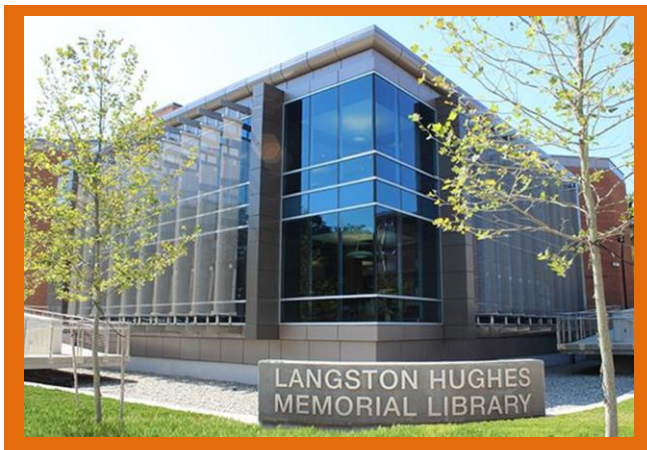


# Advising & Course Planning Guide

## Fall 2017



Class of  
2021



Planning Your Route to Graduation

## A Message from the President

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Lincoln University has many resources to support you through your academic journey. Many of those resources can be found in the Center for Advising and Student Achievement (CASA).

CASA is one of the important resources to help you achieve maximum success at Lincoln. CASA advisors will help you to understand complex procedures and requirements, as well as provide information that will aid your transitions as you matriculate through Lincoln. As a first-year student, CASA advisors will assist you in choosing and scheduling your classes and providing you with information that will help you develop a plan for your future. Your advisors will encourage and challenge you, academically and socially, with recommendations for classes and extracurricular activities that include engaging in cultural events, attending lectures, and volunteering in the community. As

you take part in your advisor's suggestions you will expand your views and open your mind to new and different thoughts, ideas, and perspectives.

CASA advisors will continue to support you as a sophomore, as a junior, and as a senior, even after you've chosen a major. On your collegiate journey, your interests may change and you may need to re-explore your choices. You may want to look at other options and opportunities that interest you. By utilizing CASA, you and your advisor will talk about your strengths, challenges, and interests; and how you might use the many options you have as a college student. Your advisors will guide you as you change direction, challenge your skills or simply desire to do something different.

Utilizing CASA will positively impact your learning experience by helping you balance and manage your time, by assisting you in reaching your academic goals, and by preparing you to succeed after graduation. Use your time wisely, learn about who you are, where you want to go, and what you need to do to get there. Lincoln University will support you along the way. You will grow, you will mature, you will be successful.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brenda A. Allen'.

Brenda A. Allen, Ph.D.  
President

## **Center for Advising & Student Achievement (CASA)**



### **2<sup>nd</sup> Floor Wright Hall**

Dear Student:

The Center for Advising & Student Achievement otherwise known as CASA would like to extend a hardy welcome to all incoming students to Lincoln University. CASA, which translated from Spanish means “house” or “home,” consists of five components: Academic Advising, the First Year Program (FYP), the Learning Commons, ACT 101 Academic Achievement Program, and the Early Monitoring Alert Program (EMAP). The Math Learning Center (MLC), and the Writing and Reading Center (WRC) are also located in CASA. These centers come under the auspices of the academic departments and provide tutoring in math and English. These components work together to ensure students are given the support and encouragement they need to meet the personal and academic demands of college life. As the name signifies, we would like students to think of CASA as a warm and friendly harbor or home they can come to get academic advice or to connect with a peer or professional tutor if needed.

The advising component of CASA operates under a shared system of advisement. Under this system, freshmen are advised by a core of specially trained professional staff and faculty advisors who will serve as their FYP (First Year Program) advisor and their FYE (First Year Experience) instructor. Students are encouraged to declare their major going into their third semester at which time they are instructed to complete a major application. Upon completing a major application they are reassigned to a faculty advisor in the department of their major who remains their advisor until they graduate. If students opt to change their major, they must complete a major application to be assigned to another advisor in the new major. Transfer students may be assigned to an FYP advisor or an advisor in the department their major is offered under based on the number of credits transferred in and determination of equivalent courses.

It is important that you read this Advising and Course Planning Guide in its entirety to understand the policies and procedures related to advisement, registration and course scheduling, satisfactory academic progress (SAP), and specific guidelines for meeting your degree requirements. Your advisor will guide you in the process for selecting your courses and assist you with the process for choosing a major attuned to your special interests and abilities. However, remember that you are ultimately responsible for knowing what is required in your major and for understanding university academic policies and procedures. We expect you will take charge of your education and do what is necessary to be successful in achieving your academic and career goals.

Sincerely,

Nancy A. Kenner, Interim Director of CASA

# A Step-by-Step Guide to Earning a Degree at Lincoln University

Follow guidelines and steps below and take charge of planning your course work & meeting your graduation requirements:

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## Introduction: The Importance of Planning your Curriculum

Welcome to Lincoln University! We have prepared this guide to help you plan your curriculum and map out a route to graduation in four years. It can be overwhelming when you look at all the requirements for the core curriculum, all the different majors and minors. Many of you may not even be sure what you want to major in. Don't worry. The academic advising staff and faculty are here to guide you through this process. We will help you to understand all of the requirements and to choose a major that you can be successful in and that will move you towards achieving your career goals.

In order to achieve your goals, it is essential that you have a plan. You will not get very far if you just take random courses or only the courses that you like or find easy. Each program has a set of required courses that you must pass in order to graduate and it is important that you take courses in your first year that will prepare you for your chosen major. Throughout the first year you will work with your advisor to understand all the requirements for your major, identify your own strengths and weaknesses, select your courses and develop a four-year plan for graduation. We hope that this guide will help you with this process. The Academic Advising office is part of CASA – the Center for Advising and Student Achievement, located on the second floor of Wright Hall. We are always here to answer your questions and provide materials such as requirement sheets for all of the majors offered at Lincoln. Please come by and see what we have to offer.

Remember that your advisor's role is to guide you. It is your responsibility to make sure you fulfill the requirements for your degree.

Following is a step-by-step guide for planning your curriculum.

### Step 1: Curriculum Planning Session

All first time entering students will be required to attend a Curriculum Planning information session during the New Student Orientation. Students will be given the opportunity to ask questions about university academic requirements, policies, and procedures.

Be sure you attend this session and pay close attention to the advice given. Although you will be assigned to an Academic Advisor who will guide you through the registration process, **it is your responsibility to know all the requirements for graduation and to follow all of the academic policies of the university.**

Remember, the value of your degree depends primarily on what you put into achieving it.

### Step 2: Placement Testing

#### Policy for Initial Placement in English, Math and other Courses

Placement in the appropriate English (writing & reading) course is determined by the student's ACCUPLACER test score. Math placement is determined by the ALEKS PPL score. Transfer students will not have to take the placement tests if they have taken equivalent courses at their previous college. Therefore, transfer students must see an advisor and have



their transcript evaluated to ascertain whether or not they need to take any placement tests. See page 16 for further information for transfer students.

**Developmental courses:** Students who do not place into college level courses are required to take developmental courses that are designed to help students build the reading, writing and math skills needed to succeed in college level courses. Students will be placed into these courses if needed based on their ACCUPLACER and ALEKS test scores.

**Credits for developmental courses do not count toward graduation.**

**Which courses are developmental courses?**

- **ENG 099 INTEGRATED WRITING & READING [3 CREDITS]**  
This course focuses on the subjects of writing and reading. The goal is to promote literacy learning and further develop each student's existing writing and reading skills for transfer to other academic contexts, such as the English Composition program, through engaging intellectual work.
- **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.

Students placing into developmental English must take it in their first semester. Students do have the option to take developmental math courses when they want to if they are not going into a math intensive major, or if their major requires only one course at the 106 or 110 level; however, we do recommend that students take their required math courses as soon as possible. See page 14 & 15 for a list of math requirements by major.

**Exemption Policy**

Generally, students must follow the sequence of courses starting with the course they place into; however, students who place into English 099 Integrated Writing & Reading can be exempted from taking ENG 101 and will get credit for ENG 101 if they satisfy the conditions stipulated by the Department of Languages and Literature. Consult your English professor for more information concerning the requirements for exemption.

**Important Note: Although credits taken in developmental courses show as earned credit on the student's transcript, in the degree audit they will not be counted toward the credits required for graduation. The grades for these courses are however included in the GPA, and they are included in the determination of the student's standing as a freshman, sophomore, junior, or senior.**

**Prerequisites**

You should carefully check course prerequisites and consult with your advisor before selecting your first semester courses. A course listed as prerequisite for another course must be taken first. If a course is listed as a corequisite, it may (or in some cases must) be taken at the same time.

**NOTE: The WebAdvisor registration system will not allow you to register for a course if you do not have the required prerequisites or corequisites.**

### **Credit for AP & Dual Credit courses**

If you already have college level credit through AP, International Baccalaureate (IB), or dual credit programs, this will over-ride your placement or exempt you from taking the placement test for that subject; however, you must inform one of the advisors or testing proctors and show evidence of the credit.

### **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 or higher (3-5) 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. An official score report must be sent by Educational Testing Service (ETS) to Lincoln in order for the credit to be applied. Be sure to tell your advisor if you have AP credit to avoid duplication of credit.

### **International Baccalaureate (IB) Program**

The university also awards college credit for students scoring a minimum of 5 out of 7 on the International Baccalaureate Exams. An official score report must be sent to Lincoln in order for the credit to be applied.

### **Dual Credit Courses**

Also be sure to tell your advisor if you took any dual credit courses in high school that carry college credit. To have the college credit applied to your credits at Lincoln, you must have an official transcript sent to Lincoln from the college that issued the credit for the course, not just your high school transcript.

### **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 three or four times a year: during the first week of classes (Thursday, August, 24<sup>th</sup>) the Tuesday that precedes the first day of classes in January, and in March, two weeks before registration for the fall. Special arrangements will be made for students entering in January. See the Department Languages and Literature 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 two semesters of a language for a B.S. degree. All B.A. degrees require four semesters of a language. This requirement may be satisfied by taking language courses or by passing the placement exam. 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).

### **College Level Examination Program (CLEP) Examination**

Lincoln University is a participant in the College Level Examination Program. 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 and Math courses will depend on what courses are transferable from their previous institution. Students transferring in with 24 or more credits or equivalent courses are exempt from taking FYE 101. Students who do not have transferable credits in English or math from their previous institution will have to take the 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 and Math courses is determined by TOEFL (Test of English as a Foreign Language) test scores (if available), and ACCUPLACER scores.

## **Step 3: Meet with your Advisor**

### **Meet With Your Advisor to Confirm or Develop Your First Semester Schedule**

New students who did not attend a STARS orientation in June and July will review their placements and develop a schedule with their advisor. This meeting will take place in your assigned advisor's office during New Student Orientation. Your Orientation Leader will direct you to your advisor's office. Students who scheduled their classes for the first semester during one of the STARS orientations will review this schedule with their advisor as part of their First Year Experience course and make any changes that are necessary.

All entering students will be assigned to a First Year Program (FYP) advisor according to major. This advisor will also serve as your instructor for First year Experience (FYE 101) which is an introductory course that is required for all freshmen. Transfer students transferring in with less than 24 credits will also be assigned to an FYP advisor and required to take the FYE class if they did not take an equivalent course at their previous college. The FYP advisor will be your advisor until you are ready to officially declare your major.

When you meet with your advisor, it is important that you let them know what you consider your academic strengths and weaknesses to be, and why you have chosen a particular major. Also, it is important to share any information about your academic exposures and experiences. Although your advisor may already have a record of your achievements in high school or the previous college(s) you attended, it is always a good idea to remind them if you took any AP or IB exams or dual credit courses. Your advisor can better assist you in making the right choices about courses you take if they have all the information they need to do so.



## Registration Procedures

After discussing your initial course placements and your major requirements, your advisor will assist you in developing your first semester schedule. Your advisor will show you how to schedule your classes in WebAdvisor, the university's electronic portal for registering classes and accessing critical academic information and your student account status. You can also access WebAdvisor to download your schedule and access other information by following the instructions on pages 18-19. More detailed instructions are available at:

<http://www.lincoln.edu/sites/default/files/pdf/academic-advising/webadvisor-registration-instructions-students.pdf>

Although your advisor will assist you with scheduling your first semester classes, thereafter, you will be responsible for scheduling your classes in WebAdvisor for any subsequent semesters. However, you will need to meet with your advisor each semester for a progress review and to approve your schedule as a condition for removing the Advisor Restriction in WebAdvisor to allow you to register for classes. You **will not** be able to register if you have any other holds on your record such as financial, health, admissions, judicial, or SAP (satisfactory academic progress) etc. Notices for mandatory registration for the next semester will be emailed to you.

***It is important that you check your Lincoln email daily for important messages and information from the administration, faculty, the Bursar's Office (student accounts), Housing and Residence Life, Academic Advising, the Registrar, etc. The Registrar's Office will email information on procedures and dates for registering for the next semester. Please see instructions for accessing your email on page 19.***

## Adding, Dropping, and Withdrawing from Courses

Students may drop or add a course up until the **Last Day to Drop and Add, Friday Sept. 1<sup>st</sup>**, as indicated on the Academic and Registration calendar on page 31. 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 their official transcript.

Students may **withdraw** from a course on or before the **Last Day to Withdraw, Monday Oct. 23<sup>rd</sup>**, 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 will receive an F in the course (see page 31 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). A student always has the right to withdraw from a course any time before the **Last Day to Withdraw**; however, you should always consult with your advisor before withdrawing from a course. Remember that you must maintain at least 12 credits in order to be considered full-time and eligible for financial aid.

## Full and Part-Time Undergraduate Students

Undergraduate students shall be full-time if they are attempting 12-18 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. Full-time tuition covers a minimum of 12 and a maximum of 18 credits.

Students must get permission to take more than 18 credits, they must have a 3.5 GPA, and they must pay for the extra credits.

### **Declaration of Major**

All students must fill out an official “Declaration of Major” in order to officially declare a major during their second semester. No one is considered officially declared until they complete a major application. Freshman and entering transfer students assigned to First Year Program advisors will be instructed to complete a major application when registering for their second year if they are ready to officially declare a major. Undecided students will be instructed to complete a major application upon coming to a decision about choice of major.

### **Your First Semester Schedule**

Your schedule for your first semester will be made up primarily of required General Education (Core Curriculum) courses (see page 7 for the Core Curriculum). Most students take 15 or 16 credits their first semester.

Your first schedule should look like this:

- FYE 101 First Year Experience** must be taken first semester.
- ENG 099, 101 or 102** (depending on placement) must be taken first semester.
- MAT 098, 102, 106, 110** or higher (the first math you place into) recommended.
- SOS 151 African American Experience** or other Core or Major course.
- Other Core or Major course.**

## **Step 4: Know the Requirements for Graduation**

### **Requirements for Undergraduate Degrees**

A Bachelor’s degree requires that a student complete an academic program that includes:

- **At least one Academic Major**  
The requirements for all majors are provided in the University Catalog.  
<http://www.lincoln.edu/sites/default/files/pdf/registrar/Catalog.pdf?02>  
A minimum of 15 credits in the major must be taken at Lincoln University.
- **The University Core Curriculum (45 – 49 credits)**  
Individual departments may have specific requirements for the core, please refer to the requirements for your program when selecting core courses.
- **Writing Proficiency Certification**  
Please refer to the department of your program for specifics
- **At least 120 credits (not including developmental course work)**  
A minimum of 24 semester credits must be completed at Lincoln University with at least 15 credits in the major.
- **An overall cumulative GPA of 2.00 is required for graduation.**  
The GPA of all courses required by the major must also be 2.00 or greater.

## **4A: General Education Requirements (The University Core Curriculum)**

All students are required to complete the general education courses which Lincoln calls our Core Curriculum. These courses cut across disciplines and are designed to help students to develop their communication and critical thinking skills as well as a broad base of knowledge that will complement their major discipline. The Core includes courses in the

Humanities (Writing, Literature, Art, Music, Philosophy and Religion), Social Sciences (History, Sociology, Psychology, Political Science, and Economics), Natural Sciences (Biology, Physical Sciences, Chemistry, and other general science courses), Health and Wellness, Math, and Languages. The goal of these courses is to help you become a well-rounded and balanced student. These courses are to be taken as required in your first three semesters in addition to beginning subjects in your major. Transfer students are exempt from taking some of these requirements if they have transferred in equivalent courses. The Core totals 45-49 credits.

On the next four pages we have outlined the core requirements with course descriptions and pre-requisites. More information can be found in the University Catalog:

<http://www.lincoln.edu/sites/default/files/pdf/registrar/Catalog.pdf?02>

## **General Education Requirements Lincoln University Core Curriculum**

### **FIRST YEAR EXPERIENCE** (3 credits)

- **FYE101 First Year Experience**

This course is designed to address the many challenges an incoming student may face: social and academic skills, the Lincoln tradition, the meaning of liberal arts, attending lectures and convocations offered throughout the semester, library research/computer literacy, writing, speaking, and critical thinking. *Must be taken first semester of freshman year.*

### **SOCIAL SCIENCES** (9 credits)

- **SOS 151 African-American Experience** 3 credits

This multidisciplinary course is designed to give students an overview of the tremendous body of knowledge about the African-American Experience. It is intended that the course should provide a significant reorientation of perspectives on American history. *No prerequisite*

- **Select two of the following courses** (6 credits)

- **ECO 201 Macroeconomics or 202 Microeconomics**

- **ECO 201 Principles of Macroeconomics** 3 credits

- This course is an analysis of consumer and producer behavior under alternative market structures, the pricing of productive factors, and issues in resource allocation. *Prerequisite: MAT 102 (formerly 099).*

- **ECO 202 Principles of Microeconomics** 3 credits

- This course serves as an introduction to fundamental economic concepts and analysis, the determinants of the aggregate level of economic activity in a mixed economy, and fiscal and monetary policy. Topics will include inflation, full employment, and the business cycle. *Prerequisite: MAT 110.*

- **EDU 150 Education & Society** 3 credits

- This course includes an overview of the aims, organization and procedures to provide a systematic view of the whole field. Information is provided regarding the opportunities and requirements in education as a profession. The course also includes information pertaining to the philosophy and history of education and contains material designed for the general education of all students and professional orientation for prospective teachers. This is a course open to all students.

- **HIS 103 Contemp. World History** 3 credits  
This course will examine Twentieth Century Europe from the point of view of political, economic, cultural, and intellectual forces. Students should develop an awareness of the factors that have molded contemporary European societies: governments, political and cultural institutions, ideologies, and attitudes toward the rest of the world. *No prerequisite.*
- **SOC 101 Intro to Sociology** 3 credits  
This course is an introduction to the basic concepts of sociology, including socialization, groups, institutions, and social change. *No prerequisite.*
- **POL 101 American National Government** 3 credits  
This course studies the organization and operation of the national government from the standpoint of constitutional principles, structures and functions, programs and policies. *No prerequisite.*
- **PSY 101 General Psychology** 3 credits  
A study of the basic subject matter of psychology and its approaches to gathering information. This course also explores the ways in which psychological knowledge can be applied to improving the quality of life for individuals, communities, and societies. *Prerequisite: ENG 099.*

#### **HEALTH & WELLNESS** (2 credits)

- **HPR 101 Dimensions of Wellness** 2 credits  
Health related topics studied in this course include health-related fitness, nutrition and weight control, stress management, drug and alcohol abuse, and disease prevention. Opportunities are provided to assess, develop, and implement individualized health-related programs. *No prerequisite.*

#### **ENGLISH** (9 credits)

- **ENG 101 English Composition I** 3 credits  
This standard course in college-level writing is required of all students. It reviews the rules of syntax, grammar, and punctuation, and surveys the common rhetorical approaches to expository writing. Students must pass an exit exam. *Prerequisite: ENG 099 or placement.*
- **ENG 102 English Composition II** 3 credits  
This course reviews the expository essay and introduces the student to the process of researching and composing a substantial term paper. It also introduces the student to the study of three genres of literature: drama, poetry, and the short story. *Prerequisite: ENG 101 or placement.*
- **ENG 207 World Lit I or ENG 208 World Lit II** 3 credits
  - ENG 207 World Literature I**  
This course covers the works of great writers, from a global perspective beginning with the Ancient World through the Seventeenth Century.  
*Prerequisite: ENG 102.*
  - ENG 208 World Literature II**  
This course covers the Eighteenth Century to the present, with greater emphasis on a global recognition of contemporary writers.  
*Prerequisite: ENG 102.*

**HUMANITIES** (6 credits) *Prerequisite: ENG 099.*

- **ART 200 Intro to Art or MUS 200 Intro to Music**

**ART 200 Intro to Art** 3 credits

This course, designed to enhance the student's visual literacy, will provide a broad based introduction to the visual arts, including understanding and appreciating art in an historical, stylistic, and cultural context. Students will be introduced to art from a variety of cultures and time periods.

**MUS 200 Intro to Music** 3 credits

Part of the course is devoted to a survey of the fundamentals of music. Major developments in the music of the Western world from the Middle Ages to our own time are traced, with special attention being given to the different styles of music developed in the United States.

- **PHL 200 Intro to Philosophy or REL 200 Intro to Religion**

**PHL 200 Intro to Philosophy** 3 credits

This course provides an introduction to philosophy through the examination of philosophical problems in the classic divisions of philosophy of ethics, metaphysics, and epistemology. Students are encouraged to learn to "do" philosophy.

**REL 200 Intro to Religion** 3 credits

This course is an introduction to the study of religion and its influence on contemporary culture. The course deals with the leaders, basic beliefs, and practices of three major world religions: Buddhism, Judaism, and Christianity. The course is designed to enable the student to understand religion as a vital part of the human experience.

**MATHEMATICS** (3 credits)

- **At least one college level MAT course, MAT 106 (Math for Liberal Arts) or higher.** Note: MAT 102 does not fulfill this requirement.

Note: **Math requirements are determined by the major.**

See page 14-15 for **Math Requirements by Major**

**NATURAL SCIENCES** (7-8 credits) *(Prerequisite: ENG 099 for BIO & GSC 111)*

Select two science courses; one must include a lab. The following courses are recommended for non-science majors, labs for the non-science major courses are optional. Note: Higher numbered science courses may be used, but these are designed for science majors.

**Science majors will take courses specified by their major.** (See page 11)

- **BIOLOGY:**

**BIO 101 Human Biology** 3 credits *(Prerequisite: ENG 099)*

Designed for Health Science majors and non-science majors, this course will introduce students to basic human biology focusing on human organ systems, reproduction, evolution, and the interrelationship between humans and the environment. The accompanying laboratory exercises will permit the student to not only understand the organization of organs and systems within the body but also learn how certain organ systems work. (Lab BIO 101L optional - 1 credit.)

**BIO 102 Human Health and Disease** 3 credits( *Prerequisite: ENG 099*)

This course is a continuation of BIO 101; it continues with the coverage of human systems including their normal function and the disorders that can affect them. (Lab BIO 102L optional - 1 credit.)

**BIO 200 HIV/AIDS** 3 credits (*Prerequisite ENG 101 & BIO 101 or 102*)

This is a one semester course that introduces the basic scientific information available on HIV/AIDS since 1981. The course will emphasize strategies for prevention and control for the individual, family, and community. Specifically, the course will highlight the special features of HIV infection that have enabled it to become a pandemic, awareness and behavior issues, HIV tests and treatment as well as preventive counseling. Skills for handling sensitive issues as well as the involvement of students in HIV-related activities will be fully explored. Reasons for the disproportionate rise of HIV/AIDS in certain ethnic groups will be fully discussed. (No lab)

- **CHE 101 Introductory Chemistry** 3 credits (or higher)  
This course is designed for students who plan to enter one of the health sciences such as nursing, mortuary science, etc., but who do not need a full year in general chemistry. It meets the core curriculum requirement but does not meet the requirements for a science major. Material includes chemical measurement, matter and energy, atoms, molecules and chemical bonding, properties of elements, stoichiometry, gases, liquids and solids, solutions, reaction rates & chemical equilibria, acids and bases, oxidation-reduction, nuclear chemistry, and an overview of organic & biological chemistry. (No lab)
- **PHY 181 Elementary Astronomy** 3 credits  
Introduction to astronomy covering the solar system, stellar evolution, galaxies and big bang theory. Designed primarily for non-science majors with practically no use of mathematics. (Lab 181L is optional - 1 credit)
- **GSC 101 & 102 Physical Science I & II** 3 credits  
These courses cover mechanics, motion, conservation laws, heat, wave motion, electricity and magnetism, light, atomic and nuclear physics, elements of chemistry, geology and astronomy. Special emphasis is placed on solving formulas and using graphs. Students with superior mathematical ability should take PHY 101-102. (Labs 101L and 102L are optional - 1 credit)
- **GSC 111 Environmental Science** 3 credits  
This is an introductory course on the environment. The structure and function of ecosystems; energy sources, supply, and transportation; the structure of matter; the lithosphere, atmosphere, hydrosphere and problems of pollution therein are covered. (No lab)

**FOREIGN LANGUAGE or COMPUTER SCIENCE** (6 – 8 credits)

Students must take either:

**Two (2) consecutive language classes** (8 credits).

- Languages offered are: **Arabic, Chinese, French, Japanese, and Spanish.**  
Study abroad programs are available.
- Students may test out of and get credit for language classes. (See page 2)

**Or Any 2 CSC classes and/or other computer-based courses** approved by MAT/CSC Department (Includes CSC 151 & 152, ART 102 Intro to Computer Arts & ART 220 Graphic Art)



**Note: Some majors have specific requirements or recommendations for this requirement.** All majors in Sociology, Anthropology, Criminal Justice, Music and English Liberal Arts must take the language rather than the computer science. Check the requirements for your major before deciding on this option.

**For the Bachelor of Arts (B.A.):**

Students must complete the equivalent of two years (four semesters) of a foreign language [16 credits]. Typically, Honors Program students, English Liberal Arts and language majors are required to take at least four semesters of a language.

**Recommended Computer courses for non-computer science majors are:**

- **CSC 151 Computer Applications** 3 credits  
This course provides a hands-on introduction to the use of computer software in the areas of word processing, spreadsheets, and database management, presentation, and programming. The software used will be MS-Word, MS-Excel, MS-Access, and MS-Power point. *Prerequisite: MAT 098.*
- **CSC 152 Intro to Programming** 3 credits  
This introductory programming course is designed for non-computer science majors. This course introduces the student to principles of computer programming via a visual programming language. The students will learn to create graphical user interface forms and apply visual programming to problem solving. Topics will include basic control statements. Event-driven programming will be an integral part of the course. *Prerequisite: MAT 098.*
- **ART 102 Intro to Computer Arts** 3 credits  
This introduces students to the basic concepts and techniques of graphic design and visual communications.
- **ART 220 Graphic Art** 3 credits  
A continuation of ART 102. *Prerequisite: ART 102.*

**WRITING PROFICIENCY REQUIREMENT** - Students must:

- Pass the Writing Proficiency Exam (WPE) administered in ENG 101
- Pass at least four writing-intensive courses approved by the major
- Complete a portfolio (minimum of 4 documents) approved by the major department by the end of the junior year.

Note: This is a graduation requirement.

## Science Courses for Science Majors

LECTURE Num. [Cr]	LAB Num. [Cr]	TITLE	HOURS PER WEEK IN		PREREQUISITES
			Lect.	Lab	
BIO 103 [4]	103L [0]	Gen. Biology I for Majors	3	2	ENG 099
BIO 104 [4]	104L [0]	Gen. Biology II for Majors	4	2	BIO 103
CHE 103 [4]	103L [0]	General Chemistry I	3	3	*Coreq: MAT 110
CHE 104 [4]	104L [0]	General Chemistry II	3	3	Prereq: MAT 110, CHE 103 *Coreq: MAT 111
PHY 103 [3]	105L [1]	Introduction to Physics I	3	3	*Coreq: MAT 111
PHY 104 [3]	106L [1]	Introduction to Physics II	3	3	PHY 103, MAT 111
PHY 105 [3]	105L [1]	General Physics I	3	3	*Coreq: MAT 121
PHY 106 [3]	106L [1]	General Physics II	3	3	PHY 105, MAT 121

\* 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). Note: The labs for these courses are required.

## **4B: Major Requirements**

### **What is a Major?**

A major is a concentration of courses that give a student a basic knowledge of a field of study. A major prepares you to go on for graduate work in the same field or for particular types of professions.

If you have already selected an intended major, it is important for you to understand all the requirements for that major even as you plan your first semester schedule. Different majors have different requirements for math, for example, and if your major is math intensive, you need to make sure that you get into the correct math track right away. The entry level courses in some majors, especially in the sciences but also in business, have math prerequisites, so you need to take the preliminary math before you can get into your major courses. There is a list of Math Requirements by Major on page 14-15.

Also, some majors require that you take a foreign language rather than the computer requirement in the core. These include English, Anthropology, Sociology, and Criminal Justice. Honors Program students are also required to take a language. Health Sciences requires students to take Sociology and Psychology for their Core Social Science requirements. Requirements for all majors can be found in the University Catalog <http://www.lincoln.edu/sites/default/files/pdf/registrar/Catalog.pdf?02>, and on the departmental websites, which can be found from the Lincoln home page by going to Academics > Undergraduate Programs or Academic Departments. You can also obtain information by visiting the department or by coming to the Center for Advising & Student Achievement (CASA) on the second floor of Wright Hall.

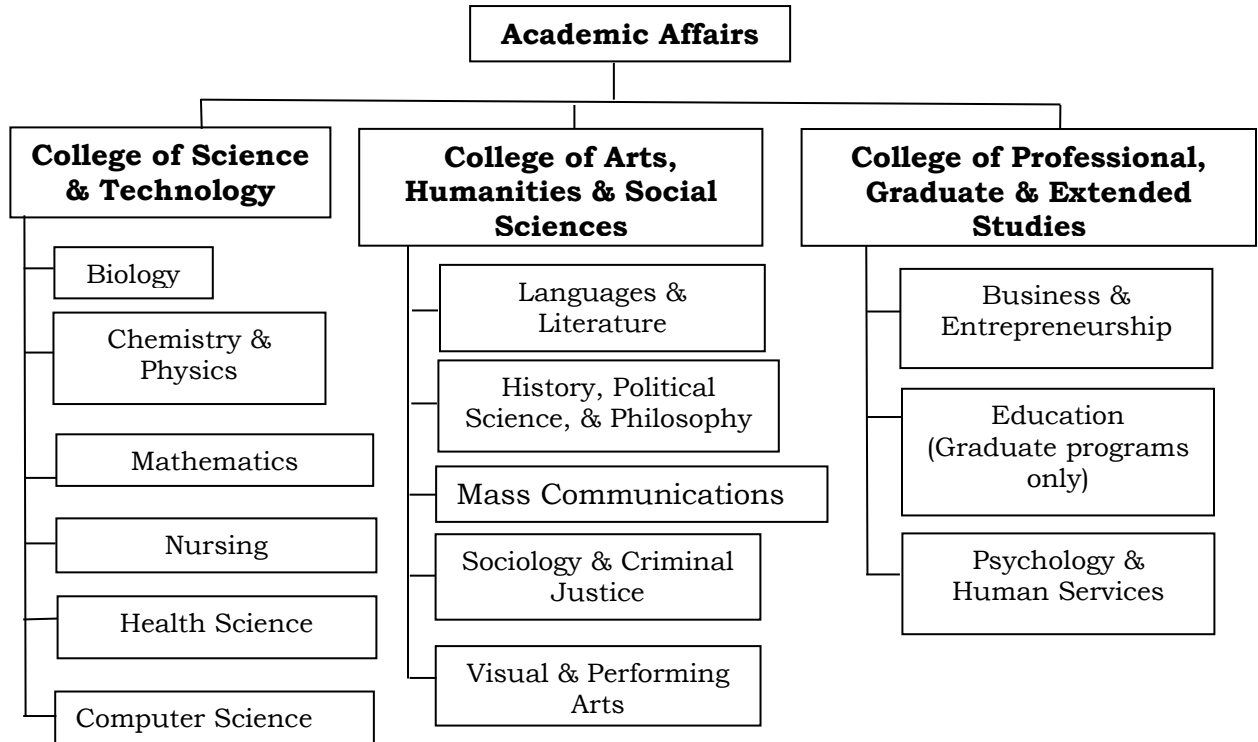
Completing a degree in four years takes a great deal of planning, so it is important that you understand all the requirements and start planning now.

You will generally need extra courses to complete your 120 credits after completing the core and the major. You can take general elective courses or you may want to consider doing a minor to complement your knowledge in your major.

### **What is a Minor?**

A minor is a set of courses that are sufficient to establish proficiency in a discipline without having to take all of the courses that a major would take. It is a smaller grouping of required courses in a discipline, usually 18 to 24 credits. Often having a minor can make you more marketable and broaden your career opportunities. For example, minoring in a foreign language is very desirable, or you may want to supplement your major with a related subject such as biology major with a chemistry minor or vice versa. Speak to your advisor about what minors would go well with your major.

## The Academic Colleges & Departments



Undergraduate Majors And Minors				
Title	Major	Minor	Dept. or Program	College
Accounting	Yes	Yes	Business & Entrepreneurship	Professional & Graduate Studies
Anthropology	Yes	Yes	Sociology & Criminal Justice	Arts, Hum. & Social Sciences
Biochemistry & Molecular Biology	Yes	No	Chemistry & Physics	Science & Technology
Biology	Yes	Yes	Biology	Science & Technology
Chemistry	Yes	No	Chemistry & Physics	Science & Technology
Computer Science	Yes	Yes	Math/Computer Science	Science & Technology
Criminal Justice	Yes	Yes	Sociology & Criminal Justice	Arts, Hum. & Social Sciences
Engineering Science	Yes	No	Chemistry & Physics	Science & Technology
English Liberal Arts	Yes	Yes	Languages & Literatures	Arts, Hum. & Social Sciences
Environmental Science	Yes	Yes	Biology & Chemistry/Physics	Science & Technology
Finance	Yes	Yes	Business & Entrepreneurship	Professional & Graduate Studies
French	Yes	Yes	Languages & Literatures	Arts, Hum. & Social Sciences
General Science	Yes	No	Biology & Chemistry/Physics	Science & Technology
Health Science	Yes	No	Health Science	Science & Technology
History	Yes	Yes	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences
Human Services	Yes	Yes	Psychology & Human Services	Professional & Graduate Studies
Information Technology	Yes	Yes	Business & Entrepreneurship	Professional & Graduate Studies
Liberal Studies	Yes	No	Languages & Literatures	Arts, Hum. & Social Sciences
Management	Yes	Yes	Business & Entrepreneurship	Professional & Graduate Studies
Mass Communications	Yes	Yes	Mass Communications	Arts, Hum. & Social Sciences
Mathematics	Yes	Yes	Math & Computer Science	Science & Technology
Music	Yes	Yes	Visual & Performing Arts	Arts, Hum. & Social Sciences
Nursing	Yes	No	Nursing	Science & Technology
Philosophy	Yes	Yes	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences
Physics	Yes	Yes	Chemistry & Physics	Science & Technology
Pan-Africana Studies	Yes	No	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences
Political Science	Yes	Yes	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences
Psychology	Yes	Yes	Psychology & Human Services	Professional & Graduate Studies
Religion	Yes	Yes	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences
Sociology	Yes	Yes	Sociology & Criminal Justice	Arts, Hum. & Social Sciences
Spanish	Yes	Yes	Languages & Literatures	Arts, Hum. & Social Sciences
Visual Arts	Yes	Yes	Visual & Performing Arts	Arts, Hum. & Social Sciences
Minor only - Arabic	No	Yes	Languages & Literatures	Arts, Hum. & Social Sciences
Minor only - Black Studies	No	Yes	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences
Minor only - Chinese	No	Yes	Languages & Literatures	Arts, Hum. & Social Sciences
Minor only - Ethics	No	Yes	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences
Minor only - Japanese	No	Yes	Languages & Literatures	Arts, Hum. & Social Sciences
Minor only - Economics	No	Yes	Business & Entrepreneurship	Professional & Graduate Studies
Minor only - Entrepreneurship	No	Yes	Business & Entrepreneurship	Professional & Graduate Studies
Minor only - International Relations	No	Yes	History, Pol. Science & Phil.	Arts, Hum. & Social Sciences

## Math Requirements by Major

**The core curriculum requires all students to take at least one college level math course. Any math course numbered 106 or higher can satisfy the requirement; however, the specific course(s) that you will need to take will be determined by your major. MAT 098 is developmental and will not fulfill this requirement. MAT 102 also will not fulfill this requirement.** Some majors require more than one math course. The course you need to take first will be determined by your ALEKS PPL scores. If you are going into a major that requires more than one math course, it is important that you start taking math as early as possible so you will be able to complete the required sequence, and so you will be able to take math courses that may be prerequisites for some science courses such as chemistry, physics and computer science.

See the table of math requirements by major below.

**Math Courses Freshmen Can Place Into:**

MAT 098 Algebra I (developmental)	MAT 114 Elementary Statistics I
MAT 102 Algebra & Applications (formerly MAT 099)	MAT 117 Finite Math
MAT 106 Math for the Liberal Arts	MAT 120 Calculus for Life & Social Sciences.
MAT 110 College Algebra	MAT 121 Calculus I
MAT 111 Pre-Calculus	MAT 122 Calculus II

In the table below, the courses listed under “Math Requirements” are the minimum courses that must be taken to fulfill the math requirements for the major and the core curriculum. Higher numbered courses may be used to fulfill the requirement. Some majors may require further math courses besides those listed. “Prerequisites” are courses that must be taken before taking the required course(s) if the student does not place into the required course.

Major	Math Requirements	Prerequisites
<b>Humanities and Social Sciences Requiring Minimal Math</b>		
Anthropology, Art, Criminal Justice, English, French, History, Human Services, Liberal Studies, Mass Communications, Music, Pan-Africana Studies, Philosophy, Political Science, Religion, Sociology, Spanish	<b>MAT 106</b> or higher	MAT 098  <b>Note: MAT 102 is <u>not</u> required for those who need only MAT 106.</b>
<b>Professional Studies</b>		
Accounting, Finance, Information Technology, Management	<b>MAT 114 &amp; MAT 120</b>	MAT 098, 102, 110, 117
Psychology	<b>MAT 110</b> or higher	MAT 098, 102
<b>Science &amp; Technology</b>		
Biology, Environmental Science: Biology Track	<b>MAT 114 &amp; MAT 121</b>	MAT 098, 102, 110, 111
Biochemistry & Molecular Biology, Chemistry, Environmental Science: Chemistry Track	<b>MAT 122</b>	MAT 098, 102, 110, 111, 121
Computer Science: Applications Track	<b>MAT 120, 213</b>	MAT 098, 102, 110, 117
Computer Science: Math Track	<b>MAT 121, 122, 221, 213, &amp; 1 MAT Elective</b>	MAT 098, 102, 110, 111
Health Science	<b>MAT 110</b> or higher	MAT 098 & 102
Mathematics	<b>MAT 121, 122, 214, 221, 220, 222, 341, 421</b>	MAT 098, 102, 110, 111
Nursing	<b>MAT 110</b> or higher & <b>MAT 114</b>	MAT 098 & 102
Physics. Pre-Engineering	<b>MAT 121, 122, 214, 221, 222</b>	MAT 098, 102, 110, 111



## Step 5: Requirements for Student Athletes

### **NCAA Eligibility - 14.01.2.1 Good Academic Standing**

To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall be in good academic standing as determined by the academic authorities who determine the meaning of such phrases for all students of the institution, subject to controlling legislation of the conference(s) or similar association of which the institution is a member.

- Per NCAA, Student-athletes **MUST** be enrolled full-time during Fall and Spring Semester in order to participate in intercollegiate athletics.
- Our department requires registration of at least 15 credit hours to ensure the completion of the required hours per semester.
- **Every academic year:** Students must earn at least 24 credits. 75% (18 credits) must be earned in the Fall and Spring. Up to 25% (6 credits) may be earned during the summer.
- **Every semester:** Students must earn at least 9 credits per semester in order to maintain eligibility. Students who do not earn 9 credits in the previous semester will not be eligible to compete during the next term. Once the student-athlete is declared ineligible, it may result in the loss of athletic financial aid.
- **GPA requirements:** A student-athlete shall also maintain a grade point average of 2.0 to remain eligible for competition. A student whose cumulative grade point average is less than 2.0 cannot represent the University as an official delegate, representative, athlete, or holder of offices or committee chairperson of University groups of any kind. A student's eligibility status will be reviewed at the end of the term he or she was declared ineligible to determine if he or she meets eligibility requirements to compete in the next term.

### **Baccalaureate Degree Program**

A student-athlete must declare a major towards a specific baccalaureate degree at Lincoln University at the latest by the beginning of the third year of enrollment or fifth semester of college enrollment and thereafter shall make satisfactory progress toward that specific degree. This provision shall be applicable to the eligibility not only of a continuing student-athlete, but also of a transfer student from a four-year or two-year collegiate institution that is entering his or her third year in residence or utilizing a season of eligibility in a sport at Lincoln University. Once a student-athlete has declared a major, the credits used to meet the satisfactory progress requirements must be within the student's designated degree program. A student-athlete has to beware of taking excessive hours of elective courses. Most degree programs allow for a small amount of electives. However, once the student has utilized all of the required electives, only classes taken within the degree program will count towards eligibility. Hours earned toward a student athlete's minor or another major may not be used to meet the above criteria. If a student is a double major, the student must earn progress toward a "primary" major.

### **Repeating courses**

If the student must repeat a course to fulfill a major requirement due to an insufficient grade, the credits earned may not count toward the above requirements. Students will need to meet with the Assistant Athletic Director to carefully examine these situations.

Students who fail to meet the University's minimum academic progress standards will be

placed on academic probation or suspension. Please see the Lincoln University Student Handbook regarding SAP policies.

Visit the Athletic Department website [www.lulions.com](http://www.lulions.com) for more information or contact:

Jacob Mullins, Compliance Officer  
Director of Compliance  
Manuel Rivero Hall 206  
484-365-7386

## Step 6: Transfer Student Information

### **Transcript Credit Evaluation**

All transfer students are required to have their official transcript(s) from previous college(s) attended sent to our Admissions Office who in turn will send it to the Registrar's Office for evaluation. Only C's or higher grades are transferable. However, only credits for courses are transferred not grades or GPAs, from the former college(s) attended. The GPA earned at Lincoln becomes your official GPA after your first semester at Lincoln. Upon receipt of your transcript(s) the Registrar will review it/them to determine the number of credits to be transferred in and to determine their equivalency to Lincoln's courses. Thereafter, you will receive a letter in the mail with a tentative transfer credit evaluation report that will show credits awarded and their Lincoln equivalent(s). In some instances, this report may not show all the equivalencies. In this situation it is necessary for students to have the department evaluate the course to determine equivalency. They will need to take the Transfer Credit Equivalencies Form and the course description(s) to the Chairperson of the department the course is offered under to have him/her review the description to determine equivalency or to see if it satisfies a major or core requirement. Once completed, this form should be taken to the Registrar's Office for final processing. When meeting with you to develop your class schedule your advisor will have access to your Transfer Equivalency Report (TRER) in Web Advisor.

### **Placement Testing Policy for Transfer Students**

All entering students are required to take the College Board ACCUPLACER placement test in English, and the ALEKS PPL test in Math to determine initial placement into these courses. Transfer students who did not take college level English Composition or math courses at their former institution will be required to take our placement test in those subjects.

### **Transfer students are not required to take Lincoln's 3 credit First Year Experience course if they transferred in 24 credits or an equivalent FYE course.**

Transfer students are initially assigned to an advisor in the Advising Center who will help to ensure that all transfer credits have been equated correctly. Once this has been done, the student will be asked to declare a major and will be assigned to an advisor in that department. If the student is not ready to select a major they will be assigned to a pre-major advisor in the Center for Advising & Student Achievement. This advisor will assist in the process of coming to an informed decision about choice of major. Once the student decides on a major, they will need to complete a major application to "officially" declare a major and to be assigned to a faculty advisor in the department of that major.

## Step 7: Using Lincoln's Web Resources

It is essential that you familiarize yourself with and make use of Lincoln's web resources. The four systems that you will need to use regularly are:

- o WebAdvisor
- o Your student email account through Lincoln's email system
- o Moodle
- o GradesFirst

### What is WebAdvisor?

**WebAdvisor** is Lincoln's online system for registration, and accessing information such as course schedules, your own class schedule, your transcript and profile data. You can also now access your billing account and pay your bill online. The bursar is no longer going to be mailing out bills. You must access your bill online using WebAdvisor.

It is essential that you familiarize yourself with using the WebAdvisor system. Your advisor will put your initial schedule in the system for you, but after that you will be responsible for entering your schedule into the system using WebAdvisor. You will also access your midterm and final grades in WebAdvisor. The registrar does not mail out grade reports.



WebAdvisor can be accessed from the Lincoln home page: Click on "Online Registration" under "Helpful Links"

#### HELPFUL LINKS

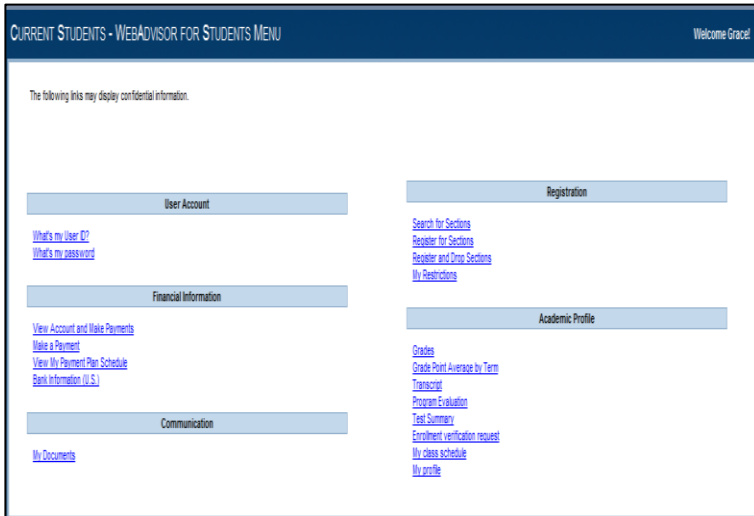
WELCOME NEW STUDENTS!

CONTRIBUTE NOW

ONLINE REGISTRATION



Your login ID will be your firstname.lastname. Your initial password will be your six digit birth date: mmddyy (eg. For April 8, 1999 it would be 040899). You will be asked to set a password when you first log in. Be sure to make a note of your password. Password must be 6-9 digits, a combination of letters and numbers.



The Student Menu looks like this. You can access Financial Information, Registration and your Academic Profile including Grades (Midterm and Final, by semester), Transcripts, Program Evaluation (Degree Audit), and Schedule.

To view course schedules, go to "Search for Sections." Enter the Term: 2017 Fall. Select the courses you wish to view. Put the Course Number to view all sections for that course. To view all available courses, just put the Subject without a Course Number.

Click "Submit."

To register, go to "Register for Sections" then "Search and Register."

Full instructions for using WebAdvisor are available on the Advising webpage: <http://www.lincoln.edu/sites/default/files/pdf/academic-advising/webadvisor-registration-instructions-students.pdf>  
 Or <http://www.lincoln.edu/node/4472/academic-advising-resources>

### Student Email Addresses

All Lincoln students have been assigned email addresses in the lincoln.edu domain. These addresses are of the form `firstname.lastname@lincoln.edu`, using the student's name with

all punctuation and spacing removed. Your initial password is your full social security number, no spaces or dashes. Email can be sent and received over the Internet, using the university's Outlook Web Access (OWA). This is available from the LU homepage under "Email."

**You must use your Lincoln email and check it daily. All official communications from the university will be coming to you through your Lincoln email address and it is your responsibility to check and respond to your email.**

#### **Instructions for Students**

Point your web browser to <https://mail.lincoln.edu/owa/auth/logon.aspx>. Enter your username and password, and main-campus for the domain, if asked. Help is available from the link at the upper right of the screen. Be sure to close all browser windows when you exit OWA, or the next person using the computer will have access to your mail account. For more information go to: <http://www.lincoln.edu/departments/information-technology-uit/lincoln-email-quick-reference-guide>

### **What is Moodle?**

Moodle is a web-based learning management system. Moodle provides a rich learning environment with easy-to-use tools for submitting documents, taking quizzes, communicating, and working in groups. Many professors post assignments, quizzes and other course materials on Moodle; when they do, it is your responsibility to access the material and complete any assignments.

Use your Lincoln email username and password for Moodle. Your email username is your firstname.lastname and your password is your SSN (or Colleague ID #). It is IMPORTANT that you change your password when you first log in to your email. When you change your password in email it will automatically change your Moodle password.

For more information go to: <http://www.lincoln.edu/departments/moodle-lincoln-online>

### **GradesFirst**

GradesFirst is a web-based student performance monitoring system that provides automated student services and communication between faculty, academic advisors, peer tutors, study hall monitors, Student Support Services staff, and students. The program allows for monitoring of class attendance, tracking of class assignments, management of students' advising and tutorial appointments, and monitoring of real-time study hall attendance, and tutoring. GradesFirst is used to facilitate communication between students and all parties involved in the University's student success efforts, including Academic Advisors, Professors, and tutors.

- Allows students to make appointments with professors and advisors
- The Enhanced Early Alert System allows professors to identify at-risk students early in the semester and send alert messages to both students and advisors
- Allows students and advisors to track class and tutorial attendance

For more information go to: <http://www.lincoln.edu/departments/student-support-services/gradesfirst>

## Step 8: Follow steps for Preregistration

Every semester, shortly after midterm exams, we hold mandatory preregistration for the following semester classes. You must meet with your advisor so he or she can approve your schedule and remove the “Advisor Hold” that is on your account. You will not be able to register for classes until this hold is removed.

Mandatory preregistration for the Spring 2018 semester will begin Friday October 27<sup>th</sup> and will continue to the end of the semester. You will receive an email informing you of the dates when you will be eligible to register. Seniors register first along with athletes, band members and Honors Program members; then juniors, then sophomores, then freshmen. Remember, you must check your Lincoln email daily for important official notifications from the university. Some classes do fill up, so you want to see your advisor and get your classes in the system as early as possible. Missing out on required classes can slow your progress, especially if they are prerequisites for other required classes.

### Follow these steps to get the most out your advising session and Preregistration for your second and subsequent semesters:

- A. Download the **Registration Guidance** form at <http://www.lincoln.edu/sites/default/files/pdf/registrar/RegistrationGuidanceForm.pdf>
- B. **Download the “Program Evaluation”** from WebAdvisor. This will show what courses have been taken to date and what core and major requirements are pending.
  - Log into WebAdvisor and click Program Evaluation in the student menu.  
Instructions for interpreting this report are available at: <http://www.lincoln.edu/advising/DegreeAuditinWebadvisorforStudents3.pdf>
- C. Download your **midterm grade report** from WebAdvisor and your transcript by clicking on document in the Student Menu.
- D. Obtain a copy of the **course requirement sheet** for your major from the department your major is offered under.
- E. Based on information from these documents, **develop your schedule** of classes for next semester on the Registration Guidance Form.
- F. Once you have developed your schedule, **make an appointment** to see your Advisor to review and approve your schedule and remove the Advisor Hold.
- G. Check to be sure there are no other holds (Health, Financial, or Admissions). You will not be permitted to register, until these are cleared.
  - a. See “My Restrictions” in WebAdvisor for the status of any existing holds.
- H. Once the Advisor hold (and any other holds) is removed, **login to WebAdvisor to register for your approved schedule during your designated days.**
- I. If you have trouble getting into any of the classes you have selected, register for the ones you can and go back to your advisor for assistance. You may need to get signed into some classes.
- J. Remember it is your responsibility to ensure that you get all the classes you need.
- K. Go to “My Class Schedule” to print out your schedule.



## **Step 9: Utilize Campus Resources to Maximize Your College Experience**

You've heard the expression: "It takes a village to raise a child." Well the same is true in higher education. Nobody expects you to get through the complicated process of earning a degree on your own. Lincoln University is a community that is student centered. There is a whole system in place that is designed to guide you on your journey towards graduation. Many different resources are available; it is up to you to find those that are appropriate for you and make use of them when needed. Don't be shy. We all need help once in a while. Don't be afraid or embarrassed to ask for help.

**Wright Hall** is the student services building. It is centrally located across from Langston Hughes Library and houses most of the student support services offices and programs including: the Dean of Students, Student Support Services, Career Services, Upward Bound, and the Center for Advising and Student Achievement (CASA) which includes: Academic Advising, the Learning Commons, the Early Monitoring Alert Program (EMAP), the First Year Program (FYP) and the Act 101 Academic Achievement Program.

**The Student Union Building ("The SUB")** also houses several offices that provide support to students including: The Student Life and Development Office, which also serves the purpose of assisting students in their transition to university life, Financial Aid, Residence Life, the Campus Mailroom, the Bookstore, the Rec Center, the Radio and TV Studios and the Student Government Association office.

Other Offices that students will utilize from time to time include the Bursar's Office in Lincoln Hall, Athletic Services in Manuel Rivero Hall. The International Services Office and the Registrar's Office are both in Lincoln Hall. The new Health and Wellness Center houses the Counseling Center, Health Services and health and wellness programs. The University Chaplain is also available to assist students as need dictates. Please read below to establish the location of these Offices, staff names and extensions:

### **Center for Advising & Student Achievement** <http://www.lincoln.edu/NODE/4472> **Second floor of Wright Hall**

**Extension: 7627**

The mission of the Center for Advising & Student Achievement (CASA) is to ensure that students are appropriately advised, placed and supported to attain their educational goals. CASA is open Monday through Friday 8:30 – 5:00 for academic advising. Peer tutors are available under the Learning Commons Monday through Friday 1 pm – 9 pm.

Ms. Nancy A. Kenner, Interim Director 484-365-7624

Services available under CASA include:

#### **Academic Advising** <http://www.lincoln.edu/departments/academic-advising>

The Academic Advising Office provides advising services to all new students and also supports the advising given by faculty in the various majors. Students may come to the Advising Center at any time if they have questions about Core and/or major requirements, academic policies, selecting a major or minor, transfer credits, etc.

Ms. Susan Chikwem, Associate Director 484-365-7626

#### **Learning Commons** <http://www.lincoln.edu/departments/center-advising-and-student-achievement-casa/learning-commons>

The Learning Commons, consisting of the Writing & Reading Center and the Math Learning Center, provides tutoring services to all enrolled students at all academic levels. The centers are staffed by professional tutors who are committed to providing all students with tutoring services to improve their college performance. Tutors are available for individual help with study skills, writing papers, reading, math, and special projects. Peer tutors are also available to assist students with various subjects Monday through Friday 1 pm – 9 pm.

Dr. Patricia Fullmer, Associate Director 484-365-7495

### **Act 101 Achievement Program**

#### **Second floor of Wright Hall**

Act 101 is a support program for Pennsylvania residents who meet certain income and admissions criteria. Students are provided with academic, professional, and personal counseling to assist them with the adjustment to the rigors of a college lifestyle.

Dr. Patricia Fullmer, Director 484-365-7495

### **Early Monitoring Alert Program (EMAP)**

<http://www.lincoln.edu/departments/center-advising-and-student-achievement-casa/early-monitoring-alert-program-emap>

EMAP is an academic recovery program for students who are in academic difficulty. Students who are not meeting the Satisfactory Academic Progress (SAP) requirements are given support to get them back on track towards earning their degree.

Dr. Patricia Fullmer, Associate Director 484-365-7495

**Athletics** <http://www.lulions.com/staff.aspx?staff=40>

**110, 206, & 216 Manuel Rivero Hall (GYM)**

**Extension: 7391**

Mr. Anthony Pla, Interim Director of Intercollegiate Athletics 484-365-7318

Mr. Jacob J. Mullins, Compliance Officer 484-365-7386

Dr. Dana Flint, Faculty Athletic Representative 484-365-7299

**Questions regarding recruitment, retention, academic compliance and regulation**

**Bursar/Student Accounts Office** <http://www.lincoln.edu/departments/bursar>

**Lincoln Hall 2<sup>nd</sup> floor**

Mr. Warren Johnson, Bursar 484-365-8080

Ms. Taneen Legree, Assistant Bursar 484-365-8048

Ms. Joslyn Cunningham, Financial Assistant 484-365-7432

Ms. Sandra Gress, Financial Assistant 484-365-7412

Mrs. Norma Pierce, Financial Assistant 484-365-7106

**Questions concerning payment of tuition and fees, room and board, refunds, special payment arrangements, book vouchers, and other questions related to billing procedures**

**Career Services** <http://www.lincoln.edu/departments/career-services>

**301, 302, 303 Wright Hall**

Mr. Ralph Simpson, Director 484-365-7588

**Chaplain/Religious Devotion** <http://www.lincoln.edu/departments/religious-life>

**Mary Dod Brown Chapel**

Reverend Frederick T. Faison, Chaplain 484-365-7274

**Dean of Students** <http://www.lincoln.edu/departments/dean-students>  
**300 Wright Hall**

Dr. Lenetta Lee, Dean of Students 484-365-7527

**Student Life & Development**

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**Financial Aid Office** <http://www.lincoln.edu/departments/financial-aid>

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**Honors Program** <http://www.lincoln.edu/academics/academic-services/honors-program>

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**Counseling Center** <http://www.lincoln.edu/departments/counseling-services>

**21 Health and Wellness Center**

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## **Step 10: Develop a Four Year Plan for Graduation**

### **A - 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 <http://www.careerzone.ny.gov> or to take the Myers Briggs test (Jung Typology Test) at <http://www.humanmetrics.com/cgi-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 15. To view requirements for each major go to <http://www.lincoln.edu/academics/undergraduate-programs> (Lincoln Homepage > Academics > Undergraduate Programs) and click on the programs you are interested in.
- 4) Explore different occupations and majors by going to the following websites:
  - a. <http://www.myplan.com/majors/what-to-do-with-a-major.php>
  - b. [www.princetonreview.com/majors.aspx](http://www.princetonreview.com/majors.aspx)
- 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 from A-Z by going to the **Occupational Outlook Handbook** website located at: [www.bls.gov/oco](http://www.bls.gov/oco) or **Occupational Information Network** at [www.online.onetcenter.org](http://www.online.onetcenter.org) and for information on health occupations go to: [www.explorehealthcareers.org](http://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 **Career Services**, located in 316 Wright 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 **Annual Graduate School & Career Fair in October**.
- 9) Go to FAQ's (Frequently Asked Questions) on The Center for Advising & Student Achievement (CASA) website to review questions pertaining to major and preparation for graduation or professional schools at <http://www.lincoln.edu/node/4472/academic-advising-faqs>
- 10) Also click on Administrative Offices on the Advising Center website to find information on your major or other offices or services on campus.
- 11) For information on graduate school or professional school exams (GRE, GMAT, LSAT, MCAT, DAT, PCAT, OAT) go to [www.studyguidezone.com](http://www.studyguidezone.com).

Students will be instructed on how to develop a tentative four year plan of course work aimed at fulfilling all your Core and Major requirements during the FYE course. Once you have decided on a major and completed the official Declaration of Major form, you should meet with your major advisor to confirm your four year plan. There is a form on which you can make this four year plan as well as more guidelines for Academic Planning on the Advising Center website: <http://www.lincoln.edu/departments/academic-advising>

Ideally, you should be able to complete your 120 credits in four years by doing 15 credits per semester for 8 semesters. Remember, if you placed into any developmental courses, the credits for those courses will not count towards the 120 required for graduation, so you will have to plan for how to make up for those credits. This can be done by taking summer classes and by taking a full load of 18 credits if you can do that and keep your grades up.

You can get permission to take summer classes at another college and transfer the credits and the grades back for up to 12 credits. If you wish to do this, you must get the courses approved as equivalent to courses required at Lincoln.

### **Program Evaluation or Degree Audit:**

The Degree Audit or “Program Evaluation” in WebAdvisor is very useful in helping you plan your four year program as it shows what requirements you have already fulfilled and what you need to fulfill for both the Core and your Major. Go through this carefully with your advisor and review it each semester. You can also use it to show the requirements for any proposed major if you are trying to decide which major you wish to pursue.

## **B - Maintaining Satisfactory Academic Progress**

In order to graduate in four years, you must maintain the required minimum GPA of 2.0. In order to do this you must remain focused on your studies; you must also understand how the GPA is calculated. A student whose cumulative GPA is less than 2.0 will be on “probation” which will restrict the number of credits the student can take as well as their participation in other activities such as athletics. You could also lose your financial aid if you do not show “Satisfactory Academic Progress.”

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

Grades earned in developmental 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 yields quality points as indicated below. Using this table, enter the grade points you will earn for each letter grade.

#### **Grade Points**

		B+	3.30	C+	2.30	D+	1.30
A	4.00	B	3.00	C	2.00	D	1.00
A-	3.70	B-	2.70	C-	1.70	F*	0.00

**\*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.”

Column #	1	2	3	4	5
Course ID	Course (example below)	Letter Grade	Grade Points	Credit Hours	Total Points
ENG 101	English Composition I	B+	3.30	3	9.90
FYE 101	Freshman Year Experience	A	4.00	3	12.00
MAT 106	Math For Liberal Arts	B-	2.70	3	8.10
BIO 101	Human Biology I	C	2.00	3	6.00
BIO 101L	Human Biology I Lab	C	2.00	1	2.00
HPR 101	Wellness	A-	3.70	2	7.40
MUS 2E1	Concert Choir	A	4.00	1	4.00
<b>Grand Total</b>				16	49.40

- 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.
- To determine total points earned, multiply the credit hours for each course times the grade points for that course.  
**Example: (3 x 3.30) + (3 x 4.00) + (3 x 2.70) + (3 x 2.00) + (1 x 2.00) + (2 x 3.70) + (1 x 4.00) = 49.40**
- Add up the total credit hours you are taking. **Example: 3+3+3+3+1+2+1 = 16**
- Divide the total grade points figure (bottom right) by the total credit hours figure. That's your semester GPA.  
**Example:  $\frac{49.4}{16} = 3.087$**   
**Total Grade Points    Total Credit Hours    =    Semester GPA**
- 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 <http://www.lincoln.edu/registrar/computegpa.htm>

## The Satisfactory Academic Progress Policy

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.

Cumulative Credits Attempted	Cumulative GPA
0 - 29	---
30 - 59	1.60
60 - 89	1.89
90+	1.95



- 2) **The Completion Rate Measure:** cumulative earned credits must be at least 67% of the cumulative attempted credits.

Undergraduate students who have attempted less than 30 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 and require the student to prepare an Academic Improvement Plan with their advisor in order to continue studying at Lincoln and to 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 for ***developmental courses*** **DO NOT COUNT** toward the **minimum credits requirements for a degree**. These credits do count in attempted credits, the GPA calculation, and, if a passing grade was received, in earned credits.

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 Financial Aid or visit their website at <http://www.lincoln.edu/node/1327/policy-satisfactory-academic-progress> 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.

<b>Earned Credits</b>	<b>Grade Level</b>
0 – 29	Freshman
30 – 59	Sophomore
60 – 89	Junior
90+	Senior

### **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 work with their advisor to carefully check their Transfer Equivalency Report (TRER) to see that all their transfer courses have been correctly assessed and equated. If any courses could not be correctly equated by the Registrar's Office, the student must complete the **Transfer Credit Equivalencies Approvals** form and have it signed by the chair of the department offering the course in question. It is important to do this in order to have transferred courses recorded as fulfilling specific Lincoln requirements and to show fulfillment of prerequisites as well as graduation requirements.

Students currently enrolled at Lincoln may transfer in credits from other institutions with the earned grades and points provided they receive approval prior to taking the course; however, a maximum of 12 transfer credits that do not constitute a repeat for a course taken at Lincoln will be included in the computation of the student's Lincoln University *cumulative* grade point average. Prior approval as a repeat will not be granted for any course in which a grade of "C" or better was earned.

### **C - 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.

### **D - Horace Mann Bond 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. 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 219 Vail Hall or visit their website at <http://www.lincoln.edu/node/4102/honors-program>. Contact: Dr. D. Zizwe Poe at 484-365-7180 or [dpoe@lincoln.edu](mailto:dpoe@lincoln.edu) for more information.

### **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 - 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. This computation will include the quality points and credits not normally included in the Lincoln University GPA.

# Lincoln University Academic Calendar 2017-2018

Fall Semester		2017
<u>Main Campus</u>		
New Undergraduate Student Orientation	Fri-Tues	Aug. 18-22
Faculty Conference	Thur-Fri	Aug. 17-18
Returning student check in	Tues	Aug. 22
Undergraduate Classes Begin	Wed	Aug. 23
Last Day to Add and Drop Courses	Fri	Sept. 1
Labor Day – No Classes	Mon	Sept. 4
All University Convocation	Thu	Sept. 14
Graduation Applications (Fall)	Fri	Sept. 30
Mid-Term Examination Week	Mon-Fri	Oct. 9-13
Mid-Term grades due	Mon	Oct. 16
Last Day to Withdraw from a Course	Mon	Oct. 23
Mandatory Registration begins	Fri	Oct. 27
Graduation Applications (Sp Graduation)	Tue	Nov. 15
Honors Convocation	Thu	Nov. 9
Thanksgiving Recess (Fall Break)	Mon-Fri	Nov. 20-24
Last Day of Class	Friday	Dec. 1
Reading Days	Sat -Mon	Dec. 2-4
Final Examinations	Tues-Fri	Dec. 5-8
Final Grades due	Mon	Dec. 11
Fall conferral date (no commencement)		Dec. 15
<hr/>		
Spring Semester		2018
<u>Main Campus</u>		
New Student Orientation	Sat -Tues	Jan. 6-9
Returning Check in	Tues	Jan. 9
Undergraduate Classes Begin	Wed	Jan. 10
Last Day to Add and Drop Courses	Fri	Jan. 19
Martin Luther King, Jr.-No Classes	Mon	Jan. 15
Mid-Term Examination Week	Mon-Fri	Feb. 26–Mar. 2
Spring Break (No Class)	Sun-Sat	Mar. 5 - 9
Mid-Term grades due	Mon	Mar. 5
Student Awards Convocation	Thu	Mar. 22
Last Day to Withdraw from a Course	Mon	Mar. 19
Mandatory Registration begins	Fri	Mar. 23
Easter Recess (Good Friday)	Fri	Mar. 30
FAFSA priority date		Apr. 1
Graduation Applications (Summer Graduation)		Apr. 1
Last Day of Classes	Fri	Apr. 20
Reading Days	Sat-Mon	Apr. 21-23
Final Examinations	Tues-Fri	Apr. 24-27
Final Grades due by noon	Mon	Apr. 30
<u>Spring Conferral and Commencement</u>	Sun	May 6
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Summer Semester		2018
<u>Main Campus</u>		
Registration		Mar. 23 – May 20
Classes Begin	Mon	May 21
Classes End	Fri	June 29
Last Day to Add and Drop Courses	Fri	May 25
Last Day for Withdrawal from a Course	Mon	June 11
Grades due	Mon	July 2
Summer conferral (no commencement)		Aug. 15

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# LINCOLN UNIVERSITY Campus Map

## Parking Lots

- G2 **A** - Lot
- I5 **B** - Visitor Parking
- H4 **C** - Lot
- H5 **D** - Lot
- G4 **E** - Lot
- G6 **F** - Lot
- F7 **G** - Lot
- F8 **H** - Lot
- D8 **J** - Lot
- D5 **K** - Lot
- D5 **L** - Lot
- A5 **M** - Lot
- D2 **N** - Lot
- D5 **P** - Lot
- E5 **Q** - Lot
- H1 **R** - Overflow Parking

## Facilities

- G5 **1** University Hall
- G3 **3** Houston Hall
- G3 **4** Vail Hall
- G2 **5** Amos Hall
- H5 **6** Cresson Hall
- H2 **7** Lincoln Hall
- H4 **8** Mary Dodd Brown Memorial Chapel
- F5 **10** McCauley Hall
- F5 **12** Rendall Hall
- G1 **17** Bond House
- H1 **19** Lincoln House
- H5 **22** Alumni House
- H4 **24** Cannon House
- I4 **25** Congress House
- H4 **26** President's Residence
- H7 **28** Foster House
- H2 **29** Azikiwe-Nkrumah Hall
- G6 **31** Development & Alumni
- G5 **41** Life Science Building (Grimm Hall)
- I2 **42** Amos House
- C5 **55** Sewage Treatment Plant
- H2 **83** Guest House
- F5 **84** McRary Hall
- H5 **85** Residence Duplex
- G6 **86** Residence Duplex
- G4 **89** Wright Hall
- F6 **90** Frank N. Hilton Power House
- F2 **91** Student Union Building
- G4 **93** Ware Center
- F7 **94** Maintenance Building
- E5 **100** Ashmun Hall
- F4 **101** Lucy Laney Hall
- E5 **103** Frederick Douglass Hall
- C2 **104** Manuel Rivero Hall
- F5 **105** Langston Hughes Memorial Library
- D4 **106** Lorraine Hansberry Hall
- G5 **107** John Miller Dickey Hall
- E4 **110** Thurgood Marshall Living Learning Center
- C2 **112** Robert N. Gardner Fitness Trail
- A4 **113** Wayne R. Coston Fields
- G7 **116** New Residence Hall
- F7 **117** Water Tower
- E9 **118** New Science Center
- E7 **119** Learning/Counseling/Academic Student Center
- B2 **121** International Cultural Center
- C5 **122** Stadium

