Academic Definitions

Academic Renewal. An undergraduate who has been readmitted to the university after an absence of at least five years and who has satisfactorily completed a minimum of 12 approved, additional semester hours in residence at ASU within three semesters after re-entry, may, upon petition to the dean of the college, have the former record treated in the same manner as transfer credits. See page 58.

Advanced Placement. Students who have taken an advanced placement course of the College Entrance Examination Board (CEEB) in their secondary school and who have taken an Advanced Placement Examination of CEEB may receive university credit. See pages 53 and 71.

ALCP. The American Language and Culture Program (ALCP) features an intensive, noncredit course of study designed for adult international students who desire to become proficient in English as a second language. See pages 52 and 400.

ASU East. ASU East is located at the former Williams Air Force Base. See pages 420–441.

ASU Main. ASU Main is the principal campus of ASU, located in Tempe. See page 20.

ASU West. ASU West is the Phoenix branch campus of ASU, established in 1984 by the Arizona Legislature to serve the educational needs of residents in western Maricopa County. See pages 505–516.

Audit Enrollment. A student who audits a course attends regularly scheduled class sessions but earns no credit. See page 60.

Buckley Amendment. See Family Educational Rights and Privacy Act in this section.

CLEP. As part of the College-Level Examination Program (CLEP), students who have taken a College-Level Examination of the College Entrance Examination Board may receive university credit. See pages 53, 54, 71.

Comprehensive Exam. A comprehensive examination is intended to permit a student to establish academic credit in a field in which the student has gained experience or competence equivalent to an established university course. See pages 54–55.

Concentration. A concentration is a selection of courses within a major or among one or more majors.

Cooperative Education. Cooperative Education is any educational program that requires alternating classroom and work experience in government or industry. The work experience exists for its educational value. See page 59.

Corequisite. A requirement to be met, such as taking a certain course, while taking a course is a corequisite. See prerequisite in this section.

Course Prefix. The course prefix is the three-letter designation assigned by each instruction unit. The “Course Prefix Index,” on pages 558–559, provides a comprehensive list. Also see cross-listing in this section.

Credit Enrollment. One semester hour represents a minimum of one 50-minute class exercise per week per semester. A minimum of 120 semester hours is required for graduation with a baccalaureate degree. To obtain credit, a student must be properly registered and pay fees for the course. See page 60.

Cross-listing. One course may have more than one course prefix and may be offered by more than one department. Some instruction units require students to enroll in a course under a certain prefix in order to receive credit properly. Course descriptions in the General Catalog indicate courses that are cross-listed.

Cum Laude. An undergraduate student with a minimum of 60 semester hours of course work at ASU and a cumulative GPA of 3.40–3.59 graduates cum laude. See page 70. Also see magna cum laude and summa cum laude.

Drop/Add. Drop or add is a process in which a student who has registered for courses for a semester or summer session may drop or add courses through the first week of classes in a semester or the first two days of a summer session. See page 61.

Emphasis. An area of emphasis is a selection of courses within a major or among one or more majors.

Family Educational Rights and Privacy Act. The Family Educational Rights and Privacy Act of 1974, or Buckley Amendment, sets forth the requirements governing the protection of the privacy of the educational records of students who are or have been in attendance at Arizona State University. See page 64.

Freshman. A student who has earned 24 or fewer hours is a freshman.

General Studies Requirement. The General Studies program consists of five core areas and three awareness areas. The core areas are literacy and critical inquiry, numeracy, humanities and fine arts, social and behavioral sciences, and natural sciences. The awareness areas are cultural diversity in the United States, global awareness, and historical awareness. All undergraduate students must successfully complete a minimum of 35 semester hours of approved General Studies courses. See pages 71–74, 74–94.

GPA. The ASU grade point average (GPA) is obtained by dividing the total number of ASU grade points earned by the number of ASU semester hours graded. Grade point averages are rounded to the nearest hundredth of a grade point. See page 61.

Grade Points. For the purpose of computing the GPA, grade points are assigned to each of the grades for each semester hour as follows: “A,” four points; “B,” three points; “C,” two points; “D,” one point; and “E,” zero points.

Graduate Catalog. The Graduate Catalog describes the procedures and requirements for enrollment in the Graduate College. See pages 404–413 of the General Catalog for information on the Graduate College. See pages 413–416 specifically for a complete list of graduate degrees, majors, and concentrations.
Graduate-Level Courses. Courses numbered 500–799 are
designed for graduate students. However, an upper-division
undergraduate student may enroll in graduate courses with
the approval of his or her advisor, the course instructor, the
department chair, and the dean of the college or school in
which the course is offered. See page 60.
Incomplete. A mark of “I” (incomplete) is given by the in-
tructor only when a student who is otherwise doing accept-
able work is unable to complete a course because of illness
or other conditions beyond the student’s control. See page
60.
Independent Study. The course number 499 has been re-
served for independent study courses in each of the instruc-
tional departments or divisions of the colleges at the under-
graduate level. Independent study courses are honor courses
and may be taken only by outstanding senior students who
have completed at least one semester in residence. See page
60.
International Baccalaureate. Students who have taken a
higher level examination through the International Baccalau-
reate program may receive university credit. See pages 54
and 56.
Junior. A student who has earned 56–86 hours is a junior.
Lower-Division Courses. Courses numbered 100–299 are
designed primarily for freshmen and sophomores. See page
44.
Magna Cum Laude. A student with a minimum of 60 se-
mester hours of course work at ASU and a cumulative GPA
of 3.60–3.79 graduates magna cum laude. See page 70.
Also see cum laude and summa cum laude in this section.
Major. A major is a specialized group of courses contained
within the program of study. Refer to college and school
sections for specific descriptions and requirements.
Minor. A minor is a specialized group of courses contained
within the program of study available from some instruction
units. Refer to page 96 and to college and school sections for
specific descriptions and requirements.
Omnibus Course. An omnibus course is offered on a one-
time or tutorial basis when the course content is new or peri-
odically changes. See pages 44–45.
Option. An option is a selection of courses within a major
or among one or more majors.
Pass/Fail Enrollment. A mark of “P” (pass) or “E” (fail)
may be assigned for this grading option. This grading
method may be used at the option of individual colleges and
schools within the university. See page 60.
Placement Examination. A proficiency examination is
given to: (a) waive a course requirement; (b) validate certain
transfer credits in professional programs; or (c) determine a
student’s ability in a field where competence is an important
consideration. See page 56.
Prerequisite. A requirement to be met, such as completing a
certain course, before registering for a course is a prerequi-
site. See corequisite in this section.
Probation. A student’s college assumes responsibility for
enforcing academic standards and may place any student on
probation who has failed to maintain good standing. A stu-
dent on academic probation is required to observe any rules
or limitations the college may impose as a condition for re-
tention. See page 64.
Program of Study. A student must file an Undergraduate
Program of Study for graduation within the semester he or
she earns his or her 87th hour. See page 68. The complete
array of courses included in the study leading to a degree
make up a student’s program of study.
Registration Fee. All students who register for classes at
ASU are assessed this charge. See tuition in this section.
Restricted Complete Withdrawal. From the fifth week to
the transaction deadline for a semester and from the seventh
day to the transaction deadline for a summer session, stu-
dents may withdraw from all courses but will receive a
mark of “W” only from courses in which the instructor cer-
tifies that they are passing at the time of the withdrawal.
See page 61.
Restricted Course Withdrawal. From the fifth week to
the end of the 10th week of a semester and from the seventh
day to the end of the third week of a summer session, stu-
dents may withdraw with a mark of “W” only from courses
in which the instructor certifies that they are passing at the
time of withdrawal. See page 61.
Senior. A student who has earned 87 or more hours of
credit is a senior.
Sophomore. A student who has earned 25–55 hours of
credit is a sophomore.
Special Topics. Courses numbered 294, 394, and 494
cover topics of immediate or special interest to a faculty
member and students. See page 44.
Summa Cum Laude. A student with a minimum of 60 se-
mester hours of course work at ASU and a cumulative GPA
of 3.80–4.00 graduates summa cum laude. See page 70.
Also see cum laude and magna cum laude in this section.
TOEFL. The Test of English as a Foreign Language
(TOEFL) is taken by students whose native language is not
English. See page 52. See also ALCP in this section.
Transcript. The transcript has information about classes
taken and grades earned. The Office of the Registrar re-
leases official transcripts only upon written request of the
student for a fee of $1.00 per copy for enrolled students or
$5.00 per copy for nonenrolled students. Additional copies
ordered at the same time are $1.00 each. Unofficial trans-
scripts may be obtained free of charge in person at the Of-
ice of the Registrar, any registrar site, or by mail if a
signed release is enclosed. See pages 62–63. Also see Family
Educational Rights and Privacy Act in this section.
Tuition. This term refers to the additional charges assessed
only to nonresidents, as established in Arizona Board of Re-
gents’ Policy 4–102. See registration fee in this section.
Unrestricted Withdrawal. During the first four weeks of
a semester or the first six days of a summer session, a stu-
dent may withdraw from any course with a mark of “W.”
See page 61.
Upper-Division Courses. Courses numbered 300–499 are
designed primarily for juniors, seniors, and other advanced
students. See page 44.