</td>
<td>107 If needed</td>
</tr>
<tr>
<td>Early Childhood Education, Elementary Education</td>
<td>098 If needed</td>
<td>201</td>
</tr>
<tr>
<td>Secondary Education</td>
<td>098 or 099 If Needed</td>
<td>106 and Higher</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(2 Math Courses)</td>
</tr>
<tr>
<td>Art</td>
<td>None</td>
<td>106 (or Higher)</td>
</tr>
<tr>
<td>English, Mass Communications</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foreign Languages</td>
<td></td>
<td></td>
</tr>
<tr>
<td>History</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sociology, Criminal Justice, Human Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music, Music Education</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Political Science, International Relations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Philosophy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Religion</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Psychology: Clinical Track</td>
<td>099 (If Needed)</td>
<td>107 If needed</td>
</tr>
<tr>
<td>Psychology: Psychobiology or Honors Curriculum</td>
<td></td>
<td>120 &amp; 114 or PSY 210</td>
</tr>
<tr>
<td>Psychology: Industrial Organization</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Promotion</td>
<td>None</td>
<td>106 or higher</td>
</tr>
<tr>
<td>Health Science</td>
<td>099 (If needed)</td>
<td>106 &amp; 114 or PSY 210</td>
</tr>
<tr>
<td>Health &amp; Physical Education</td>
<td>098 (If needed)</td>
<td>201 &amp; 202 – Elem. Ed.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>or 2 Math Courses 106 or Higher - Sec. Ed.</td>
</tr>
</tbody>
</table>

REMINDER:
Courses numbered below 106 are academic success and will not satisfy the requirement for graduation. Math 110 and 111 should be taken if students do not have adequate preparation to take Calculus 1 (Math 121).
2. **Science** [7-8 credits]

Two science courses must be taken (one must include a lab). The courses most commonly taken to fulfill this requirement are listed in the table below. Students majoring in a science will take courses prescribed by their major.

* Courses recommended for the non-science majors. The labs (if available) for these courses are now optional. Students can take one with a lab and one without.

**Natural Sciences:**

<table>
<thead>
<tr>
<th>LECTURE Num. [Cr]</th>
<th>LAB Num. [Cr]</th>
<th>TITLE</th>
<th>HOURS PER WEEK IN</th>
<th>PREREQUISITES</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 103 [4]</td>
<td>181 [0]</td>
<td>Gen. Biology I for Majors + one-hour Recitation Lecture (BIO 1R1 [0])</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>*BIO 200 [3]</td>
<td>No Lab</td>
<td>HIV/AIDS</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>*CHE 101 [3]</td>
<td>No Lab</td>
<td>Introductory Chemistry</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>CHE 103 [4]</td>
<td>161 [0]</td>
<td>General Chemistry I + one-hour Recitation Lecture (CHE 1R1 [0])</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>CHE 104 [4]</td>
<td>162 [0]</td>
<td>General Chemistry II + one-hour Recitation Lecture (CHE 1R2 [0])</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>*GSC 111 [3]</td>
<td>No Lab</td>
<td>Environmental Science</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHY 103 [3]</td>
<td>1L7 [1]</td>
<td>Introduction to Physics I + one-hour recitation (PHY 1R3 [0])</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>PHY 104 [3]</td>
<td>1L8 [1]</td>
<td>Introduction to Physics II (PHY 1R4 [0])</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>PHY 105 [3]</td>
<td>1L7 [1]</td>
<td>General Physics I + one-hour Recitation (PHY 1R5 [0])</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>PHY 106 [3]</td>
<td>1L8 [1]</td>
<td>General Physics II (PHY 1R6 [0])</td>
<td>5</td>
<td>3</td>
</tr>
</tbody>
</table>

*Recommended for non-science majors.
**Prerequisites for BIO 200 HIV/AIDS course are ENG 101 (ENG COMP I) and one lab based science (preferably BIO 101 or 102).
***A corequisite is a course that must be taken at the same time as the course requiring it (if it has not already been passed).
Foreign Language or Computer Science Requirements [6-8 credits]

For the Bachelor of Science (BS):
Two semesters of a foreign language [8 credits] (Students can test out of these courses, see page 5 on language placement.)

OR

Two semesters of computer science courses (i.e. CSC 151, 152, 158, 159, etc.) or computer art courses (ART 102, 220) or HPR 152 (for HPER majors) [6 credits]

For the Bachelor of Arts (BA):
Students must complete the equivalent of two years (four semesters) of a foreign language [16 credits]. Students can test out of any or all four of the courses based on performance on the language placement tests (see page 5). Typically, Honors Program students, English Liberal Arts and language majors are required to take additional language.

Transfer Students and the Core Curriculum Requirements

Transfer students will receive a tentative evaluation of transfer credits upon admission to the university. Thereafter, the Registrar will evaluate the transcripts of transfer students and propose a plan of substitution to the core curriculum requirements that will satisfy the general objectives of Lincoln’s core curriculum without necessarily requiring a course-by-course equivalency. The proposed plan will be presented to the Dean(s) corresponding to the courses affected for review and subsequent modification and/or approval. This evaluation will detail what credits were accepted by Lincoln. Only courses with grades of C or higher are considered for transfer.

- End of Core Requirement –
<table>
<thead>
<tr>
<th>Lincoln University Core Curriculum</th>
<th>Comments/prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIRST YEAR EXPERIENCE</strong> (3 credits)</td>
<td>To be taken first semester of freshman year</td>
</tr>
<tr>
<td>• FYE101 First Year Experience</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOCIAL SCIENCES (9 credits)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• SOS151 African-American Experience (3 credits)</td>
<td>No prereq</td>
</tr>
<tr>
<td>• Select two of the following courses (6 credits)</td>
<td>Prereq EDU098, ENG099</td>
</tr>
<tr>
<td>o ECO 201 Macroeconomics or 202 Microeconomics</td>
<td>(Prereqs for ECO MAT114 &amp; ENG101)</td>
</tr>
<tr>
<td>o EDU 150 Education &amp; Society</td>
<td></td>
</tr>
<tr>
<td>o HIS 103 Contemp. World History</td>
<td></td>
</tr>
<tr>
<td>o POL 101 American National Government</td>
<td></td>
</tr>
<tr>
<td>o PSY 101 General Psychology</td>
<td></td>
</tr>
<tr>
<td>o SOC 101 Intro to Sociology</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HEALTH &amp; WELLNESS (2-3 credits)</th>
<th>Freshmen will be tested for BMI &amp; fitness; those who do not meet criteria will be advised to take HPR 103</th>
</tr>
</thead>
<tbody>
<tr>
<td>• HPR 101: Dimensions of Wellness 2 credits</td>
<td></td>
</tr>
<tr>
<td>• [HPR 103: Fitness for Life 1 credit – optional if recommended]</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ENGLISH (9 credits)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• ENG101 English Composition I</td>
<td>Prereqs ENG099 or placement</td>
</tr>
<tr>
<td>• ENG102 English Composition II</td>
<td>ENG101 or placement</td>
</tr>
<tr>
<td>• ENG207 or 208 World Lit I or II</td>
<td>ENG102</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HUMANITIES (6 credits)</th>
<th>Prerequisite is ENG 101 (English Composition I)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ART 200 Intro to Art or MUS 200 Intro to Music</td>
<td></td>
</tr>
<tr>
<td>• PHL200 Intro to Philosophy or REL200 Intro to Religion</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MATHEMATICS (3 credits)</th>
<th>Determined by placement &amp; major check course descriptions for prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>• MAT 106 (Math for Liberal Arts) or higher</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** Math requirements are determined by the major. Be sure to consult the major requirements for math.

<table>
<thead>
<tr>
<th>NATURAL SCIENCES (7-8 credits)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Select two science courses; the following are recommended for non-science majors (1 must include a lab)</td>
<td>Prereq for all is EDU 097</td>
</tr>
<tr>
<td>o BIO 101/161, BIO102/162, BIO200(HIV/AIDS) (or higher)</td>
<td></td>
</tr>
<tr>
<td>o CHE 101 (Introductory Chemistry) (or higher)</td>
<td></td>
</tr>
<tr>
<td>o PHY 101/161, (Elementary Physics), PHY181/1L1 (Astronomy) or higher</td>
<td></td>
</tr>
<tr>
<td>o GSC 101/161, GSC102/162 (Physical Science), GSC111 (Environmental Sc)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LANGUAGE or COMPUTER SCIENCE (6 – 8 credits)</th>
<th>Note: Some majors have specific requirements or recommendations. Please check departmental recommendations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>• 2 consecutive language classes (8 credits) Students may test out of and get credit for language classes.</td>
<td></td>
</tr>
<tr>
<td><strong>Or</strong></td>
<td></td>
</tr>
<tr>
<td>• Any 2 CSC classes and/or other computer-based courses approved by MAT/CSC Department (Includes ART102 Intro to Computer Arts &amp; ART220 Graphic Art, HPR152 Computers for Health Education)</td>
<td></td>
</tr>
</tbody>
</table>
Tips for Choosing a Major

Choosing a major involves exploring career options that are compatible with your abilities, values, interests, and personality. If you are undecided about a major, you are not alone. The vast majority of freshmen come to college undecided about major. By taking the following steps you can make an informed decision about a major:

1) Begin to recognize areas that you have strong interest in, and courses you like best, and courses in which you get the best grades.
2) To assess career interest using Holland codes go to www.nycareerzone.org/cz/assessment/index.jsp or to take the Myers Briggs test (Jung Typology Test) at www.humanmetrics.com/cg-win/JTypes2.asp
3) Explore the range of majors offered at Lincoln by reviewing the Undergraduate Majors and Minors located in this booklet on page 13.
4) Explore different occupations and majors by going to the following websites:
   1. www.uncwil.edu/stuaff/career/Majors
5) Discuss your choice of major with your advisor and establish what GPA and other special requirements you must fulfill to earn a degree in that major. Your advisor will provide you with a sequence sheet that outlines the courses you must take each semester to earn a degree in the major you choose. These major curriculum requirement sheets are also available in the Advising Center or the Department the major is offered under.
6) Get descriptions on any occupation form A-Z by going to the Occupational Outlook Handbook website located at: www.bls.gov/oco, or Occupational Information Network at www.online.onetcenter.org; and for information on health occupations go to: www.explorehealthcareers.org
7) Take classes that will expose you to an area of interest. Talk to your pre-major advisor about taking classes.
8) Visit the Student Career Services, located in 241 Dickey Hall, to browse career information, get assistance with writing a resume, tips on job interviewing skills, and preparation for Professional and Graduate Schools. To assist students interested in applying to graduate schools they will host the Career/Graduate Fair in Manuel Rivero Hall, Upper Gymnasium on November 3, 2010.
9) Go to FAQ’s (Frequently Asked Questions) on The Academic Advising Center website to review questions pertaining to major and preparation for graduation or professional schools at www.lincoln.edu/advising.
10) Also click on Administrative Offices on the Advising Center website to find information on your major or other offices or services on campus.
## Undergraduate Majors And Minors

<table>
<thead>
<tr>
<th>Title</th>
<th>Major</th>
<th>Minor</th>
<th>Dept. or Program</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>Yes</td>
<td>Yes</td>
<td>Business &amp; Info. Tech.</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Anthropology</td>
<td>Yes</td>
<td>Yes</td>
<td>Sociology/Anthropology</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Biology*</td>
<td>Yes</td>
<td>Yes</td>
<td>Biology</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Yes</td>
<td>Yes</td>
<td>Chemistry</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Computer Science</td>
<td>Yes</td>
<td>Yes</td>
<td>Math/Computer Science</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>Yes</td>
<td>Yes</td>
<td>Sociology/Anthropology</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Early Childhood Education**</td>
<td>Yes</td>
<td>No</td>
<td>Education</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>English Education**</td>
<td>Yes</td>
<td>No</td>
<td>English &amp; Education</td>
<td>Humanities</td>
</tr>
<tr>
<td>English/ Liberal Arts</td>
<td>Yes</td>
<td>Yes</td>
<td>English &amp; Mass Communications</td>
<td>Humanities</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>Yes</td>
<td>Yes</td>
<td>Biology</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Finance</td>
<td>Yes</td>
<td>Yes</td>
<td>Business &amp; Info. Tech.</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>French*</td>
<td>Yes</td>
<td>Yes</td>
<td>Foreign Languages</td>
<td>Humanities</td>
</tr>
<tr>
<td>Health/Physical Education**</td>
<td>Yes</td>
<td>No</td>
<td>HPER &amp; Education</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>History*</td>
<td>Yes</td>
<td>Yes</td>
<td>History/Political Science</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Human Services</td>
<td>Yes</td>
<td>No</td>
<td>History &amp; Education</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Information Technology</td>
<td>Yes</td>
<td>Yes</td>
<td>Business &amp; Info. Tech</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Management</td>
<td>Yes</td>
<td>Yes</td>
<td>Business &amp; Info. Tech</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Mass Communications: Broadcast</td>
<td>Yes</td>
<td>Yes</td>
<td>English &amp; Mass Communications</td>
<td>Humanities</td>
</tr>
<tr>
<td>Journalism</td>
<td>Yes</td>
<td>Yes</td>
<td>English &amp; Mass Communications</td>
<td>Humanities</td>
</tr>
<tr>
<td>Mathematics*</td>
<td>Yes</td>
<td>Yes</td>
<td>Math/Computer Science</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Music*</td>
<td>Yes</td>
<td>Yes</td>
<td>Visual/Performing Arts</td>
<td>Humanities</td>
</tr>
<tr>
<td>Philosophy</td>
<td>Yes</td>
<td>Yes</td>
<td>Philosophy/Religion</td>
<td>Humanities</td>
</tr>
<tr>
<td>Physics</td>
<td>Yes</td>
<td>Yes</td>
<td>Physics</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>Political Science</td>
<td>Yes</td>
<td>Yes</td>
<td>History/Political Science</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Psychology</td>
<td>Yes</td>
<td>Yes</td>
<td>Psychology</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Religion</td>
<td>Yes</td>
<td>Yes</td>
<td>Philosophy/Religion</td>
<td>Humanities</td>
</tr>
<tr>
<td>Sociology</td>
<td>Yes</td>
<td>Yes</td>
<td>Sociology/Anthropology</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Spanish*</td>
<td>Yes</td>
<td>Yes</td>
<td>Foreign Languages</td>
<td>Humanities</td>
</tr>
<tr>
<td>Visual Arts</td>
<td>Yes</td>
<td>Yes</td>
<td>Visual/Performing Arts</td>
<td>Humanities</td>
</tr>
<tr>
<td>Minor only – Arabic</td>
<td>No</td>
<td>Yes</td>
<td>Foreign Language</td>
<td>Humanities</td>
</tr>
<tr>
<td>Minor only – Black Studies</td>
<td>No</td>
<td>Yes</td>
<td>History &amp; Political Science</td>
<td>Social Sciences</td>
</tr>
<tr>
<td>Minor only – Ethics</td>
<td>No</td>
<td>Yes</td>
<td>Philosophy &amp; Religion</td>
<td>Humanities</td>
</tr>
<tr>
<td>Minor only – Japanese</td>
<td>No</td>
<td>Yes</td>
<td>Foreign Languages</td>
<td>Humanities</td>
</tr>
</tbody>
</table>

** Teacher Certification Majors

Note: The Pennsylvania Department of Education is totally eliminating Elementary Education certification (State Wide) in June 2013. Therefore, Elementary Education will not be available to Freshmen. Students will only have the option of Early Childhood and Secondary Education.

* Teaching certification (secondary) cognate area. (i.e. Biology, Spanish, French, Music, English, Health & Physical Education, Mathematics, History).
### COURSES OPEN TO FRESHMEN

<table>
<thead>
<tr>
<th>COURSE</th>
<th>TITLE</th>
<th>Cr</th>
<th>PREREQUISITES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Fundamentals of 2-D Design</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ART 101</td>
<td>Fundamentals of 3-D Design</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ART 102</td>
<td>Intro to Computer Arts</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ART 103</td>
<td>Intro to Media &amp; Color</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ENG 098</td>
<td>Basic Writing Skills I</td>
<td>3</td>
<td>Placement determined by SAT/ACT scores</td>
</tr>
<tr>
<td>ENG 099</td>
<td>Basic Writing Skills II</td>
<td>3</td>
<td>SAT/ACT scores</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ART 101</td>
<td>Fundamentals of 2-D Design</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ART 102</td>
<td>Fundamentals of 3-D Design</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ART 103</td>
<td>Intro to Computer Arts</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ART 103</td>
<td>Intro to Media &amp; Color</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ENG 098</td>
<td>Basic Writing Skills I</td>
<td>3</td>
<td>Placement determined by SAT/ACT scores</td>
</tr>
<tr>
<td>ENG 099</td>
<td>Basic Writing Skills II</td>
<td>3</td>
<td>SAT/ACT scores</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Arabic, French, Japanese, or Spanish**

<table>
<thead>
<tr>
<th>COURSE</th>
<th>TITLE</th>
<th>Cr</th>
<th>PREREQUISITES</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td></td>
<td>4 ea</td>
<td>If you have had a full year of the language in high school then you must take a placement exam. If not, you may take 101 without the exam.</td>
</tr>
<tr>
<td>102</td>
<td></td>
<td>4 ea</td>
<td>101 or Placement Exam</td>
</tr>
<tr>
<td>201</td>
<td></td>
<td>4 ea</td>
<td>201 or Placement Exam</td>
</tr>
<tr>
<td>202</td>
<td></td>
<td>4 ea</td>
<td>201 or Placement Exam</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COURSE</th>
<th>TITLE</th>
<th>Cr</th>
<th>PREREQUISITES</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 100</td>
<td>Music Fundamentals</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>MUS 101</td>
<td>Ear Training &amp; Sight Singing I</td>
<td>2</td>
<td>MUS 100 or knowledge/skills</td>
</tr>
<tr>
<td>MUS 105</td>
<td>Elementary Theory I</td>
<td>3</td>
<td>MUS 100 or knowledge/skills</td>
</tr>
<tr>
<td>MUS 107</td>
<td>Piano I</td>
<td>1</td>
<td>None</td>
</tr>
<tr>
<td>MUS 109</td>
<td>Vocal Instructions I</td>
<td>1</td>
<td>None</td>
</tr>
<tr>
<td>MUS 2E1</td>
<td>Concert Choir</td>
<td>1</td>
<td>Permission of Director</td>
</tr>
<tr>
<td>MUS 2E3</td>
<td>Jazz Ensemble</td>
<td>1</td>
<td>Permission of Director</td>
</tr>
<tr>
<td></td>
<td>Various instrumental lessons</td>
<td>1</td>
<td>Permission of Director</td>
</tr>
<tr>
<td></td>
<td>Various ensembles</td>
<td>1</td>
<td>Permission of Director</td>
</tr>
<tr>
<td>PHL 111</td>
<td>Everyday Ethics</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>PHL 217</td>
<td>Critical Reasoning</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>REL 166</td>
<td>The Religion of the Old Testament</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>REL 188</td>
<td>The Life and Teachings of Jesus</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>REL 204</td>
<td>Introduction to Religious Phenomena</td>
<td>3</td>
<td>None</td>
</tr>
</tbody>
</table>

**SPECIAL NOTE:** The following four courses are the introductory courses in the Humanities and students must select two that are required to satisfy the Core Curriculum. These courses may be taken, but are normally **NOT** taken, by first semester freshmen because ENG 101 is a prerequisite.

### COURSES OPEN TO FRESHMEN

<table>
<thead>
<tr>
<th>COURSE</th>
<th>TITLE</th>
<th>Cr</th>
<th>PREREQUISITES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 200</td>
<td>Introduction to Art</td>
<td>3</td>
<td>ENG 101</td>
</tr>
<tr>
<td>MUS 200</td>
<td>Introduction to Music</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHL 200</td>
<td>Introduction to Philosophy</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>REL 200</td>
<td>Introduction to Religion</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>COURSE</td>
<td>TITLE</td>
<td>Cr</td>
<td>PREREQUISITES</td>
</tr>
<tr>
<td>--------</td>
<td>-----------------------------------</td>
<td>----</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>SOS 151</td>
<td>African American Experience</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>ACC 203</td>
<td>Principles of Accounting I</td>
<td>3</td>
<td>MAT 114, ENG 101</td>
</tr>
<tr>
<td>ACC 204</td>
<td>Principles of Accounting II</td>
<td>3</td>
<td>ACC 203</td>
</tr>
<tr>
<td>ECO 201</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
<td>MAT 114, ENG 101</td>
</tr>
<tr>
<td>ECO 202</td>
<td>Principles of Microeconomics</td>
<td>3</td>
<td>MAT 114, ENG 101</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>All Require: EDU 097, 098 AND ENG 101 or higher</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>AND MAT 114</td>
</tr>
<tr>
<td>EDU 150</td>
<td>Education &amp; Society</td>
<td>3</td>
<td>EDU 097</td>
</tr>
<tr>
<td>HIS 101</td>
<td>Modern European History I</td>
<td>3</td>
<td>All Require: EDU 097 AND ENG 098</td>
</tr>
<tr>
<td>HIS 102</td>
<td>Modern European History II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIS 103</td>
<td>Contemporary World History I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIS 104</td>
<td>Contemporary World History II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIS 105</td>
<td>History of the U.S. I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIS 106</td>
<td>History of the U.S. II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIS 110</td>
<td>U.S. History Since 1945 (Recent)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HPR 101</td>
<td>Dimensions of Wellness</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>HPR 102</td>
<td>Lifetime Sports</td>
<td>1</td>
<td>None</td>
</tr>
<tr>
<td>HPR 110</td>
<td>Individual Sports</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>HPR 130</td>
<td>Intro to Health, Phys. Ed &amp; Recreation</td>
<td>3</td>
<td>HPR 101</td>
</tr>
<tr>
<td>HPR 160</td>
<td>Personal and Community Health</td>
<td>3</td>
<td>HPR 101</td>
</tr>
<tr>
<td>HPR 210</td>
<td>Dual Sports</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>HPR 221</td>
<td>Basic Rhythm Skills</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>HPR 310</td>
<td>Team Sports</td>
<td>2</td>
<td>None</td>
</tr>
<tr>
<td>POL 101</td>
<td>American National Government</td>
<td>3</td>
<td>EDU 097, ENG 098</td>
</tr>
<tr>
<td>POL 102</td>
<td>Introduction to Political Science</td>
<td>3</td>
<td>EDU 098, ENG 099</td>
</tr>
<tr>
<td>PSY 101</td>
<td>General Psychology</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>PSY 103</td>
<td>History &amp; Systems</td>
<td>3</td>
<td>PSY 101 or EDU 202</td>
</tr>
<tr>
<td>PSY 207</td>
<td>Human Sexuality</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>PSY 307</td>
<td>Developmental Psychology</td>
<td>3</td>
<td>PSY 101</td>
</tr>
<tr>
<td>PSY 314</td>
<td>Abnormal Psychology</td>
<td>3</td>
<td>PSY 101</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Introduction to Sociology</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>SOC 201</td>
<td>General Anthropology</td>
<td>3</td>
<td>SOC 101</td>
</tr>
<tr>
<td>SOC 243</td>
<td>Introduction to Human Services</td>
<td>3</td>
<td>SOC 101</td>
</tr>
</tbody>
</table>
### Courses Open to Freshmen

<table>
<thead>
<tr>
<th>COURSE</th>
<th>Lecture</th>
<th>Lab</th>
<th>TITLE</th>
<th>Cr</th>
<th>PREREQUISITES</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 101</td>
<td>(161)</td>
<td></td>
<td>Human Health &amp; Disease I</td>
<td>3(+1)</td>
<td>(Labs for BIO 101 &amp; 102 are optional)</td>
</tr>
<tr>
<td>BIO 102</td>
<td>(162)</td>
<td></td>
<td>Human Health &amp; Disease II</td>
<td>3(+1)</td>
<td></td>
</tr>
<tr>
<td>BIO 103</td>
<td>181</td>
<td></td>
<td>General Biology I for Majors</td>
<td>4</td>
<td>All require EDU 097</td>
</tr>
<tr>
<td>BIO 104</td>
<td>182</td>
<td></td>
<td>General Biology II for Majors</td>
<td>4</td>
<td>BIO 103</td>
</tr>
<tr>
<td>CHE 101</td>
<td></td>
<td></td>
<td>Introductory Chemistry</td>
<td>3</td>
<td>EDU 097, ENG 099</td>
</tr>
<tr>
<td>CHE 103</td>
<td>161</td>
<td></td>
<td>General Chemistry I</td>
<td>4</td>
<td>Coreq: MAT 110</td>
</tr>
<tr>
<td>CHE 104</td>
<td>162</td>
<td></td>
<td>General Chemistry II + one-hour Recitation (CHE 1R1) [0]</td>
<td>4</td>
<td>CHE 103 Coreq: MAT 111</td>
</tr>
<tr>
<td>CSC 151</td>
<td></td>
<td></td>
<td>Computer Applications</td>
<td>3</td>
<td>MAT 098</td>
</tr>
<tr>
<td>CSC 152</td>
<td></td>
<td></td>
<td>Intro to Programming</td>
<td>3</td>
<td>MAT 098</td>
</tr>
<tr>
<td>CSC 158</td>
<td></td>
<td></td>
<td>Computer Programming I</td>
<td>3</td>
<td>MAT 098</td>
</tr>
<tr>
<td>GSC 101</td>
<td>(161)</td>
<td></td>
<td>Physical Science I</td>
<td>3(+1)</td>
<td>(Labs optional)</td>
</tr>
<tr>
<td>GSC 102</td>
<td>(162)</td>
<td></td>
<td>Physical Science II</td>
<td>3(+1)</td>
<td></td>
</tr>
<tr>
<td>GSC 111</td>
<td></td>
<td></td>
<td>Environmental Science</td>
<td>3</td>
<td>EDU 097</td>
</tr>
<tr>
<td>MAT 098</td>
<td></td>
<td></td>
<td>Algebra I</td>
<td>3</td>
<td>By placement</td>
</tr>
<tr>
<td>MAT099</td>
<td></td>
<td></td>
<td>Algebra &amp; Applications</td>
<td>3</td>
<td>MAT 098 or placement</td>
</tr>
<tr>
<td>MAT 106</td>
<td></td>
<td></td>
<td>Math for Liberal Arts</td>
<td>3</td>
<td>None</td>
</tr>
<tr>
<td>MAT 107</td>
<td></td>
<td></td>
<td>Finite Mathematics</td>
<td>3</td>
<td>MAT 099 or placement</td>
</tr>
<tr>
<td>MAT 110</td>
<td></td>
<td></td>
<td>College Algebra</td>
<td>3</td>
<td>MAT 099 or placement</td>
</tr>
<tr>
<td>MAT 111</td>
<td></td>
<td></td>
<td>Pre-Calculus</td>
<td>3</td>
<td>MAT 110 or placement</td>
</tr>
<tr>
<td>MAT 114</td>
<td></td>
<td></td>
<td>Elementary Statistics I (non-majors)</td>
<td>3</td>
<td>MAT 099, 110 or Placement</td>
</tr>
<tr>
<td>MAT 120</td>
<td></td>
<td></td>
<td>Calculus for Life/Soc. Sci. Majors</td>
<td>4</td>
<td>MAT 107 or placement</td>
</tr>
<tr>
<td>MAT 121</td>
<td></td>
<td></td>
<td>Calculus I</td>
<td>4</td>
<td>MAT 111 or placement</td>
</tr>
<tr>
<td>MAT 122</td>
<td></td>
<td></td>
<td>Calculus II</td>
<td>4</td>
<td>MAT 121</td>
</tr>
<tr>
<td>PEN 101</td>
<td></td>
<td></td>
<td>Introduction To Engineering</td>
<td>3</td>
<td>MAT 099 or 110</td>
</tr>
<tr>
<td>PHY 103</td>
<td>1L7</td>
<td></td>
<td>Introduction to Physics I</td>
<td>3+1</td>
<td>Co-req: MAT 111</td>
</tr>
<tr>
<td>PHY 104</td>
<td>1L8</td>
<td></td>
<td>Introduction to Physics II</td>
<td>3+1</td>
<td>MAT 111, PHY 103 or PHY 105</td>
</tr>
<tr>
<td>PHY 105</td>
<td>1L7</td>
<td></td>
<td>General Physics I (Note coreq)</td>
<td>3+1</td>
<td>Coreq: MAT 121</td>
</tr>
<tr>
<td>PHY 106</td>
<td>1L8</td>
<td></td>
<td>General Physics II</td>
<td>3+1</td>
<td>MAT 121, PHY 103 or 105</td>
</tr>
<tr>
<td>PHY 181</td>
<td>(1L1)</td>
<td></td>
<td>Elementary Astronomy</td>
<td>3+1</td>
<td>None (Lab optional)</td>
</tr>
</tbody>
</table>

For course descriptions go to: [www.lincoln.edu/registrar/catalog](http://www.lincoln.edu/registrar/catalog)

The courses that are listed in the table above and on the previous pages (p. 14 – 15) are open to freshmen if the prerequisites have been satisfied.

- **"Prerequisite"** means there is at least one other course you must take (and pass) before you can enroll in another course.
- **"Corequisite"** means that when you enroll in a particular course you must also, in the same semester, be enrolled in the one listed as the corequisite course, if you have not already passed it or placed out of it.
- Students who:
  a. WERE NOT "placed into" an academic success course are considered to have equivalency in the course and therefore will meet the “prerequisite” of having completed the academic success course.
  For example, if you were NOT placed into EDU 097, then you may enroll in courses that have EDU 097 as a “prerequisite.”
  b. WERE placed into a higher level course are also considered to have equivalency in a lower level course and therefore will meet the “prerequisite” of having completed the lower level course. For example, if you WERE placed into ENG 101, then you may enroll in courses that have ENG 098 or ENG 099 as a “prerequisite.”
A student who is meeting the standards for Satisfactory Academic Progress (SAP) is eligible to continue studying at Lincoln University and to continue receiving Financial Aid.

Standards

The Satisfactory Academic Progress (SAP) standards include two measures – both of which must be met.

1) The GPA Measure: The cumulative grade point average (GPA) must be equal to or greater than the corresponding minima in the adjacent table, and

2) The Completion Rate Measure: cumulative earned credits must be at least 75% of the cumulative attempted credits.

Undergraduate students who have attempted less than 24 credits are considered to be meeting the SAP standards. This allows Freshmen who do not do well in their first semester another chance to perform well.

NOTE: Grades of “W” and “I” and repeated courses will be included in attempted credits. This means that you must pass at least 3 out of every 4 courses that you attempt and that withdrawing from courses and repeating courses will have negative effects on your completion rate.

Suspension, Appeals, and Progress Probation

A student who does not meet SAP standards will be suspended and cannot return to Lincoln until he or she does meet the standards. A student who is suspended and believes that unusual circumstances contributed to their inability to meet the SAP standards may appeal the suspension. The Committee on Admissions, Academic Standing, and Financial Aid may authorize a semester of Progress Probation during which the student may continue studying at Lincoln and receive financial aid.

Unusual Circumstances include 1) illness or injury of the student or 2) death of a relative of the student, or 3) other special circumstances that may generally be considered to be beyond the control of the student.

Academic Probation

ANY student whose cumulative grade point average (GPA) is less than 2.00 will be placed on Academic Probation. A student who is on academic probation may enroll in not more than 13 credits during a semester or 7 credits during the summer session and cannot represent the University as an official delegate, representative, athlete, or as a holder of offices or committee chairperson of University groups of any kind. The occurrence of Academic Probation is not recorded on the transcript of a student.

Earned and Attempted Credits

Earned credits are credits for courses in which a student has received a passing grade. For undergraduate students passing grades include A through D and Pass.

Attempted credits include credits courses with any valid grade, including “F”, Incomplete, and Withdraw (both official and unofficial). The credits listed on transcripts as “Study Abroad” or similar programs, are not counted in attempted credits because the official academic record (credits and grades) will be recorded separately upon receipt of the transcript from the other institution. The credits in academic success courses that a student may be required to take DO NOT COUNT toward the minimum credits requirements for a degree. These credits do count in attempted credits, the G.P.A. calculation, and, if a passing grade was received, in earned credits. (See p. 6-7)

When a course is repeated, the credits are included in attempted credits each time the course is attempted. However, the credits are included in earned credits and the GPA divisor only once and the quality points associated with only the best grade are included in the GPA numerator.

For More Information

You may obtain a complete copy of the Satisfactory Academic Progress (SAP) policies in the Office of the Registrar or visit their website at www.lincoln.edu/registrar. Further explanations and an analysis of a student’s specific circumstances will be
available, by appointment, from The Registrar or the Assistant Registrar. This summary is not the official policy document and all decisions and interpretations must be based on the official policy document.

Committee on Academic Standing

The Committee on Academic Standing is responsible for monitoring the academic progress of the student body. In addition, the Committee serves as a forum for handling situations that might require decisions on existing academic policies, and also for handling decisions where exceptions to academic policy may be required. Students who wish to address the Committee for consideration should forward inquiries to the Registrar and the Chairman of the Academic Standing Committee.

In instances where the Academic Standing Committee has taken action on a student with which the student is not in accord, the student may appeal the same. The initial appeal should be made to the Committee. If the decision is such that a student desires a further appeal, such appeals should be made to the Vice President for Academic Affairs.

Grade Level

Undergraduate degree seeking students shall be classified by Grade Level based on the number of earned credits (including credits in remedial courses and all transfer credits) as shown in the table below. Grade Level can affect the amount of financial aid available to a student. For more information, consult with the Office of Financial Aid.

<table>
<thead>
<tr>
<th>Earned Credits</th>
<th>Grade Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 29</td>
<td>Freshman</td>
</tr>
<tr>
<td>30 – 59</td>
<td>Sophomore</td>
</tr>
<tr>
<td>60 – 89</td>
<td>Junior</td>
</tr>
<tr>
<td>90+</td>
<td>Senior</td>
</tr>
</tbody>
</table>

Class Attendance Policy

Lincoln University uses the class method of teaching, which assumes that each student has something to contribute and something to gain by attending class. It further assumes that there is much more instruction absorbed in the classroom than can be tested on examinations. Therefore, students are expected to attend all regularly scheduled class meetings and should exhibit good faith in this regard. For the control of absences, the faculty adopted the following regulations:

1) Four absences may result in an automatic failure in the course.
2) Three tardy arrivals may be counted as one absence.
3) Absences will be counted starting with whatever day is specified by the instructor but not later than the deadline for adding or dropping classes.
4) In case of illness, death in the family, or other extenuating circumstances, the student must present documented evidence of inability to attend classes to the Vice President for Student Affairs and Enrollment Management. However, in such cases the student is responsible for all work missed during those absences.
5) Departments offering courses with less than full-course credit will develop and submit to the Vice President for Student Affairs and Enrollment Management a class attendance policy in keeping with the above.
6) Students representing the University in athletic events or other University sanctioned activities will be excused from class(es) with the responsibility of making up all work and examinations. The registrar will issue the excused format to the faculty member in charge of the off- or on-campus activity for delivery by the student(s) to their instructors.

Unofficial Withdrawals

Students who cease attending a class prior to mid-term examinations week and do not officially withdraw from the class will be considered to have unofficially withdrawn from the class. The withdrawal date to be used in all financial calculations shall be the last class day of the mid-term examination week.

Transfer Credits

Credits accepted in transfer from other institutions that were completed prior to a student’s initial enrollment in Lincoln University are not included in the computation of the cumulative grade point average. Such credits are, however, included in the determination of a student’s 1) grade level, and 2) cumulative attempted credits but only for the purpose of selecting the GPA minimum in the definition of satisfactory academic progress.
Students must complete the **Transfer Credit Equivalencies Approvals** form in order to have transferred courses recorded as fulfilling specific Lincoln requirements. This is necessary to show fulfillment of prerequisites as well as graduation requirements.

Transfer credits accepted from other institutions that received prior approval as a repeat for a course taken at Lincoln will be included in the computation of the student’s Lincoln University *cumulative* grade point average, earned, and attempted credits. Prior approval as a repeat will not be granted for any course in which a grade of “C” or better was earned.

Credits from other institutions that: 1) are taken after a student’s initial enrollment at Lincoln, and 2) do not constitute a repeat of courses taken at Lincoln, may be accepted in transfer, but a maximum of 12 credits and their associated quality points may be included in a student’s Lincoln University cumulative grade point average.

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**HONORS PROGRAM**

**Admission and Requirements**

To apply for admission to the Horace Mann Honors Program, students must have satisfactorily completed high school or its equivalent with a grade point average of 3.3 or above and an SAT of at least 1000.

Consideration for admission to the Honors Program is made at the time of initial acceptance to Lincoln University. Applications are sent to qualified students. Completed applications should be returned to the Honors Program office and will be evaluated by the selection committee. However, students who do not fit the criteria initially but earn a 3.3 or above GPA by the end of the freshman year may apply for admission at that time. Students will not be admitted to the Program beyond the beginning of the fall semester of the sophomore year.

The Honors Program requires that students:

- Maintain a cumulative grade point average of 3.30 or above.
- Enroll in three Honors Seminars.
- Complete two years of foreign language.
- Complete a course in Research Methodology or its equivalent.
- Prepare an Honors thesis, project or portfolio during the Senior year in conformity with the goals and requirements of the specific Program Major of which they are a part.
- Participate in program sponsored lectures, forums, debates and other activities.

More detailed information is available through the Honors Program located in 205 Living Learning Center or visit their website at [www.lincoln.edu/honors](http://www.lincoln.edu/honors).

**Dean’s List**

Students who earn 15 semester hours and a term average of 3.40 (B+) and above will be honored by having their names placed on the semester Dean’s List. Students who earn 15 or more semester credits and a term GPA of 3.00 to 3.39 will be listed as Honorable Mention.

**Graduating with Honors**

Graduating Seniors in good standing, who have been enrolled full time at Lincoln University for at least four semesters, who have earned at least 60 credit hours from Lincoln University, and who have attained a final cumulative average of 3.40 to 3.59 shall graduate *cum laude*. Those meeting the same conditions with a final cumulative average of 3.60 - 3.79 shall graduate *magna cum laude*. Those meeting the same conditions with a final cumulative average of 3.80 or higher shall graduate *summa cum laude*. A notation of these honors shall be placed in the graduation program, and on the student's transcript.

Grades earned in courses that were accepted by Lincoln from other institutions and used to fulfill the requirements for the undergraduate degree will be included in the computation of the GPA for Graduation Honors. This computation will include the quality points and credits not normally included in the Lincoln University GPA.
The following list is by no means a complete list of definitions or terms that apply to college life, but are considered to be important for freshman students.

**College Catalog or Bulletin** – a booklet often referred to as the college “bible” or bulletin, which gives information on a school’s history and traditions, academic policies and procedures, degree and curriculum requirements, course descriptions and prerequisite requirements, campus facilities, university calendar, academic and student support services, academic divisions and departments, university administration, faculty and staff.

**Course Numbering System** – typically in college courses are numbered according to academic year: 100’s are freshman level, 200’s are sophomore level, 300’s are junior level, and 400’s are senior level.

**Prerequisite** – see page 18.

**Co requisite** – see page 18.

**Syllabus** – outlines the requirements for a course. The instructor/college professor will usually distribute the syllabus the first day of class. Typically the syllabus will include a description of the course, required texts and/or supplemental readings, reading and writing assignments, quiz and exam dates, attendance policy, expected standard of conduct for the classroom, plagiarism policy, grading policy, the professor’s name, office location, and email address.

**Plagiarism** – a piece of writing that has been copied from someone else or obtained from other sources (computer) and is presented as being your own work. In college, students are expected to develop their own thoughts on paper and to document anything taken from another source.

**Undergraduate Degree** – Lincoln confers two undergraduate degrees, which typically take 4 – 5 years to complete:

- B.A. Bachelor of Arts
- B.S. Bachelor of Science

In order to earn a degree in a particular discipline/major, students must complete the university core requirements (see p. 9 - 12) and the major department requirements (see college catalog for requirements or pick-up curriculum requirement sheet from the department or the Academic Advising Center). For most undergraduate majors at Lincoln, students must complete a total of 124 credits to earn a bachelor’s degree. Students may also opt to minor in a subject; however it will typically require one or two additional semesters of study. Typically students take 8 semesters (4 years) to complete a bachelor’s degree. Masters and Doctorate degrees are awarded by graduate schools and require a bachelor’s degree. Normally 30 credits are required for the Master’s degree, and 75 – 90 credits are required for the Doctorate degree.

**Mandatory Registration** – students pre-register for classes prior to each semester. Registration for the spring 2011 semester will take place October 25th – November 5th, 2010 and registration for the fall 2011 semester will take place March 21st – April 1st, 2011 (see p. 24)

**Semester** – refers to the length of an academic term. Lincoln divides the year into two academic semesters consisting of 15 weeks each. For the 2010-2011 academic year, the Fall semester runs from August 26th to December 10th, 2010, and the Spring semester runs from January 5th to April 21st, 2011. Also, one six-week summer session will be offered from May 16th to June 25th, 2011.

**FAFSA (Free Application for Federal Student Aid)** – an application to be completed by students for Federal Financial Aid each year while in college.

**Financial Aid Award Letter** – a letter citing the amount of financial aid a student is eligible for if they filed a FASFA application. This letter will also indicate if they are eligible for the work-study program.

**Room and Board** – cost for residential housing and meals.

**Tuition** – is the cost of courses you take, lab and technology fees, and activity fees.

**Bursar’s Office/Student Accounts Office** – responsible for billing students for tuition and Room and Board and procurement of payment for such. Also dispenses book vouchers and tuition refunds for those who qualify.
Registrar’s Office – oversee course registration of all students, dispensing academic transcripts, generating mid-term and final grade reports, evaluating transfer credits, processing the application for graduation, producing core audit report for students, processing withdrawal from class and from college, and dispensing degrees.


Residence Halls – buildings on campus used for student housing.

HOW TO GRADUATE FROM COLLEGE IN FOUR YEARS

1. Be sure you know whether your reading and writing skills are adequate for success in college. If you need help, visit the Learning Resource Center as soon as you can in your first term. The Learning Resource Center (222 Dickey Hall) houses the Reading, Writing, Science and Math Labs to help students to succeed in their courses.

2. Plan to declare a major by the end of your first semester, no later than mid-sophomore year. If you do not know what potential careers you can anticipate with certain majors, visit the Office of Career Services (241 Dickey Hall) early in your college career and start to find out while you’re exploring your areas of interest, ask people about their jobs, what they do, what kind of education they had, and whether they like their work.

3. To graduate in four years, you must successfully complete an average of 30-31 credits a year. Take as close to 15 credits per term as possible. If you fall behind the 30 credit per year goal, you can make up the missing credits in the summer.

4. Remember that the credits for academic success courses (see page 6) do not count towards graduation. If you place into academic success courses, ask your advisor about taking summer courses to make up for these credits; also, once you are comfortable, you can take the maximum of 18 credits per semester.

5. Once you have decided on a major, work with your advisor to draw up a four year plan for graduation. Work out what courses and how many credits you will need to take each semester. Include summers if necessary.

6. A fifteen (15) credit course load translates into a minimum of 45 hours per week of academic activity. For every 1 hour of in-class time, you should expect to study a minimum 2 hours outside of class (including library, computer labs, and study time). Devote as much time to studying as possible, particularly on the weekends. Keep other obligations like part-time jobs to an absolute minimum.

7. Plan to finish your General Education Requirements (core requirements) by your sophomore year. This will give you more freedom and flexibility in choosing your junior and senior year courses.

8. GO TO CLASS – Lincoln does have an attendance policy. Missing classes will affect your final grade. Every faculty member agrees that missing class is the primary reason for low grades; do not listen to other students when they say you don’t have to go to class. Make use of faculty office hours - your instructors are there to help you and answer your questions.

9. Talk with your instructor and advisor about ways to improve your performance before withdrawing from a course. Know the implications on your financial aid before withdrawing from a course. If you fail or withdraw from courses, you will have to make up the equivalent credits. If you must withdraw from a course do it before you are subject to academic penalty.

10. Some popular classes fill up early. Make sure you are financially cleared and make an appointment with your advisor as early as you are eligible for Mandatory Registration for the following semester so you can get all the classes you need in the correct sequence.

11. Your academic career is your responsibility; be actively involved in it. Be knowledgeable and alert; come prepared to your advisor meetings; know where you stand in regard to your academic progress and major requirements; keep a checklist.
FALL 2010 SEMESTER

Classes Begin: Wednesday, August 25th
Last Day to Drop and Add Class(s): Friday, September 3rd
(drops after this date will be considered withdrawals)

Last Day to Obtain Financial Clearance*: Tuesday, September 14th
*Students are not permitted to attend class after this date if not financially cleared.

Mid-Term Exams: Monday, October 11th – Friday, October 15th

Last Day to Withdraw from Class(s)**: Monday, October 25th
**Students who cease attending class after this date will receive F(s) in their course(s).

Registration for Spring 2011 Semester***: Monday, October 25th –
***Students should make an appointment with their advisor to register each semester. Advisors will post appointment schedules at their campus location. Registration instructions and registration forms will be forwarded to students’ campus mailbox. Students registering after the deadline date will be assessed a $50.00 late registration fee.

Thanksgiving Break: Wednesday, November 24th – Sunday, November 28th
Last Day of Classes: Friday, December 3rd
Final Exams: Tuesday, December 7th – Friday, December 10th

Dates are subject to change

SPRING 2011 SEMESTER

Registration Monday-Tuesday, January 10th & 11th
Classes Begin: Wednesday, January 12th

Last Day to Register, Drop and Add Classes: Friday, January 21st
(students choosing to drop after this date must officially withdraw)

Last Day to Obtain Financial Clearance: Tuesday, February 1st

Mid-Term Exams: Monday, February 28th – Thursday, March 3rd
Mid-Term Break (no class): Friday, March 4th

Last Day to Withdraw from Class(s)*: Monday, March 14th
*Students are not permitted to attend class after this date if not financially cleared.

Registration for fall 2011 Semester: Monday, March 21st - Friday, March 26th
Monday, March 29th – Tuesday, March 30th

Easter Break: Friday, April 22nd – Sunday, April 4th

Last Day of Classes: Friday, April 15th
Final Exams: Monday, April 18th – Thursday, April 21st

Dates are subject to change

Summer 2011 Session: Monday, May 16th – Saturday, June 25th
GETTING THE MOST FROM ACADEMIC ADVISING

RESPONSIBILITIES OF ADVISEES:

Remember that you, the student, are responsible for making sure that you understand and fulfill all the requirements for earning your degree. Your advisor is there to guide you along the way, but you must take responsibility for your own progress and successes.

- Gather all relevant decision-making information, and accept responsibility for decisions.
- Clarify personal values and goals.
- **Become knowledgeable about policies, procedures, and academic requirements/read the college bulletin** ([www.lincoln.edu/registrar/catalog](http://www.lincoln.edu/registrar/catalog)).
- Maintain personal copies of grade reports, transfer credit evaluations, and all other information regarding your college education.
- Contact and keep in touch with your advisor. Make and keep appointments or call if it is necessary to change or cancel an appointment. Advising is a 50/50 partnership.
- Come with necessary materials (pencil, schedule worksheet, forms, etc.).
- Be open concerning schoolwork, study habits, academic progress, etc.
- Build a schedule free of conflicts in time.
- Make your own final decisions concerning selection of courses, choice of majors, and careers.
- Prepare a list of questions or concerns before meeting with your advisor.
- Become familiar with student service offices and student organizations.
- Ask questions until you understand.
- See that any academic records from other universities are transferred and received by the Registrar’s Office.

WHEN TO SEE YOUR ADVISOR:

- When you want to discuss any problems or withdraw from a course, which may affect academic performance, including academic progress and strengths and weaknesses.
- When you want to add, drop courses, or inquire about a course pass-fail option.
- When you are concerned about inadequate study skills, having difficulties in your course work, or are on academic probation.
- When you do not know where help is available.
- When you want to discuss your educational and career goals.
- When you are considering changing directions/majors/interests.
- When you want to schedule classes for next semester.
- To declare a major after you complete 24 credits minimum/45 credits maximum and have a 2.00 cumulative GPA.
- Remember: If your advisor is not available to discuss any of the above, the Academic Advising Center has an open door policy.

**PLAN FOR SUCCESS NOW!**
### COURSE SCHEDULE

<table>
<thead>
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<th>COURSE ID (e.g., ENG 102)</th>
<th>SECTION (e.g., 01)</th>
<th>COURSE TITLE</th>
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<th>DAYS (e.g., MWF)</th>
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**Recommended Courses for Students in their 1st, 2nd, or 3rd Semester:**

- Freshman Year Experience (FYE101) – Honor Students must take the Honors Freshman Year Experience Course.
- English 098, 099, 101, 102 (Code=ENG) and ENG 207 or 208
- Math – required level (Code=MAT) (Math courses are dictated by major) 106 or higher (098 & 099 are academic success).
- EDU 097 (Reading and Study Skills) and EDU 098 (Critical Reading) if required
- Oral Communications (EDU 102) taken in the second semester if required
- African American Experience if you did not take it in your first semester (SOS 151) and two additional Social Sciences as follows: ECO 201, EDU 150, HIS 103, POL 101, PSY 101, SOC 101 (courses to be taken after EDU 098 and ENG 099)
- Dimensions of Wellness (HPR 101)
- Fitness for Life (HPR 103) (By Recommendation Only)
- 1st or 2nd level Language course or Computer Science (dictated by major)
- Two (2) Humanities courses – Introduction to Music (MUS 200) or Introduction to Art (ART 200) and Introduction to Philosophy or Introduction to Religion (REL 200) (must complete ENG 101/COMP 1) before taking humanities intros
- Natural Science – first or second level (dictated by major)
- Course(s) in your major (contingent upon completion of prerequisites)

**Transfer students should consult their advisors regarding upper division courses to take.**

**Number of Credits Recommended:**

Students must take 12 credits to be considered full-time. Students can take up to 18 credits and not be charged additional tuition.
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Advisor office hours will be posted in the Academic Advising Center.

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