

# UNT | DALLAS™

UNIVERSITY OF NORTH TEXAS AT DALLAS

## Academic Catalog 2010-2011

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# Catalog Home

## The University of North Texas at Dallas

*2010-2011 Undergraduate and Graduate Catalog*

### Catalog Information

The provisions of this catalog are intended to provide general information and do not constitute a contract, express or implied, between UNT Dallas and a student, an applicant for admission, or other individual. Although the catalog contains policies, regulations, procedures and fees in effect at the time of publishing, information provided in this catalog is subject to change. UNT Dallas reserves the right to change any provision of this catalog at any time and without notice. Changes will become effective whenever determined by the appropriate university official and will apply to both prospective students and those currently enrolled.

Every effort will be made to keep students advised of any such changes. Information on such changes will be available in the Office of Admissions or the Office of the Registrar. It is the responsibility of each student to be aware of university rules, regulations, policies, and current graduation requirements for particular degree programs.

Policies appearing within the online UNT Dallas Policy Manual (<http://www.unt.edu/unt-dallas/policies/>) supersede any inconsistent information published in this catalog or any other university publication.

This catalog becomes effective on the first day of the fall semester, 2010.

### About UNT Dallas

### Accreditation

The University of North Texas is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the bachelor's, master's, and doctoral degrees. The University of North Texas at Dallas is a part of the University of North Texas and is currently seeking separate accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of the University of North Texas.

### Mission Statement

The mission of the University of North Texas at Dallas is to enhance access to high quality education and to prepare students to become exemplary citizens who can assume leadership positions in a global environment. Our mission is accomplished through an interdisciplinary approach to teaching and learning, the pursuit of innovative research and technologies, and a commitment to improve the quality of life through civic engagement. Our teaching, research, and civic engagement will be conducted in an environment guided by respect for and understanding of diverse viewpoints and the core values of virtue, civility, reasoning, and accountability.

### Vision

The vision of the University of North Texas at Dallas is to become a highly valued university serving Dallas, surrounding communities, and the State of Texas, recognized for its distinctive interdisciplinary approaches to education, for innovative research, and for its commitment to the well-being and full development of all students.

## Achieving the Vision

UNT Dallas' plan for growth as a learner-centered public university is shaped by its commitment to its educational themes. The curriculum at the university is structured around the themes of service leadership, interdisciplinary focus, partnerships and community outreach, global connectivity, information technology, and a bilingual focus.

Our educational themes speak to the underlying commitments that drive our work, emphasizing the importance of connection as a catalyst for change. They include a commitment to diversity, which draws a variety of voices into close conversation; to internationalization, which recognizes that global interchange is a vital part of education and research; and to collaboration, which includes partnerships within the university as well as alliances with external constituencies. These connections move the university forward, anchoring it within the context of a multicultural, interconnected, collaborative community and providing the synergy needed to accomplish its goals. The themes are woven throughout our goals in specific strategies and actions.

## History of UNT Dallas

In the late 1990's, State Senator Royce West of Dallas and other city leaders cast a vision for a new, four-year public university in Dallas. After several university systems discussed their ideas for higher education in the city, the University of North Texas System Board of Regents came forward with a plan to establish an independent public university in the city—the first in the history of Dallas.

The Southern Dallas County Feasibility Study Community Task Force accepted the plan, and in January 1999 the Texas Higher Education Coordinating Board approved the proposal from the UNT System. The THECB subsequently granted the UNT System permission to use the moniker “UNT Dallas Campus” for this endeavor. The campus was established in a DeSoto business park in January 2000 as an upper division, off -campus location of the University of North Texas.

On May 8, 2001, Governor Rick Perry signed Senate Bill 576 creating the University of North Texas at Dallas. State Representative Helen Giddings and State Representative Jesse Jones sponsored the companion bill in the House, HB 1417. Under the terms of the legislation, the UNT Dallas Campus would be allowed to open as a new four-year university when enrollment reached 1,000 full-time equivalent students (FTEs).

The City of Dallas contributed \$3 million to purchase 202 acres of land in the southernmost portion of the city, and local developers, including Mike Boney and Vernon Jordan, donated additional acreage to bring the total acreage of the campus to 264 acres. In October 2003, the Communities Foundation of Texas awarded the UNT System a \$500,000 planning grant to fund a master plan for UNT Dallas. That same year the Texas legislature authorized \$25.4 million for the construction of the initial 75,000-square-foot academic building on the campus. In April 2009, the THECB officially certified enrollment at the University of North Texas Dallas Campus as greater than 1,000 full-time equivalent students. The certification enabled the legislation that created UNT Dallas, and the THECB declared UNT Dallas an independent, general academic institution.

With the enrollment threshold met, Gov. Perry signed Senate Bill 629 in May 2009. That bill allowed for the physical expansion of three university system centers in the state—Texas A&M Central Texas in Killeen, Texas A&M San Antonio, and UNT Dallas. With the release of \$25 million in previously authorized tuition revenue bonds, UNT Dallas began construction on its second building in August 2009. The building was completed in August 2010 as UNT Dallas accepted its first freshman class, the Class of 2014.

UNT Dallas offers ten undergraduate and four graduate programs in high-demand fields such as criminal justice, teacher education, business administration, and counseling. Operating under the regional accreditation of its parent institution, the University of North Texas, UNT Dallas will make application for separate regional accreditation in 2011.

For more information about UNT Dallas, call 972-780-3600 or visit the UNT Dallas web site ([www.unt.edu/unt-dallas](http://www.unt.edu/unt-dallas)).

## Institutional Effectiveness

UNT Dallas is committed to continuous improvement in all of its operations. At both the institutional and the organizational-unit level, the University establishes expected outcomes for performance, assesses the extent to which the outcomes are attained, and makes changes to effect performance improvements on the basis of a careful review of outcomes assessment data.

With regard to student academic achievement, UNT Dallas regularly and formally evaluates student success in acquiring the skills, knowledge bases, and behaviors that are identified by faculty as critically important in the degree programs offered by the institution. The University also evaluates the effectiveness of its many services that support student learning. UNT Dallas believes that ongoing assessment of student learning and prompt implementation of improvements in curricula, pedagogy, and related educational support programs and practices when indicated are central to the efficacy of its academic mission.

Students should anticipate participating in a wide array of evaluation and assessment procedures throughout their educational careers at UNT Dallas. Students are expected to enter into these procedures openly and honestly so that they and UNT Dallas together can ensure continuous improvement processes are effective in maximizing each student's educational experience.

## Directory of Frequently Called Offices

When seeking information about the University, please visit, call, or write the office most closely associated with the subject of your concern or inquiry. Letters intended for offices other than those contacted will be forwarded. Directory assistance for all university offices is available through the main switchboard at 877-868-9857 or the main campus number: (972) 780-3600.

### Admissions Offices

#### Office of Admissions (Undergraduate)

Mailing address:  
7300 University Hills Boulevard  
Dallas, TX 75241-4608  
972-780-3600  
877-868-3257  
Fax: 972-780-3636  
Contact UNT Dallas (web site): [www.unt.edu/unt-dallas/index.htm](http://www.unt.edu/unt-dallas/index.htm)

Admission information, applications and status reports

#### Graduate Admissions

Mailing address:  
UNT Dallas  
Toulouse School of Graduate Studies  
Dallas, TX 75241-4605  
972-780-3621  
877-UNT-DALS (868-3257)  
Fax: 972-780-3694  
E-mail: [dallasgraduateservices@unt.edu](mailto:dallasgraduateservices@unt.edu)  
Web site: [www.unt.edu/unt-dallas/graduate.htm](http://www.unt.edu/unt-dallas/graduate.htm)

Admission information, application and status for **new**

for new undergraduate students (U.S. citizens and permanent resident aliens).

#### **Academic Advising Center**

Mailing address:  
7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3645  
Fax: 972-780-3636  
Web site: [www.unt.edu/unt-dallas/academics/advising.htm](http://www.unt.edu/unt-dallas/academics/advising.htm)

The Academic Advising Center handles academic counseling, degree audits, graduation evaluation, adds/drops, concurrent enrollment, incompletes and overloads.

and **former** graduate students (U.S. citizens and permanent residents).

#### **Robert B. Toulouse School of Graduate Studies**

Office of the Dean  
Eagle Student Services Center, Room 354  
Mailing address:  
1155 Union Circle #305189  
Denton, TX 76203-5017  
940-565-2383  
Fax: 940-565-2141  
Web site: [www.gradschool.unt.edu](http://www.gradschool.unt.edu)

Information regarding graduate admission, general policies, regulations and degree requirements; GRE and GMAT score recording; final approval of graduate degree audits.

## **General Offices**

#### **Academic Readiness**

Mailing address:  
7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3600  
Fax: 970-780-3636

Advising, placement, support and assessment for students enrolled in developmental education to meet Texas Success Initiative requirements. Provides general support for campus undergraduate retention efforts.

#### **Career Services**

Mailing address:  
7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3632  
Fax: 972-780-3636  
Web site: [www.unt.edu/unt-dallas/campuslife/career.htm](http://www.unt.edu/unt-dallas/campuslife/career.htm)

Career Services: Career and job search resources; job announcements; online job listings; transmission of online resumes to potential employers; career and job search advising; on-campus interviews with employer representatives and career fairs.

#### **Counseling and Testing Services**

Mailing address:  
7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3632  
Email address: [studentlife@unt.edu](mailto:studentlife@unt.edu)

Individual and group counseling for career, emotional and personal concerns; interest, aptitude and personality assessments.

#### **Office of Student Life and Success**

Mailing address:  
7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3632  
Email address: [studentlife@unt.edu](mailto:studentlife@unt.edu)

General information; non-academic and personal assistance; policy interpretation; social adjustment problems; student activities; and registered organizations information.

#### **Office of Disability Accommodation**

#### **Office of the Registrar**

Mailing address:

7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3632  
TTY access: 888-937-9291  
Email address: studentlife@unt.edu

Assistance with provision of auxiliary academic aids for students who request reasonable accommodations under the Americans with Disabilities Act (ADA) and Rehabilitation Act of 1973

### **Student Financial Services**

Mailing address:

7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3658 or 972-780-3659  
Fax: 972-780-3636  
Online assistance: unt.custhelp.com  
Web site: www.unt.edu/unt-dallas/sfs  
Payments: my.unt.edu

Provide information and assistance regarding tuition and fee charges, waivers, installment payment of tuition and special fees; refunds; returned checks; identification cards.

### **Student Government Association**

Mailing address:

7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3632  
Email address: SGAJaguars@unt.edu

### **Campus Tour Information**

Mailing address:

7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3662 or 972-780-3664  
Fax: 972-780-3636  
Email address: dallas.registrar@unt.edu  
Web site: www.unt.edu/unt-dallas/registering.htm

Registration; transcripts; grade reports; academic status information; residency determination for continuing and former students; military waivers; enrollment verification/certification; services for veterans; notary service; and athletic eligibility and graduation.

### **Student Financial Aid and Scholarships**

Mailing address:

7300 University Hills Boulevard  
Dallas, TX 75241-4605  
972-780-3662  
Fax: 972-780-3662  
Web site: www.unt.edu/unt-dallas/financial.htm

### **University Police and Parking**

Mailing address:

7300 University Hills Boulevard  
Dallas, TX 75241-4605  
Police Department: 972-780-3000  
Fax: 972-780-3636  
Parking Services: 972-780-3009  
Visitor Information: 972-780-3600

University Police officers are licensed by the State of Texas and enforce state and local laws as well as university rules and regulations. University police provide protection on a routine and emergency basis, administer the crime prevention program; campus escort service and emergency phone system, and provide motorist assistance.

972-780-3642  
Web site: [www.unt.edu/unt-dallas/viewbook/grad/visit.htm](http://www.unt.edu/unt-dallas/viewbook/grad/visit.htm)

# Academic Calendar

*The Academic Calendar for UNT Dallas is subject to change.*

## Fall 2010

August 26, 2010	First Class Day (Thursday)
September 6, 2010	Labor Day (no classes)
November 25-28, 2010	Thanksgiving Break (university closed)
December 4-10, 2010	Pre-finals
December 9, 2010	Last Class Day
December 10, 2010	Reading Day (no classes)
December 11-17, 2010	Finals
December 17, 2010	Graduate Commencement/Doctoral Hooding
December 19, 2010	Commencement
December 24, 2010 - January 2, 2011	Winter Break (university closed)

## Spring 2011

January 17, 2011	MLK Day (university closed)
January 18, 2011	First Class Day
March 14-20, 2011	Spring Break (no classes)
March 14, 2011	Staff Spring Break (university closed)
April 30 - May 6, 2011	Pre-finals
May 5, 2011	Last Class Day
May 6, 2011	Reading Day (no classes)
May 7-13, 2011	Finals
May 13, 2011	Graduate Commencement/Doctoral Hooding

May 14, 2011

Commencement

## **Summer 2011**

### **Summer Term**

May 16, 2011

First Class Day

May 30, 2011

Memorial Day (no classes)

July 4, 2011

Independence Day (university closed)

August 11, 2011

Last Class Day

August 12, 2011

Finals

August 12, 2011

Graduate Commencement/Doctoral Hooding

August 13, 2011

Undergraduate Commencement

### **3W1 Term**

May 16, 2011

First Class Day

May 30, 2011

Memorial Day (no classes)

June 1, 2011

Last Class Day

June 2, 2011

Finals

Aug 12, 2011

Graduate Commencement/Doctoral Hooding

Aug 13, 2011

Undergraduate Commencement

### **8W1 Term**

May 16, 2011

First Class Day

May 30, 2011

Memorial Day (no classes)

July 4, 2011

Independence Day (university closed)

July 7, 2011

Last Class Day

July 8, 2011

Finals

Aug 12, 2011

Graduate Commencement/Doctoral Hooding

Aug 13, 2011

Undergraduate Commencement

## **5W1 Term**

June 6, 2011	First Class Day
July 4, 2011	Independence Day (university closed)
July 7, 2011	Last Class Day
July 8, 2011	Finals
Aug 12, 2011	Graduate Commencement/Doctoral Hooding
Aug 13, 2011	Undergraduate Commencement

## **10W Term**

June 6, 2011	First Class Day
July 4, 2011	Independence Day (university closed)
Aug 11, 2011	Last Class Day
Aug 12, 2011	Finals
Aug 12, 2011	Graduate Commencement/Doctoral Hooding
Aug 13, 2011	Undergraduate Commencement

## **5W2 Term**

July 11, 2011	First Class Day
Aug 11, 2011	Last Class Day
Aug 12, 2011	Finals
Aug 12, 2011	Graduate Commencement/Doctoral Hooding
Aug 13, 2011	Undergraduate Commencement

## **Policies**

### **Diversity and Equal Opportunity Statement**

UNT Dallas seeks to create an atmosphere of openness and tolerance and to maintain work and education environments that offer equal opportunity. Individuals within the UNT Dallas community are unified by a primary purpose: higher

learning. With that primary purpose in mind, UNT Dallas works to advance ideals of human worth and dignity by facilitating open discussion, supporting rational resolution of conflict and encouraging examination of values.

In that vein, discrimination and harassment based on individual differences such as race, color, religion, sex, age, national origin, disability, veteran status or sexual orientation in its educational programs, activities, admission and employment practices is inconsistent with UNT Dallas' mission and educational goals. Individuals who work, study, live and teach within this community are expected to refrain from behavior that threatens the freedom, safety and respect deserved by every community member and to comply with federal and state equal opportunity laws and regulations. Such compliance is not only a given standard, but is, in fact, a baseline from which our community works to assure fairness and equity to all who pursue their educational and professional goals here. For more information, see the University's policy prohibiting discrimination and harassment (5.001) at: [www.unt.edu/unt-dallas/policies](http://www.unt.edu/unt-dallas/policies).

Students, faculty or staff with concerns or questions, and those seeking to file a complaint should contact the Equal Opportunity Coordinator, Jarred Davis, at 972-780-3037 or TTY 888-937-9291.

## Harassment

UNT Dallas does not tolerate the harassment of students, employees, candidates for positions at the University, and visitors. Harassment is defined as an unwelcome action directed at a person or group of persons because of race, color, religion, sex, age, national origin, disability, veteran status, or sexual orientation that adversely affects a term, condition, or privilege of the work or educational environment. Such behavior is prohibited by university policy and may be considered a violation of the *Student Code of Conduct, Rights, and Responsibilities*. For more information, see the University's policy prohibiting harassment (5.001) at: <http://www.unt.edu/unt-dallas/policies/>.

## Disability Services

### Disability Accommodation

UNT Dallas provides accommodations to qualified students with disabilities in accordance with state and federal laws, including the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. The Accommodations Coordinator assists qualified students with disabilities in determining and coordinating appropriate accommodations and/or auxiliary aids and services, to the extent necessary, for qualified prospective, newly admitted or currently enrolled students. Students with disabilities can register for services with the Office of Student Life and Success after being accepted to UNT Dallas and registering for classes. In order to register for services, students must contact the Office of Student Life and Success to set up an intake appointment.

Students must provide documentation of their disability in accordance with university policy. Students requesting an accommodation under the Americans with Disabilities Act (ADA) must provide the supporting documentation to the Office of Student Life and Success from his or her physician, educational diagnostician, licensed psychologist, psychiatrist, or other qualified professional. Documentation received will be considered in determining whether a student is disabled as defined by the ADA, and therefore entitled to reasonable accommodation. For more information, see the University's policy on disability accommodation for students (7.004) at: <http://www.unt.edu/unt-dallas/policies/>.

Students with questions or concerns, and those wishing to request an accommodation should call Laura Smith, the Accommodations Coordinator in the Office of Student Life and Success, at 972-780-3632, TTY access: 888-937-9291.

# The Family Educational Rights and Privacy Act (FERPA)

The Family Education Rights and Privacy Act (FERPA) (20 USC § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education, including UNT Dallas.

## Directory Information

In accordance with FERPA and the policies of UNT Dallas, the following "directory information" may be made public without the consent of the student, unless the student submits a request to withhold any or all of this directory information:

- Name
- Address
- University assigned e-mail address
- University assigned EUID
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Enrollment status
- Degrees, awards and honors received
- Expected graduation date
- Most recent previous school attended
- Photograph

Currently enrolled students wishing to withhold any or all directory information may do so by submitting a written request in the Office of the Registrar prior to the 12th class day in the fall and spring terms or equivalent dates during the summer sessions. A request to withhold directory information may be submitted after the stated deadline for a term or session, but information may be released between the deadline and receipt of the request. Directory information of a student who has requested withholding of directory information will remain excluded until the student submits a subsequent written request to release directory information.

## Student Right to Inspect and Review Records

With limited exception, students have the right to inspect and review their own education records, to receive explanation and interpretation of the records, and to obtain copies of the records when needed to allow the student to effectively exercise the right of inspection and review. Students seeking to inspect and/or review their education records should contact the appropriate custodian according to the categories of records described below:

<b>Record</b>	<b>Office</b>	<b>Responsible Official</b>
Permanent	Office of the Registrar	Registrar
Academic transcript	Office of the Registrar	Registrar

Disciplinary record	Student Life and Success	Director of Student Life and Success
Academic disciplinary record	Student Life and Success	Director of Student Life and Success
Financial aid	Financial Aid	Director of Financial Aid
Financial accounts	Student Accounting	Manager of Student Accounting
Placement	Student Life and Success	Coordinator of Career Development
Graduate	Office of the Registrar	Registrar
Police	University Police	Chief of Police

If the records are not maintained by the university official to whom the request was submitted, that official will advise the student of the correct official to whom the request should be addressed.

The university will comply with all student requests to review and inspect records within 45 days of the date that the request is submitted to the appropriate records custodian. Students requesting access to their education records may be asked to verify their identity prior to inspection with a government issued photo identification. Students seeking access either electronically or by telephone will be asked to verify their identity by providing information of specific individual relevance - not including a social security number.

Students enrolled at UNT Dallas are deemed to be the owners of their own education records. The university may, but is not required to, grant a parent/guardian's access to a student's education record if the student is identified as a dependent on the parent/guardian's federal income tax return. Under no circumstances will a student's education record be released to a parent/guardian without verification of the student's dependent status on the appropriate federal tax forms.

## **Student Right to Request Amendment of Education Records**

UNT Dallas students have the right to correct their own education record when the records are inaccurate, misleading or otherwise in violation of the student's privacy rights. Students may request amendment of their education record by submitting a request to the appropriate records custodian. The university will issue a decision within a reasonable period of time after receiving the student's request.

Students may challenge a university decision regarding the amendment of an education record by filing a request for a hearing with the Director of Student Life and Success. The request must identify the contested record and specify the reason that the record is believed to be inaccurate, misleading or a violation of the privacy rights of the student. At the requested hearing the student will be given a full and fair opportunity to present evidence, and may, at their own expense be assisted or represented by one or more other individuals, including an attorney. If the university determines that the education record is not inaccurate, misleading or a violation of the student's privacy, the student may place a statement in their education record commenting on the contested content and/or stating the basis for disagreement with the university's decision. The university will amend any education record that is determined to be inaccurate, misleading or a violation of the student's privacy rights.

The right to amend or correct an education record does not apply to routine grade appeals. Contact the Director of Student Life and Success at (972) 338-3632 for additional details regarding the process for amendment of education records or review the UNT Dallas Student Records Policy (7.003) at [www.unt.edu/unt-dallas/policies](http://www.unt.edu/unt-dallas/policies).

# Student's Right to Consent to Disclosure of Education Records

Except in limited circumstances, UNT Dallas will not release personally identifiable information from a student's education record without signed, dated, written consent from the student. A student's consent to disclose an education record to a third party must specifically identify the education record for which consent is granted, the purpose for the disclosure, and the identity of the person or entity to which the education record is to be disclosed.

## Disclosure of Education Records as Permitted without a Student's Consent

FERPA permits the disclosure of education records without a student's consent under very limited circumstances. For a full description of the circumstances under which education records may be released without student consent please consult UNT Dallas Policy 7.003 at [www.unt.edu/unt-dallas/policies](http://www.unt.edu/unt-dallas/policies). The primary circumstances under which disclosure without student consent may occur are as follows:

- Disclosure to school officials with legitimate education interests.  
UNT Dallas may release a student's education record to school officials with a legitimate educational interest without a student's consent. A "school official" includes any administrator, faculty, staff, (including law enforcement personnel), member of the Board of Regents, committee member (whether faculty, staff or student) or student employee who performs a function or task on behalf of or at the request of the university, its faculty, colleges, departments or divisions. A "school official" may also include contractors, consultant, volunteers or other individuals or entities to whom the university has outsourced a university function (such as an attorney, auditor or collection agent). A "legitimate educational interest" means the interest of UNT Dallas officials who have demonstrated a legitimate need to review the education record to fulfill their official professional responsibilities. Disclosure to a "school official" having a legitimate educational interest does not constitute university authorization to transmit, share, or disclose any or all information received to third parties, unless such disclosure is permitted or required by law.
- Disclosure to parents.  
UNT- Dallas may release a student's education record to a student's parent/guardian when: (1) the student is a dependent for tax purposes as evidenced by appropriate documentation, including the parent's most recent federal income tax return of a student's application for student financial aid; (2) when a health or safety emergency necessitates disclosure to protect the health or safety of the student or another individual; (3) when the student is under the age of 21 and has violated a Federal, State or local law or UNT Dallas policy governing the use or possession of alcohol or a controlled substance which results in a violation of the Code of Student Rights, Responsibilities and Conduct.
- Disclosure to appropriate parties in connection with a health or safety emergency.
- Disclosure to another school to which a student seeks or intends to enroll.
- Disclosure in connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms or conditions of the aid.
- Disclosure pursuant to comply with a judicial order or lawfully issued subpoena.
- Certain officials of the U.S. Department of Education, the U.S. Attorney General, the Comptroller General, state and local education authorities, and certain state or federally supported education programs.
- Disclosure to organizations conducting certain studies for or on behalf of the university.
- Disclosure to accrediting organizations to carry out their functions.
- Disclosure to an alleged victim of a crime of violence or non-forcible sex offense. The disclosure may only include the final results of any university disciplinary proceeding with respect to the alleged crime or offense, regardless of whether the university concluded a violation occurred.

- Disclosure to the general public if the university determines as a result of a disciplinary hearing that the student committed a crime of violence or non-forcible sex offense in violation of university rules or policy or state or federal law.
- Disclosure if allowed to be reported or disclosed pursuant to state law adopted before November 19, 1974.
- Disclosure to the student

## **Student's Right to Report Violations of FERPA**

A student who believes that UNT-Dallas has failed to comply with its obligations under FERPA may file a complaint with:

The United States Department of Education  
Family Policy Compliance Office  
400 Maryland Avenue S.W.  
Washington, D.C. 20202-4605

## **Distribution of Copyrighted Material**

### **Notice of UNT Dallas Policies to Comply with the Higher Education Opportunity Act of 2008**

The unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject students and individuals to civil and criminal liabilities. Almost all of the music, movies, television shows, software, games and images found on the Internet are protected by federal copyright law. The owner of the copyright in these works has the right to control their distribution, modification, reproduction, public display and public performance. It is generally illegal therefore to use file sharing networks to download and share copyrighted works without the copyright owner's permission unless "fair use" or another exemption under copyright law applies.

Fair use under the federal Copyright Act allows the use without permission of copyrighted material for the purpose of criticism, comment, news reporting or teaching under certain limited circumstances. There is no blanket exception from liability for students or employees of educational institutions, however, and whether the use of copyrighted material without permission falls within "fair use" or one of the other exceptions in the Act depends on a very detailed, case-by-case analysis of various factors. Students should be aware that sharing music, videos, software and other copyrighted materials is very likely not to be considered a "fair use" and therefore may be a violation of the law.

A violation of the institution's policy for use of its information technology system can result in termination of network access for the student and/or other disciplinary action including removal of the student from the institution. Moreover, there are severe civil and criminal penalties for copyright infringement under federal law. A copyright owner is entitled to recover actual damages and profits resulting from an infringement, but also may recover statutory damages ranging from \$750 to \$30,000 per work for a non-willful infringement and up to \$150,000 for a willful infringement, even if there is no proof of actual damages, in addition to court costs and reasonable attorneys' fees. The government also can file criminal charges that can result in fines and imprisonment.

UNT Dallas policies in regard to copyright infringement via the Internet prohibit the illegal downloading or unauthorized distribution of copyrighted materials using the institution's information technology system. UNT Dallas policies prohibit use of the UNT Dallas computer network to engage in illegal copying or distribution of copyrighted works such as by unauthorized peer-to-peer file sharing (i.e., the sharing of copyrighted works, typically in digital or electronic files), without permission.

# Solicitation

Engaging in unauthorized canvassing or solicitation is not allowed.

# Free Speech and Public Assembly

The University of North Texas at Dallas recognizes that the freedom to exchange ideas and to publicly assemble is an essential component of the educational process. Such activities promote debate and the sharing of ideas which substantially contribute to the marketplace of ideas and are a foundation of educational institutions.

The responsibility of UNT Dallas to operate and maintain an effective and efficient institution of higher education requires regulation of the time, place and manner of assembly, speech and other expressive activity on UNT Dallas grounds. In keeping with this responsibility, students, faculty and staff are free to exercise the rights to assemble and to engage in expressive activity at UNT Dallas in a constitutionally protected manner subject only to the content-neutral regulations necessary to fulfill the mission and obligations of UNT Dallas, preserve the rights of others, coordinate multiple uses of limited space and assure preservation of the campus facilities and grounds.

This policy applies to all UNT Dallas students, student organizations, employees and sponsored guests. This policy does not apply to official UNT Dallas academic and administrative activities and functions.

# Definitions

The following definitions apply for the purposes of this policy only:

1. Amplified sound. “Amplified sound” means sound that is increased or enhanced by any electric, electronic or mechanical means, including hand-held devices such as megaphones and sound trucks. Other sound, specifically individual shouting or group chanting/singing is subject to general regulations concerning disruption of official university functions.
2. Campus grounds. “Campus grounds” mean all outdoor areas owner, leased or controlled by UNT Dallas that are common and accessible to all students and employees such as sidewalks and courtyards and grassy areas.
3. Designated areas. “Designated areas” mean outdoor areas of property owned, leased or controlled by UNT Dallas that may be reserved by students and employees for expressive activity and used by sponsored guests for this purpose.
4. Employee. “Employee” means a person currently employed by UNT Dallas on a full-time, part-time or hourly basis.
5. Expressive activity. “Expressive activity” means the verbal or symbolic expression of an idea, thought or opinion that may include speeches, assembly, marches, parades, rallies, picketing, distribution of literature, graphic or pictorial displays and other similar activities intended to communicate an idea or an opinion. Expressive activity does not include speech that is likely to incite or produce imminent lawless action, expression that consists of fighting words or threats of physical harm or expression that is defamatory, obscene or commercial in nature.
6. Literature. “Literature” means any printed material that is produced in multiple copies for distribution or publication to an audience, including but not limited to flyers, handbills, leaflets, placards, bulletins, newspapers, and magazines, but does not include any UNT Dallas sanctioned student newspaper or official UNT Dallas materials.
7. Official university function. “Official university function” means all activities, events and programs sponsored by an academic or administrative unit of UNT Dallas and all activities and on-campus programs sponsored by student or employee organizations.
8. Sponsored activity. “Sponsored activity” means any expressive activity that is presented by a sponsored guest under this policy.

9. Sponsored guest. “Sponsored guest” means any person or organization invited to engage in expressive activity on campus grounds by a sponsoring organization in accordance with this policy.
10. Student. “Student” means any person who is currently enrolled and attending UNT Dallas.
11. Sponsoring organization. “Sponsoring organization” means a registered student organization, or a group comprised of UNT Dallas students or employees who officially represent UNT Dallas at activities sanctioned by UNT Dallas.
12. University. “University” means the University of North Texas at Dallas.

## **Use of Campus Grounds**

The facilities and campus grounds at UNT Dallas are intended to be used first for UNT Dallas instructional and research programs and administrative activities and secondarily for programs sponsored and conducted by UNT Dallas academic and administrative departments or organizations affiliated with those departments, including student organizations.

Students and employees may engage in expressive activity on campus grounds without the need for prior reservation except as set out in this and other applicable UNT Dallas policies. Expressive activity may not create a vehicular or other safety hazard or constitute disruptive activity, defamation, riotous conduct or obscenity as those terms are defined by federal or state law and may not impede access to other expressive activity, such as blocking the audience's view or preventing the audience from hearing a speaker. Displaying a sign, gesturing, wearing symbolic clothing or otherwise protesting silently is permissible anywhere on university grounds unless such activity is disruptive as defined by federal or state law.

Students, employees and sponsoring organizations that wish to organize parades, marches or rallies in areas that cross streets or would stop or slow traffic must register with the Office of Student Life and Success at least eight (8) business days in advance of the activity in order to ensure that the proposed route does not substantially interrupt the safe and orderly movement of traffic or create a safety hazard.

University facilities and campus grounds may not be used by individuals or organizations not directly connected with UNT Dallas except as permitted by UNT Dallas policy.

## **Reservation of Campus Grounds for Expressive Activities**

Campus grounds generally are open to students, employees and sponsoring organizations for expressive activity.

## **Areas Designated for Expressive Activity Anticipated to Draw a Crowd**

Individuals and organizations are encouraged to reserve areas on campus that are designated for expressive activity when the activity may reasonably be anticipated to draw a crowd of twenty-five (25) or more people. Designated areas may be reserved on a first-come, first-serve basis and are subject to the reservation procedures published by the Office of Student Life and Success and set out in this policy. Only the individuals or sponsoring organizations that reserve a designated space may use the area for expressive activity during the reserved period.

## **Use of Amplified Sound**

A reservation is required for the use of amplified sound anywhere on campus grounds.

## **Sponsored Guests**

Sponsoring organizations are required to reserve a designated area for expressive activity by a sponsored guest. Only sponsoring organizations may invite sponsored guests to use campus grounds for expressive activity. A request to reserve space for use by a sponsored guest must be made no fewer than eight (8) business days in advance of a sponsored activity.

In order to allow reasonable access to designated areas, students, employees and sponsoring organizations may reserve these locations a total of fifteen days and no more than five (5) consecutive days in a semester.

The Office of Student Life and Success is responsible for administration of this policy, including:

- identifying locations and establishing times for use as designated areas and identifying locations and establishing times for use of amplified sound.
- managing requests for reservation of campus grounds under this policy.
- relocating expressive activity as permitted under this policy.
- developing procedures for reserving areas for expressive activity and use of amplified sound and for registering parades, rallies and marches.
- creating forms for use in reserving designated areas for expressive activity, using amplified sound and registering parades, rallies and marches; and,
- publishing the locations, times, procedures and forms required under this policy at the beginning of each academic year.

## **Actions on Reservation Requests**

The Office of Student Life and Success will act on a request to reserve designated areas and to register a parade, rally or march no later than two (2) business days after a properly submitted request is received. If a request is denied, the Director of the Student Life and Success will, where feasible, propose measures to address any defects in the request. When the basis for denial is receipt of an earlier request for the same location and time, the Office of Student Life and Success will inform the individual or organization whose request is denied of other dates, times and locations that are available for reservation.

## **Use of Amplified Sound on Campus Grounds**

### **Advance Registration**

Advance registration is required before amplified sound may be used on campus grounds. Students, employees, organizations and sponsored guests may use amplified sound on campus grounds only at the locations and times published by the Office of Student Life and Success. Amplified sound areas may be reserved on a first-come, first-serve basis and are subject to the reservation procedures published by the Office of Student Life and Success.

### **Amplification Levels**

Amplification in the designated areas cannot exceed 92 decibels on the "A" scale at fifty feet from the source of amplification.

### **Limitations**

Amplification will not be approved for any time period during the seven (7) calendar days preceding the final week of each fall and spring semester.

## **Actions Regarding a Request for a Reservation or Permit**

Requests to reserve a designated area, to use amplified sound, or to register a route for a parade, march or rally may not be denied based on the content of the proposed expressive activity.

Requests may only be denied for the following reasons:

- i. an earlier request to reserve the same location has been made;
- ii. the designated area or an adjacent area has been reserved for an official UNT Dallas function or the designated area is no longer suitable for use due to a conflict with a nearby official UNT Dallas function;
- iii. the reservation or registration form is incomplete;
- iv. the request exceeds more than fifteen days in a semester or is for more than five consecutive days;
- v. the proposed route of a parade, march or rally will cross space that has been reserved for an official UNT Dallas function or space that otherwise has been reserved in accordance with this policy or the proposed route will substantially interrupt the safe and orderly movement of traffic or create a safety hazard; or
- vi. the request was submitted by an individual or an organization that is not permitted to reserve space on campus under this policy.

## **Relocation of Expressive Activity**

Individuals and organizations engaged in expressive activity on campus may be required to relocate to other areas by the Associate Provost for Student Success, the Office of Student Life and Success, or when immediate action is necessary, the university police, under the following circumstances:

- i. the noise generated by the activity disrupts an official UNT Dallas function or substantially interferes with official UNT Dallas activities (e.g., the activity is too close to an academic building);
- ii. the location does not safely accommodate the number of participants;
- iii. the number of individuals participating in or attending the activity creates unsafe conditions for vehicular or pedestrian traffic, parking or blocks the ingress or egress to buildings or official UNT Dallas activities;
- iv. the space has been reserved for an official UNT Dallas function, has been reserved in accordance with this policy, or a reserved location is needed for an official UNT Dallas function; or,
- v. the activity creates a health or welfare hazard, such as interfering with fire, police or emergency services.

## **Distribution of Literature**

Students, employees and sponsoring organizations may distribute literature on campus grounds.

Sponsored guests may distribute literature only in the designated area reserved for their use.

Individuals and groups should be considerate about collecting any litter that may be generated as a consequence of their activities and are expected to collect all extra literature and any literature that has been discarded on the ground.

Literature distributed by a sponsoring organization that includes the name UNT Dallas or University of North Texas at Dallas in its name, or that contains any reference to an affiliation with UNT Dallas, must include a statement that the literature is not official UNT Dallas literature and does not represent the views or official position of UNT Dallas.

# **Commercial Solicitation and Advertising.**

Individuals and organizations may engage in commercial solicitation and advertising only as allowed under UNT Dallas policy.

## **Signs and Banners**

Students and employees and members of student and employee organizations may display signs by holding them or otherwise attaching them to their persons. Otherwise, all displays of signs and banners, including displays on outdoor bulletin boards and displays by sponsored guests must comply with UNT Dallas Policy.

## **Outdoor Exhibits**

Stationary exhibits. Stationary exhibits and structures may be placed only on designated areas, except that individuals may place displays on easel-type supports on campus grounds that are open and accessible for expressive activity. Stationary exhibits and structures may not exceed twenty-five (25) feet in length or width of fifteen (15) feet in height may not extend into or onto any sidewalks or walkways in such a way as to interfere with pedestrian or vehicular traffic or otherwise present an unreasonable threat to public safety. The Office of Student Life and Success may grant exceptions to the dimension requirements upon a showing that an exhibit will not present a safety hazard and will not interfere with pedestrian or vehicular traffic. Proof that a requesting individual or organization has insurance to cover injury or damage to persons or property is not grounds for exception to the dimensions regulation. Requests for exceptions must be made at least seven (7) business days in advance of the desired display date.

Sponsored guests. Sponsored guests may set up exhibits only in accordance with this policy and UNT Dallas Policy.

## **Responsibilities of Individuals, Sponsoring Organizations and Sponsored Guests**

Sponsoring organizations are responsible for ensuring that sponsored guests read and understand all obligations set out in this and all other applicable UNT Dallas policies. Members of the university community may be held individually responsible and sponsoring organizations may be held collectively accountable for any violations of UNT Dallas policies, including the Code of Student's Rights, Responsibilities and Conduct and personnel policies as applicable.

Sponsored guests who do not comply with this or other applicable UNT Dallas policies will automatically forfeit their reservations and must immediately vacate UNT Dallas property.

## **Appeal of Decisions Related to Expressive Activity**

Students, employees and organizations whose requests for use of campus grounds for expressive activity are denied may appeal the decision to the Associate Provost for Student Success no later than two (2) business days after the challenged decision was issued.

The appeal must be in writing and state the specific reason(s) the individual or organization disagrees with the decision. The appeal should include all information the individual or organization believes will assist the Associate Provost for Student Success decide the matter.

The Associate Provost for Student Success will issue a decision on the appeal within three business days of receipt. The decision is final.

## Student Travel

The University of North Texas at Dallas encourages students to travel safely to and from UNT Dallas sponsored activities or events.

This policy applies to the travel of enrolled students to attend UNT Dallas organized or sponsored events that occur more than 25 miles from the UNT Dallas campus and the travel is either required by a registered student organization or requires the use of a vehicle that is owned or leased by UNT Dallas.

Sponsored activities or events may include but are not limited to course-related field trips, recreational sports club trips, the activities of registered student organizations and meetings of academic organizations where a student is officially representing UNT Dallas.

This policy does not apply to individual student travel to engage in student teaching, internships, practicum, observations or research, unless the research is organized by a member of the UNT Dallas faculty.

## Definitions

Appropriate administrator. “Appropriate administrator” means a dean, department chair or their designee in regard to travel for academic programs or the designated official within the Office of Student Life and Success for travel related to registered student organizations.

Enrolled student. “Enrolled student” means a student who has been admitted to and is attending classes at UNT Dallas.

Organized event. “Organized event” means an event that is initiated, planned and arranged by a member of the UNT Dallas faculty or staff, or by the members of a registered student organization, and is approved by an appropriate administrator.

Sponsored event. “Sponsored event” means an activity or event that UNT Dallas endorses by supporting it financially, or by sending student to participate in as an official representative of UNT Dallas.

## Procedures and Responsibilities

1. **Travel Authorization.** Travel undertaken in accordance with this policy must be authorized in advance by the appropriate administrator and is subject to additional requirements as established in guidelines developed by the Office of Student Life and Success. A request for authorization to travel must be accompanied by:
  - a. A list of all student travelers including their names, local addresses, phone numbers and phone number of persons to contact in the case of an emergency.
  - b. The name and phone number of the responsible UNT Dallas employee(s) who will be available to assist the student travelers at all times during travel.
  - c. Copies of valid driver's licenses for any student who will operate the vehicle.
2. **Guidelines for Safe Travel.** The Office of Student Life and Success will work with appropriate risk management professionals to develop guidelines to protect the safety of enrolled students when traveling to and from university sponsored and/or organized events. At a minimum the guidelines must include provisions addressing:

Use of Seat Belts and Other Safety Devices. Students must use seat belts and all other vehicle safety devices at all times when traveling in a vehicle that is owned or leased by UNT Dallas.

Passenger Capacity. Travel in vans with a capacity to hold 15 or more passengers must be approved in advance by the Director of Student Life and Success. Actual passenger capacity in a 15 passenger van is restricted to 10 or fewer passengers, including the driver.

Driver Training and Qualification. All students who operate vehicles that are owned or leased by UNT Dallas must be at least 18 years of age, possess a valid driver's license, have current automobile liability insurance, and have a good motor vehicle driver history. Additionally, student drivers must satisfy all other qualifications and training requirements established by the Office of Student Life and Success.

Fatigue and Time of Travel. Students traveling to and from university sponsored events and/or activities should have a minimum of six (6) hours of sleep before traveling and drive no more than 500 miles in a 24-hour period. Students may not drive between the hours of 10:00 p.m. and 6:00 a.m. unless authorized by the organization advisor or the Office of Student Life and Success.

Privately Owned Vehicles. Students who travel in a privately owned vehicle or any vehicle other than those owned or leased by UNT Dallas when traveling to and/or from a sponsored event or activity must follow the guidelines established by the Office of Student Life and Success and all applicable state law.

Travel by Air and Other Modes of Commercial Transportation. Students traveling by air or other modes of commercial transportation must comply with all federal laws regulating the specific mode of travel and rules of the specific common carrier, including laws and rules regarding carry-on baggage and baggage weight restrictions.

International Travel. Students must comply with UNT Dallas policies and procedures related to international travel. Students engaged in international travel are responsible for satisfying all international travel requirements, including obtaining a valid passport, obtaining appropriate health and other insurance, establishing safe points of contact in the host country, and following travel advisories issued by the United States Department of State, the host country or other recognized international organization.

Alcohol, Illegal Drugs and Weapons Prohibited. All students traveling to and from sponsored activities and/or events are prohibited from consuming or possessing alcohol or illegal drugs and transporting weapons in vehicles owned or leased by UNT Dallas.

Travel Authorization. Registered student organizations that require students to travel to sponsored events or activities must obtain advance written approval for such travel from the Office of Student Life and Success. When transportation is provided by UNT Dallas, students traveling to events on the UNT Dallas provided transportation must return in the UNT Dallas provided transportation unless authorized in advance by the Office of Student Life and Success to do otherwise. Students under the age of eighteen (18) will not be authorized to return in a vehicle other than the vehicle provided by UNT Dallas.

Travel to Areas Declared a Natural Disaster. All registered student organizations wishing to travel to areas that have been declared a natural disaster or under a travel warning, must seek advance written approval from the Office of Student Life and Success. If travel is approved, students must assure that all emergency contact information is updated in the Office of the Registrar, and must confirm approval of the absence in accordance with UNT Dallas attendance policies.

Compliance and Enforcement. UNT Dallas departments that encourage or require travel to sponsored events or activities must verify that students are familiar with the requirements of this policy and the guidelines issued by the Office of Student Life and Success. Any violation of this policy must be reported to the Office of Student Life and Success.

University employees who authorize students to drive leased vehicles to any sponsored event or activity must verify that the student meets the requirements of state law and the Office of Student Life and Success for the operation of a leased vehicle.

Students and student organizations that violate this policy or the guidelines established by the Office of Student Life and Success may be subject to disciplinary action in accordance with the Code of Student's Rights, Responsibilities and Conduct.

## **Student E-Mail Account**

UNT Dallas e-mail serves as the official UNT Dallas method for communicating with students. The UNT Dallas e-mail account will be used as a method for notifying students of dangerous or emergency situations occurring on campus, academic or financial responsibilities, or any other university matter.

It is the responsibility of the student to regularly check his/her UNT Dallas e-mail.

## **Misuse of Computers**

Students are subject to all policies regarding the use of university information resources. Violations of these ethical standards and unauthorized or inappropriate use of computers is prohibited. Such use includes but is not limited to:

- Unauthorized entry into a file, to use, read, or change the contents or for any other purpose.
- Unauthorized transfer of a file.
- Unauthorized use of another's identification and password.
- Use of computing facilities to interfere with the work of another student, faculty member or university official.
- Use of computing facilities to send obscene, abusive, or threatening messages.
- Use of computing facility to interfere with normal operations of the university computing system.
- Unauthorized entry into or use of university facilities or property, entry or occupation at any unauthorized time, or any unauthorized or improper use of any university property, equipment or facilities prohibited.
- Damaging or altering records or programs.
- Furnishing false information.

For more information, see the university's policies on information technology (chapter 14) at: <http://www.unt.edu/unt-dallas/policies/>.

## **Annual Campus Security Report**

The University publishes an annual report concerning campus security and crime statistics. The report includes information on reporting of crimes and other emergencies, safety and security programs, crime reporting procedures, campus law enforcement, and alcohol and drug policies.

Copies of the report are distributed annually to UNT Dallas students and employees and may be obtained from the Office of the Associate Provost for Student Success. The report is also available on the Office of Student Life website at: <http://www.unt.edu/unt-dallas/studentlife.htm>. For additional information about the preparation of the Annual Campus Security Report, see the UNTD Policy 7.010 at: <http://www.unt.edu/unt-dallas/policies/>.

## **Drug-Free Schools and Communities Act**

As required by the Drug Free Schools and Communities Act of 1989, annually the University will provide a written statement to students covering: a) standards of conduct concerning drugs and alcohol; b) federal, state and local legal sanctions governing the unlawful possession or distribution of illicit drugs or alcohol; c) health risks associated with the

use of illicit drugs and the abuse of alcohol; d) a description of counseling and treatment programs available for alcohol and drug abuse; e) University disciplinary sanctions imposed for unlawful possession, use or distribution of illicit drugs and alcohol.

## **Standards of Conduct**

UNT Dallas students are expected to comply with laws and university policies relating to the use of drugs and alcohol. Through its *Code of Student Rights, Responsibilities and Conduct*, the University prohibits the illicit use, sale, attempted sale, conveyance, distribution, manufacture, cultivation, dispensation, purchase, attempted purchase and possession of illegal drugs, intoxicants or controlled substances on university property at any time and in any amount or in any manner. Substances prohibited under this policy shall include, but are not limited to: marijuana, hashish, amphetamines, barbiturates, cocaine, heroin, lysergic acid (LSD), methaqualone, morphine, pentazocine, peyote, phencyclidine, and anabolic steroids.

Using, possessing, or distributing alcoholic beverages is not allowed except as expressly permitted by law and university policy. For more information, see the University's policy on drugs and alcohol use (7.011) at: <http://www.unt.edu/unt-dallas/policies/>.

## **Description of Drug and Alcohol Prevention Program**

The following includes a description of drug and alcohol programs available to students and employees:

The Office of Student Life provides support, distributes literature, and makes appropriate referrals for on and off-campus resources. Information on the health effects associated with drugs and alcohol is included in the section below.

A biennial review of this program is done to determine its effectiveness, to implement changes to the program if they are needed and to ensure that the university's disciplinary sanctions described are consistently enforced.

For more information, contact the Office of Student Life and Success at (972) 780-3632 or [StudentLife@unt.edu](mailto:StudentLife@unt.edu). You may also refer to the University's policy on the alcohol and substance abuse program (7.011) at: <http://www.unt.edu/unt-dallas/policies/>.

## **University Discipline**

UNT Dallas may impose disciplinary sanctions for violation of the standards of conduct relating to the unlawful possession, use or distribution of illicit drugs and alcohol on UNT Dallas property or during UNT Dallas activities up to and including expulsion for students and termination of employment for employees and referral for prosecution.

## **Legal Sanctions**

Local, state and federal laws also prohibit the unlawful possession, use, distribution and sale of alcohol and illicit drugs. Criminal penalties for violation of such laws range from fines up to \$20,000 to imprisonment for terms up to and including life.

## **Health Risks Associated with the Use of Drugs and Alcohol**

Specific serious health risks are associated with the use of alcohol and illicit drugs. Some of the major risks are listed below. For more information contact the Office of Student Life and Success at studentlife@unt.edu, or by calling 972-780-3632.

- **Alcohol and other depressants (barbiturates, sedatives, and tranquilizers)** – addiction, accidents as a result of impaired ability and judgment, alcohol poisoning, overdose when used with other depressants, damage to a developing fetus, heart and liver damage.
- **Marijuana** – impairs short-term memory, thinking, and physical coordination. Can cause panic reaction and increase the risk of lung cancer and emphysema. Can interfere with judgment, attention span, concentration, and overall intellectual performance. Impairs driving ability. May cause psychological dependence and compromise the immune system.
- **Cocaine** – addiction, cardiovascular system damage including heart attack, brain damage, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers.
- **Nicotine** – tobacco smoke contains thousands of chemical compounds, many of which are known to cause cancer. Nicotine, which is a central nervous system stimulant, produces an increase in heart and respiration rates, blood pressure, adrenaline production and metabolism. People can rapidly become physically and psychologically dependent on tobacco. Compromises the immune system.
- **Inhalants** – inhalants are a diverse group of chemicals that easily evaporate and can cause intoxication when their vapors are inhaled. Most inhalants are central nervous system depressants. Use of these drugs slows down many body functions. High doses can cause severe breathing failure and sudden death. Chronic abuse of some of these chemicals can lead to irreversible liver damage and other health problems.
- **Prescription drug abuse** – adverse reactions, dependency, withdrawal, and overdose.
- **Resources** – A variety of resources exist for alcohol and other drug prevention education, counseling and referral. For detailed information concerning these resources available from the university, students may contact the Office of Student Life and Success at 972-780-3632, Faculty and staff members may contact the Employee Assistance Program at 800-343-3822 or Human Resources at 972-780-3037.

## Hazing Education

Below is an abbreviated summary, in question and answer form, of the contents of the Texas Education Code, section 51.936 & 37.151-157 regarding hazing, and the applicability and implications for students, faculty and staff at UNT Dallas. **This is only a summary.**

### **The definitions of hazing:**

“Hazing means any intentional knowing, or reckless act, occurring on or off the campus of UNT Dallas, by one person alone or acting with others, directed against a student that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are students at UNT Dallas.

### **The term includes but is not limited to:**

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of harmful on the body, or similar activity;
2. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk or harm or that adversely affects the mental or physical health or safety of the student;
3. Any activity involving consumption of a food, liquor, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk of harm or which adversely effects the mental or physical health or safety of the student;
4. Any activity that intimidates or threatens the student with ostracism that subjects the student to extreme mental stress, shame, or humiliation, or that adversely effects the student from entering or remaining

registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subsection;

5. Any activity that induces, causes, or requires the student to perform a duty or task which involves of the Penal Code. Sec. 4.52.

**A person commits an offense if the person:**

1. Engages in hazing;
2. Solicits, encourages, directs, aids, or attempts to aid another in engaging in hazing;
3. Intentionally, knowingly, or recklessly permits hazing to occur; or,
4. Has firsthand knowledge of the planning of a specific hazing incident involving a student of UNT Dallas, or firsthand knowledge that a specific hazing incident has occurred, and knowingly fails to report said knowledge in writing to the appropriate university official.

**Does it matter if I did not intend to hurt anyone?**

Regardless of the intent, the university policies state that if one of the above occurs, it is hazing.

**Does it matter if the person being hazed agrees to the activity?**

Consent is not a defense. The law and university policy states that if one of the above occurs, it is hazing, regardless of the consent or cooperation of the recipient.

**What is the penalty if I'm found guilty of hazing?**

1. Failing to report hazing: fine up to \$1,000 and/or up to 180 days in jail.
2. Hazing not resulting in serious bodily injury: fine of \$500-\$1,000 and/or 90-180 days in jail.
3. Hazing resulting in serious bodily injury: fine \$1,000-\$5,000 and/or 180 days-one year in jail.
4. Hazing resulting in death: fine of \$5,000-\$10,000 and/or 1-2 years in jail.
5. Except where the hazing results in death, the student may be required to perform community service in lieu of confinement to jail.
6. The student may also be subject to university disciplinary action, up to and including removal from the University, in addition or regardless of any penalty imposed by the state.

**Can an organization be found guilty of hazing?**

Yes. An organization commits an offense if the organization condones or encourages hazing or if an officer or any combination of members, pledges, or alumni of the organization commits or assists in the commission of hazing. Organizations which are covered under this law include a fraternity, sorority, association, corporation, order, society, chorus, cooperative, club, or service, social, or similar group whose members are primarily students at an educational institution.

**Can I get into trouble for reporting hazing?**

No. Any person who reports a specific hazing incident involving a student to an appropriate university official is protected from civil or criminal liability. However, a person who reports in bad faith or with malice is not protected by this section. The university hazing policy can be found in the UNT Dallas Policy Manual (7.013) at [www.unt.edu/unt-dallas/policies](http://www.unt.edu/unt-dallas/policies).

Please report all potential hazing incidents to the Office of Student Life and Success at (972) 780-3632 or [StudentLife@unt.edu](mailto:StudentLife@unt.edu).

## **HIV Infection/AIDS Education**

HIV Infection and AIDS education is coordinated through programming offered by the Office of Student Life (by the Student Wellness Coordinator and the Student Activities Coordinator.) For more information, contact the Office of Student Life and Success at (972) 780-3632.

# Failure To Respond To A Reasonable Directive Of University Official

All students are expected to comply with a reasonable directive of a UNTD official, including campus police, the Director of Student Life and Success, and any UNTD instructor, administrator or employee acting in the performance of their official duties. Refusal of any person while on institutional property to comply with an order from authorized officials to leave such premises or cease behavior that violates the Code is prohibited.

It is the responsibility of each student to answer promptly all written notices from UNTD faculty and staff. Failure to respond in a timely manner will be construed as a waiver of the student's right to respond and, in appropriate circumstances, may result in disciplinary action on the part of the institution.

## Supervision Of Minors

UNT Dallas is a learner centered institution of higher education. To ensure that all student learners receive quality academic instruction, only registered students should be in the classroom. Children, friends, family members, and others, who do not appear on the class roster, should not be in the classroom. Because UNT Dallas does not provide onsite child care, parents or adult guardians are responsible for supervising and monitoring all activities of their children, and children under their care while they are on campus.

The following applies for students who bring children/minors to the UNT Dallas campus:

- Parents or adult guardians are responsible for any damage caused by children in their care (e.g., cutting, tearing or destroying books, periodicals, equipment or furniture, or otherwise defacing campus property).
- Children 12 years of age or under must not be left unattended anywhere on UNT Dallas Campus, including the parking lot, computer labs, hallways, or the library.
- An occurrence of an unattended child or children will be reported to campus security, and may be reported to University Police.
- Children between the ages of 13 and 18 should be accompanied by a parent or adult guardian at all times while on UNT Dallas Campus.
- The parent(s) or adult guardian(s) of a child who disrupts campus operations and activities may be required to remove the child from the premises.
- Students required to leave class to attend to a disruptive child may be considered absent from class.

## Smoke-Free Buildings And Facilities

Smoking is prohibited on the UNTD campus except in approved designated smoking areas. For more information, see the University's smoking policy (11.002) at: <http://www.unt.edu/unt-dallas/policies/>.

## Severe Weather Dismissals

Weather conditions may temporarily disrupt university operations. The university policy regarding severe weather disruption pertains to all university classes in Denton, in the Dallas–Fort Worth area and at UNT Dallas unless exceptions are noted specifically in news media and web site announcements. For more information, see the policy on the closing of campuses due to extreme weather conditions at: <http://policy.unt.edu/policy/10-2>.

Courses taught online via Web CT are unaffected by severe weather closings unless instructors inform students otherwise. Those students should continue course work as regularly scheduled.

Closings due to severe weather are posted on the UNT Dallas web site ([www.unt.edu/dallas](http://www.unt.edu/dallas)), are released to the Dallas–Fort Worth news media, and are sent to registered students, faculty and staff via Eagle Alert system when appropriate.

## **Liability for Personal Loss**

The university is not responsible for and does not assume any liability for loss of or damage to personal property, including vehicles. Students are encouraged to obtain personal insurance coverage for loss or damage to possessions on campus, including possessions in vehicles.

## **Motor Vehicles Regulations**

Persons who operate motor vehicles and bicycles on the campus of UNT Dallas must comply with the Texas Transportation Code and published university regulations regarding vehicle and bicycle use, parking, display of decals and penalties for violation. The regulations are available online at the UNT Dallas Parking Services website at [www.unt.edu/unt-dallas/parking/index.htm](http://www.unt.edu/unt-dallas/parking/index.htm).

## **Vehicle Emissions**

UNT Dallas is prohibited from issuing parking permits to faculty, staff, and students driving motor vehicles registered out of state unless the vehicle has satisfied the state requirements for vehicle emission inspections. Failure to register the vehicle in Texas and failure to display a current and appropriate Texas Inspection Certificate may result in a citation being issued to the vehicle operator.

## **Student Rights and Responsibilities**

The following section includes, in its entirety, university policies on the *Code of Student's Rights, Responsibilities and Conduct* and the *Code of Academic Integrity*. These policies are an articulation of the University's commitment to recognize and support the rights of its students and to provide a guide for defining behaviors that the University may consider a violation of such policies. It is not, however, meant to be an exhaustive list of all actions which may be considered misconduct.

## **Code of Student's Rights, Responsibilities and Conduct**

### **Policy Statement**

The University of North Texas at Dallas has established standards of conduct designed to foster a safe environment in a learning community committed to the highest pursuit of intellectual inquiry and knowledge. Students and student organizations are expected to conduct themselves in a manner that demonstrates respect for the rights and property of others and upholds the integrity of the UNT Dallas community.

The University of North Texas at Dallas is a learning community comprised of students, faculty and staff committed to the highest pursuit of intellectual inquiry and knowledge. As members of the UNT Dallas community, faculty and staff are expected to be guided in their teaching, research, service and civil engagement by respect for and understanding of diverse viewpoints and the core values of virtue, civility, reasoning and accountability. These attributes will be instilled in all students and will define the UNT Dallas culture and reputation.

### Virtue

UNT Dallas is committed to the principles of truth, ethics and morality, the essence of virtue. The pursuit of truth is the cornerstone of the pursuit of knowledge. In teaching and in research, the facts must be allowed to speak for themselves. Faculty, staff and students must hold the highest ethical standards. They must be honest in their dealings with each other, in their learning and in their teaching, and they must be honest in their interaction with the community. Students, staff and faculty will be guided by the highest principles of morality in their behavior toward each other and toward the community.

### Civility

UNT Dallas is committed to treating everyone with respect, politeness and caring in such a way as to honor the diversity of the community, the student body, the staff and the faculty.

### Reasoning

UNT Dallas is committed to using those critical thinking skills needed to make logical and just decisions in day-to-day activities and to instill them in its students. While recognizing the importance of emotions in the conduct of our daily lives, UNT Dallas will be committed to making decisions that are based on facts, using data to drive decision making.

### Accountability

UNT Dallas will do what we say and honor our commitments in such a way as to be demonstrably transparent. The University will laud its accomplishments and acknowledge its shortcomings, knowing that only through honest understanding of them can the institution become better. The University will be a good steward for the community and for prosperity. The University will also instill in its students a commitment to individual responsibility with an understanding that the acceptance of responsibility is the cornerstone of mature citizenship.

## **Application of Policy**

This policy applies to all students.

## **Definitions**

Code of Academic Integrity. “Code of Academic Integrity” means standards of conduct and procedures established to provide a full and fair opportunity for review of alleged academic dishonesty.

Code of Student Rights, Responsibilities and Conduct (“the Code”). “Code of Student Rights, Responsibilities and Conduct” means the standards of conduct and procedures established to provide a full and fair opportunity for review of alleged student misconduct.

Conduct Conference. “Conduct Conference” means a forum in which the Director of Student Life and Success meets with a student to review alleged misconduct and provide an opportunity for student response. The conference is an educational forum designed to enable the Director to determine whether there has been a violation of the Code, and if so, what sanctions are appropriate.

Conduct sanction. “Conduct Sanction” means penalty for engaging in a violation of the Code of Student's Rights, Responsibilities and Conduct that may be assigned by the Director of Student Life and Success.

Day. “Day” mean the period between 9:00 a.m. and 6:00 p.m. when UNT Dallas is open for official business.

Director of Student Life and Success (the "Director"). “Director of Student Life and Success” means the University official responsible for administering the student disciplinary process in accordance with the Code, for maintaining disciplinary records, and for assisting students with the resolution of conflict.

Disciplinary Process. “Disciplinary Process” means the procedures provided in the Code from the initial complaint through final resolution to consider whether a student has engaged in misconduct, and whether disciplinary sanctions should be imposed.

Good Conduct Standing. “Good Conduct Standing” means the status in which a student is fully eligible to participate in UNT Dallas activities and privileges.

Greater Weight of the Evidence. “Greater Weight of the Evidence” means the standard of review in the student disciplinary process which evaluates whether misconduct is more likely than not to have occurred.

Notice of Complaint. “Notice of Complaint” means the initial document delivered to students in the disciplinary process that identifies alleged violations of the Code and requests the scheduling of a disciplinary conference.

Notice of Sanctions. “Notice of Sanctions” means the document in the disciplinary process that identifies student disciplinary sanctions based on a violation of the Code.

Reconsideration. “Reconsideration” means an opportunity for a student to request modification of a Director's findings of misconduct and/or sanctions based upon newly discovered information.

Request for Review. “Request for Review” means the document requesting review of a notice of sanctions by the Student Conduct Committee. The student must deliver the request to the Director of Student Life and Success.

Student. “Student” means an individual who is taking courses at UNT Dallas, either credit or non-credit, full or part-time, and pursuing undergraduate, graduate or professional studies, including students who withdraw from UNT Dallas during the disciplinary process; those who are not currently enrolled in courses but who have a continuing academic relationship with UNT Dallas, and those who have applied for admission or readmission to UNT Dallas.

Student Conduct Committee. “Student Conduct Committee” means a group convened at the request of a student for the purpose of reviewing findings of misconduct and/or disciplinary sanctions assigned by the Director of Student Life and Success.

Student Organization. “Student Organization” means a group of students who share a common interest and who are registered as a student group with UNT Dallas.

University. “University” ( or "UNTD") means the University of North Texas at Dallas.

University Community. “University Community” means the collective group of students, faculty, staff, UNT Dallas officials and any other persons employed by UNT Dallas.

University Premises. “University Premises” mean all buildings, facilities, land and other property that is owned used or controlled by UNT Dallas.

University privilege. “University Privilege” means a special benefit that is granted or enjoyed by students, including but not limited to, participating in social events or UNT Dallas sponsored activities, election to student leadership positions and registration as a UNT Dallas sponsored organization.

University Sponsored Activity. “University Sponsored Activity” means an activity that is conducted under the authority of, or with the support of, UNT Dallas.

# Procedures and Responsibilities

## Scope of the Code of Student's Rights, Responsibilities and Conduct

The Code of Student's Rights, Responsibilities and Conduct ("Code") is a university policy adopted by the president of UNT Dallas with authority delegated by the Board of Regents of the University of North Texas System. The university reserves the right to amend the Code at any time according to established UNT Dallas procedures. The Code is implemented and enforced under the direction of the Associate Provost for Student Life and Success. The university will develop procedures and guidelines to further assist in the administration of the disciplinary process that are entirely consistent with this Code.

The Code applies to individual students and to UNT Dallas student organizations.

The Code applies to conduct that occurs on UNT Dallas premises, at UNT Dallas activities and also to conduct that may occur off campus that could adversely affect the interest of UNT Dallas and/or the pursuit of UNT Dallas objectives. The Director of Student Life and Success will decide whether the Code will apply to student off-campus conduct on a case-by-case basis.

Students are responsible for their conduct from the time of application for admission through the award of a degree, or such other time as there is a formal termination of the student relationship with UNT Dallas. Students are responsible for conduct occurring before classes begin and after classes end, as well as during the academic year and during periods between terms of enrollment. The Code continues to apply to student conduct even if a student withdraws from UNT Dallas during the disciplinary process. In addition, applicants and students who wish to enroll are also responsible for their conduct prior to admission or re-enrollment.

Students and student organizations are subject to the requirements of the following policies and may be subject to sanctions for violating such policies in accordance with section IX (I) of the Code:

- Policies and regulations governing the use of university communication and computing resources.
- Policies and regulations governing smoking on campus.
- Policies and regulations governing campus expression.
- Policies and regulations governing canvassing and solicitation.
- Policies and regulations governing harassment, including sexual harassment.
- Policies and regulations governing use of student identification.
- Policies and regulations governing the use of university access devices.
- Code of Academic Integrity.

## Concurrent Violations of Law and the Code

Students may be accountable to criminal or civil authorities for conduct which may also violate the Code. The university disciplinary process will normally proceed during the pendency of any related criminal or civil proceedings. Students who are concurrently engaged in a related criminal matter will not be compelled to speak at a conduct conference or during a Student Conduct Committee review. A student's silence will not be interpreted as an admission or used as evidence against them. The Director of Student Life and Success and/or the Student Conduct Committee will proceed based on all other available evidence in the absence of extraordinary circumstances. A decision rendered by the Director of Student Life and Success and/or the Student Conduct Committee will not be subject to reconsideration even if related criminal charges are dismissed or otherwise resolved.

# Admissions and Enrollement

Applicants to UNT Dallas and former students seeking re-enrollment may be referred to the Director of Student Life and Success to consider alleged misconduct that could violate the Code and therefore impact admission or re-enrollment, including falsification of admission documents. In such cases, the Director of Student Life and Success will review the student's alleged misconduct to consider the individual's potential to benefit from university attendance as well as the welfare and safety of the UNT Dallas community.

The Director of Student Life and Success may decide not to clear an applicant for admission or re-enrollment, or the Director may impose an appropriate sanction upon an applicant or former student when evidence indicates that the applicant or former student has:

- Engaged in acts that were disruptive to the normal operations of an educational institution.
- Falsified the enrollment application or other admission forms.
- Engaged in conduct prohibited by the Code.
- Been formally charged with the commission of a criminal act.
- Been convicted of a criminal act and still subject to criminal penalty, including but not limited to imprisonment, parole and/or probation.
- A student may request a meeting with the Director of Student Life and Success to discuss a decision regarding admission or conditional admission.

The decision of the Director of Student Life and Success is final.

## Records

Documents that are created and maintained as part of the disciplinary process and the academic dishonesty process are subject to the protections of the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g. Disciplinary records, including conduct and academic disciplinary records are maintained by the office of the Director of Student Life and Success in accordance with the university records retention policy.

## Responsibilities of Student Organizations

Student organizations are expected to conduct themselves in a manner consistent with UNT Dallas' function as an educational institution. Student organizations must observe all federal, state and local laws and UNT Dallas policies, including the Code, both on and off campus. A student organization will be responsible for the actions and conduct of its members, when one or more of its members, acting in the capacity of their membership, commit a violation of the Code. Student organizations found in violation of the Code will be subject to disciplinary procedures and sanctions in the same manner as individual students, except that student organizations cannot be expelled permanently from UNT Dallas.

Any notice of complaint regarding alleged student organization misconduct will be delivered to the student organization's local address on file with UNT Dallas. A notice of complaint will be sent to the president or other group leader of the student organization with a copy to the on-campus advisor and/or other advisors as appropriate. Student organizations are responsible for responding to all notices of complaint and failure to respond may result in a decision in the absence of any representative of the student organization.

Student organizations, as well as their members, maybe held collectively and/or individually responsible for violations of the Code.

For purposes of the Code, references to "student" are inclusive of "student organizations."

# Categories of Misconduct

The Code is not written with the specificity of a criminal statute, nor is it intended to cover every instance of potentially prohibited conduct. Students and/or student organizations may be disciplined for the following types of misconduct.

**Acts Affecting Health, Safety or Welfare;** including but not limited to:

- Engaging in physical and/or verbal abuse, domestic violence, threats, intimidation, harassment, coercion, physical or electronic stalking or any other conduct which threatens or endangers the health, safety or welfare of any person. Speech protected by the First Amendment of the U.S. Constitution is not a violation of this provision, though fighting words and statements which reasonably threaten or endanger the health and safety of any person is not protected speech.
- Engaging in actions that endanger a student's own health and/or safety.
- Hazing, (as defined in the Texas Education Code), including engaging in, soliciting, encouraging, directing, aiding or intentionally, knowingly or recklessly permitting behavior such as physical brutality, risk of harm to mental or physical health or safety, intimidation, threat of ostracism, mental stress, humiliation, or other behavior adverse to health or human dignity in association with pledging, initiation, affiliation with, holding office in, or maintaining membership in a student group; or having firsthand knowledge of the planning of hazing, or of its occurrence and failing to report it to UNT Dallas authorities.
- Arson or unauthorized possession or use of ammunition, firearms, explosives, hazardous substances or other materials that are flammable or hazardous or that could cause damage by fire or explosion to persons or property.
- Illegal use, possession, sale, manufacture, distribution or effective control of chemical precursors, controlled substances, controlled substance analogues or dangerous or illegal drugs; misuse or possession of a legal drug or other substance which could cause harm to the user; possession of drug paraphernalia; or encouraging or facilitating any of the above.
- Use, possession or distribution of alcoholic beverages, except as expressly permitted by law and UNT Dallas policy or regulation and public intoxication.
- Illegal gambling or gaming as defined in state and Federal law.
- Tampering with, or misuse of, security or safety equipment.
- Reporting false emergency or threat.
- Sexual abuse or sexual assault including rape, acquaintance rape, or other sex offenses whether forcible or non-forcible.

**Acts Affecting the University Community,** including but not limited to:

- Interfering with or disrupting any UNT Dallas or UNT Dallas-sponsored activity including, teaching, learning and/or research.
- Interfering with any UNT Dallas emergency or public safety function, such as fire, police or emergency services.
- Engaging in disorderly or obscene conduct including recording another's image in violation of their reasonable expectation of privacy, and without effective consent.
- Breaching the peace; or aiding, abetting or inciting another to breach the peace.
- Failing to comply with a reasonable directive of a UNT Dallas official, including campus police, the Director of Student Life and Success, and any other UNT Dallas instructor, administrator or employee acting in the performance of their official duties.
- Engaging in disruptive activity, including but not limited to such acts as defined in the Texas Education Code.

**Acts of Dishonesty;** including but not limited to:

- Intentionally furnishing false or misleading information to UNT Dallas or a UNT Dallas official.
- Forging, altering or misusing any UNT Dallas document or instrument of identification.

- Intentionally interfering with a UNT Dallas election process.
- Attempting to represent UNT Dallas, a student organization or any recognized UNT Dallas body without explicit prior consent.
- Acts in violation of the UNT Dallas Code of Academic Integrity including but not limited to serious and flagrant acts of academic dishonesty and repeated acts of academic dishonesty.

**Acts Affecting Property or Services;** including but not limited to:

- Theft or attempted theft of property or services, and knowing possession of stolen property.
- Intentional or reckless destruction or damage, or vandalism to UNT Dallas property, or the property of others.
- Unauthorized possession, duplication or use of access devices to UNT Dallas premises, such as keys or entry cards.
- Unauthorized entry onto or use of UNT Dallas premises.

**Acts Affecting Intellectual Property,** including but not limited to:

- The use or distribution of the original work of another (whether copyrighted or not) without the express consent of the owner, including but not limited to the unauthorized downloading of copyrighted music and the distribution for commercial purposes, or creation of derivative works from written materials created by faculty or staff, without express permission of the originator.
- The use or distribution of a trademark, including the UNT Dallas name, trademark or logos, without express written consent.

**Acts Affecting Computing Resources or Technology;** including but not limited to:

- Unauthorized access, use, or misuse of UNT Dallas computing resources, systems or data.
- Disrupting UNT Dallas computer operations, or the availability of computing resources.
- Unauthorized sharing of copyrighted materials through electronic means.
- Using another individual's identification, password, or other credential to access UNT Dallas computing resources.
- Initiating or contributing to attacks against external networks or UNT Dallas systems.

**Interference with the student discipline process;** including but not limited to;

- Falsifying or misrepresenting information at any stage of the disciplinary process, or knowingly initiating a false complaint to the Director of Student Life and Success.
- Disrupting or interfering with the orderly conduct of the disciplinary process.
- Attempting to discourage an individual's participation in, or use of the disciplinary process.
- Attempting to influence the impartiality of a participant in the disciplinary process.
- Harassing or intimidating a participant in the disciplinary process.
- Failing to comply with a request to attend a conference with the Director of Student Life and Success.
- Failing to comply with sanctions imposed under the Code or sanctions otherwise imposed by UNT Dallas.
- Influencing or attempting to influence another person to commit an abuse of the disciplinary process.

**Facilitating Acts of Misconduct;** including but not limited to:

- Planning or facilitating an act of misconduct.
- Being present during the commission of an act of misconduct and supporting or encouraging the act.

**Violations of Federal, State or Local laws (whether convicted or not) or other UNT Dallas Policies.**

## Sanctions For Misconduct

Any student engaging in conduct in violation of the Code may be subject to one of more of the following conduct sanctions. Repeated misconduct may result in assignment of more serious conduct sanctions, including but not limited to suspension or expulsion.

**Warning -**

- A verbal or written notice to a student that they have violated the Code and must not engage in violations in the future.
- No impact on good conduct standing.
- Not subject to review by the Student Conduct Committee.

**Education Sanctions -**

- An assignment designed to educate a student and to prevent reoccurrence. May include referral for substance abuse counseling, education workshops, assignment of reflection papers, restitution or replacement of lost, damaged or stolen property, assignment to community service or regular meetings with the Director of Student Life or a designee.
- No impact on good conduct standing.
- Not subject to review by the Student Conduct Committee.

**Loss of Privileges -**

- A temporary or permanent loss of university privileges, including but not limited to loss of the privilege to attend UNT Dallas sponsored events, to use certain UNT Dallas facilities, to serve as an official UNT Dallas representative, or to hold a leadership position in a student organization.
- No impact on good conduct standing.
- Not subject to review by the Student Conduct Committee unless loss of privileges is related to another reviewable sanction.

**Probation -**

- A written reprimand that remains in effect for a specified period of time and conditions a student's continuing status on the absence of any further violations of the Code.
- Good conduct standing is removed during the specified period of probation.
- Not subject to review by the Student Conduct Committee.

**Suspension -**

- Separation of the student from UNT Dallas for a specified period of time. Students cannot enter the UNT Dallas premises and may not participate in any UNT Dallas-sponsored activities, except where approval is granted in advance by the Director. A suspended student will be removed from enrollment and blocked from future registration until reviewed and approved by the Director.
- Good conduct standing is removed.
- May be reviewed by the Student Conduct Committee.

**Suspension of Student Organizations -**

- Removal of privileges and recognitions accorded to student organizations for a specific period of time.
- Student organizations will not be permitted to participate as a recognized student organization at UNT Dallas functions or activities, or to sponsor any activities representing UNT Dallas.
- Student organizations may request reinstatement by the Director of Student Life and Success after the expiration of the specified period of suspension.
- May be reviewed by the Student Conduct Committee.

**Expulsion -**

- Permanent separation of the student from UNT Dallas. Students will be removed from enrollment, prohibited from entering UNT Dallas premises and may not participate in any UNT Dallas-sponsored activities.
- Good conduct standing is removed.
- May be reviewed by the Student Conduct Committee.

**University Withdrawal** - A student may be administratively withdrawn from a class, a course, or all courses or prohibited from entering UNT Dallas premises and barred from re-enrollment until specific conditions are met. Reasons for UNT Dallas withdrawal include but are not limited to:

- To prevent disruption of the educational process.
- Failure to respond to an official request to communicate with a UNT Dallas official.
- Suspension or expulsion from UNT Dallas.

**Immediate Suspension** - Immediate removal from all or part of UNT Dallas premises while the disciplinary process is pending when an alleged violation reasonably indicates that the student's continued presence poses a substantial or immediate danger to the health, safety or welfare of any member of the UNT Dallas community or to UNT Dallas premises.

## Disciplinary Procedures

### Process Before the Director of Student Life and Success ("the Director")

**Investigation of Complaints** - The Director will assess all suspected and reported violations of the Code whether referred by students, faculty, staff, law enforcement, or any other credible source of information, without regard to any related criminal arrest, prosecution or pending criminal or civil litigation. Complaints regarding alleged misconduct should be submitted to the Director as soon as possible after the alleged misconduct occurs. The Director will assess the credibility of all reports prior to proceeding.

**Notice of Complaint** - If the Director finds it likely that a student has violated the Code, the Director will deliver a notice of complaint to the student that includes:

- A summary of the alleged misconduct.
- The specific sections of the Code that may have been violated and any potential sanctions.
- Explanation of the opportunity to request review at a disciplinary conference.
- A date by which a student must notify the Director to schedule a disciplinary conference to respond to the alleged violations of the Code. Dates may be extended at the discretion of the Director in the interest of fairness.

The Director will either deliver the notice of complaint to the student's official university e-mail address or hand-deliver directly to the student.

**Conduct conference with the Director** - The Director will hold a conduct conference to provide the student the opportunity to:

- Review the alleged misconduct;
- Respond directly to the alleged violation by speaking on their own behalf and/or presenting any other relevant information including witness statements or other documents; and
- Offer a response.

A student may be accompanied by an advisor, but the student must represent them self at the conference. If a student will be accompanied by an attorney, the student must notify the Director no later than two (2) days prior to the disciplinary conference so that the Director can have a representative from the Office of General Counsel present at the conference.

If student fails to attend a scheduled conduct conference, the Director may review any available information and issue sanctions in the student's absence.

**Notice of disciplinary sanctions** - If the Director determines that the greater weight of the evidence indicates that a student engaged in misconduct in violation of the Code, the Director will deliver a notice of disciplinary sanctions to the student informing the student of the finding and the assigned sanction. The Director will also include a summary of the appeal process, if available. If the Director finds no violation of the Code, the Director will notify the student and no further action will be taken.

**Requests for Reconsideration** - If new information regarding misconduct or the reasonableness of an assigned sanction is made available within three (3) days after the Director issues a notice of disciplinary sanction, a student may seek reconsideration by the Director by submitting a written request to the Director including a summary of any new information. The Director may extend the timeframe in the interest of fairness.

The Director will provide a written decision within 10 days.

If a sanction may be appealed, the timeframe for requesting such an appeal will not begin until after the Director has issued a decision on the request for reconsideration.

## **Student Conduct Committee (the "Committee")**

**Request for review** - A student who has been either suspended or expelled from UNT Dallas may request a review of the Director's findings or sanction by the Student Conduct Committee by submitting a request for review to the Director within three (3) days after the notice of disciplinary sanctions. The Director will deliver the request for review to the Associate Provost for Student Success within two (2) days so that a Committee can be appointed and a chairperson designated.

**Appointment of a Student Conduct Committee** - Upon receiving a request for review, the Associate Provost for Student Success will appoint a committee and designate a chairperson from among the committee members to consider the requested appeal. The committee will include one (1) faculty member, one (1) student, and one (1) staff member. The chairperson will direct the procedures of the committee and will participate fully in all reviews. A student may object to the presence of any committee member prior to the start of the review on the basis of the committee member's capacity to make a fair and objective decision. Requests to remove a committee member will be decided by the chairperson. If an objection is raised regarding the presence of the chairperson, the objection will be reviewed by the Associate Provost for Student Success.

**Scheduling notice** - Upon receiving a request for review, the chairperson of the committee will schedule a date for the requested review and notify the student. The date for the review will be not less than 10 days after the student submits the request. Timeframes may be adjusted at the discretion of the committee chairperson in the interest of fairness. The scheduling notice will include guidelines for the review process as prepared by the Director and a copy of the original notice of complaint.

## **Procedures for Review Before the Committee**

**Advance summary of positions** - No fewer than five (5) days prior to the scheduled committee review, both the student requesting the review and the Director must submit the following information to the committee chairperson:

- A written summary of their position.
- A list of individuals who will speak on their behalf as witnesses.
- A list of all documents that will be presented to the committee.

The chairperson will exchange the information between the student and the Director no fewer than three (3) days prior to the scheduled review. Information will not be provided to committee members in advance of the review.

**Authority of the chairperson** - The chairperson will preside over the committee review and make all decisions regarding review procedures. The chairperson may adjust review procedures and timeframes in the interest of fairness.

**Committee review process** - Reviews are informal proceedings and traditional rules of courtroom evidence do not apply.

A student will have forty-five (45) minutes to present their issues to the Committee, including personal statements and any witness presentations. Documents and written witness statements may be submitted to the committee to supplement a student's oral presentation. The student, the Director and committee member may ask questions of any individual making a presentation during the review.

Reviews are not open to the public unless a student makes a specific request for an open review at the time of the initial request for review. Individual witnesses may specifically request that their presentation be provided in a closed setting. The chairperson will make all decisions regarding closed hearings.

Students requesting a review are expected to attend in person. Except in emergency circumstances, if a student fails to attend the review, the review may be dismissed and the decision of the Director will be final. The Director is also expected to attend in person.

Only the student requesting the review may present to the committee. Students may be assisted by one advisor of their choosing, but only the student may speak to the committee or ask questions. Attorneys will not be permitted to present evidence or argument before the committee. Should the student be accompanied by an attorney, the university will also have a representative of the Office of General Counsel present.

The Director must show, by the greater weight of the evidence that the student engaged in conduct in violation of the Code. In light of this burden, the Director will present to the committee first and last.

Reviews will be recorded and recordings will be the property of UNT Dallas. Copies of recordings may be provided at the requestor's expense. Recordings will be maintained according to the UNT Dallas Records Retention Policy.

**Committee findings and conclusions** - At the conclusion of the review, the chairperson will provide the student with a summary of the committee's findings and conclusions and proposed sanctions. A copy of the summary will be provided to the Director. The Director will take action as appropriate based on the findings of the committee.

## Appeals to the Associate Provost for Student Success

**Request for appeal** - If a student's suspension or expulsion is upheld by the committee, the student may appeal the committee's decision to the Associate Provost for Student Success ("APSS") by filing a written request for appeal in the office of the APSS no later than 10 days following the committee decision.

**Grounds for appeal** - In providing the notice of appeal, the student must identify the specific grounds for the appeal which are limited to:

- Due process errors that substantially affected the outcome of the review.
- Demonstrated prejudice as evidenced by a conflict of interest, bias, pressure, or influence that precluded a fair and impartial hearing.
- A sanction that is extraordinarily disproportionate to the alleged offense.

**Record for consideration on appeal** - In reviewing the appeal, the APSS will review only the following:

- The student's written notice of appeal.
- The record reviewed by the committee.
- The written findings and decision of the committee.

**Decision on appeal** - The APSS will issue a written decision on a notice of appeal no later than ten (10) days after the notice of appeal was filed in the office of the APSS. The APSS may affirm, deny or modify the decision of the committee. The APSS will not increase the severity of any previously issued sanction. The decision of the APSS is final.

**Effective date of sanctions** - Unless a student has been immediately suspended, sanctions imposed by the Director and/or the committee will not take effect until the disciplinary process is complete.

**Special procedures in cases of sexual assault**

During an investigation and throughout the disciplinary process both the student subject to the disciplinary process based on allegations of sexual assault and the victim will be provided the same opportunity to have others present during disciplinary proceedings.

The APSS will inform the victim about the outcome of any disciplinary proceeding based on an allegation of sexual assault.

**Immediate suspension** - A student may be immediately suspended from all or part of the UNT Dallas premises, when alleged misconduct reasonably indicates that the presence of the student on UNT Dallas premises poses substantial or immediate danger to the health, safety or welfare of any member of the UNT Dallas community, or UNT Dallas property.

**Conference regarding immediate suspension** - A student who is immediately suspended must contact with Director of Student Life and Success within two (2) days of receiving a notice of immediate suspension to schedule a conduct conference to discuss: (1) the reliability of evidence supporting the alleged misconduct; and, (2) whether the continued presence of the student on UNT Dallas premises reasonably indicates a substantial or immediate danger to the health, safety or welfare of any member of the UNT Dallas community or UNT Dallas property. Failure to make a timely request for a conduct conference or to appear at a requested conduct conference will cause the immediate suspension to remain in effect until the disciplinary process is complete.

**Findings and conclusions regarding immediate suspension** - If the Director determines that immediate suspension is appropriate under the circumstances, the Director will issue findings and conclusions and the student will be immediately suspended from the UNT Dallas premises, including all events and activities. Immediately suspended student organizations will be immediately precluded from engaging in any recruitment, philanthropy or community service.

The immediate suspension remains in effect until the disciplinary process is complete or until otherwise altered by the Director. If the Director determines that immediate suspension is no longer appropriate, the Director may permit the student to return to UNT Dallas premises while the disciplinary process continues. An immediate suspension cannot be reviewed by the committee.

## Interpretation and Revision

**Interpretation** - Questions of interpretation or application of the Code will be referred to the Associate Provost for Student Success, or a designee, for final determination following consultation with the Office of General Counsel.

**Revision**-The Code will be reviewed every three (3) years under the direction of the Associate Provost for Student Success.

## Code of Academic Integrity

### Policy Statement

The University of North Texas at Dallas expects all students to exhibit a high level of personal responsibility, accountability and honesty in all academic endeavors. The value of the UNT Dallas degree depends upon the absolute integrity of the student work submitted to attain a UNT Dallas degree. Therefore, it is imperative that all students demonstrate a high standard of individual honor in their scholastic work. Such standards are aligned with the Code of Academic Integrity values of UNT Dallas: virtue, civility, reasoning and accountability

# Application of Policy

This policy applies to all students.

## Definitions

Academic Dishonesty Review Process. “Academic Dishonesty Review Process” means the procedures provided in the Code of Academic Integrity from the initial meeting with the faculty member through final resolution. The academic dishonesty review process does not include the disciplinary review process which is initiated by the Director of Student Life and Success.

Academic Disciplinary History. “Academic Disciplinary History” means the record of a student's violations of the Code of Academic Integrity that is maintained in the Office of the Director of Student Life and Success.

Academic Work. “Academic Work” means work submitted by a student for the purposes of receiving academic credit, including but not limited to: papers, reports, examinations, exercises, quizzes, performances, presentations, artwork, laboratory work and scientific experiments. May be submitted in any form including written, oral, pictorial or electronic.

Academic Misconduct Sanction. “Academic Misconduct Sanction means penalty for engaging in academic dishonesty that may be assigned by a faculty member.

Code of Student's Rights, Responsibilities and Conduct. “Code of Student’s Right, Responsibilities and Conduct” means the standards of conduct and procedures established to provide a full and fair opportunity for review of alleged student misconduct.

Conduct Sanction. “Code Sanction” means penalty for violating the Code of Student's Rights, Responsibilities and Conduct that may be assigned by the Director of Student Life and Success.

Day. “Day” means the period between 9:00 a.m. and 6:00 p.m. when UNT Dallas is open for official business.

Examination. “Examination” means a set of questions or exercises to test a student's knowledge.

Greater Weight of the Evidence. “Greater Weight of the Evidence” means the standard of review in the academic dishonesty review process which evaluates whether academic dishonesty is more likely than not to have occurred.

University Community. “University Community” means the collective group of students, faculty, staff, UNT Dallas officials and any other persons employed by UNT Dallas.

## Definitions of Academic Misconduct

The Code of Academic Integrity was not written with specificity, nor was the Code of Academic Integrity intended to cover every instance of potentially prohibited academic misconduct. A student's lack of intent to engage in academic misconduct, or lack of knowledge of the Code of Academic Integrity, is not a defense to academic misconduct.

**Abuse of the academic process** - Engaging in activity which interferes with the academic process; including but not limited to:

- Falsifying or attempting to falsify class attendance, course registration and grade records, transcripts or any other academic records.
- Fabricating excuses for class or examination absence.

- Falsifying evidence or intimidating or exerting improper influence on another in connection with an alleged violation of the Code of Academic Integrity.

**Cheating** - Intentionally using or attempting to use unauthorized materials, information, notes, study aids or other devices or materials in academic work, including but not limited to:

- Purchasing academic work from a commercial service or another individual.
- Copying information from another student during an examination.
- Providing unauthorized assistance to another student by knowingly permitting the other student to see or copy all or a part of an examination or any academic work.
- Obtaining unauthorized advance knowledge of an examination; including accessing previously administered examinations.
- Distributing unauthorized copies of examinations, by sale or otherwise, to another student.

**Fabrication** - Falsification or invention of any information, data, research or citation in academic work, including but not limited to:

- Falsifying scientific or other data.
- Changing information on examinations or other academic work that has been graded and resubmitting the work for the purpose of improving the grade.

**Multiple submissions** - Submitting substantial portions of the same work for credit more than once without authorization from the faculty member for the class in which the student submits the work, including but not limited to:

- Submitting the same paper for credit in more than one course without the faculty member's permission.
- Representing group work done in one class as one's own work for the purpose of using it in another class.

**Plagiarism** - Using another's ideas, processes, results or words without proper attribution; including but not limited to:

- Intentionally, knowingly, or carelessly presenting the ideas, phrasing or work of another without proper citation.
- Quoting or paraphrasing another without citing proper sources.

**Complicity** - Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty; including but not limited to:

- Knowingly allowing another to copy from one's paper during an examination.
- Distributing test questions or substantive information about materials to be tested without the faculty member's permission.
- Unauthorized collaboration on academic work.
- Sitting for an examination in place of another student, or requesting that another student sit for an examination on their behalf.
- Conspiring or agreeing with others to commit an act of academic dishonesty.

## Procedures and Responsibilities

### Student Responsibility

**Independent work** - All ideas, arguments, phrases and other written or created work, submitted by a student without attribution to other sources, must be the creative product of the student. All passages and text from other works must be properly cited.

**Authentic data** - All experimental data, observation, interviews, statistical surveys and other information collected and reported as part of academic work must be authentic.

**Approved collaboration** - Students may only collaborate within the limits prescribed by their faculty member.

**Maintain assignment guidelines** - Students must adhere to the guidelines provided by their faculty member to complete course assignments.

## Faculty Role in Maintaining Academic Integrity

Faculty members are encouraged to:

- i. Include an academic integrity statement on all syllabi and course materials which summarizes the principles of the Code of Academic Integrity.
- ii. Request that students affirm compliance with the Code of Academic Integrity by including a statement on all academic work, including exams, papers and written assignments as follows:  
*On my honor, I have not given, nor received, nor witnessed any unauthorized assistance that violates the UNT Dallas Academic Integrity Policy.*
- iii. Take reasonable steps to foster a climate of academic honesty by:
- iv. Informing students of the Code of Academic Integrity and its application to any particular academic work, and the specific types of academic assistance that may be permissible in connection with the academic work.
- v. Maintaining adequate security precautions in the preparation and handling of tests.
- vi. Providing ample room for proper spacing of students during exams.
- vii. Monitoring exams, especially in large classes.
- viii. Faculty members are not required to assume these responsibilities and a faculty member's failure to take the encouraged steps is not a defense to academic dishonesty.
- ix. Sanctions for Engaging in Academic Dishonesty.
- x. Any student engaging in academic dishonesty in violation of the Code of Academic Integrity may be subject to one or more of the following sanctions.

## Academic Sanctions

**Admonition** - A verbal or written warning.

**Education sanction** - A remedy determined at the discretion of the faculty member; including but not limited to: assignment of additional academic work, attendance at an educational program, interviews with appropriate UNT Dallas officials.

**Partial or no credit for academic work** - Credit assigned at the discretion of the faculty member. If review of academic dishonesty extends beyond the date for assignment of semester grades, the grade will reflect the penalty. The grade will be adjusted, if appropriate, after the academic dishonesty review process is complete.

**Withdrawal from the course** - Student will be removed from a course and assigned a grade of "WF". A student will be permitted to remain in a class in pending final resolution of an allegation of academic dishonesty.

**Conduct sanctions** (assigned in accordance with the Code of Student's Rights, Responsibilities and Conduct)

**Suspension** - Separation of the student from UNT Dallas for a specified period of time. Student will be removed from enrollment and withdrawn from all courses. Student grades will be assigned in accordance with UNT Dallas policy and a "WF" will be assigned by the faculty member in the course in which academic dishonesty was committed. Student will be blocked from future registration until reviewed and approved by the Director of Student Life and Success.

**Expulsion** - Permanent separation of the student from UNT Dallas with no provision for readmission. An expelled student will be removed from enrollment and withdrawn from all courses. Student grades will be assigned in accordance with UNT Dallas policy and a WF will be assigned by the faculty member in the course in which academic

dishonesty was committed.

Procedures for Review of Academic Dishonesty

**Reporting academic dishonesty** – All members of the university community are expected to report academic dishonesty to the faculty member of the class in which the academic dishonesty is alleged to have occurred. Reports of academic dishonesty may also be made to the Director of Student Life and Success. Reports may be verbal, in writing or electronic.

## **Jurisdiction to Issue Sanctions For Academic Dishonesty**

**Faculty member** - Any faculty member may issue academic sanctions based on a finding of academic dishonesty. A faculty member may refer an allegation of academic dishonesty to the Director of Student Life and Success for consideration and process at any time for review in accordance with the Code of Student's Rights Responsibilities and Conduct.

**Director of Student Life and Success** - The Director of Student Life and Success may issue conduct sanctions in cases of serious or flagrant academic dishonesty or repeated acts of academic dishonesty. Conduct sanctions will be assessed in accordance with the procedures established in the Code of Student's Rights Responsibilities and Conduct.

## **Faculty Review of Academic Dishonesty**

**Initial faculty contact with student** - No more than three (3) days after establishing a reasonable basis to believe that a student may have engaged in academic dishonesty, a faculty member must make a good faith effort to contact the student either orally or in writing to:

- Inform the student of the allegations.
- Request a meeting with the student to review the allegations and offer an opportunity for the student to respond.
- Inform the student that failure to attend a requested meeting with the faculty member could result in a decision in the student's absence.
- Inform the student that the process for review of academic dishonesty can be found in the Code of Academic Integrity which is available on-line or in the Office of the Director of Student Life and Success.

After a reasonable period of time but no less than five (5) days after initially attempting to contact the student, the faculty member may review the allegation of academic dishonesty and impose academic sanctions in the absence of the student.

**Meeting with the student** - No more than five (5) days after initially contacting a student, the faculty member will hold an informal conference with the student, either in person or by telephone, at which time the faculty member will review all information available to support the allegation of academic dishonesty and offer the student the opportunity to respond and provide any additional relevant information.

If the student fails to attend a scheduled meeting, the faculty member can make a determination in the student's absence.

If the faculty member requires additional information to reach a decision, the faculty member may continue the meeting to collect additional information.

**Notice of the outcome of a meeting with a student** - A meeting between the student and the faculty member may result in any one of the following outcomes which will be confirmed in writing and provided to the student no more than five (5) days after the faculty member finishes the meeting with the student:

**No finding of academic dishonesty.** The notice will be retained by the faculty member and will not be submitted to the Director of Student Life and Success; or

**Student accepts responsibility for academic dishonesty and agrees to the faculty member's proposed sanction -** The faculty member and student will develop a written agreement identifying the violation and the sanction. The agreement will be submitted to the Director of Student Life and Success; or,

**Student accepts responsibility for academic dishonesty but disagrees with the faculty member's proposed sanction -**

The faculty member and student will develop a written agreement identifying the violation.

The student will seek review of the proposed sanction by submitting a request for review and any supporting documentation to the faculty member's chair no later than three (3) days after receiving notice of the outcome of the meeting with the faculty member.

The faculty member's chair will review the student's request for review of sanctions and may consult with the faculty member to determine whether the proposed sanction is disproportionate to the admitted offense. Within five (5) days of receiving the student's request, the chair will approve, reject or modify the proposed sanction but in no event will the chair increase the proposed sanction. The chair will provide notice of the decision to the student and the faculty member. The decision of the chair will be final.

The written agreement between the student and the faculty member and the chair's decision will be submitted together to the Director of Student Life and Success; or

**Student denies responsibility for academic dishonesty and the faculty member determines by the greater weight of the evidence that the student has engaged in academic dishonesty –**

The faculty member will consult with the Associate Provost for Academic Excellence to evaluate whether the academic dishonesty may be serious enough to warrant conduct sanctions under the Code of Student's Responsibilities, Rights and Conduct.

Academic dishonesty not warranting conduct sanctions - Written notice to the student will include:

- a summary of findings related to academic dishonesty.
- the academic misconduct sanction to be imposed.
- information regarding the process for appeal to the chair.
- A copy of the notice will be submitted to the Director of Student Life and Success.

Academic dishonesty warranting conduct sanctions - Written notice to the student will include:

- a summary of the findings related to academic dishonesty,
- the academic misconduct sanction to be imposed,
- a copy of the notice referring the matter to the Director of Student Life and Success for further consideration of the complaint in accordance with the Code of Student's Rights Responsibilities and Conduct which will be delivered after the date for appeal to the faculty member's chair has expired.

**Faculty member is unable to reach a conclusion regarding academic dishonesty.** Written notice to the student that a complaint has been referred to the Director of Student Life and Success for further investigation and review in accordance with the Code of Student's Rights Responsibilities and Conduct

**Allegations involving multiple students -** If more than one student is involved in an allegation of academic dishonesty, a faculty member must convene separate meetings for each individual student. Personally identifiable information will not be shared with other students without the students' express written consent.

## **Appeal of an Faculty Member's Academic Penalty to Department Chair**

If a student disagrees with a faculty member's finding of academic dishonesty or with the academic sanction, the student may appeal to the chair of the faculty member's department within three (3) days of receiving the faculty member's written decision. In the case of notice issued under section VII(C)(3)(d)(ii) of the Code of Student's Rights Responsibilities and Conduct, no complaint will be referred to the Director of Student Life and Success until after the period of appeal has expired.

The student's written request for appeal must state:

- i. Whether the student is appealing the finding of academic dishonesty or the academic sanction.
- ii. The specific basis for the appeal.
- iii. Any factual information to be considered on appeal.

On appeal the chair will review:

- i. All information submitted by the student.
- ii. The written findings of the faculty member.
- iii. Any information submitted by the faculty member if requested by chair.
- iv. Within 10 days after receiving the request for appeal, the chair will issue a written decision.
- v. The chair may approve or reject the finding of academic dishonesty and/or approve, reject or modify the academic sanction.

The decision of the chair will be final.

If the chair rejects a faculty member's finding of academic dishonesty no complaint will be referred to the Director of Student Life and Success.

If the chair approves the faculty member's finding of academic dishonesty, a copy of the chair's decision will be submitted to the Director of Student Life and Success along with the complaint if a complaint will be referred.

## **Jurisdiction of the Director of Student Life and Success and Student Conduct Committee**

The Director of Student Life and Success will review complaints of academic dishonesty when:

- A confirmed case academic dishonesty is referred as a complaint by a faculty member or chair to consider whether the academic dishonesty is sufficiently serious or flagrant to consider conduct sanctions.
- A complaint is referred by a faculty member who is unable to determine whether the student engaged in academic dishonesty in which case the Director will fully investigate the complaint and any will meet with the student to consider whether the student engaged in academic dishonesty and what misconduct sanctions may be appropriate.
- On the Director's own initiative a student's academic disciplinary record evidences repeat violations of academic dishonesty.

Upon receiving a complaint or initiating an investigation based on repeat violations, the Director of Student Life and Success will provide all process required for a student under the Code of Student's Rights, Responsibilities and Conduct, Section XI, including notice and an opportunity to respond to the allegation of academic dishonesty.

Except in situations where the allegation of academic dishonesty has not been conclusively determined by the faculty member, the Director of Student Life and Success will not consider whether the student has engaged in academic dishonesty, but will focus exclusively on whether the established violation was sufficiently serious or flagrant to warrant suspension or expulsion, or whether a student's disciplinary record reflects repeat acts of academic dishonesty which merit conduct sanctions.

If the Director assigns conduct sanctions based on a finding of academic dishonesty, the student will have all rights of review and process by the Student Conduct Committee as set forth in Section X(B) of the Code of Student's Rights Responsibilities and Conduct.

If the Student Conduct Committee affirms a misconduct sanction based on a finding of academic dishonesty, the student will have all rights of review and process before the Associate Provost for Student Success as set forth in Section X(C) of the Code of Student's Rights Responsibilities and Conduct.

If the Student Conduct Committee affirms a misconduct sanction based on a finding of academic dishonesty, the student will have all rights of review and process before the Associate Provost for Student Success as set forth in Section X(C) of the Code of Student's Rights Responsibilities and Conduct.

## **Miscellaneous**

### **Referral for misconduct violations**

Student who engages in an alleged misconduct violation in addition to alleged academic dishonesty may be immediately referred to the Director of Student Life and Success for consideration of conduct sanctions under the Code of Student's Rights, Responsibilities and Conduct.

### **Grade penalties**

Grade penalties will be effective when all appeal deadlines have expired or at the end of the semester, whichever occurs first. If appeal of an academic sanction extends beyond the semester of the allegation and the grade penalty is modified on appeal to the chair, the chair will notify the registrar to change the course grade. Academic sanctions assigned through this process are not subject to appeal through the UNT Dallas appeal process.

### **Notices**

All notices will either be delivered to a student's official UNT Dallas email address or hand-delivered to the student. No refunds of tuition or fees - Students who fail a course as an academic sanction are not be eligible for a refund of any tuition or fees for the failed course.

### **Continuation of coursework**

Additionally, a student will not be permitted to withdraw from or drop a class without the faculty member's permission unless the final outcome of the process dictates that no academic penalty will be imposed.

### **Timelines**

The timelines established in the Code of Academic Integrity are guidelines and failure to meet any specific time frame will not impact the jurisdiction of any faculty member, chair or other UNT Dallas official to proceed.

### **Student responsibility to respond to requests and complete sanctions**

Students are expected to respond to all notices and contacts by faculty members or any other UNT Dallas official who is carrying out their responsibility under the Code of Academic Integrity. Failure to comply with a directive issued under the Code of Academic Integrity or to complete any sanctions imposed under the Code of Academic Integrity may result in discipline in accordance with section IX(B)(5) of the Code of Student's Responsibilities, Rights and Conduct.

## **Records**

Documents that are created and maintained as part of the disciplinary process and the academic dishonesty process are subject to the protections of the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g. Disciplinary records, including conduct and academic disciplinary records are maintained by the office of the Director of Student Life and Success in accordance with the university records retention policy.

## **Interpretation**

Questions of interpretation or application of the Code of Academic Integrity will be referred to the Associate Provost for Student Success, or a designee, for final determination following consultation with the Office of General Counsel.

## **Revision**

The Code of Academic Integrity will be reviewed every three (3) years under the direction of the Associate Provost for Student Success.

## **Summons**

The University may make an official request or summon a student to appear before a university administrator when a student's conduct or behavior is reasonably believed to be in violation of these policies or any published university policy or rule. A student who receives a summons should always consider it important and respond immediately. Failure to answer a summons can result in disciplinary action up to and including administrative withdrawal from the University.

Questions or concerns regarding these policies should be referred to the Director of Student Life and Success at (972) 780-3633.

## **Admissions**

### **Undergraduate Admissions**

Begin your journey with UNT Dallas here. In this section, you will find helpful information on UNT Dallas' admission requirements and deadlines. Whether you are currently enrolled in high school, a community college or another university, the information you need to apply to UNT Dallas is provided below. Even if you have not attended high school or college in a number of years, you can find information about starting a new period of your life with classes at UNT Dallas.

### **Application for Admission for New Undergraduate Students**

UNT Dallas is a selective university and does not guarantee admission of all applicants. It is recommended that students apply well in advance of stated application deadlines. Admission requirements at UNT Dallas mirror those of UNT, the flagship of the UNT System.

UNT Dallas requires the ApplyTexas Application for Freshman Admission and the ApplyTexas Application for Transfer/Transient/Former Students. (The ApplyTexas Application was formerly the Texas Common Application.) All new undergraduate applicants must use the ApplyTexas Application. It is highly recommended that the application be completed and submitted electronically ([www.applytexas.org](http://www.applytexas.org)). For easy access to the ApplyTexas Application and admission deadline dates visit [www.unt.edu/unt-dallas/registering.htm](http://www.unt.edu/unt-dallas/registering.htm).

Letters of inquiry should note status as a new student, graduate or undergraduate, permanent resident alien or international student. All non-U.S. citizens who are seeking undergraduate enrollment and who hold permanent resident alien status in the United States apply through undergraduate admissions.

Prospective students should apply as early as possible. All necessary credentials, such as application forms, all official transcripts, and required entrance test scores must be on file in the Office of Admissions (undergraduate) by the following deadlines to be evaluated and processed for admission and enrollment at UNT Dallas (applications received after these deadlines will be subject to a late registration fee of \$25.00).

#### **Fall 2010**

- March 1, 2010 – priority application date for freshmen
- July 1, 2010 – priority application date for transfer students

#### **Spring 2011**

- December 1, 2010, for classes beginning January 18, 2011

#### **Summer 2011**

- May 12, 2011, for classes beginning May 16, 2011
- June 2, 2011, for classes beginning June 6, 2011
- July 5, 2011, for classes beginning July 11, 2011

If accepted, late applicants will have to register during the late registration period and pay a late registration fee.

See [www.unt.edu/unt-dallas/registering.htm](http://www.unt.edu/unt-dallas/registering.htm) for the latest information about course offerings and associated enrollment services.

Applications received after the above deadlines must be accompanied by all official transcripts and required test scores for evaluation. The prospective student must meet the stated admission requirements and must register in late registration and will be subject to a late fee.

All new undergraduate students enrolling must comply with state law and university policies concerning the Texas Success Initiative (formerly TASP) as described in the Academics section of this publication. Contact the Office of Admissions for information at 972-780-3642.

## **Programs with Specific Admission Requirements**

The Office of Admissions coordinates all university-wide admissions policies and procedures for undergraduate programs. Some programs require that students meet additional requirements in order to be admitted to a particular program. Those programs with admission requirements in addition to those for the general university are listed below. Students should consult that section of the catalog for specific requirements.

*Division of Education and Human Services*

Human Services Management and Leadership  
Interdisciplinary Studies (Teacher Education)

*Division of Liberal Arts and Life Sciences*

Applied Arts and Sciences  
Information Technology  
Mathematics  
Sociology

*Division of Urban and Professional Studies*

Accounting Control Systems  
Business Administration:

Accounting  
Entrepreneurship  
Finance  
General Business  
Organizational Behavior and Human Resources Management

Criminal Justice  
Logistics and Supply Chain Management

## Former Students

All previously regularly admitted students will not need to re-apply for admission. If you have not enrolled at UNT or UNT Dallas at least once during the 12 consecutive months prior to the term/semester you wish to return, please contact the Office of the Registrar for information or go to [www.applytexas.org](http://www.applytexas.org) and fill out a former student application. All students previously admitted as transient, summer visitor, special student, or for dual credit must first contact the Office of Admissions for clearance to re-enroll.

## High School Graduates

**Note:** For the latest information on admissions, visit the UNT Dallas web site [www.unt.edu/unt-dallas/freshman.htm#AdmissionsRequirements](http://www.unt.edu/unt-dallas/freshman.htm#AdmissionsRequirements).

## Admission Application Fee

All applicants new to UNT Dallas must pay a non-refundable admission application fee of \$60 (for U.S. citizens and permanent resident aliens) or \$75 (for all others, i.e., international students). The fee must be paid in U.S. dollars.

Admission applications will be processed after the application fee is received. Admission decisions will be made after all academic credentials are received and evaluated. Contact the Office of Admissions for information at 972-780-3642 for more information.

Undergraduate Admission Requirements			
Classification	Prerequisites	Official Transcripts	Entrance Exam <sup>1</sup>
<b>Beginning Freshman</b> (student who has not attended college or community college after	Graduation from an accredited high school.	Yes: Showing rank in class through at least junior year.	<b>Automatic Admission</b> Applicants who graduated in the top 10 percent of their high school class shall be

graduating from high school)			admitted automatically to the university.*
<b>Transfer Freshman</b> (fewer than 30 college hours)	Graduation from an accredited high school. Minimum college 2.5 GPA (4.0 system) and must be eligible to return to institutions attended.	Yes: Transcript from high school and each college or university attended.	<p><b>Regular Admission</b> Applicants shall be guaranteed admission if they</p> <ul style="list-style-type: none"> <li>rank in the next 15 percent and have a minimum 950 SAT or 20 ACT, or</li> <li>rank in the 2nd quarter and have a minimum 1050 SAT or 23 ACT, or</li> <li>rank in the 3rd quarter and have a minimum 1180 SAT or 26 ACT.</li> </ul> <p><b>Individual Review</b> Applicants who do not meet the above requirements or who rank in the fourth quarter may be admitted only by individual review.*</p>
<b>Transfer Student</b> (30 to 44 college hours)	Minimum 2.25 GPA (4.0 system) and must be eligible to return to institutions attended.	Yes: From each college or university attended.	No.
<b>Transfer Student</b> (more than 44 college hours)	Minimum 2.0 GPA (4.0 system) and must be eligible to return to institutions attended.	Yes: From each college or university attended.	No.
<b>Transient Student</b> <sup>2</sup> (fall or spring only) or <b>Summer Visiting Student</b> <sup>2</sup> (summer only)	Academic good standing at last college or university attended.	Yes: From each college or university attended.	No.
<b>Early Admission Student</b>	Top quarter of high school class; solid B average; letters from school counselor or principal recommending early admission, and from parents or guardians concurring with intention; interview in admissions office.	Yes: Through junior year. Transcript must reflect completion of English and 2 units each of solid mathematics, social science and natural science.	Minimum 1180 SAT (combined critical reading/verbal + math) or 26 ACT.

\* All freshman applicants to UNT Dallas must submit SAT or ACT scores. Applicants in the top 10 percent not scoring at least 950 SAT (combined critical reading/verbal + math) or 20 ACT and all applicants admitted by individual review, regardless of rank in class or test scores, will be required to participate in success programs as may be recommended.

High school seniors who plan to attend UNT Dallas should take entrance examinations at least five months before enrollment dates. See high school counselor for more information or write: The College Board ATP, P.O. Box 592, Princeton, NJ 08540; or ACT, P.O. Box 168, Iowa City, IA 52243-0168.

<sup>1</sup> UNT Dallas applicants should take entrance exams at least five months before admission deadline. See high school counselor for information. The SAT/ACT writing section will be required for admission for fall of 2010 and beyond.

<sup>2</sup> A **transient student** is an undergraduate student who enrolls at UNT Dallas for one long semester only (fall or spring). A **summer visiting student** is an undergraduate student who enrolls at UNT Dallas for one or more summer terms with the intent of returning to the home institution upon completion of summer studies.

If a transient (or summer visiting) student decides to continue at UNT Dallas after the first semester, the student must meet all normal admission requirements. Because of federal laws and immigration requirements, international students are not eligible to enroll at UNT Dallas as transient students. Summer visiting students must reapply each summer that enrollment is sought.

Students admitted to the first term/semester of college work must have graduated from an accredited high school. Students also must submit an application for admission to UNT Dallas with a transcript showing their high school credits and rank in their graduating class. Transcripts showing rank in class should be sent after completion of the junior year. In addition, students must present satisfactory scores on the SAT Reasoning Test or the ACT according to their rank in class (see “Entrance Examination” in this section). Appropriateness of experience in lieu of a high school diploma (i.e., GED, home schooling, graduation from an unaccredited high school, etc.) may be assessed on an individual review basis by the UNT Dallas Admissions Review Committee. For more information, see “Admission by Individual Review” in this section of the catalog. To be successful at UNT Dallas, we strongly recommend that students take the following classes in high school:

- English: 4 credits (English I-IV)
- Mathematics: 4 credits (Algebra I, Geometry, Algebra II and Pre-Calculus)
- Sciences: 3 credits (to be selected from Biology, Chemistry or Physics)
- Social Sciences: 4 credits (World Geography, World History Studies, U.S. Government and Economics and U.S. History)
- Foreign Language: 3 credits (Levels I-III proficiency of the same language)
- Health: 1/2 credit minimum
- Fine Arts: 1 credit
- Physical Education: 1 1/2 credits
- Computer Science: 0–1 credit (demonstrated proficiency at Level I)
- Electives: 2 1/2 credits

## Entrance Examination

Minimum scores for the entrance exam vary according to the applicant’s rank in the high school graduating class. Current requirements are listed below.

## Policy for the Admission of New Freshmen

In May 2004, the University of North Texas System Board of Regents approved the policy below for the admission of new freshmen for the 2005 fall semester and beyond. Students who do not meet the requirements for automatic or regular admission should refer to the section titled “Admission by Individual Review” in this section of the Undergraduate Catalog for more information.

**Note:** Admission requirements are subject to periodic review and change. For the latest information, visit the UNT Dallas web site: [www.unt.edu/dallas](http://www.unt.edu/dallas).

## Automatic Admission

In compliance with state law, applicants who graduated in the top 10 percent\* of their high school class shall be admitted automatically to the university.

## Regular Admission

Applicants shall be guaranteed admission if they:

- Rank in the next 15 percent and have a minimum 950 SAT (combined critical reading/verbal + math) or 20 ACT or
- Rank in the 2nd quarter and have a minimum 1050 SAT (combined critical reading/verbal + math) or 23 ACT or
- Rank in the 3rd quarter and have a minimum 1180 SAT (combined critical reading/verbal + math) or 26 ACT.

Applicants who do not meet the requirements for automatic or regular admission, will have their applications reviewed by the UNT Dallas Admissions Office.

*\*All applicants to the University of North Texas Dallas must submit SAT or ACT scores. Applicants in the top 10 percent not scoring at least 950 SAT (combined critical reading/verbal + math) or 20 ACT and all applicants admitted by individual review, regardless of rank in class or test scores, will be required to participate in success programs as may be recommended. The writing section of the SAT/ACT will be required for admission.*

High school seniors who plan to attend UNT Dallas should take entrance examinations at least five months before enrollment dates. See a high school counselor for more information or write: The College Board ATP, P.O. Box 592, Princeton, NJ 08540; or ACT, P.O. Box 168, Iowa City, IA 52243-0168. (The UNT Dallas institutional codes for score reporting purposes are SAT, 5999; ACT, 6366.)

## Early Admission

On an individual basis, UNT Dallas may admit high school students to the freshman class after completion of the junior year of high school. To be considered, students must:

- be ranked in the top quarter of their class;
- have a strong B average;
- have completed 3 units of English and 2 units each of solid mathematics, social science and natural science;
- present minimum combined SAT (combined critical reading/verbal + math) score of 1180 or ACT composite of 26;
- submit letters from high school counselor or principal recommending early admission;
- submit a letter from parents or guardians stating they approve of early admission; and
- arrange an interview in the Office of Admissions.

Under this program, high school seniors may be enrolled concurrently at UNT Dallas through coordination with the UNT Dallas Director of Admissions and the high school.

## Concurrent Admission Program

UNT Dallas has a concurrent admission program, called the Jaguar Bound Program, with several community college districts, including the Collin County Community College District (CCCCD), the Dallas County Community College District (DCCCD), North Central Texas College (NCTC) and Hill College. The Concurrent Admission Program typically allows students who meet UNT Dallas admission requirements to establish a concurrent admission relationship with UNT Dallas prior to completing their studies at their community college.

Additional Concurrent Admission Program options are currently under development. Contact the Office of Admissions for further information.

**Note:** Concurrent admission programs are subject to periodic review.

## Academic Fresh Start for Admissions Decisions

Section 51.931 of the Texas Education Code allows Texas residents who were enrolled in a post-secondary institution 10 or more years prior to the start of the semester for which he/she seeks admission to UNT Dallas without consideration of all prior academic coursework, credit, or grades.

To take advantage of this option, you must request it prior to your first enrollment at UNT Dallas. You must report and submit all of your college transcripts with your application for admission. You must also complete and submit a Fresh Start request form. Hours excluded under the Fresh Start option may still be used to claim exemption from the Texas Success Initiative (formerly TASP).

Contact the Office of Admissions for more information at 972-780-3642, 800-868-3257, Dallas–Fort Worth Metro 972-780-3662, or online at [www.unt.edu/unt-dallas/admission](http://www.unt.edu/unt-dallas/admission).

## Transfer Students

A transfer student is defined as any student new to UNT Dallas who graduated from high school more than one year prior to the date of anticipated enrollment and who has been enrolled at another college or university or has earned college credit prior to attendance at UNT Dallas.

UNT Dallas evaluates credit only from generally recognized accredited academic institutions. Applicants must submit records of all accredited institutions attended.

Transfer students with fewer than 30 completed transferable semester hours of college work must:

- meet the entrance requirements listed above for high school graduates;
- submit application for admission; and
- have a minimum 2.5 GPA on a 4.0 grading system;
- be eligible to return to any institution attended; and
- provide an official transcript from each college or university attended.

Transfer students with no less than 30 and no more than 44 completed transferable semester hours must:

- have a minimum GPA of 2.25 on a 4.0 grading system;
- submit application for admission; and
- provide an official transcript from each college or university attended.

Transfer students with more than 44 completed transferable semester hours of college work must:

- have a minimum GPA of 2.0 on a 4.0 grading system;
- submit application for admission; and
- provide an official transcript from each college or university attended.

Transfer applicants who do not meet the above requirements for regular transfer admissions should refer to the section titled “Admission by Individual Review for Freshmen or Transfer Students” in this section for more information. All transfer applicants admitted by individual review will be required to participate in success programs as may be recommended.

The admissions office determines acceptable transfer credit from other institutions. The student’s academic dean determines applicability of the credit to a degree program.

The admissions office provides, along with the acceptance notification letter, a copy of the evaluated official transcript(s) from the other institution(s) of higher education and a Transfer Credit Summary. This evaluation of course credit reflects accepted transfer credit as well as credit that has not been accepted in transfer.

If UNT Dallas does not accept lower-division course credit earned by a student at another Texas public institution of higher education, UNT Dallas shall give written notice to the student and the other institution that the transfer of the course credit is denied. UNT Dallas shall also provide written notice of the reasons for denying credit for a particular course or set of courses at the request of the other institution.

A student may dispute the denial of credit by contacting a designated official at either UNT Dallas or the other institution.

The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Texas Higher Education Coordinating Board rules and/or guidelines. If the transfer dispute is not resolved to the satisfaction of the student or the institution at which the credit was earned within 45 days after the date the student receives written notice of the denial, UNT Dallas shall notify the commissioner of the Texas Higher Education Coordinating Board of its denial and the reason for the denial.

The commissioner of higher education or the commissioner’s designee shall make the final determination about a dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.

The Texas Higher Education Coordinating Board shall collect data on the types of transfer disputes that are reported and the disposition of each case that is considered by the commissioner or the commissioner’s designee.

If UNT Dallas has cause to believe that a course being presented by a student for transfer from another school is not of an acceptable level of quality, UNT Dallas will first contact the other institution and attempt to resolve the problem. In the event that the two institutions are unable to come to a satisfactory resolution, UNT Dallas may notify the commissioner of higher education, who may investigate the course. If its quality is found to be unacceptable, the Texas Higher Education Coordinating Board may discontinue funding for the course.

## **Texas Community College Transfer Students**

Prior to transferring to UNT Dallas from a Texas community college, students should discuss the UNT Course Equivalency Guide and the degree audit information contained in the UNT Dallas Undergraduate Catalog with their community college academic advisor/counselor.

Students are encouraged to plan all course selections at the community college as far in advance as possible. Proper planning and use of the UNT Course Equivalency Guide and the UNT Dallas degree audit information will maximize the transfer of credit to UNT Dallas.

The university participates in the Texas Common Course Numbering System (TCCNS) to facilitate the transfer of credits and lists most community college and area four-year institution course equivalency information in its Course Applicability System (CAS) at [unt.transfer.org](http://unt.transfer.org). CAS allows students to create user accounts to store completed course work and to run UNT Dallas major-specific planning guides.

For additional information regarding transfer evaluation information, contact the Office of Admissions.

## **Transfer of the Core Curriculum**

A student who successfully completes a 42- to 48-semester-credit-hour common core curriculum at a state-assisted institution of higher education in Texas may transfer as “core complete” to UNT Dallas. The student will receive academic credit for each of the courses transferred. The student will need to work with an academic advisor to determine if additional requirements will be necessary to satisfy the 42-hour UNT Dallas core. See also the UNT Core Curriculum Transfer Articulation web page at [essc.unt.edu/registrar/articulation](http://essc.unt.edu/registrar/articulation) or UNT’s Course Applicability System (CAS) web site at [unt.transfer.org](http://unt.transfer.org) for more information.

## **Choice of Catalog**

Any student transferring directly from a Texas public community college to UNT Dallas shall have the same choice of catalog designating degree requirements as the student would have had if the dates of attendance at the university had been the same as the dates of attendance at the community college.

## **Advanced-Hour Credit**

A lower-level course that is determined to be equivalent to a UNT Dallas upper-level course does not satisfy the requirement of advanced hours.

## **Texas Common Course Numbering System**

The Texas Common Course Numbering System (TCCNS) has been designed for the purpose of aiding students in the transfer of general academic courses between colleges and universities throughout Texas. A list of currently approved TCCNS numbers appears in the Courses of Instruction section at the back of this catalog. In course descriptions, TCCNS prefixes and/or numbers, when applicable, are indicated in parentheses immediately following the UNT Dallas course number. Information provided is subject to change without notice and does not constitute a contract between UNT Dallas and a student or applicant for admission. Prospective transfer students should contact the advising office for course work guidelines prior to enrollment.

## **Transfer Hours**

Students who complete work at another institution to be applied toward a bachelor’s degree at UNT Dallas should make sure that the appropriate officer of the other institution furnishes to the Office of Admissions at UNT Dallas a complete official transcript of such work.

The academic advising office determines acceptable transfer credit from other institutions based on evaluation of course content as described in the catalogs of those institutions and in consultation with appropriate academic units at UNT Dallas as necessary for clarification.

Transfer credit may only be received for course work completed at an accredited institution of higher education. Transfer credit from any accredited institutions will be converted to semester hours and a 4.0 grading system for

evaluation purposes as appropriate. The student's academic dean determines applicability of the credit to a degree program. Students seeking the Bachelor of Applied Arts and Sciences (BAAS) should refer to the special provisions of the respective BAAS degree programs.

Students who have begun residence work at UNT Dallas and who have attained junior standing may, only with the prior written approval of their academic dean, enroll in and transfer hours from approved two-year colleges.

## **Admission by Individual Review for Freshmen or Transfer Students**

Freshman applicants or transfer applicants who have fewer than 30 completed transferable hours or who rank in the fourth quartile of their high school graduating class, or any applicants who do not meet the requirements in either the freshman automatic or regular admissions categories, or transfer requirements, will have their applications reviewed by a UNT Dallas admissions office and may be given the opportunity to provide additional information to justify their admission to the university.

Upon review of the application file, the admission office will forward a letter to the student stating the options for possible admission to UNT Dallas. These options may include one or more of the following:

- submitting new entrance exam scores (SAT Reasoning Test or ACT);
- attending a community college and completing 30 or more college level hours with a minimum 2.25 GPA;
- duplicating college-level work in which the student received a D or F to improve college GPA;
- submitting three letters of recommendation\* and an essay (personal statement) addressing the student's education and career goals.

Students should carry out the suggested option for the best possibility of admission into UNT Dallas.

Appropriateness of experience in lieu of high school diploma (i.e., GED, home schooling, graduation from an unaccredited high school) will also be assessed on an individual review basis.

Factors that may assist in determining academic readiness under the individual review provision may include, but are not limited to, the following:

- high school attended
- first-generation college attendance
- employment experience
- special abilities such as bilingual proficiency and meeting family responsibilities
- individual achievements
- leadership activities
- public service
- extra-curricular activities

Consideration for admission by individual review can occur only if the applicant has submitted all required credentials, letters of recommendation\*, essay, etc., and, if required, scheduled an interview with the admissions office prior to the published deadline for admission application.

New UNT Dallas students who have fewer than 30 hours of completed transferable credit, excluding non-traditional credit, who are admitted via individual review and have less than a 2.0 grade point average will be placed on academic alert.

Other transfer students with 30 or more hours of completed transferable credit who are admitted via individual review are placed automatically on academic probation if their transfer cumulative grade point average falls below 2.0. See "Transfer Student" in this section for a statement of the current minimum entrance requirements for transfer students. To avoid academic suspension, transfer students admitted on academic probation must make a grade point average

equal or exceeding the minimum for the appropriate classification as shown in the Table of Minimum Academic Requirements. See the Academic Information and Regulations section of this catalog.

A limited number of admissions may be granted to students who do not satisfy the admission standards but who have demonstrated some exceptional talent. These students must have the approval of the Provost and Vice President for Academic Excellence and Student Success.

All students admitted by the individual review process, regardless of rank in class or test scores, will be required to participate in success programs as recommended.

For more information, contact the Office of Admissions.

\*Letters of Recommendation: **Beginning freshmen** who are pursuing admission by individual review should submit letters of recommendation from their high school counselor and two of their teachers. **Transfer students** who are pursuing admission by individual review should request letters of recommendation from two of their college instructors and their college academic advisor. All letters should address the student's academic ability and preparedness for university-level study.

## Transient and Summer Visiting Students

Undergraduate students who have been enrolled at another college or university previously may attend UNT Dallas as transient students for one long fall or spring term only, provided their intent is to return to their previous college or university. A summer visiting student is an undergraduate student (U.S. citizen or permanent resident alien) who enrolls at UNT Dallas for any summer session/term with the intent of returning to the home institution upon completion of summer studies. An official transcript from all colleges or universities attended must be submitted with the application for admission and the application fee prior to the application deadline. The transcript must reflect that the student is not on academic probation or suspension from the last institution attended to be admitted as a transient or summer visiting student.

If a transient or summer visiting student later decides to continue at UNT Dallas, the transient or summer visiting status ends and all admission requirements for a beginning transfer student (see "Transfer Students" above) must be met prior to the second enrollment at UNT Dallas. All students previously admitted as a transient or summer visitor must first contact the Office of Admissions for clearance to re-enroll. If a student originally applies as a regular transfer student and is academically rejected for admission, the student cannot change application status to transient or summer visiting.

Because of federal laws and immigration requirements, international students are not eligible to enroll at UNT Dallas as transient or summer visiting students.

See "Orientation" in this section for additional information.

## Inactive Continuing Students (Undergraduate Students Only)

Students who are U.S. citizens or permanent residents and who have previously attended UNT Dallas but who have not attended at least once during the 12 consecutive months prior to the term/semester of planned enrollment and who have not received a degree during that time period, must complete the following requirements to re-enroll:

- complete the Texas Common Application for Former Students found at [www.applytexas.org](http://www.applytexas.org);
- submit transcripts from all colleges attended, if any, since leaving UNT Dallas;
- if previous UNT Dallas enrollment was as a transient, dual credit, summer visiting student or special student, all academic credentials are required prior to re-enrollment; and

Inactive students who have not enrolled elsewhere since leaving UNT Dallas and who are in good academic standing are required only to complete the Texas Common Application for Former Students found at [www.applytexas.org](http://www.applytexas.org)

International students should contact the International Admissions and Advising Center (see the Contacts at UNT Dallas section of this catalog or visit [www.international.unt.edu](http://www.international.unt.edu); UNT Dallas follows the UNT policy on this matter).

## Graduate Admissions

### Admission Application

The University of North Texas at Dallas is a selective university and does not guarantee admission of all applicants. It is recommended that students apply well in advance of the stated application deadlines. **Many departments have earlier deadlines that vary by program.** (See the departmental sections of this publication and the departmental web site for these program-specific dates.)

Applications are submitted online at [www.applytexas.org](http://www.applytexas.org).

Some funding opportunities require early admission to the program to ensure eligibility. Please consult the department and the graduate school regarding deadlines.

### Admission Application Fee

U.S. citizens and permanent resident aliens applying to graduate studies at University of North Texas at Dallas must pay a \$60 non-refundable admission application fee. The fee must be paid in U.S. dollars. Applications received after the deadline requires a \$90 fee.

International students applying to graduate studies at University of North Texas at Dallas must pay a \$75 non-refundable admission application fee. The fee must be paid in U.S. dollars.

Admission applications will not be processed until the application fee is received. Admission decisions will be made after all academic credentials are received and evaluated.

Contact the UNT Dallas graduate admissions for more information at 972-780-3642, 877-UNT-DALS, or by e-mail at [dallasgraduateservices@unt.edu](mailto:dallasgraduateservices@unt.edu).

### Admission Deadlines

The following are deadlines for submission of complete application materials for all students seeking on-time registration except those applying for admission to programs with earlier deadlines (see departmental information).

#### Fall 2010

- July 15, 2010 for classes beginning Aug. 26, 2010

#### Spring 2011

- Nov. 15, 2010, for classes beginning Jan. 18, 2011

#### Summer 2011

- May 1, 2011, for classes beginning May 16, 2011
- May 15, 2011, for classes beginning June 6, 2011

- June 15, 2011, for classes beginning July 11, 2011

#### Fall 2011

- July 15, 2011 for classes beginning August 25, 2011

Students who submit applications after these dates, if accepted, will have to register during the late registration period and pay a late registration fee. Admission deadlines are subject to change.

## Requirements for Admission to UNT Dallas Graduate Studies

All applicants must meet the following requirements, whether or not admission to a specific degree program is sought:

1. The applicant must hold a bachelor's degree or its equivalent from a regionally accredited institution.
2. Specific grade point average (GPA) requirements for certification-only, non-degree and degree-seeking students follow. The GPA is calculated by dividing the total number of grade points earned by the total number of semester hours attempted (A equals four grade points, B equals three, C equals two, D equals one, F equals zero).
  - a. **Non-Degree, Teacher Certification/Endorsement and Graduate Academic Certificate–Only Students.** The applicant must have at least a 3.0 GPA on the last 60 undergraduate semester hours of work (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree or a 2.8 GPA on all undergraduate work used to complete the bachelor's degree to receive unconditional admission to graduate studies at UNT Dallas. Applicants who have already completed a master's degree must have at least a 3.4 GPA on the master's or meet the undergraduate GPA standards listed above to be admitted unconditionally.

Applicants with a GPA below 2.8 on the last 60 semester hours (or the whole semester closest to the last 60 hours) and with an overall undergraduate GPA below 2.6, or below 3.0 on a completed master's degree, are not eligible for admission to graduate study.

Non-degree and certification-only students who meet the minimum GPA requirements for admission to graduate studies are not required to submit standardized admission test scores. Graduate Academic Certificate programs may have additional admission requirements and deadlines to be eligible for the certificate. Consult the program director for details.

- b. **Degree-Seeking Students.** The applicant must have at least a 3.0 GPA on the last 60 undergraduate semester hours of work (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree or a 2.8 GPA on all undergraduate work prior to the bachelor's degree to be considered for unconditional admission for master's study. Applicants who have already completed a master's degree must have at least a 3.4 master's degree GPA or meet the undergraduate GPA standards listed above to be admitted unconditionally for a second master's degree.

Requirements for admission to specific degree programs may differ from the minimum requirements for graduate admission. Specific requirements for admission to a degree program may be found in the appropriate departmental section of this catalog or the program web site.

**Admission to graduate studies does not imply admission to a degree program at UNT Dallas.**

Applicants with a GPA between 2.8 and 3.0 on the last 60 undergraduate semester hours (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree, or an overall undergraduate GPA between 2.6 and 2.8, or a GPA between 3.0 and 3.4 on a completed master's degree may apply to the School of Graduate Studies and be considered by individual review by the department for provisional admission.

Applicants with a GPA below 2.8 on the last 60 semester hours (or the whole semester closest to the last 60 hours) prior to receiving the bachelor's degree and with an overall undergraduate GPA below 2.6, or below 3.0 on a completed master's degree are not eligible for admission to graduate study.

3. All students seeking admission to a graduate degree program are required to meet a standardized admission test score requirement. Some programs may require specialized sections of a standardized exam (e.g., the GRE writing test). Degree programs may require other materials (e.g., a writing portfolio, an art portfolio or an audition, etc.). For standardized admission test and additional admission requirements, contact the academic program.
4. The applicant may be required to take entrance examinations, either oral, written or both, before admission to the degree program is granted.
5. The university requires any applicant from a foreign country who is admitted to the university to demonstrate satisfactory proficiency in oral and written English prior to beginning course work. Prospective applicants should inquire at the nearest American Embassy, Consulate or Information Center to arrange for whatever language examination may be required.
6. To be considered for admission, the applicant should file the following official credentials with UNT Dallas Graduate Admissions:
  - complete official transcripts from all colleges or universities attended,
  - an application for admission to graduate studies ([www.applytexas.org](http://www.applytexas.org)),
  - official scores from the testing service on the required entrance test (see below for mailing address), and
  - the application fee.

*The mailing address for the University of North Texas at Dallas is 7300 University Hills Boulevard, Dallas TX 75241-4605.*

7. An applicant who has attempted graduate work at another institution within the six-year period immediately prior to first enrollment as a graduate student at UNT Dallas, but who has not received a graduate degree, will be required to make up any grade point deficiency below a B average either at the institution at which graduate work was attempted or at UNT Dallas. (See "Time Limitations" in the Master's Degree Requirements section for details concerning validity of previous graduate work.)
8. Applicants for admission are furnished written notification of their admission status by UNT Dallas. Statements by other university officers concerning the applicant's admissibility are not valid until confirmed by UNT Dallas in writing.
9. Students who hold a bachelor's degree from a regionally accredited institution and who wish to pursue further study at the undergraduate level or to obtain **a second bachelor's degree** must apply for admission to the university through UNT Dallas Graduate Admissions.

## Other Admission Requirements

In addition to meeting the general requirements, applicants for admission to any specific degree program also must meet the following requirements.

1. The applicant for graduate study ordinarily must have completed no fewer than 24 semester hours of undergraduate work in the intended major field, 12 of which must be advanced. In certain fields this requirement has been modified. (Refer to departmental requirements.)
2. An applicant desiring to pursue graduate work in any field and whose undergraduate record does not show completion of the courses prerequisite to this major will be required to make up such deficiencies in a manner prescribed by the student's major department.
3. Students wishing to change from one major field to another must make application in the office of the graduate dean and must meet all specific program admission requirements for the new major.

# Required Standardized Admissions Test

All students seeking a graduate degree are required to meet a standardized admission test score requirement. Only official score reports from the testing service are acceptable. For specific advanced test requirements in certain fields, consult subsequent sections of this catalog that describe individual programs.

For master's degree seeking students, a standardized admission test score must be submitted or the alternative criteria satisfied no later than the first term/semester of enrollment in a graduate degree program. Some departments require the submission of scores prior to admission and beginning course work. Check the appropriate department section of this catalog for further information.

Until the admission test requirement is met or the alternative criteria satisfied, the graduate student may be granted provisional admission only. If the test requirement is not met by the end of the first term/semester of enrollment, provisional admission will be canceled and the student will be limited to taking undergraduate courses for undergraduate credit only for one term/semester after their provisional term/semester. The student will not be allowed to register for any courses in subsequent terms/semesters until the admission test requirement is satisfied. The student can be reinstated to graduate study and to full admission status to the graduate degree program when the test requirement for admission to the degree program has been met.

The following procedures govern provisionally admitted students who have not taken the appropriate standardized test.

- Students provisionally admitted to a degree program in the fall, spring, or summer term/semester without the standardized test scores must submit acceptable test scores prior to the completion of their first term/semester of enrollment. Early registration for subsequent terms/semesters will not be permitted if standardized test scores are not received from the appropriate testing service prior to early registration or the alternative criteria are not satisfied. Regular registration for subsequent terms/semesters also will not be permitted unless the standardized test provision is met.
- In no case may students who have not met the standardized admission test requirement or alternative criteria (a) be admitted to candidacy for any degree, (b) file application to receive such degree, (c) be permitted to enroll in such courses as thesis, dissertation, problem in lieu of thesis, internship, practicum, etc, (d) change their major to another degree program, or (e) submit an application for a concurrent program. Students may experience a loss of financial eligibility if they fail to satisfy their provisional admission and elect to register for undergraduate course work for a semester.

## Admission of Continuing Students

Continuing students are those who have been officially enrolled at UNT Dallas at least once during the 12 consecutive months **prior** to the term/semester of planned enrollment and/or have not received a degree during the same period. Students who receive a degree and reapply to the university are considered new graduate students.

Continuing students do not need to reapply to UNT Dallas to enroll in graduate studies if they meet all of the following conditions:

- have not received a degree from UNT Dallas since last enrollment
- will re-enroll in the same major as when last enrolled, and
- do not have any current holds on their record (i.e., admission test or academic).

Students meeting all of these conditions are eligible for web registration during early registration or regular registration. Instructions are available in the schedule of classes at [www.unt.edu/registrar/schedule.htm](http://www.unt.edu/registrar/schedule.htm).

Students who are unsure about whether they meet all of the above conditions for re-enrollment should contact the UNT Dallas Graduate Admissions prior to the registration period for further information.

## Readmission of Graduate Students

Students who have previously been admitted to graduate studies at UNT Dallas but who have not enrolled at UNT Dallas at least once during the 12 consecutive months prior to the term/semester of planned enrollment must follow these re-enrollment procedures:

- file an admission application,
- pay the application fee (if applicable), and
- submit transcripts from all colleges attended (if any) since leaving UNT Dallas, showing eligibility to re-enroll at each institution.

Former students who have not enrolled elsewhere since leaving UNT Dallas and who are in good academic standing are required to submit an admission application and application fee (if applicable).

## Preliminary Admission of Seniors to Graduate Study

Seniors within 12 semester hours of graduation may apply to the graduate school for permission to take courses to be applied toward the master's degree, provided that at the time of application they appear to be eligible for admission to graduate studies at UNT Dallas and that the specific courses are approved by the school in advance of registration. A student in this status may not enroll for a load exceeding the maximum permitted for graduate students.

Preliminary admission of seniors to graduate studies at UNT Dallas remains provisional for up to a maximum of two terms/semesters. If the student has not completed the bachelor's degree during this period, provisional admission to graduate studies will be canceled. When the bachelor's degree has been awarded, the applicant's undergraduate record will be examined to determine eligibility for graduate study.

Note: students admitted to graduate study prior to completion of the bachelor's degree and who are receiving financial aid should check with the financial aid office to prevent disruption of aid.

International students should contact UNT-International ([www.international.unt.edu](http://www.international.unt.edu)).

## Requirements for a Second Bachelor's Degree

Students who wish to obtain a second bachelor's degree must hold a bachelor's degree from a regionally accredited U.S. institution or an equivalent credential from a foreign institution recognized by UNT's Office of International Admissions. U.S. citizens and permanent residents apply directly to UNT Dallas for admission. International students apply to UNT's Office of International Admissions.

To be eligible to receive a second bachelor's degree, the student must meet all of the current requirements for the second bachelor's degree, including 12 hours of advanced courses in a field different from the major of the first bachelor's degree. Specific requirements for the second bachelor's degree are found in the current undergraduate catalog. Advising is provided by the college in which the second bachelor's degree is sought.

## Admission to Non-Degree Status

The university recognizes that some students may wish to be admitted to graduate studies at UNT Dallas for the purpose of taking courses not necessarily leading to an advanced degree (i.e., prerequisites for admission to a degree program). Admission to UNT Dallas will be granted subject to the following provisions.

1. The applicant must meet all of the general admission requirements described previously.

2. The student in this status is required to receive *graduate* credit in all graduate (5000- and 6000- level) courses taken, and must maintain an average of B on all such courses attempted. Non-degree students are entitled to enroll in any graduate-level class that is not restricted.
3. A student admitted to non-degree or certification-only status has no assurance that work completed under this status will be applicable toward degree requirements should he or she subsequently be admitted to a degree program at UNT Dallas. **A maximum of 12 semester hours earned prior to admission to a degree program may be counted toward degree requirements. Successful completion of graduate courses by non-degree or certification-only students does not obligate the university to grant admission to a degree program at a later date.** When all general and specific requirements for admission to a degree program have been met, a student may request that a change of major application be forwarded to the degree program area for evaluation.
4. A student who wishes to change from non-degree or certification-only status to degree-seeking status must have standardized admission test scores on file in UNT Dallas Graduate Admissions at the time the application is submitted. In other words, students will not be allowed to change from non-degree or certification-only status to degree-seeking status without having a standardized admission test score at the time they apply for admission to a degree program.
5. International students are not eligible to apply for admission to non-degree status.
6. Enrollment for graduate credit in courses in the Division of Urban and Professional Studies must be approved in advance of registration by the Division of Urban and Professional Studies and is limited to 12 hours.

## Admission Requirements for Students Who Change Major

For students who wish to change from one major to another major at UNT Dallas, a change of major form must be filed in UNT Dallas Graduate Admissions. No change of major will be accepted for students who are on probation, or are otherwise not in good standing with the university. In addition, a student must satisfy the standardized admission test requirement for the intended major prior to submitting the request form. The applicant will go through the same admission process as any new student applying for admission to a UNT Dallas graduate program. The student's file will be sent for consideration to the graduate advisor in the proposed major.

## Conditional Admission of Students with Low Grade Point Average

For students who wish to pursue a graduate-level degree at UNT Dallas (except the Division of Urban and Professional Studies), but who do not meet the grade point average (GPA) entrance requirements, the following regulations apply.

1. The student can complete a 15-hour program of 3000- or 4000-level courses for undergraduate credit beyond the bachelor's degree to demonstrate the ability to undertake graduate-level work. Specific courses are chosen in consultation with the graduate advisor of the intended major department and are approved by the graduate dean. A grade of A or B is required in each course. Courses taken at another institution will only be included in the 15 hours in exceptional cases with the approval of the intended major department and the graduate dean. Courses taken to qualify for admission cannot be used to fulfill graduate degree requirements.
2. Completion of the 15-hour leveling program does not imply admission to a degree program or eligibility for certification programs at UNT Dallas. It is the responsibility of the student to determine, in consultation with the program, if the 15-hour leveling program will help the student reach the goal of program admission. **To maximize the benefit to the student, this determination should be made prior to enrolling in the 15-hour program.**
3. The student must satisfy the standardized admission test requirement specified by the intended major department **prior** to being admitted to a graduate degree program and beginning graduate-level work.

## **Academic Fresh Start (Graduate Students)**

For students who were admitted to a Texas public university under the Academic Fresh Start law, earned a baccalaureate degree, and desire to apply for admission to a postgraduate or professional program, the graduate school will consider only the grade point average of the applicant that was completed after enrollment under this law, along with the other standard admissions criteria detailed in this catalog.

## **Graduate Degrees Offered at UNT Dallas**

Master of Business Administration  
Master of Education in Educational Administration  
Master of Education, Master of Science in Counseling  
Master of Science in Criminal Justice

Details on graduate degree requirements are listed in the academic section of this catalog.

## **International Admissions**

Applicants who do not hold either U.S. citizenship or U.S. permanent resident alien status should apply to the UNT International Admissions Office, which currently processes international student applications for both UNT and UNT Dallas campuses. For application procedures, international students should contact UNT-International (<http://www.international.unt.edu>).

## **Application Deadlines**

Undergraduate: Submit all documents at least six months before enrollment date.

Graduate: Submit all documents at least six months before enrollment date. Some departments have much earlier application deadlines. Check application deadlines with the Office of Graduate Admissions.

## **Two Types of Admission**

### **Direct UNT Dallas Admission**

Undergraduate: With proof of English language proficiency. (See “English Language Proficiency Measure” chart.)

Graduate: With proof of English language proficiency (See “English Language Proficiency Measure” chart.) and all other departmental requirements ([www.unt.edu/departmentscontactinfo.htm](http://www.unt.edu/departmentscontactinfo.htm)).

### **Conditional UNT Dallas Admission**

1. UNT Dallas Undergraduate and Intensive English Language Institute (IELI).
2. UNT Dallas Graduate and Intensive English Language Institute (IELI).
3. UNT Dallas Graduate and Graduate Preparation Course. Students must show English language proficiency to be admitted.

# Application Form

Download and print a paper copy of the UNT International Student Application for Admission at: [www.international.unt.edu/admissions/apply.html](http://www.international.unt.edu/admissions/apply.html) or apply online at: [www.applytexas.org](http://www.applytexas.org).

**Send all application forms and documents to:**

UNT International Admissions Office  
 University of North Texas  
 1155 Union Circle #311067  
 Information Science Building, Room 288  
 Denton, Texas 76203-5017 U.S.A.

E-mail: [international@unt.edu](mailto:international@unt.edu)  
 Telephone: 940-565-2442  
 Fax: 940-565-4822

## Application Fee

The non-refundable application fee must be received for the admission processing to begin.

Direct UNT Dallas Admission—Undergraduate and Graduate: \$75

Conditional UNT Dallas Admission—Undergraduate and Graduate: \$150.

## International Student Admission Requirements

All students who are not U.S. citizens or U.S. permanent residents are considered international students at UNT Dallas and must meet the following admission requirements, plus all additional departmental requirements.

Students must provide to UNT Dallas an International Student Statement of Finances showing the required financial resources before UNT Dallas can send the student an I-20 or DS2019 to use to apply for an F-1 or J-1 visa. Information is available at [www.international.unt.edu/admissions](http://www.international.unt.edu/admissions), or by contacting UNT-International.

<b>International Undergraduate Admission Requirements</b>			
<b>Classification</b>	<b>Prerequisites</b>	<b>Official Transcripts</b>	<b>Entrance and/or Language Proficiency Exams</b>
<b>Intensive English Language Institute</b>			
IELI student	Graduation from high school recognized by the home country ministry of education	Copy of diploma/ certificate	Placement test at IELI to determine current English language proficiency
<b>Freshman / First Year Students</b>			
Beginning freshman from international high school	Graduation from a high school recognized by the	Official transcripts in native language and English showing all courses and	Show English language proficiency. For a complete list of ways to demonstrate

	home country ministry of education	marks of final three years of secondary school, plus graduation date	proficiency see “English Language Proficiency Measure” chart or <a href="http://www.international.unt.edu/offices/admissions/how-to-apply/general/english">www.international.unt.edu/offices/admissions/how-to-apply/general/english</a>
Beginning freshman from U.S. high school	Minimum of three years and graduation from an accredited high school in the U.S.	Official transcripts, showing rank in class through at least junior year	U.S. graduate only: Send SAT or ACT scores
<b>Transfer students (Transfer credit may be audited, with an increase/decrease in transferred credit.)</b>			
Transfer freshman with fewer than 30 transferable college or university hours/credits	Graduation from an accredited high school; minimum college 2.5 GPA (4.0 system); must be eligible to return to last institution attended	Official transcripts (in native language and English) from high school and each college or university attended	Show English language proficiency (as above)
Transfer student with 30–44 transferable college or university hours/credits	Minimum 2.25 GPA (4.0 system); must be eligible to return to last institution attended	Official transcripts (in native language and English) from each college or university attended	Show English language proficiency (as above)
Transfer student with 45 or more transferable college or university hours/credits	Minimum 2.0 GPA (4.0 system); must be eligible to return to last institution attended	Official transcripts (in native language and English) from each college or university attended	Show English language proficiency (as above)
Former UNT Dallas student	If not in good academic standing when leaving UNT Dallas, must have earned a higher GPA in all schools subsequently attended; must be eligible to return to UNT Dallas	Official transcripts (in native language and English) from each college or university attended since leaving UNT Dallas; must be eligible to return to all institutions attended	Show English language proficiency (as above)
<b>Graduate Student</b>		Official transcripts (in native language and English) from each college/university attended	Show English language proficiency; GRE or GMAT requirements for most UNT Dallas graduate majors. Consult the department for detailed information on requirements

## English Language Proficiency Measure

<b>English Language Proficiency Measure</b>	<b>Score Required</b>
<b>English language study at UNT Dallas</b>	
Completion of the Intensive English Language Institute (IELI)	Graduation from Level 6
<b>English language proficiency tests</b>	
CAE (Certificate in Advanced English) www.cambridgeesol.org/exams	B or higher
CPE (Certificate of Proficiency in English) www.cambridgeesol.org/exams	C or higher
IELTS–Academic (International English Language) www.ielts.org	Overall band 6.5 or higher
TOEFL (Test of English as a Foreign Language) www.ets.org Score must be less than 2 years old unless the student has been continuously studying at a U.S. college/university.	213 computer 79 iBT 550 International paper
GCE, GCSE, IGCSE www.cie.org.uk	C or higher in English Language
WASC, KCSE, SSCE	B or higher in English Language
SAT Critical Reading and Writing	500 or higher on Reading and 9 or higher on Writing
MELAB–Official version (Michigan English Language Assessment Battery) www.lsa.umich.edu/eli/testing/melab	80 or higher
Advanced Placement language and composition exams	3.0 or higher on both sections
<b>Courses/degrees/diplomas</b>	
High school (3 years), Associate’s, Bachelor’s, Master’s or Doctoral Degree earned in the U.S. or other English speaking countries: Anguilla, Antigua/Barbuda, Australia, Bahamas, Barbados, Belize, Bermuda, British Guyana, Canada (except Quebec), Cayman Islands, Dominica, Falkland Islands, Fiji, Grenada, Guam, Guyana, Ireland, Jamaica/other West Indies, Liberia, Montserrat, New Zealand, South Africa, St. Helena, St. Kitts and Nevis, St. Lucia, St. Vincent, Trinidad and Tobago, Turks and Caico Isle, United Kingdom and Virgin Islands.	Graduation with a degree
IB (International Baccalaureate) www.ibo.org	Grade 5 or higher

English Composition I and II passed at a U.S. institution, which counts as transfer credit at UNT Dallas (not ESL courses)	B or higher
Articulation partnerships with international institutions	As pre-arranged

## Texas Success Initiative Requirement and Remediation for Non-native English Speakers

The Texas Success Initiative (TSI) is a state statute requiring all undergraduate students – including international students, permanent residents, and/or citizens – entering a Texas public institution of higher education to demonstrate readiness for college-level reading, writing and mathematics before enrolling in college-level course work. Students may demonstrate college readiness by achieving the statutory threshold(s) on the state-approved readiness assessments, unless they are exempt (see the Academics section of this catalog for exemption information).

Students must satisfy all TSI requirements before receiving a baccalaureate degree.

UNT Dallas accepts scores on the ACCUPLACER, ASSET, COMPASS or THEA tests for assessment purposes. These state-approved tests measure college-level readiness in reading, mathematics and writing. Minimum score thresholds required to demonstrate college readiness in each subject are as follows:

	Reading	Math	Writing
<b>ACCUPLACER</b>	78	63	80 objective/ 5 essay
<b>ASSET</b>	41	38	40 objective/ 5 essay
<b>COMPASS</b>	81	39	59 objective/ 5 essay
<b>THEA</b>	230*	230	220

*Students applying to a major in education need a THEA score of 240*

Students shall participate in a developmental program for each semester of enrollment for those subjects where readiness has not been demonstrated. Students may demonstrate readiness by either passing the highest level of indicated developmental course work or by scoring above statutory thresholds on one of the approved tests.

The following procedures apply to TSI-related developmental course work.

1. All developmental education students must meet with an Academic Readiness Advisor prior to registration.
2. Students must register for developmental course work each semester of enrollment until the developmental program is complete. Courses not successfully completed will be repeated.
3. Students must show readiness for college-level writing before registering for college-level courses in English.
4. Regular attendance is required in all developmental courses. Instructors will monitor course attendance, and advisors will follow up on absences.

## Adult Admissions Program

Freshman applicants who have been out of high school for at least five years and who have earned fewer than 30 semester hours at a college or university may be eligible for admission to UNT Dallas under the Adult Admission Program.

Individuals eligible for this program may be accepted without the required SAT or ACT test scores only if evidence provided to the admissions office staff suggests the potential of academic success for the individual.

Applicants under the Adult Admission Program must submit

- an application for admission, which can be completed online at [www.applytexas.org](http://www.applytexas.org);
- a non-refundable \$60 application fee;
- a copy of all high school transcripts;
- official transcripts of any previous college/university work (students who are transferring fewer than 30 hours from another college/university also must have a minimum 2.5 grade point average [4.0 grading system] and be eligible to return to any institution attended);
- a written personal statement concerning your academic preparedness for university-level study, your intended major and career goals, and any other information you feel is pertinent to the individual review of your application; and
- the Adult Admission Program Request Form.

A personal interview with the prospective student may also be required at the discretion of the reviewer (see “Admission by Individual Review for Freshmen or Transfer Students”). The purpose of the interview is to allow the committee to gain additional information relevant to the admission decision.

Students who are admitted under the provisions of the Adult Admission Program are subject to all other academic and programmatic requirements of the university.

Persons interested in the Adult Admission Program are encouraged to contact the Office of Admissions at 972-780-3600 for further information or to request adult admission consideration.

## **Admission or Re-Enrollment as Related to Personal Conduct and Admission Falsification**

It is the responsibility of the Director of Admissions to refer to the Division of Student Life and Success any application for admission or re-enrollment that indicates possible ineligibility of any applicant on grounds involving personal conduct or admission falsification. The potential of the applicant to benefit from university attendance, as well as the welfare and safety of the student body and of the university, will be carefully considered before permission to enroll will be granted.

## **Tuition, Expenses, and Financial Aid**

### **Tuition and Mandatory Fees**

**(Fees are Subject to Change)**

Tuition and fee rates are set by the UNT System Board of Regents in accordance with provision of Texas statutes. Tuition and fees are subject to change without notice by action of the Texas Legislature and/or the UNT System Board of Regents. A schedule of Tuition and Fees is contained in the Appendices. Please visit the Student Financial Services web site at: [www.unt.edu/unt-dallas/sfs](http://www.unt.edu/unt-dallas/sfs) for the most current tuition and fee rates.

## **Payment of Tuition and Fees**

Students are expected to pay tuition and fees at the time of registration, have an approved financial aid program arranged by the Student Financial Aid and Scholarships Office prior to registration, or pay by installments. A student who fails to make payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until full payment is made. A student who fails to make full payment prior to the end of the term/semester may be denied credit for the work done that term/semester. Any delinquent balances, including late fees, are subject to all collection efforts allowed by law.

State law does not permit the University to extend credit; bills must be paid when due. Check and credit card payments are accepted online at my.unt.edu. Checks paid in person must be made payable to the University of North Texas at Dallas for the exact amount to be paid.

Checks on which money must be advanced and postdated checks are not accepted.

Personal checks are accepted for tuition and other fees.

## **Payment Methods for Tuition and Fees**

Credit card payments (MasterCard, Visa, American Express and Discover) and check payments may be made through self-service at my.unt.edu. Tuition and fee payments also may be made by personal check, money order, cashier's check, or cash at Student Financial Services at UNT Dallas. Student Financial Services requires the student identification number to be recorded on all check and money order payments made in person.

Bills are not mailed for registration. Account balances and schedule information may be obtained through self-service at my.unt.edu.

## **Cash Payments**

Cash payments are accepted only at Student Financial Services at UNT Dallas. Please do not mail cash payments to UNT Dallas.

## **Option to Pay Tuition by Installment**

UNT Dallas provides for the payment of tuition and fees during the fall and spring terms/semesters through the following alternatives:

1. full payment of tuition and fees upon registration or by the payment deadline for early registration; or
2. selection of the installment plan. By selecting the installment plan, the student understands that it is a contractual agreement and agrees to make the installment payments by the due dates indicated.

Tuition and fees must be paid in full for each summer term upon registration or by the payment deadline for early registration. Tuition payment by installment is not offered during the summer.

The Texas Legislature has the authority to modify or eliminate installment payment of tuition at each regular or called legislative session.

## **Student Financial Obligation Agreement**

Students who select to pay tuition and fees by installment plan will be required to enter into a written agreement reflecting the terms and conditions of the plan.

## **Non-Refundable Fee for Tuition by Installment**

A \$15.00 non-refundable handling fee will be charged to the student's account each semester the installment plan is selected. Students who choose the installment plan option recognize they are in a contractual relationship and accept the terms of the installment plan contract. See the online Schedule of Classes at [www.unt.edu/unt-dallas/sfs/paymentinstallment.htm](http://www.unt.edu/unt-dallas/sfs/paymentinstallment.htm) for procedures and policies concerning installment payment of tuition.

## **Residency Regulations for Tuition Purposes**

Rules and regulations for determining residence status are specified under Title 3 Section 54.052 of the Texas Education Code and are available at the Texas Higher Education Coordinating Board, College For All Texans web site at [www.collegeforalltexans.com](http://www.collegeforalltexans.com). In general, students must domicile and physically reside in Texas for the 12-month period immediately preceding their initial registration in an educational institution in Texas. Other factors may be considered for residency determination for tuition.

Students who are not legal residents of Texas must pay nonresident tuition, including the statutory tuition charges and standard university fees approved by the Board of Regents. Admission requirements for nonresidents are the same as for resident students.

Certain residency exceptions do not affect actual residency status but do allow for a nonresident tuition exemption. Refer to "Tuition and Fee Waivers" in this policy for further information.

## **Student Responsibility for Residence Classification**

The student is responsible for registering under the proper residence classification. It is the student's responsibility to discuss any questions concerning residence with the proper authority in the Office of Admissions and/or the Office of the Registrar at or before registration.

Any student erroneously classified as a resident will be reclassified and required to pay all out-of-state tuition due. Attempts to evade nonresident fees may subject the student to the statute penalty and possible disciplinary action under the University's Student Rights, Responsibilities, and Conduct Policy (7.001).

Students who believe they have been erroneously classified have the opportunity for appeal. The appeal is to be made to the authority by whom the original classification was assigned, either in the Office of Admissions or Office of the Registrar.

## **Change of Status from Nonresident to Resident**

A student who is at any time classified as a nonresident retains nonresident status until reclassification as a resident is applied for and officially approved by the Registrar.

## **Change of Status from Resident to Nonresident**

Students who are classified as residents but become nonresidents by virtue of any change of domicile must notify the Registrar of such change immediately. Students who believe they have been erroneously classified have the opportunity

for appeal. The appeal is to be made to the authority by whom the original classification was assigned, either in the Office of Admissions or Office of the Registrar.

## Undergraduate Semester Credit Hour Limit

### Tuition for Repeated or Excessive Undergraduate Hours

*(Fees are Subject to Change)*

In accordance with Texas Education Code 54.014, all resident students enrolling for the first time at a state institution of higher education in Texas will be subject to paying non-resident tuition rates for excessive undergraduate credit hours. Undergraduate students who attempt 30 or more semester credit hours beyond the minimum number of hours required for completion of their degree program will be charged additional tuition amounts. For students with undeclared majors, their degree plan is normally 120 hours.

Undergraduate students who enrolled initially in the 1999 fall semesters or subsequent semesters will be charged additional tuition charges when the number of hours required for completion of the degree plan in which they are enrolled exceeds more than 45 hours. Hours attempted by students who initially enrolled as undergraduates prior to the 1999 fall semester are exempt.

Undergraduate students who enroll initially in the 2006 fall semester of subsequent semesters will be charged additional tuition charges when the number of hours required for completion of the degree plan in which they are enrolled exceeds 30 hours.

The following credit hours count toward the excessive hour calculation:

- Hours earned in courses in which a grade is earned on the transcript;
- Courses dropped with a grade of “W,” or “WF.”

The following credit hours **do not** count toward the limit:

- Credit hours earned after a baccalaureate degree;
- Credit hours earned through examination, (AP or CLEP);
- Credit from remedial and development courses;
- Credit hours taken at a private institution or an out-of-state institution.

Please refer to [essc.unt.edu/registrar/Excesshours.htm](http://essc.unt.edu/registrar/Excesshours.htm) for specific information.

### Repeated Undergraduate Hours

Undergraduate students who enroll in certain courses more than twice will be charged additional tuition amounts. Please refer to [essc.unt.edu/registrar/Repeated\\_Courses.htm](http://essc.unt.edu/registrar/Repeated_Courses.htm) for specific information.

Students are encouraged to seek academic advisement throughout their college career, to minimize the number of excessive undergraduate hours and avoid the higher tuition rates. Students with excessive hours are encouraged to contact their academic advisor to review their degree plan and ensure that it is complete, accurate, and to verify the hours required for completion.

### Graduate Tuition Rates

*(Fees are Subject to Change)*

The UNT System Board of Regents has been granted the authority, within established guidelines, to set graduate tuition rates by program. Graduate tuition for all graduate-level courses (5000- and 6000-level courses) at UNT Dallas is \$50 per hour above the undergraduate rate.

## **Explanation of Fees**

*(Fees are subject to change. Visit the Student Financial Services web site: [www.unt.edu/unt-dallas/costtoattend.htm](http://www.unt.edu/unt-dallas/costtoattend.htm) for current fees).*

## **Student Services Fees**

A student services fee of \$10 per hour, except that to encourage timely graduation this fee will be charged at the rate of 15 credit hours when a student enrolls in 12 or more credit hours, capped at \$150 per long semester.

## **Admission Application Fee**

All applicants new to UNT Dallas must pay a \$60 (U.S. residents and permanent resident aliens) or \$75 (all others, i.e., international students) non-refundable admission application fee. The fee must be paid in U.S. dollars.

## **Credit by Exam Fee**

UNT Dallas awards undergraduate college credit on the basis of local and national examinations, subject to general limitations. Examinations are offered by several UNT Dallas departments. A \$53.00 fee is collected from those students who take credit by examination at UNT Dallas.

## **Tuition and Fee Policies**

Students must purchase their own textbooks and supplies.

Fees charged for late registration, duplication of records, graduation and regalia, late filing for graduation and miscellaneous items are noted at [www.unt.edu/tuition](http://www.unt.edu/tuition).

## **Full-Time Tuition Rate Information**

At UNT Dallas, full-time undergraduate students pay the same amount for university tuition and fees in a fall or spring semester regardless of how many hours they take. Students are considered full-time once they register for 12 hours or more. More information is available at [www.unt.edu/unt-dallas/costtoattend.htm](http://www.unt.edu/unt-dallas/costtoattend.htm).

## **Tuition and Fee Waivers and Exemptions**

Several exemptions and waivers are available to qualifying students. Brief descriptions of these are listed below. Waiver refunds must be requested during the term/semester application is made. Such requests must be made prior to

the 12th class day in long terms/semesters, the 4th class day in the summer sessions (except 3W1), 2nd class day in 3W1. Requests for retroactive refunds are not honored. Information regarding waivers and exemptions is available at Student Financial Services or at [www.unt.edu/tuition](http://www.unt.edu/tuition). Posted waivers are subject to post audit and correction.

## Exemptions

1. Certain Texas veterans and dependents of deceased Texas veterans of the Armed Forces of the United States are exempted from payment of tuition. State application and other documents required. This exemption pays all tuition and fees except for the Student Service Fee and Property Deposit. The student must pay the Student Service Fee each term/semester.
2. Certain orphans of members of the Armed Forces, Texas National Guard and Texas Air National Guard are exempted from payment of tuition. Documentation required. This exemption pays all tuition and fees.
3. Certain students from other nations of the American hemisphere are exempted from payment of tuition. This waiver waives out-of-state tuition. The student pays in-state tuition rates.
4. Deaf or blind Texas residents are exempted from payment of tuition. Official letter required. This exemption pays all tuition and fees.
5. Certain disabled peace officers are exempted from payment of tuition and fees. Official letter required. This exemption pays all tuition and fees.
6. Children of disabled or deceased firemen, peace officers, employees of the Texas Department of Corrections and game wardens are exempted from the payment of tuition. Official letter required. This exemption pays all tuition and fees.
7. Children of U.S. prisoners of war or persons missing in action are granted exemption of tuition. Documentation required. This exemption pays all tuition and fees.
8. Certain university fees are waived for students enrolled only in courses designated as off-campus or internships. Students enrolled in all classes that are held off-campus automatically receive the off-campus waiver that waives the Student Union Fee, Medical Service Fee, Transportation Fee, Student Recreational Center Fee and Property Deposit.
9. Highest ranking graduates (valedictorians) of accredited Texas high schools are exempted from payment of tuition for the first two long semesters after graduation from high school. Student must pay mandatory fees and course fees. Official letter and UNT Dallas application required. This exempts the student from paying tuition.
10. Certain Texas residents who are or have been in foster care or other residential care are exempted from the payment of tuition and mandatory fees. Copy of official letter required. This exemption pays all tuition and fees.
11. Certain Texas residents who have received financial assistance under Ch. 31 of the Human Resources Code (AFDC) qualify for a resident tuition and fee waiver for one year. Official letter and UNT Dallas application required. This exemption pays all tuition and fees.
12. Certain Early High School Graduates from Texas are exempt from the payment of tuition. Student must pay mandatory fees and course fees. Official letter and UNT Dallas application required. The application can be found at [www.unt.edu/unt-dallas/sfs/acct\\_payment.htm](http://www.unt.edu/unt-dallas/sfs/acct_payment.htm). This exempts the student from paying tuition up to a designated dollar amount during their first semesters of enrollment.
13. Students 65 years of age or older are exempt from paying tuition and graduate tuition up to 6 credit hours each semester. Students must pay mandatory fees and course fees. UNT Dallas application and copy of driver's license required. This exempts the student from paying tuition up to 6 hours each semester.
14. Certain educational aides who are employed in the State of Texas may be exempted from payment of tuition and fees. This exemption pays all tuition and mandatory fees. The student must pay the course fees.
15. Certain Texas residents who have been adopted and were formerly in foster or other residential care are exempted from the payment of tuition and mandatory fees. Copy of official letter required. This exemption pays all tuition and fees.
16. Certain paid firefighters employed in the State of Texas may be exempted from payment of tuition and fees for designated degree programs.

17. Certain clinical preceptors and their children are exempted from payment of up to \$500 in tuition per semester. Completed application and current documentation required. This exemption pays up to \$500 in tuition each semester for a total of ten semesters.
18. Certain children/stepchildren of the U.S. Armed Forces deployed to active duty in a combat zone outside of the United States may qualify for exemption of tuition only. Deployment documentation must be provided to Student Financial Services.

## Waivers

1. Resident rather than non-resident tuition is applied to out-of-state students enrolled through the Academic Common Market Program. This waiver waives out-of-state tuition. The student pays in-state tuition rates.
2. Resident rather than non-resident tuition is applied to U.S. military personnel, their spouses and dependents if they meet designated criteria. (Certificate must be approved by the Registrar prior to registration.) Form submitted by the Registrar's office. This waiver waives out-of-state tuition. The student pays in-state tuition rates.
3. Resident rather than non-resident tuition is applied to teachers and professors of Texas state institutions of higher education, their spouses and children. Requires official application approved by hiring department. This waiver waives out-of-state tuition. The student pays in-state tuition rates.
4. Resident rather than non-resident tuition is applied to a teaching or research assistant provided the student is employed at least one-half time by UNT Dallas in a position that relates to the degree sought. Requires official application approved by hiring department. This waiver waives out-of-state tuition. The student pays in-state tuition rates.
5. Resident rather than non-resident tuition is applied to a non-resident holding a UNT Dallas competitive scholarship of at least \$1,000.00 for the academic year or summer for which the student is enrolled. Requires official approval from the department awarding the scholarship. This waiver waives out-of-state tuition. The student pays in-state tuition rates.
6. Resident rather than non-resident tuition is applied to individuals and dependents relocating to Texas as part of the program of state economic development and diversification. A list of companies participating in the Economic Diversification Program can be found at [www.collegeforalltexas.com/apps/financialaid/EcoDevDiv.cfm](http://www.collegeforalltexas.com/apps/financialaid/EcoDevDiv.cfm). This waiver waives out-of-state tuition. The student pays in-state tuition rates.

## Tuition and Fee Refunds

A student who drops a course or withdraws from the university within certain time periods may be entitled to a partial refund of tuition and fees. These refunds are calculated according to the category and time schedule listed below. Refund periods and rates are subject to change by the state legislature. Delinquent payment fees, late registration charges, publication fees and installment handling fees are non-refundable. Any financial obligation to UNT Dallas must be resolved before any refunds will be made.

### Class Drop Refunds

Refunds are made for any course dropped through the 12th class day for the long semester. Corresponding dates are set for summer terms/sessions. See the Academic Calendar at [www.unt.edu/unt-dallas/academics/calendar.htm](http://www.unt.edu/unt-dallas/academics/calendar.htm) for specific dates. The semester's first class day is always the first official university day of classes and not the first day of an individual's class. Refunds for dropped classes are processed after the mid-semester. **Note:** If all classes for the semester are dropped, see "Schedule of Withdrawal Refunds" in this section.

Students applying for financial aid are required to notify Student Financial Aid and Scholarships before dropping any class to learn how it will affect current or future financial aid eligibility. Contact Financial Aid at [dallas.financialai@unt.edu](mailto:dallas.financialai@unt.edu).

## **Withdrawal From the University**

Withdrawal refunds are determined by the number of enrolled semester credit hours at the time of withdrawal. Withdrawal percentages are applied to the total amount of tuition and fees as prescribed by state law, not the amount paid. The withdrawal schedule and percentages of refund shown below pertain to total withdrawal from the term/semester and are mandated by the state legislature. The term/semester's first class day is always the first official university day of classes and not the first day the individual attends class. A withdrawal refund is based on the day of withdrawal, regardless of the date the class first meets.

Additional information may be found at [www.unt.edu/unt-dallas/paymentrefunds.htm](http://www.unt.edu/unt-dallas/paymentrefunds.htm) or by contacting Student Financial Services.

The withdrawal schedule and percentage of a pro-rata refund pertain to total withdrawal from the term/semester and are mandated by federal law. Please contact Student Financial Aid and Scholarships regarding pro-rata refund schedules and percentages.

## **Schedule of Withdrawal Refunds, 2010-2011 Withdrawal Dates Percent of Refund (less non-refundable fees\*)**

[www.unt.edu/unt-dallas/paymentrefunds.htm](http://www.unt.edu/unt-dallas/paymentrefunds.htm)\*Note: Some fees are non-refundable.

Delinquent payment fees, late registration charges, publication fees and installment handling fee are non-refundable.

## **Students Called to Active Duty**

Texas Education Code 54.006 (f) indicates, "Beginning with the summer semester of 1990, if a student withdraws from an institution of higher education because the student is called to active military service, the institution, at the student's option, shall: (1) refund the tuition and fees paid by the student for the semester in which the student withdraws; (2) grant a student, who is eligible under the institution's guidelines, an incomplete grade in all courses by designating 'withdrawn-military' on the student's transcript; or (3) as determined by the instructor, assign an appropriate final grade or credit to a student who has satisfactorily completed a substantial amount of course work and who has demonstrated sufficient mastery of the course material."

In order to be eligible for options under this law, a UNT Dallas student must produce a copy of his or her orders. Withdrawal may or may not require that the student talk with each instructor depending on timing in the semester; however, the latter two options do require that the student talk with his or her instructors and come to a decision as to which solution is best for each class given timing and circumstances. A student called to active duty may consider the following options:

1. Withdrawal with a full refund of appropriate tuition/fees;
2. Incomplete grades with the one-year I (Incomplete) removal time limit starting with the end of active duty; and/or
3. A final grade if the course is essentially over and the course material has been sufficiently mastered (determined by the instructor).

# Tuition Rebates for Certain Undergraduates

Section 54.0065 of the Texas Education Code provides up to a \$1,000 tuition rebate to resident undergraduate students. To be eligible for a rebate under this program, a student must:

1. Have enrolled for the first time in an institution of higher education in the Fall 1997 semester or later;
2. Request a rebate for course work related to a first baccalaureate degree received from a general academic teaching institution;
3. Have been a resident of Texas and have been entitled to pay resident tuition at all times while pursuing the degree;
4. If enrolled for the first time in Fall 2005 or later, graduate within four calendar years for a four-year degree or within five calendar years for a five-year degree if the degree is in a program determined by the Texas Higher Education Coordinating Board to require more than four years to complete; and
5. Have attempted no more than 3 hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which the student will graduate.

Hours attempted include transfer credits, course credit earned exclusively by examination (except that, for the purpose of this program, only the number of semester credit hours earned exclusively by examination in excess of 9 semester credit hours is treated as hours attempted), courses dropped after the official census date, for-credit developmental courses, optional internship and cooperative education courses and repeated courses. Courses dropped for reasons that are determined by the institution to be totally beyond the control of the student shall not be counted.

For students concurrently earning a baccalaureate degree and a Texas teaching certificate, required teacher education courses shall not be counted to the extent that they are over and above the free electives allowed in the baccalaureate degree program.

Any student with more than 3 hours of F, W, WF, NP or I is ineligible to receive the \$1,000 tuition rebate.

Effective for students who enroll for the first time in Fall 2005 or later, an otherwise eligible student may be eligible for a tuition rebate without satisfying the requirements of item 4 above if the student is awarded a baccalaureate degree and the institution determines that the student's failure to comply was caused by a demonstrated hardship condition.

For additional information concerning tuition rebates, contact the Office of the Registrar or your academic advisor.

## Correction of Errors

Students are responsible for any additional amounts due UNT Dallas resulting from auditing and correction of records after registration fees have been paid including all registration assessment errors, change from off-campus to on-campus classes, invalid employment waivers, etc.

## Payments by Third Party

Checks issued by a third party in payment of a student's tuition, fees or other charges made by UNT Dallas should be made payable to UNT Dallas. The student's name and/or student ID number should be included on the payment.

## Returned Checks

A returned check is defined as any check, similar sight order or electronic bank draft returned to the university unpaid due to no fault of the bank or the university.

Upon receipt of a returned check, notification is mailed to the issuing party or the individual in whose behalf the check was issued. The address on the check and/or the address in the official university records is used. The check is payable on or before 10 working days from the date of the notice. Only cash, cashier's check or money order is accepted for payment of the returned check and service charge (\$25 per check).

A student may be withdrawn immediately from the university if payment is not made within the stated time period. DO NOT, however, stop attending classes unless you receive official notification of your withdrawal. Notification of withdrawal is made to the address on the check and/or the address in the official university records.

Check-issuing privileges are suspended while any returned check and/or service charge are outstanding.

If the university receives three or more returned checks during an academic year, the check-issuing privileges of the individual are revoked.

If all attempts to collect a returned check have failed, civil or criminal legal action may be taken in accordance with Texas state law (Sections 31.06 and 32.41 of the Texas Penal Code).

## **Stop-Payment on Tuition Checks**

A student who has not already done so will be withdrawn from UNT Dallas on the date the returned stop-payment check is received by UNT Dallas. A returned check service charge (\$25 per check) will be assessed. Tuition refund charges are based on normal refund policy.

If a student wishes to be withdrawn, the Office of the Registrar should always be contacted as soon as possible.

## **Purchase of Textbooks**

A student of UNT Dallas is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an on-line retailer (Texas Education Code 51.9705).

## **Financial Aid**

UNT Dallas provides several methods of assisting students in financing their education. Financial assistance (financial aid) awarded through UNT Dallas may include a combination of federal grants, scholarships, state aid programs, loans, and/or part-time work-study opportunities for those who qualify. The different types of financial aid available to UNT Dallas students are explained later in this section.

Applications and complete descriptions of all programs, requirements and qualifications are available at Student Services Desk, UNT Dallas You may also call 972-780-3662.

## **Application Period and Deadlines**

The application period begins January 1 of each year for the following academic year (fall, spring, summer). The Free Application for Federal Student Aid (FAFSA) or Renewal Application is available each January for the upcoming academic year and should be completed as early as possible. Students are encouraged to apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students whose application files are completed by the priority dates are ensured first consideration for awards. Application data is received electronically from the Central Processing System (Federal Student Aid

Programs) through which applications are processed. It includes the data from the FAFSA or Renewal Application. The application data must reach our office before a file can be processed.

## UNT Dallas' Priority Dates

- Fall/spring term/semester: March 31
- Spring term/semester only: August 15
- Summer term: February 15

A separate UNT Dallas summer application must be completed for summer financial aid. This application is available online ([my.unt.edu](http://my.unt.edu)) in February for the following summer term. The FAFSA for the year preceding the summer is also required.

## General Eligibility Requirements

Before any assistance is granted (Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Work-Study, Federal Perkins Loan or loans from the Federal Stafford Loan Program), general eligibility and program requirements must be met. To be eligible for financial aid you must:

1. establish eligibility by completing and filing the Free Application for Federal Student Aid (FAFSA) or Renewal Application;
2. not be in default on any Title IV loan (Federal Perkins or Federal Stafford), or owe a refund or repayment on educational funds received at any institution;
3. be a U.S. citizen or eligible noncitizen;
4. be registered with the Selective Service if you are a male at least 18 years old born after December 31, 1959 (most males between the ages of 18 and 25, including permanent residents and other eligible noncitizens, are required to register with Selective Service);
5. enroll in and maintain at least a half-time class load for most programs;
6. use all funds received through financial aid for educational purposes;
7. be accepted for admission by the university and enrolled in a degree program;
8. be making satisfactory academic progress;
9. have a valid Social Security Number; and
10. have a high school diploma or a GED (general equivalency diploma).

*Note: Transient students and summer visiting students are not eligible for financial aid.*

## Special Conditions for Financial Aid Applicants

1. Students who withdraw from all classes must first go to the UNT Dallas Office of the Registrar, and then proceed to Student Financial Aid and Scholarships for official clearance before leaving the University.
2. Refunds and Repayments. If you officially withdraw, cease attendance, or are administratively withdrawn from UNT Dallas, any refund of tuition and fees and other university charges will be assessed for return to programs from which you (or your parents if they received a Federal Parent Loan) were originally paid. An additional "repayment" calculation will be performed to determine if you must repay a portion of the assistance paid directly to you for living expenses.

Student Financial Aid and Scholarships personnel will apply the federally mandated formula for the return of financial aid funds. Funds will be returned to the programs from which the money was paid to you in the following order:

- Federal Stafford Loan Program
- Federal Perkins Loan Program

- Federal Parent Loan Program (PLUS)
- Federal Pell Grant Program
- Federal Supplemental Educational Opportunity Grant Program
- Other Title IV Programs
- Other Federal, State, Private or Institutional Student Aid

In addition, it is possible you will owe a repayment of unearned financial aid funds if you cease enrollment prior to the 60 percent completion point of any enrollment period for which you received financial aid funds. The completion point is based on the total number of class days in an enrollment period.

3. Official transcripts are not issued to any student who has an unpaid account or owes a defaulted federal student loan received from any university.
4. Federal and state regulations require that each student must maintain satisfactory academic progress (SAP) to be eligible for financial aid programs. Minimum standards must be achieved by the end of any given enrollment period at UNT Dallas. Satisfactory academic progress (SAP) is defined in both quantitative and qualitative measures. The quantitative measure requires an undergraduate to:
  - a. complete all course degree requirements within a maximum of 180 semester credit hours of enrollment; and
  - b. complete a minimum number of hours by the end of each academic year based on each student's registered hours.

Using the following chart to determine the number of hours that must be completed, the student should locate the total number of registered hours. The student must then complete, pass and earn credit in the number of hours listed below.

<b>Hours Required</b>	
<b>Number of current registered hours</b>	<b>Minimum number of current earned hours and pass/no pass hours</b>
1	1
2	2
3-5	3
6-11	6
12-15	9
16-19	12
20-23	14
24+	18

<b>Classification</b>		
<b>Status</b>	<b>Undergraduate Fall/Spring</b>	<b>Undergraduate Summer</b>
Full-time	(12 or more hours)	12 or more hours
3/4-time	(9–11 hours)	9–11 hours

1/2-time	(6–8 hours)	6–8 hours
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All academic requirements are effective whether or not financial aid has ever been applied for or received. For students not meeting satisfactory academic progress (SAP) at the end of an enrollment period, the academic progress will be reevaluated at the end of the next term/semester attended at UNT Dallas to determine student eligibility for financial aid.

The qualitative measure requires an undergraduate to maintain the minimum cumulative UNT Dallas grade point average of 2.0.

Students in an academic program under the undergraduate career (major or concentration) are required to enroll in at least 6 undergraduate hours per term to be considered for financial aid.

Financial aid recipients must notify Student Financial Aid and Scholarships before dropping courses or withdrawing from the university. Current award year or future aid eligibility may be affected. Enrollment hours for loan deferment and financial aid eligibility may differ from those published in this catalog. Also see “Enrollment Certification” in the Enrollment section of this catalog.

If students receive all failing grades (any combination of F’s, WF’s and NP’s), attendance in all classes will be reviewed. If attendance cannot be confirmed via official UNT Dallas Registrar records, Student Financial Aid and Scholarships personnel will apply the federally mandated calculation for the return of financial aid funds. Unearned Title IV funds (aid) will be returned to the programs from which the money was paid to the student (or the student’s parent) and it possible that the student will owe a repayment to the university.

Additional and specific financial aid and scholarship information is available at [www.unt.edu/unt-dallas/finaid](http://www.unt.edu/unt-dallas/finaid).

## Return to Title IV

If you officially withdraw, cease attendance, or are administratively withdrawn from UNT Dallas, federal regulations require the institution to calculate the amount of Federal Title IV funds (aid) earned during the term from which you withdrew. Factors considered in the calculation include: date of withdrawal, the total amount of Title IV aid eligibility, tuition and fee charges, room and board charges (if applicable), and class attendance.

Student Financial Aid and Scholarships personnel will apply the federally mandated calculation for the return of financial aid funds. Unearned Federal Title IV funds (aid) will be returned to the programs from which the money was paid to you (or your parent) in the following order:

1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Unsubsidized Direct Stafford Loans
4. Subsidized Direct Stafford Loans
5. Federal Perkins Loans
6. Federal Parent (PLUS) Loans
7. Direct Parent (PLUS) Loans
8. Federal Pell Grants
9. Academic Competitiveness Grants
10. National SMART Grants
11. TEACH Grants
12. Federal Supplemental Educational Opportunity Grant Program
13. Other Title IV Programs
14. Other Federal, State, Private or Institutional Student Aid

It is possible you will owe a repayment of unearned financial aid funds to the University if you cease enrollment prior to the sixty percent (60%) completion point of any enrollment period for which you received financial aid funds. The completion point is based on the total number of class days in an enrollment period.

If you receive all failing grades (any combination F's, WF's and NP's), attendance in all classes will be reviewed. If attendance cannot be confirmed via official UNT Dallas Registrar records, Student Financial Aid and Scholarships personnel will apply the federally mandated calculation for the return of financial aid funds. Unearned Federal Title IV funds (aid) will be returned to the programs from which the money was paid to you (or your parent) and it is possible that you will owe a repayment to the university.

Withdrawing from classes or failing to complete and pass registered hours may affect your future eligibility for financial aid. You must meet Satisfactory Academic Progress requirements to maintain eligibility for financial aid as defined by Student Financial Aid and Scholarships.

## **Scholarships**

The University offers a variety of competitive academic scholarships to entering freshmen, transfer students and continuing students. Information in this catalog is correct at the time of printing, but is subject to change without prior notification. Visit the UNT Dallas Student Financial Aid and Scholarships web site for additional scholarship details at [www.unt.edu/unt-dallas/employment.htm](http://www.unt.edu/unt-dallas/employment.htm).

## **Board of Regents Scholarships**

Board of Regents scholarships are awarded to entering freshmen who rank in the top 10 percent of their high school graduating class and who score at least a 1200 on the SAT or 27 on the ACT (writing test portion excluded). No application is necessary. All eligible students are identified by their UNT Dallas admissions data. Priority consideration will be given to the earliest applications due to limited funding. These awards are renewable for three years or until the student completes his or her undergraduate degree, based on continued academic performance. Award amounts range from \$1,000 per year to \$5,000 per year.

## **Phi Theta Kappa**

Students transferring from a Texas community college or an accredited Texas university with membership in Phi Theta Kappa may be eligible for a limited number of transfer scholarships awarded on a first-come, first-serve basis. No application is necessary. All eligible students are identified by their UNT Dallas admissions data. These awards are renewable for one year, based on continued academic performance. Award amounts range from \$1,000 per year to \$4,000 per year.

## **General Academic Scholarship**

Entering students may also apply for a number of scholarships annually using the General Academic Scholarship Application. Continuing and transfer students with at least a cumulative GPA of 3.0 at the end of the Fall term are also eligible to apply for the next academic year's application. All applicants must have an assigned UNT Dallas ID number to submit an application. Annual submission deadline is March 1. The application can be found at [www.unt.edu/unt-dallas/finaid/scholarships/genscholar.htm](http://www.unt.edu/unt-dallas/finaid/scholarships/genscholar.htm).

Non-Texas residents who are awarded a competitive scholarship by a University of North Texas scholarship committee, officially recognized by the administration and approved by the Texas Higher Education Coordinating Board under criteria developed by the board, of at least \$1,000 for the academic year or summer for which they are enrolled, are eligible to pay Texas-resident fees and charges. Scholarships not awarded by UNT Dallas through its competitive scholarship process are not eligible to pay Texas-resident fees and charges.

Private organizations, such as parents' employers, fraternal organizations, and business and professional groups, can often provide other sources of financial assistance. For information about additional UNT Dallas Scholarship programs, please go to [www.unt.edu/unt-dallas/finaid/scholarships](http://www.unt.edu/unt-dallas/finaid/scholarships).

## **Jaguar Cornerstone Scholars Program**

The Jaguar Cornerstone Scholars Program provides access to higher education for academically talented students with high financial need, and connects them to campus resources while engaging them in activities that facilitate their intellectual engagement, academic success and, ultimately, the timely completion of their bachelor's degrees.

The Jaguar Cornerstone Scholars Program enables all Jaguar Cornerstone Scholars to have the average cost of tuition and fees for 15 semester credit hours paid for through a combination of federal, state and institutional aid for a period of up to eight consecutive long semesters. The Jaguar Cornerstone Scholars Program sets high expectations for all Jaguar Cornerstone Scholars requiring that all students complete 30 hours and maintain a 2.5 cumulative UNT Dallas GPA, all while being supported by various academic readiness programs on campus

To be eligible for the Jaguar Cornerstone Scholars Program, a student must be a Texas resident and an incoming freshman with Pell Grant eligibility. For additional information, please visit Student Financial Aid and Scholarships at [www.unt.edu/unt-dallas/finaid/scholarships/freshman/index.htm](http://www.unt.edu/unt-dallas/finaid/scholarships/freshman/index.htm).

## **Texas Instruments Math Scholars Program**

The Texas Instruments Math Scholars Program provides scholarship to students who pursue a Bachelor of Arts in Mathematics with teacher certification at UNT Dallas. Students who participate in the program will be known as TI Math Scholars.

Applicants must possess the following characteristics:

- Meet the minimum entrance and continuing education performance standards of the university;
- Maintain full-time enrollment;
- Be enrolled as a full-time junior for FY2008, a full-time senior for FY2009 or an incoming freshman for FY2010.

The scholarship will continue to be awarded to a TI Math Scholar on a semester-by-semester basis, and in successive years as long as the student continues in good standing in the TI Math Scholars Program.

For more information, call the Office of Admissions at 972-780-3600 or visit the UNT Dallas Financial Aid and Scholarships page at: <http://www.unt.edu/unt-dallas/tischolar.htm>.

## **Grant Programs**

### **Federal Pell Grant**

Actual eligibility levels are determined by federal standards through the Central Processing System (Federal Student Aid Programs). To receive funds after eligibility is determined, a student must maintain satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships and be classified as an undergraduate. Pell grant awards are based on the student's actual enrollment.

# **Federal Academic Competitiveness Grant / National SMART Grant**

Eligibility levels are determined by federal standards through the Central Processing System (Federal Student Aid Programs). A student must be classified as an undergraduate and must be Pell Grant eligible. To receive funds after eligibility is determined, a student must maintain satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships.

## **Federal Supplemental Educational Opportunity Grant**

Funds are awarded based upon the availability of monies, expected family contribution, established financial need, and maintaining satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships.

## **Texas Public Education Grant**

Funds are awarded based upon availability of monies, established financial need, at least half-time enrollment, and maintaining satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships.

## **Leveraging Educational Assistance Partnership (LEAP)**

This is a federal grant program for Texas residents. Eligibility is based upon at least half-time enrollment, availability of funds, established financial need, and maintaining satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships.

## **Texas Grant Program**

This is a state grant program for undergraduate Texas residents. Eligibility is based on at least three-quarter time enrollment; established financial need; graduation from a public or accredited private high school in Texas; completion of the recommended, advanced, or distinguished high school curriculum; no felony conviction or crime involving a controlled substance; and the availability of funds. The student must enroll in an eligible institution within 16 months of high school graduation, or within 12 months of receiving an associate's degree (associate's degree must have been conferred after May 1, 2001).

## **Benefits for Veterans**

Students who have served on active duty may be eligible for educational benefits from the federal Department of Veterans Affairs (VA).

The Department of Veterans Affairs also provides educational assistance to children and spouses of:

- a veteran who died, or is permanently and totally disabled, as a result of a service-connected disability. The disability must arise out of active service in the Armed Services;
- a veteran who died from any cause while such service-connected disability was in existence;
- a service member missing in action or captured in the line of duty by hostile force; or
- a service member forcibly detained or interned in the line of duty by a foreign government or power.

Forms and information concerning certification for VA benefit purposes are available in the Student Financial Aid and Scholarship Office. Veterans with specific questions concerning the administration of benefits should contact the Regional VA Office at 1-888-442-4551.

## **Hazelwood Act for Texas Veterans**

Application forms and information on tuition waivers for qualified veterans are available online at [www.collegefortexans.com](http://www.collegefortexans.com) or at Student Financial Services.

## **Employment**

### **Federal Work-Study Program**

Eligibility for the Federal Work-Study Program is determined by established financial need and availability of monies to make awards, at least half-time enrollment and maintaining satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships. Students awarded the Federal Work-Study Program are eligible to earn the financial aid amount awarded through a work-study job. Students may begin the job search process by visiting the Career Center web site at [jagjobs.unt.edu](http://jagjobs.unt.edu). Most positions require 15–20 hours of work per week. Students apply directly to the department with the open position listed on the web site. The employing department will select students for interviews based on availability of funds, student work skills, educational background and interest. Eligibility must be determined each term/semester to continue in the Federal Work-Study Program.

### **Career Services**

Career Services provides a variety of employment opportunities- full-time and part-time and internships off campus to currently enrolled students and alumni. For information, call 972-338-1JOB or e-mail [jaguarjobs@unt.edu](mailto:jaguarjobs@unt.edu). Information regarding on- and off-campus jobs can be accessed on the web site ([jagjobs.unt.edu](http://jagjobs.unt.edu)).

## **Loan Programs**

### **Federal Perkins Student Loan**

The Federal Perkins Student Loan is federally funded. Awards are based upon available funds, established financial need, at least half-time enrollment, and maintaining satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships. Annual and aggregate limits are imposed based upon classification status.

Repayment begins nine months after termination of at least half-time enrollment, and general repayment criteria vary depending upon the time the funds are borrowed from the program.

### **Family Federal Educational Loan Program (FFELP)**

All family federal educational loans (subsidized, unsubsidized, Parent Loan for Undergraduate Students [PLUS]) are awarded based upon established financial need, at least half-time enrollment and maintaining satisfactory academic progress (SAP) standards as defined by Student Financial Aid and Scholarships. The Free Application for Federal

Student Aid (FAFSA) must be submitted before an award will be determined. Maximum and aggregate limits are imposed based upon classification status. Repayment criteria vary depending upon the time the funds are borrowed.

## Table of Tuition and Mandatory Fees

*(Fees are Subject to Change)*

The amounts shown below are provided to better assist students and parents in assessing the cost of enrolling at UNT Dallas. While this information is intended to be comprehensive, tuition and fees are subject to increase or decrease without notice by action of the Texas Legislature and/or the UNT System Board of Regents. Students are responsible for any additional amounts due UNT Dallas resulting from post audits and corrections, including all fees and waivers, i.e., registration assessing errors, changing from off-campus to on-campus classes, invalid employment waivers, etc. For current information on tuition and fees, visit the Student Financial Services web site ([www.unt.edu/unt-dallas/sfs](http://www.unt.edu/unt-dallas/sfs)). Student Financial Services is open from 9:00 a.m. to 5:30 p.m. Monday through Friday.

Students are responsible for payment of the following charges.

Graduate tuition for all graduate courses (5000D courses) at UNT Dallas is \$50 per hour above the undergraduate rate.

Please visit the Student Financial Services web site ([www.unt.edu/unt-dallas/costtoattend.htm](http://www.unt.edu/unt-dallas/costtoattend.htm)) for the most current tuition and fee rates.

## Estimated Tuition and Fees - Texas Resident\*      Fall 2010 and Spring 2011

Tuition columns include state mandated tuition and board designated tuition. Graduate student tuition column includes additional \$50 per hour graduate tuition. Fall 2010 and Spring 2011 - Texas Resident			
Hours	Undergraduate Total**	Undergraduate Tuition***	Undergraduate Student Service Fees****
1.0	\$215.00	\$205.00	\$10.00
1.5	\$322.50	\$307.50	\$15.00
2.0	\$430.00	\$410.00	\$20.00
2.5	\$537.50	\$512.00	\$25.00
3.0	\$645.00	\$615.00	\$30.00
3.5	\$752.50	\$717.50	\$35.00
4.0	\$860.00	\$820.00	\$40.00
4.5	\$967.50	\$922.50	\$45.00

5.0	\$1,075.00	\$1,025.00	\$50.00
5.5	\$1,182.50	\$1,127.50	\$55.00
6.0	\$1,290.00	\$1,230.00	\$60.00
6.5	\$1,357.50	\$1,332.50	\$65.00
7.0	\$1,505.00	\$1,435.00	\$70.00
7.5	\$1,612.50	\$1,537.50	\$75.00
8.0	\$1,720.00	\$1,640.00	\$80.00
8.5	\$1,827.50	\$1,742.00	\$85.00
9.0	\$1,935.00	\$1,845.00	\$90.00
9.5	\$2,042.50	\$1,947.50	\$95.00
10.0	\$2,150.00	\$2,050.00	\$100.00
10.5	\$2,257.50	\$2,152.50	\$105.00
11.0	\$2,365.00	\$2,255.00	\$110.00
11.5	\$2,472.50	\$2,357.50	\$115.00
12.0	\$3,075.00	\$2,925.00	\$150.00
12.5	\$3,100.00	\$2,950.00	\$150.00
13.0	\$3,125.00	\$2,975.00	\$150.00
13.5	\$3,150.00	\$3,000.00	\$150.00
14.0	\$3,175.00	\$3,025.00	\$150.00
14.5	\$3,200.00	\$3,050.00	\$150.00
15.0	\$3,225.00	\$3,075.00	\$150.00
15.5	\$3,250.00	\$3,100.00	\$150.00
16.0	\$3,275.00	\$3,125.00	\$150.00
16.5	\$3,300.00	\$3,150.00	\$150.00

17.0	\$3,325.00	\$3,175.00	\$150.00
17.5	\$3,350.00	\$3,200.00	\$150.00
18.0	\$3,375.00	\$3,225.00	\$150.00
18.5	\$3,400.00	\$3,250.00	\$150.00
19.0	\$3,425.00	\$3,275.00	\$150.00
19.5	\$3,450.00	\$3,300.00	\$150.00
20.0	\$3,475.00	\$3,325.00	\$150.00

**Fall 2010 and Spring 2011 – Texas Resident (Graduate Student)**

<b>Hours</b>	<b>Graduate Student Total**</b>	<b>Graduate Student Tuition***</b>	<b>Graduate Tuition***</b>	<b>Graduate Mandatory Fees****</b>
1.0	\$265.00	\$205.00	\$50.00	\$10.00
1.5	\$397.50	\$307.50	\$75.00	\$15.00
2.0	\$530.00	\$410.00	\$100.00	\$20.00
2.5	\$662.50	\$512.00	\$125.00	\$25.00
3.0	\$795.00	\$615.00	\$150.00	\$30.00
3.5	\$927.50	\$717.50	\$175.00	\$35.00
4.0	\$1,060.00	\$820.00	\$200.00	\$40.00
4.5	\$1,192.50	\$922.50	\$225.00	\$45.00
5.0	\$1,325.00	\$1,025.00	\$250.00	\$50.00
5.5	\$1,457.50	\$1,127.50	\$275.00	\$55.00
6.0	\$1,590.00	\$1,230.00	\$300.00	\$60.00
6.5	\$1,722.50	\$1,332.50	\$325.00	\$65.00
7.0	\$1,855.00	\$1,435.00	\$350.00	\$70.00
7.5	\$1,987.50	\$1,537.50	\$375.00	\$75.00

8.0	\$2,120.00	\$1,640.00	\$400.00	\$80.00
8.5	\$2,252.50	\$1,742.00	\$425.00	\$85.00
9.0	\$2,385.00	\$1,845.00	\$450.00	\$90.00
9.5	\$2,517.50	\$1,947.50	\$475.00	\$95.00
10.0	\$2,650.00	\$2,050.00	\$500.00	\$100.00
10.5	\$2,782.50	\$2,152.50	\$525.00	\$105.00
11.0	\$2,915.00	\$2,255.00	\$550.00	\$110.00
11.5	\$3,047.50	\$2,357.50	\$575.00	\$115.00
12.0	\$3,180.00	\$2,460.00	\$600.00	\$120.00
12.5	\$3,312.50	\$2,562.50	\$625.00	\$125.00
13.0	\$3,445.00	\$2,665.00	\$650.00	\$130.00
13.5	\$3,557.50	\$2,767.50	\$675.00	\$135.00
14.0	\$3,710.00	\$2,870.00	\$700.00	\$140.00
14.5	\$3,842.50	\$2,972.50	\$725.00	\$145.00
15.0	\$3,975.00	\$3,075.00	\$750.00	\$150.00
15.5	\$4,104.50	\$3,177.50	\$775.00	\$150.00
16.0	\$4,230.00	\$3,280.00	\$800.00	\$150.00
16.5	\$4,357.50	\$3,382.50	\$825.00	\$150.00
17.0	\$4,485.00	\$3,485.00	\$850.00	\$150.00
17.5	\$4,612.50	\$3,587.50	\$875.00	\$150.00
18.0	\$4,740.00	\$3,690.00	\$900.00	\$150.00
18.5	\$4,867.50	\$3,792.50	\$925.00	\$150.00
19.0	\$4,995.00	\$3,895.00	\$950.00	\$150.00
19.5	\$5,122.50	\$3,997.50	\$975.00	\$150.00

20.0	\$5,250.00	\$4,100.00	\$1000.00	\$150.00
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**All Fees Subject To Change**

\* Because 2010–11 tuition and fee rates are subject to change by action of the Texas Legislature and/or the UNT System Board of Regents, the above listed fees should be used for estimation purposes only.

\*\* Fees vary by course and are not included in the totals above.

\*\*\* Includes state-mandated tuition of \$50 per hour (or \$360 per hour for non-residents), plus additional tuition, formerly listed as the general use fee, at \$155.00 per hour.

\*\*\*\* “Explanation of Fees,” below, lists mandatory fees. Additional information is available at [www.unt.edu/unt-dallas/costtoattend.htm](http://www.unt.edu/unt-dallas/costtoattend.htm).

## Estimated Tuition and Fees – Non-Resident\* Fall 2010 and Spring 2011

Tuition columns include state mandated tuition and board designated tuition. Graduate student tuition column includes additional \$50 per hour graduate tuition.

Hours	Undergraduate Total**	Undergraduate Tuition***	Undergraduate Student Service Fees****
1.0	\$525.00	\$515.00	\$10.00
1.5	\$787.50	\$772.50	\$15.00
2.0	\$1,050.00	\$1,030.00	\$20.00
2.5	\$1,312.50	\$1,287.50	\$25.00
3.0	\$1,575.00	\$1,545.00	\$30.00
3.5	\$1,837.50	\$1,802.50	\$35.00
4.0	\$2,100.00	\$2,060.00	\$40.00
4.5	\$2,362.50	\$2,317.50	\$45.00
5.0	\$2,625.00	\$2,575.00	\$50.00
5.5	\$2,887.50	\$2,832.50	\$55.00
6.0	\$3,150.00	\$2,090.00	\$60.00
6.5	\$3,412.50	\$3,347.50	\$65.00
7.0	\$3,675.00	\$3,605.00	\$70.00

7.5	\$3,937.50	\$3,862.50	\$75.00
8.0	\$4,200.00	\$4,120.00	\$80.00
8.5	\$4,462.50	\$4,377.50	\$85.00
9.0	\$4,725.00	\$4,635.00	\$90.00
9.5	\$4,987.50	\$4,635.00	\$95.00
10.0	\$5,250.00	\$5,150.00	\$100.00
10.5	\$5,512.50	\$5,407.50	\$105.00
11.0	\$5,775.00	\$5,665.00	\$110.00
11.5	\$6,037.50	\$5,665.00	\$115.00
12.0	\$6,795.00	\$6,645.00	\$150.00
12.5	\$6,975.00	\$6,825.00	\$150.00
13.0	\$7,155.00	\$7,005.00	\$150.00
13.5	\$7,335.00	\$7,365.00	\$150.00
14.0	\$7,695.00	\$7,545.00	\$150.00
14.5	\$7,875.00	\$7,725.00	\$150.00
15.0	\$8,005.00	\$7,905.00	\$150.00
15.5	\$8,235.00	\$8,085.00	\$150.00
16.0	\$8,415.00	\$8,265.00	\$150.00
16.5	\$8,595.00	\$8,445.00	\$150.00
17.0	\$8,595.00	\$8,445.00	\$150.00
17.5	\$8,775.00	\$8,805.00	\$150.00
18.0	\$8,955.00	\$8,805.00	\$150.00
18.5	\$9,135.00	\$8,985.00	\$150.00
19.0	\$9,315.00	\$8,985.00	\$150.00

19.5	\$9,495.00	\$9,345.00	\$150.00
20.0	\$9,675.00	\$9,525.00	\$150.00

<b>Fall 2010 and Spring 2011 – Non-Resident (Graduate Student)</b>				
<b>Hours</b>	<b>Graduate Student Total**</b>	<b>Graduate Student Tuition**</b>	<b>Graduate Tuition***</b>	<b>Graduate Mandatory Fees****</b>
1.0	\$575.00	\$515.00	\$50.00	\$10.00
1.5	\$862.50	\$772.50	\$75.00	\$15.00
2.0	\$1,150.00	\$1,030.00	\$100.00	\$20.00
2.5	\$1,437.50	\$1,287.50	\$125.00	\$25.00
3.0	\$1,725.00	\$1,545.00	\$150.00	\$30.00
3.5	\$2,012.50	\$1,802.50	\$175.00	\$35.00
4.0	\$2,300.00	\$2,060.00	\$200.00	\$40.00
4.5	\$2,587.50	\$2,317.50	\$225.00	\$45.00
5.0	\$2,875.00	\$2,575.00	\$250.00	\$50.00
5.5	\$3,162.50	\$2,832.50	\$275.00	\$55.00
6.0	\$3,450.00	\$2,090.00	\$300.00	\$60.00
6.5	\$3,737.50	\$3,347.50	\$325.00	\$65.00
7.0	\$4,025.00	\$3,605.00	\$350.00	\$70.00
7.5	\$4,312.50	\$3,862.50	\$375.00	\$75.00
8.0	\$4,600.00	\$4,120.00	\$400.00	\$80.00
8.5	\$4,887.50	\$4,377.50	\$425.00	\$85.00
9.0	\$5,175.00	\$4,635.00	\$450.00	\$90.00
9.5	\$5,462.50	\$4,635.00	\$475.00	\$95.00
10.0	\$5,750.00	\$5,150.00	\$500.00	\$100.00

10.5	\$6,037.50	\$5,407.50	\$525.00	\$105.00
11.0	\$6,325.00	\$5,665.00	\$550.00	\$110.00
11.5	\$6,612.50	\$5,665.00	\$575.00	\$115.00
12.0	\$6,900.00	\$6,180.00	\$600.00	\$120.00
12.5	\$7,187.50	\$6,437.50	\$625.00	\$125.00
13.0	\$7,475.00	\$6,695.00	\$650.00	\$130.00
13.5	\$7,762.50	\$6,952.50	\$675.00	\$135.00
14.0	\$8,050.00	\$7,210.00	\$700.00	\$140.00
14.5	\$8,337.50	\$7,467.50	\$725.00	\$145.00
15.0	\$8,625.00	\$7,725.00	\$750.00	\$150.00
15.5	\$8,907.50	\$7,982.50	\$775.00	\$150.00
16.0	\$9,190.00	\$8,240.00	\$800.00	\$150.00
16.5	\$9,472.00	\$8,497.50	\$825.00	\$150.00
17.0	\$9,755.00	\$8,755.00	\$850.00	\$150.00
17.5	\$10,037.50	\$9,012.50	\$875.00	\$150.00
18.0	\$10,320.00	\$9,270.00	\$900.00	\$150.00
18.5	\$10,602.50	\$9,527.50	\$925.00	\$150.00
19.0	\$10,885.00	\$9,785.00	\$950.00	\$150.00
19.5	\$11,167.50	\$10,042.50	\$975.00	\$150.00
20.0	\$11,450.00	\$10,300.00	\$1000.00	\$150.00

**All Fees Subject To Change.** Check [www.unt.edu/unt-dallas/costoattend.htm](http://www.unt.edu/unt-dallas/costoattend.htm) for Summer tuition costs.

\* Because 2010–11 tuition and fee rates are subject to change by action of the Texas Legislature and/or the UNT Board of Regents, the above listed fees should be used for estimation purposes only.

\*\* Fees vary by course and are not included in the totals above.

\*\*\* Includes state-mandated tuition of \$50 per hour (or \$360 per hour for non-residents), plus additional tuition, formerly listed as the general use fee, at \$155.00 per hour.

# Academic Information and Regulations

## Requirements of this Catalog

### General University Requirements

1. A minimum of 120 semester hours.
2. Completion of all requirements in the university core curriculum (42-hour minimum) (see below).
3. A major of at least 24 semester hours. At least 12 hours of advanced work (3000D/4000D level) in the major must be earned at UNT Dallas (except for the BAAS degree). See “Major” in the Academics section of this catalog.
4. A minor, if required for a particular undergraduate degree, of a minimum of 18 semester hours, including at least 6 hours of advanced work (3000D/4000D level). For details, see the individual requirements under specific degree programs in this catalog.
5. A minimum of 42 semester hours of advanced work, 24 of which must be completed at UNT Dallas. A lower level course that, when transferred, is determined to be equivalent to a UNT Dallas upper-level course does not satisfy the requirement of advanced hours.
6. An official degree plan must be on file. It is recommended that the degree plan be made no later than the beginning of the junior year.
7. A minimum grade point average of 2.000 (C) on all work attempted, including all transfer, correspondence, extension and residence work. It should be noted that the GPA that appears on grade reports and is used to determine the student’s academic status, does not include correspondence, extension and transfer work. Thus, a 2.000 GPA on the grade report does not necessarily imply eligibility for graduation.
8. A minimum GPA of 2.000 (C) on all work at UNT Dallas. Transferred work may not be used to raise the GPA of work done at UNT Dallas.
9. Twenty-five (25) percent of the university minimum of 120 semester hours (i.e., 30 hours) must be earned in residence.
10. A proficiency in English composition. Students must show competence in written expression by receiving credit for or earning a grade of C or better in two general education English courses that have a strong writing component (ENGL 1310D, 1311, 1312, ENGL 1313D, 1315, 1320, 1321, 1322, ENGL 1323D, 1325, 2700 and 2702). Students who have earned a D in one or more of these two required courses must repeat the course and raise the grade to a C or better.

Students who are transferring to UNT Dallas with more than 90 hours and who have earned a D in any of the basic English writing courses must retake the course during their first term/semester in residence.

## University Core Curriculum Requirements

The University’s Core Curriculum is designed to give all graduating students basic intellectual competencies in reading, writing, speaking, listening, critical thinking and computer literacy. This core body of knowledge requires study in the tools of language and thought, mathematics, natural sciences, social and behavioral sciences (including U.S. history and political science), visual and performing arts and humanities.

Students may also choose to use core courses to meet the minimum number of advanced hours required by their degree.

# Requirements

**Note:** Texas Common Course Numbering System (TCCNS) numbers, when applicable, are indicated in parentheses following the UNT Dallas course number and title. Some courses may have additional equivalents. See the Courses of Instruction section of this catalog for additional information about the TCCNS.

## 1. English Composition and Rhetoric (6 hours):

Addresses the ability to access information and write clearly, coherently and correctly. This requirement may be satisfied by credit in ENGL 1313D-ENGL 1323D (ENGL 1301-1302). TECM 2700 (ENGL 2311) may be substituted for ENGL 1323D upon approval of the academic division. Note: A grade of C or better is required on courses applied toward this requirement. See your advisor for assistance.

## 2. Mathematics (3 hours):

The ability to apply mathematical techniques to the analysis and solution of problems is common to all academic programs. This requirement may be satisfied by at least 3 semester hours credit in any mathematics course at the level of college algebra or higher that meets the student's degree program requirements. The student may choose from the following courses:

- MATH 1100D - College Algebra
- MATH 1190D - Business Calculus
- MATH 1710D - Calculus I

## 3. Natural Sciences (6 hours):

Enables the student to understand, construct and evaluate relationships in the natural sciences, and to understand the bases for building and testing theories. This requirement may be satisfied by earning 6 semester hours in two laboratory sciences that meet the science requirement of the student's degree program. The student may choose from the following courses:

- BIOL 1082D - Biology for Educators
- BIOL 1132D - Environmental Science (BIOL 2106, 2306 or 2406)
- 
- BIOL 1710D - Principles of Biology I and
- BIOL 1730D - Principles of Biology I Laboratory (BIOL 1406 or 1106/1306)
- 
- BIOL 2700D - Human Evolution and Physical Anthropology
- CHEM 1360D - Context of Chemistry
- 
- CHEM 1410D - General Chemistry for Science Majors and
- CHEM 1430D - Laboratory Sequence for General Chemistry (CHEM 1411 or 1111/1311)
-

- CHEM 1420D - General Chemistry for Science Majors and
- CHEM 1440D - Laboratory Sequence for General Chemistry.

## **4. U.S. History (6 hours):**

Texas state law requires that the university may not award a baccalaureate degree or a lesser degree or academic certificate unless the student has credit for 6 semester hours in American History. A student is entitled to submit as much as 3 hours of credit, or its equivalent, in Texas History in partial satisfaction of this requirement. The university may determine that a student has met the requirement by work transferred from another accredited college or upon successful completion of an advanced standing examination. The student may satisfy the entire 6-hour American/Texas history requirement by advanced standing examination. This requirement may be satisfied by credit in HIST 2610D - United States History to 1865 (HIST 1301) and HIST 2620D - United States History Since 1865 (HIST 1302). Advanced U.S. History courses may be used to satisfy the 6-hour U.S. History legislative mandates. Texas History (HIST 4700) may substitute for 3 hours of U.S. History.

## **5. Political Science (6 hours):**

Texas state law requires that the university not award a baccalaureate degree or a lesser degree or academic certificate unless the student has completed 6 hours of credit in American Government to include consideration of the constitutions of the United States and Texas. The university may determine that a student has met the requirement in whole or in part on the basis of credit transferred from another accredited college or upon successful completion of an advanced standing examination. The university may grant as much as 3 hours of credit toward satisfaction of this requirement for substantially equivalent work in an approved senior ROTC unit. The student may satisfy the entire 6-hour political science requirement by advanced standing examination. Specific courses required are

- PSCI 1040D - American Government: Laws and Institutions (GOVT 2301)
- 
- PSCI 1050D - American Government: Process and Policies (GOVT 2302)
- or
- PSCI 1060D - American Government: Topics

## **6. Visual and Performing Arts (3 hours):**

Promotes awareness of the scope and variety of works in the arts, critical analysis and formation of aesthetic judgments, and appreciation of the arts as fundamental to the health and survival of any society. This requirement may be satisfied by 3 hours credit in

- ART 1300D - Art Appreciation for non-art majors (ARTS 1301)

## **7. Humanities (3 hours):**

Addresses knowledge of the human condition and human cultures, especially in relation to behaviors, ideas and values expressed in works of human imagination and thought. This requirement may be satisfied by 3 hours credit in any of the following:

- AGER 2250D - Images of Aging in Film and Literature

- ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance (ENGL 2332)
- ENGL 2220D - Masterpieces of world literature since the Renaissance (ENGL 2333)

## **8. Social and Behavioral Sciences (3 hours):**

Addresses knowledge of how social and behavioral scientists discover, describe and explain the behaviors and interactions among individuals, groups, institutions, events and ideas. This requirement may be satisfied by 3 hours credit in any of the following:

- CJUS 2100D - Crime and Justice in the United States
- DFST 1013D - Human Development
- ECON 1100D - Principles of Microeconomics
- ECON 1110D - Principles of Macroeconomics
- PSYC 1630D - General Psychology I
- PSYC 1650D - General Psychology II
- SOCI 1510D - Introduction to Sociology
- SOCI 1520D - Contemporary Social Problems
- SOCI 2100D - Crime and Justice in the United States

## **9. Understanding the Human Community (6 hours):**

Increases the student's knowledge of himself or herself and his or her community by examining individual, community and societal issues. Courses not only provide students the opportunity to examine themselves and to explore the relationships between individuals and society, but also enable students to develop a sense of personal and global responsibility. This requirement may be satisfied by 6 hours credit in any of the following:

- CJUS 2600D - Diversity Issues in Criminal Justice
- COMM 1010D - Introduction to Communication
- DFST 2033D - Parenting in Diverse Families
- EDEE 2000D - Exploring Diversity Through Social Action
- ENGR 2060D - Professional Presentations
- HLTH 1100D - School and Community Health Problems and Services
- MGMT 3330D - Communicating in Business
- MKTG 3010D - Professional Selling
- PSYC 2580D - Health Psychology
- RHAB 3000D - Microcounseling
- SOCI 2070D - Introduction to Race and Ethnic Relations
- SPAN 1010D - Elementary Spanish (SPAN 1311 or 1411 or 1511)
- SPAN 1020D - Elementary Spanish (SPAN 1312 or 1412 or 1512)

## **Transfer of the Core Curriculum**

A student who successfully completes a 42- to 48-semester-credit-hour common core curriculum at a state-assisted institution of higher education in Texas may transfer as "core complete" to UNT Dallas. The student will receive academic credit for each of the courses transferred. The student will need to work with an academic advisor in the appropriate college or school advising office to determine if additional requirements will be necessary to satisfy the 42-

hour UNT Dallas core. See also the UNT Core Curriculum Transfer Articulation web page at [www.unt.edu/registrar/articulation](http://www.unt.edu/registrar/articulation) or UNT's Course Applicability System (CAS) web site at [unt.transfer.org](http://unt.transfer.org) for more information.

## **Division Requirements**

Students must satisfactorily complete all requirements specified by the division in which the degree is offered. In many instances, the academic program requirements may exceed the university core requirements.

Individual academic programs may require courses contained in part of the University Core Curriculum to satisfy specific degree requirements. Students may be required to take additional courses if they fail to select these courses.

## **Degree Plan Audit**

The degree audit is an official document prepared in the office of the student's academic dean that lists courses completed, courses to be completed, proficiency examinations and all other requirements for a particular degree program. A student should have a degree audit prepared no later than the beginning of the junior year.

## **General Degree Requirements**

### **Writing Proficiency**

UNT Dallas is committed to the discovery, acquisition, development, preservation and dissemination of knowledge and the enhancement of the intellectual, cultural and proficiency levels of all who enter its programs. Fulfilling this commitment will contribute to both a better society and a more rewarding pattern of individual life. As students endeavor to complete their academic studies, they are expected to exhibit good written English skills in all university course work as a consideration in grading.

### **Graduation under a Particular Catalog**

A student may meet the graduation requirements noted in the catalog in effect at the time of admission to UNT Dallas or the requirements in any later catalog published before the student's graduation.

Any student transferring directly from a Texas community college to UNT Dallas shall have the same choice of catalog publishes degree requirements as the student would have had if the dates of attendance at the university had been the same as the dates of attendance at the community college. Transfer students from senior institutions or out-of-state community colleges will use the catalog in effect at their date of enrollment at UNT Dallas.

All requirements of the chosen catalog must be met within eight years of that catalog's publication. This catalog will expire at the close of the 2018 summer semester/term.

Changes in either major or non-major requirements made necessary by altered or discontinued courses or by requirements imposed by external accrediting or certification agencies become effective for degree audit purposes at the beginning of the academic year immediately following the academic year in which the changes are published in the university catalog. The changes may include additions, deletions and other changes in prerequisite requirements for existing courses. Whenever possible, new requirements are implemented with a beginning class or upon the expiration of the appropriate time limit.

# Texas Success Initiative (TSI)

The Texas Success Initiative (TSI) is a state program requiring all undergraduate students who enter a Texas public institution of higher education to either demonstrate readiness for college-level reading, writing and mathematics before enrolling in college-level academic course work by achieving the statutory threshold(s) on the state-approved readiness assessments or meet one of the conditions for exemption from the testing requirement. Students must satisfy all TSI requirements before receiving a baccalaureate degree.

Exemptions:

Students are exempt from readiness testing if any of the following exemption categories applies.

1. Reading:
  - ACT: Composite 23 and English 19
  - SAT: Composite 1070\* and Critical Reading/Verbal 500
  - TAKS: ELA 2200 with a writing score of 3
2. Math:
  - ACT: Composite 23 and Math 19
  - SAT: Composite 1070\* and Math 500
  - TAKS: Math 2200
3. Writing:
  - ACT: Composite 23 and English 19
  - SAT: Composite 1070\* and Critical Reading/Verbal 500
  - TAKS: ELA 2200 with a writing score of 3

*\*SAT Composite = Critical Reading plus Math scores; ACT and SAT scores are valid for five years from the date taken; TAKS scores are valid for three years from the date taken.*

4. A student who has graduated with an associate or baccalaureate degree from an institution of higher education.
5. A student who transfers from a private or out-of-state institution of higher education and who has satisfactorily completed college-level course work as determined by UNT Dallas.
6. A student who has previously attended another Texas public institution of higher education and has been determined to have met readiness standards by that institution.
7. A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
8. A student who on or after August 1, 1990, was honorably discharged, retired or released from active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States.

Exemption documentation should be submitted to Academic Support Services, 7300 University Hills Boulevard, Dallas, Texas 75241-4605.

## Academic Assessment and Course Placement

UNT Dallas accepts scores on the ACCUPLACER, ASSET, COMPASS or THEA tests for assessment purposes. These state-approved tests measure college-level readiness in reading, mathematics and writing. Minimum score thresholds required to demonstrate college readiness in each subject area as follows:

	Reading	Math	Writing

<b>ACCUPLACER</b>	78	63	80 objective w/ 5 essay/ 6 essay only
<b>ASSET</b>	41	38	40 objective w/ 5 essay/ 6 essay only
<b>COMPASS</b>	81	39	59 objective w/ 5 essay/ 6 essay only
<b>THEA</b>	230*	230	220

*Students applying to a major in education need a THEA score of 240*

Students participate in a developmental program for each semester of enrollment for those subjects where readiness has not been demonstrated. Students may demonstrate readiness by either passing the highest level of indicated developmental course work (C or better) or by scoring above statutory thresholds on one of the approved tests.

Students are individually advised into the appropriate developmental program according to their developmental need. UNT Dallas offers course-based and non-course-based developmental programs. Developmental courses offered at UNT Dallas include:

#### Reading/Writing

- TECM 1200D - Developmental Writing

#### Math

- MATH 1010D - Fundamentals of Algebra

	<b>Math 1010D</b>	<b>Math 1010D plus 1-hour lab</b>	<b>Math 1010D plus 2-hour lab</b>
<b>ACCUPLACER</b>	57-62	50-56	43-49
<b>ASSET</b>	36-37	34-35	31-33
<b>COMPASS</b>	34-38	29-33	24-28
<b>THEA</b>	220-229	219-220	0-199

All students below reading and/or writing thresholds are placed in TECM 1200D. In addition to courses offered at UNT Dallas, students may meet their developmental program course needs through concurrent enrollment in equivalent course work at another institution of higher education. International students may meet their initial remedial needs through Intensive English Language Institute course work before enrolling at UNT Dallas full-time.

Non-course-based programs include workshops, tutorials and self-paced instruction. This program option is generally available to students for only one semester. Advisors monitor student progress in their non-course-based programs through the semester.

## Demonstrating College Readiness

Students may demonstrate college readiness or otherwise satisfy TSI requirements by any of the following:

1. Successful completion of the highest level of the appropriate developmental course with a C or better.
2. Achievement of a score above the statutory threshold on an approved readiness assessment.

3. Placement into college-level reading, math or writing according to UNT Dallas academic placement guidelines.
4. Demonstration of an applicable documented disability and registering with the UNT Dallas Office of Disability Accommodation.

## Requirements for a Second Bachelor's Degree

To be eligible for a second bachelor's degree, a student must meet all current catalog requirements for the second degree, including 12 hours of advanced courses in a field different from the major for the first bachelor's degree.

## Undergraduate Academic Certificate Programs

UNT Dallas offers upper-division undergraduate academic certificate programs to meet workforce needs or to provide students with life/career skills and knowledge and to allow for specialization in academic disciplines.

### Admission

All students pursuing an undergraduate academic certificate must meet regular UNT Dallas admission requirements. Candidates for admission to the undergraduate academic certificate program must meet the minimum academic standards for the academic discipline. Post-baccalaureate students are eligible to pursue an undergraduate academic certificate.

### Requirements

Undergraduate academic certificates require 12–20 semester credit hours, the majority of which must be advanced.

Students are responsible for all prerequisites specified in course requirements.

Students are expected to complete all hours for the undergraduate academic certificate requirements at UNT Dallas.

Upon completion of the requirement for an undergraduate academic certificate program, a student should apply to the academic dean of his or her division. Application forms are sent to the Registrar's Office at the end of each term.

The Registrar's Office posts undergraduate academic certificates to students' transcripts at the end of the semester earned and prints the certificates, which are mailed by the division awarding them.

**Note:** Hours used for attaining an undergraduate academic certificate could potentially exclude a student from consideration for the \$1,000 Tuition Rebate since all hours earned for the undergraduate academic certificate are counted in the total hours earned toward a degree.

### Grading System

UNT Dallas' grading system uses the letters A, B, C, D, F, P, NP, I, PR, W, WF, and Z.

A —excellent work, four grade points for each semester hour.

B —good work, three grade points for each semester hour.

C —fair work, two grade points for each semester hour.

D —passing work, one grade point for each semester hour.

F —failure; given when a student (1) has failed the course while still officially enrolled at the end of the term/semester; (2) is failing a course and misses the final examination without satisfactory explanation; or (3) stops attending class without processing an official drop or withdrawal.

P —passed; a credit grade (1) on pass/no pass option, (2) on student teaching, and (3) in selected undergraduate and graduate individual problems, research, thesis and dissertation courses.

NP —not passed; a failing grade on the pass/no pass option; non-punitive.

I —I is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule. The student must arrange with the instructor to finish the course at a later date by completing specific requirements. These requirements must be listed on a Request for Grade of Incomplete form signed by the instructor, student and department chair and must be entered on the grade roster by the instructor. Grades of I assigned to an undergraduate course at the end of the Fall 2007 semester and later will default to F unless the instructor has designated a different automatic grade. See also “Removal of I” policy in this section of this catalog.

PR —used to show that work is in process on thesis or dissertation in courses numbered 5950D

W —drop or withdrawal without penalty. Given when a student drops a course or withdraws from the university prior to the end of the sixth week of classes of long terms/semesters or corresponding dates for summer sessions. After that time the student must have a passing grade for the instructor to assign a grade of W for a dropped course; otherwise, the grade of WF is recorded.

WF —drop or withdrawal with a failing grade. Instructor may drop a student with a grade of WF from courses for nonattendance. May be assigned from the 7th through the 13th week of classes of long terms/semesters or corresponding dates for summer sessions.

Z —used to indicate that a grade was not properly received and/or recorded for a course.

**Note:** No grade points are allowed for grades F, I, NP, P, PR, W, WF or Z.

A complete record of all previously used grades and grading systems is detailed on the official transcript.

## Grade Point Average

The overall grade point average is used to determine student class loads, eligibility for admission to the university and certain programs, financial aid eligibility, and eligibility for graduation. It is calculated by dividing the total number of grade points by the total number of semester hours attempted. All GPA calculations are subject to post-audit and correction by the Registrar’s Office.

The number of semester hours attempted includes all courses with grades of A, B, C, D, F and WF unless replaced by a later grade. Courses with grades of I, NP, P, PR, W or Z are not counted as courses attempted.

## Dean’s List and President’s List

Students completing at least 12 hours of class work in regularly graded courses taken in residence during the long session with a grade point average of 4.0 are eligible for recognition on the president’s list. Students with a grade point

average of 3.5 or above are eligible for recognition on the dean's list. Students are notified of this recognition by the president or the appropriate academic dean.

## **Academic Standards**

Minimum standards have been set that a student must achieve at the end of a given enrollment period in order to remain in good academic standing. The minimum academic requirement for undergraduate students is a 2.0 cumulative grade point average (CGPA).

The CGPA upon which academic standards are based is calculated by dividing the total number of grade points earned in residence at UNT Dallas by the total number of semester credit hours (SCH) attempted in residence at UNT Dallas. Excluded in this calculation are all courses in which the student received grades of NP, P, W, Z or I. The cumulative grade point average as defined here is used only for determining a student's academic status and is not necessarily related to the grade point average that governs eligibility for graduation.

In calculating grade points, grades count as follows: A = 4 points per semester credit hour, B = 3 points, C = 2 points, D = 1 point, F and WF = 0 points.

Classification for the purpose of establishing the academic standing of the student is determined by the sum of all hours attempted in residence in regularly graded courses at UNT Dallas, hours passed in pass/no pass graded courses at UNT Dallas, and hours transferred from other institutions. Not included in the definition of student classification for academic standards are hours granted by the university for extension, service experience, advanced placement, credit by examination, CLEP or transfer hours attempted but not passed or accepted by the university for academic credit.

A student is placed on academic alert or academic probation at the end of any enrollment period in which the CGPA on work attempted in residence at this university does not equal or exceed 2.0.

## **Academic Standards for Transfer Students**

New UNT Dallas students who have fewer than 30 hours of transfer credit, excluding non-traditional credit, who are admitted via individual review and have less than a 2.0 grade point average will be placed on academic alert. Other transfer students with 30 or more hours of transfer credit who are admitted via individual review are placed automatically on academic probation if their transfer cumulative grade point average falls below 2.0. See "Transfer Students" in the Admission section of this catalog for a statement of current minimum entrance requirements for transfer students. To avoid academic suspension, transfer students admitted on academic probation must make a grade point average equal to or exceeding the minimum 2.0.

Transfer students admitted to UNT Dallas in good standing are subject to the same minimum academic requirements as continuing students. Thus, if at the end of the first enrollment period a transfer student's grade point average on all work attempted at UNT Dallas does not meet the minimum 2.0 CGPA requirement, the student will be placed on academic alert or academic probation for the next period of enrollment and the Regulations Governing Students on Academic Alert or Academic Probation will apply.

Transfer students who have more than 30 credit hours and are admitted to UNT Dallas on academic probation are evaluated at the end of their first long term/semester in attendance, at which time they are either cleared from probation or suspended. To avoid academic suspension, the student must have earned a CGPA on all work attempted at UNT Dallas equal to or greater than the minimum 2.0.

Additional information concerning academic status is available from the offices of the academic deans or the Office of the Registrar.

## **Transfer Hours from Another Institution**

Students who complete work at another institution, to be applied toward a bachelor's degree at UNT Dallas, should make sure that the appropriate officer of the other institution furnishes to the Office of Admissions at UNT Dallas a complete official transcript of such work.

The Office of Admissions determines acceptable transfer credit from other institutions based on evaluation of course content as described in the catalogs of those institutions and in consultation with appropriate academic units at UNT Dallas as necessary for clarification.

Transfer credit may only be received for course work completed at an accredited institution of higher education. Transfer credit from other institutions will be converted to semester hours and a 4.0 grading system for evaluation purposes as appropriate. The student's academic dean determines applicability of the credit to a degree program. Students seeking a Bachelor of Applied Arts and Sciences (BAAS) degree should refer to the special provisions of the respective degree programs.

Students who have begun residence work at UNT Dallas and who have attained junior standing may, only with the prior written consent of their academic dean, enroll in and transfer hours from approved two-year colleges.

Grade points earned at other institutions are excluded in the computations of the CGPA, but transfer hours accepted are included in determining the classification and minimum required level of performance.

Additional information concerning academic status is available from the advising offices of the academic deans or the Registrar's Office.

Because of the time required for receipt of transcripts, students otherwise eligible for graduation who complete their last course or courses elsewhere do not graduate at the end of the term/semester or summer session in which the work is completed, but receive their degrees at the close of a subsequent UNT Dallas term/semester or summer session.

Transfer hours from another institution are included in the overall GPA when determining honors for graduation.

## **Regulations Governing Students on Academic Alert**

A freshman is placed on academic alert the first term/semester the CGPA drops below 2.0. To be removed from academic alert, the student must raise the CGPA to a minimum of 2.0 during the next period of enrollment.

A student on academic alert who does not raise the CGPA to at least the minimum 2.0 at the end of the next term/semester of enrollment is placed on academic probation.

## **Regulations Governing Students on Academic Probation**

A student who is not classified as a freshman, or a student who is a freshman and has been on academic alert, is placed on academic probation at the end of any enrollment period in which the CGPA drops below a 2.0.

A student remains on academic probation at the end of any enrollment period in which the student earns at least a 2.25 GPA but does not achieve the minimum 2.0 CGPA.

A student remains on academic probation during any summer enrollment in which the student fails to raise the CGPA to the minimum 2.0 CGPA.

A student who, during a probationary fall or spring term/semester, fails to raise the CGPA to the minimum 2.0 standard, or who fails to make at least a 2.25 GPA for the term/semester, is automatically suspended from UNT Dallas for one or more long terms/semesters. (See “Regulations Governing Students Under Academic Suspension.”)

The electronic grade report and student’s academic standing are available online at the end of each term/semester at my.unt.edu. Each student is responsible for knowing whether the minimum CGPA has been achieved and whether they are eligible to re-enroll or remain enrolled in the university. Any student enrolled when ineligible will be withdrawn by the Registrar, and no special consideration will be given to such student on a plea of ignorance of academic status. If the cumulative record is believed incorrect, the student should contact the Registrar’s Office.

## **Regulations Governing Students Under Academic Suspension**

A student who is suspended from the University for failure to meet the standards prescribed in the “Regulations Governing Students on Academic Probation” is prohibited from re-enrolling for the following long term(s)/semester(s) as outlined below:

- First suspension: One long term/semester
- Second suspension: Two long terms/semesters
- Third suspension: Indefinite

A student who has been suspended for an indefinite period may request, at the end of two calendar years from the time of the suspension, a review of the case by the appropriate academic dean.

Each student is responsible for knowing the minimum CGPA requirements and the standards for academic standing. Any ineligible student who enrolls during a long term/semester will be withdrawn by the Registrar, regardless of whether the student has registered or pre-registered and paid fees. The student should be aware that course work taken at another institution while the student is suspended from UNT Dallas may not apply to a degree.

A student who has been suspended from UNT Dallas re-enters on academic probation. A student under academic suspension may attend the UNT Dallas summer enrollment periods. If, at the end of the summer enrollment period, a student raises the CGPA to the 2.0 minimum standard, the student will be reinstated in good academic standing.

## **Course Duplications**

A student may take a course a second or subsequent time. The Office of the Registrar will post duplications at the request of the student, at the request of an academic advisor or upon review of the student’s record. Until a duplication is posted the Office of the Registrar includes a repeated course in the student’s cumulative record of hours attempted and grade points earned. The Registrar includes without exception any course repeated more than once in the student’s cumulative record of hours attempted and grade points earned. Departments may count the highest grade for departmental GPA requirements; however, the academic dean uses only the last grade recorded in certifying the student’s eligibility for graduation.

Undergraduate students who enroll in the same course more than twice may be charged additional tuition amounts.

## **Status Changes Due to Course Duplications**

A student request for the recording of a course duplication made before or on the last class day of any term or session will be reflected in the hours attempted and grade points earned at the beginning of the term/semester or session.

If a student who is on academic alert or academic probation requests the recording of course duplications, and the resulting adjusted CGPA equals or exceeds the minimum 2.0 academic standard, the academic alert or probation status will be removed if the student notifies the Office of the Registrar on or before the last class day for that term/semester or session. Otherwise, the student will remain on academic alert or probation for that enrollment period and be subject to attendant penalties.

If a student is suspended at the end of a term/semester during which the student has repeated a course and the posting of that duplication will result in a CGPA that would have been sufficient to be continued on probation at the end of that term/semester (or to be cleared), the student will be reinstated if the student requests the duplication and applies for reinstatement at the Office of the Registrar. The delayed posting of course duplications completed during prior enrollment periods cannot be used as a basis for altering suspension history or reinstating lost registration schedules.

Courses duplicated Fall 2005 and later will result in a re-evaluation of a student's suspension history beginning with the term that the duplication was completed. The delayed processing of course duplications and updating of suspension history cannot be used as justification for reinstating lost registration schedules.

## Grade Reports

The electronic grade report and academic standing are available online at [my.unt.edu](http://my.unt.edu) at the close of each term/semester. If the grade report or the academic standing is believed to be in error, the student should contact the Office of Registrar within 30 days following the first class day of the succeeding term/semester.

At mid-term/semester in the long session, instructors may provide individual written warnings to students who are doing unsatisfactory class work. These warnings are mailed from the Office of the Registrar upon request by the instructor.

## Transcripts

Transcript request information can also be found on the Registrar web page ([www.unt.edu/unt-dallas/academics/calendar.htm](http://www.unt.edu/unt-dallas/academics/calendar.htm)). Students can request transcripts in person at the Registrar counter or may mail the request.

Before an official transcript can be released, all financial or administrative obligations to the university must be resolved. To check for blocks, please refer to the student center at [my.unt.edu](http://my.unt.edu). UNT Dallas transcripts may be ordered in person at the Registrar's Office or by written request. When sending a written request, include:

- Your full name and any previous name(s), if applicable
- Your student ID number
- Your birth date
- Your approximate dates of attendance at UNT Dallas
- Complete directions where to mail the transcript
- Your signature (required)
- A daytime phone number, e-mail address and your home mailing address (to contact you if there are any questions)
- Instructions for any "special handling" requirements (e.g., "place transcripts in separate, sealed envelopes," "hold request until current term/semester grades are posted," etc.)

**Mail your written request to:**

University of North Texas at Dallas  
Office of the Registrar  
Attn: Transcripts

7300 University Hills Boulevard  
Dallas, TX 75241

Or fax the written request to:  
972-780-3636  
Attn: Transcripts

If you have any questions concerning transcripts, please contact the Office of the Registrar in person or call the Office of the Registrar at 972-780-3664 or 972-780-3662.

## **Grade Books**

The University's records retention schedule requires that grade books be retained by the departmental chair for five years.

## **Tests**

University policy requires that departments retain tests for one year after the term/semester has been completed or return tests to students. If the tests are returned, students are responsible for producing the tests should a grade appeal be necessary.

## **Grade Changes**

No grade except I may be removed from a student's record once properly recorded. Changes are not permitted after grades have been filed except to correct clerical errors.

Requests for error correction must be initiated immediately after the close of the term/semester for which the grade was recorded.

A faculty member who believes an error has been made in calculating or recording a grade may submit in person a request for a grade change to the department chair and the appropriate dean. The Registrar accepts requests for grade changes only from the academic deans.

## **Removal of a Grade of I**

A student may remove a grade of I within one year by completing the stipulated work. After the student completes the stipulated work, the instructor records the final grade on a UNT Dallas Grade Change Form and obtains the department chair's signature. The instructor's academic dean completes processing with the Registrar's Office, where the grade point average is adjusted accordingly. For undergraduate courses taken Fall 2007 or later, if a student does not complete the stipulated work within the time specified, the grade of I will default to F unless the instructor has designated a different automatic grade. The GPA is adjusted accordingly, and the student will be subject to academic penalty should any exist.

## **Policy on Grade Appeal**

The University of North Texas at Dallas establishes this grade appeal process based on the principles that UNT Dallas faculty are ultimately responsible for the assignment of grades and students should be free from prejudicial or arbitrary

grading. The UNT DALLAS grade appeal policy is designed to resolve a disagreement between a student and faculty member in a collegial manner through informal discussion and through a more formal process only when necessary.

## Application of Policy

This policy applies to all students.

## Definitions

1. Arbitrary. “Arbitrary” means a decision based on inappropriate criteria or not in conformity with established procedures or standards.
2. Prejudice. “Prejudice” means a decision motivated by ill will that is not indicative of the student’s academic performance in regard to grades.
3. Error. “Error” means a decision that is based on a mistake in fact.

## Procedures and Responsibilities (Grade Appeal)

1. Faculty Responsible for Assignment of Grades. The responsibility for the evaluation of students rests with the UNT DALLAS faculty. The university presumes that the judgment of the faculty member in a course is authoritative, and that all assigned grades are correct.
2. Student Informal Consultation with Faculty Member. A student who wishes to complain about a final course grade must first discuss the matter with the faculty member of record. The discussion with the faculty member must occur as soon as possible after assignment of the grade and under no circumstances will a faculty member entertain a student’s complaint any later than one week after the start of the academic term following the assignment of the grade. The faculty member is expected to actively listen to the student complaint, provide an explanation for the awarded grade and be receptive to changing the grade if the student provides a convincing argument for changing the grade. The faculty member must inform a student of a decision within three (3) days of meeting with the student.
3. Formal Petition for Grade Appeal. If a student’s concern remains unresolved after the informal consultation with the faculty member, the student may submit a written petition for appeal to the chair of the faculty member’s department within three (3) days of learning the result of the informal conversation with the faculty member.
  - a. A formal petition for a grade appeal may only be considered based on a concern that the final grade in a course was assigned arbitrarily or based on prejudice, or was assigned in error. Students bear the burden of proof to support their petition.
  - b. A student’s formal petition for grade appeal to the department chair must include:
    - i. The stated grounds for the final course grade appeal and specifically the basis for the claim that a final course grade was assigned arbitrarily, prejudicially or was in error.
    - ii. Any additional supporting information.
  - c. Within five (5) business days of receiving a student petition, the department chair will meet with the student to review the petition.
  - d. If the chair believes that the student’s petition may have merit, within three (3) business days after meeting with the student, the chair will consult with the faculty member to consider an amicable solution.
  - e. After consulting with the department chair the faculty member may choose to let the grade remain or change the course grade.
  - f. The chair will communicate the decision of the faculty member to the student, or, if the chair determines that the student’s petition is without merit, that decision will be communicated to the student. Notice must be provided to the student no later than two (2) business days after the most

recent meeting between the chair and the faculty member resulting in a decision on the grade appeal.

4. Appeal to Faculty Committee.
  - a. If a student's concern remains unresolved after review by the department chair, the student may submit a written request for appeal to the dean of the division that offers the course taught by the faculty member. The written request must be delivered no more than three (3) days after the decision from the department chair is communicated to the student and must include:
    - i. The stated grounds for the final course grade appeal and specifically the basis for the claim that a final course grade was assigned arbitrarily, prejudicially or was in error.
    - ii. Any additional supporting information.
  - b. The dean may either:
    - i. review the appeal on their own; or,
    - ii. appoint a committee of three (3) faculty members from the faculty member's department or in a closely allied field to review the grade appeal ("faculty committee") and report their findings back to the dean. Faculty members appointed to the committee must not have any apparent conflict of interest with the faculty of record. If any apparent conflicts of interest exist, the faculty member will be replaced on the committee by another faculty member appointed by the dean.
  - c. The dean and/or the faculty committee (as applicable) will examine the available written information (including that from the department chair) and may meet with the student and the instructor, if necessary. The dean or faculty committee may request meetings with any other individuals as deemed necessary for their thorough examination of the appeal.
  - d. The dean and/or the faculty committee (as applicable) will be charged to determine whether the grade was assigned in a fair and appropriate manner, or whether there is evidence of unfair treatment such as arbitrariness, prejudice and/or error that might justify a change in a grade.
  - e. If the dean alone or with feedback from the faculty committee concludes that the grade was assigned in a fair and appropriate manner, the dean will report the conclusions to the student and faculty member in writing and the matter will be closed.
  - f. If the dean alone or with feedback from the faculty committee determines that compelling reasons exist for changing the grade, the dean will request that the instructor change the grade and provide the faculty member with a written explanation for the request. If the faculty member declines to change a grade as requested, the faculty member will provide a written explanation of the refusal to the dean.
  - g. The dean, after considering the faculty member's explanation, and upon concluding that it would be unjust to allow the original grade to stand, may change the grade and notify the student and the faculty member of the action.
  - h. Only a dean may change a grade over the objection of a faculty member.
5. Miscellaneous.
  - a. Time frames established for the grade appeal process may be extended by the department chair involved in the process for good cause.
  - b. Grades issued by a faculty member will remain in effect during the appeal procedure.

## **Pass/No Pass Option**

### **Undergraduate Students**

An incoming freshman or any undergraduate in good standing with a C average or better on all work attempted in residence at UNT Dallas may schedule one course a term/semester on the pass/no pass option. Seniors may elect more than one pass/no pass course during their final term/semester.

A maximum of 18 semester hours of credit under the pass/no pass option may be applied toward the bachelor's degree. Only courses counted as electives on the student's degree plan may be scheduled under the pass/no pass option. These hours are not used in calculating the grade point average, but count as full credit.

A grade of D or better will be shown as a P. If the course is not passed, the record will show NP and the hours attempted will not be used in calculating the grade point average.

The pass/no pass option for a particular course is elected at the time of registration. Requests are processed after the term/semester begins. Students may change to the regular grading system in the office of their academic dean any time before the end of the sixth week of classes, or the corresponding point of a summer session, provided the eligibility requirements above are met.

Courses taken under the regular grading system may not be repeated as pass/no pass courses unless a grade of W was previously received.

A student who changes majors is not automatically denied credit for a pass/no pass course that becomes a degree audit requirement for the new major. The decision is made by the academic dean of the new department. **However, under no circumstances is a grade of P changed to a letter grade.**

Transfer students have the same pass/no pass privileges and restrictions, but they must pass 30 semester hours of regularly graded courses at UNT Dallas to be eligible for graduation.

## Graduate Students

Graduate students may enroll under the pass/no pass option only for undergraduate courses that are not required as a deficiency makeup or as a graduate degree requirement.

## Courses Automatically Graded Pass/No Pass

Certain graduate-level individual instructional courses will be graded pass/no pass when classes are taught on campus in those departments whose faculty have voted for the use of this grading system for individual instruction.

## Graduate Credit for Work Experience

Graduate credit will not be granted for knowledge acquired through prior work or performance experience regardless of whether these experiences were of a paid or voluntary nature.

## Quality of Work Required

The graduate student must maintain a B average on all courses that receive graduate credit, whether or not the courses are to be applied toward a graduate degree. Grades received in all courses numbered 5000 or higher are included in the computation of the graduate student's grade point average.

The student whose graduate GPA earned at another institution is below B will be required to make up the deficiency either at the other institution or at UNT Dallas. This regulation applies not only to graduate work attempted elsewhere before the student was first admitted to the Toulouse School of Graduate Studies at UNT Dallas, but also to graduate work attempted elsewhere after the student's admission at UNT Dallas.

Students must make satisfactory progress toward completion of degree requirements to remain in good standing within a specific degree program. Students whose progress is unsatisfactory may be removed from the program by the dean on

recommendation of the major department or division. Courses in which the grade is D cannot be used toward completion of graduate degree requirements.

A grade of C or better must be earned in each undergraduate or graduate course assigned as a deficiency by the student's major department. Departments that wish to do so may establish more stringent requirements.

## **Probation and Suspension (Graduate)**

A student who fails to achieve the required cumulative average of 3.0 GPA (B average) on all courses carrying graduate credit in a term/semester will be placed on academic probation for the subsequent term/semester. If the student achieves a 3.0 semester GPA in the subsequent term/ semester, but the cumulative GPA is still below 3.0, the student will remain on academic probation. The student will be removed from probation when the 3.0 cumulative GPA is achieved. A student who is on probation cannot apply for graduation and cannot graduate.

A student who is placed on academic probation who does not receive either a semester or a cumulative 3.0 GPA during the term/semester of probation will be subject to academic suspension for a period of up to one calendar year before becoming eligible to re-enroll for further graduate courses. Graduate work completed elsewhere during a period of graduate suspension at UNT Dallas may not be counted for graduate credit at UNT Dallas. After the one-year period of suspension, students must reapply for admission to graduate school (see "Readmission of Graduate Students" in the Admission section of this catalog); students may then enroll in graduate courses under probation with the same probation conditions as previously described. Students who are then suspended a second time without having returned to good academic standing by achieving a cumulative GPA of 3.0 or better will be dismissed from the university.

Special probation and suspension rules apply for all degree-seeking students in the Division of Urban and Professional Studies. Consult the Division of Urban and Professional Studies for further information.

The student whose UNT Dallas GPA in graduate work falls below 3.0 must make up the deficit, either by repeating courses in which the grades are low, or by completing other UNT Dallas courses with grades high enough to bring the UNT Dallas GPA up to 3.0. Low grades made in graduate courses at UNT Dallas may not be duplicated at other institutions.

## **Definition of Terms**

### Academic Status

This term is used as an indication of a student's academic standing with the university. Students must maintain a minimum cumulative grade point average (CGPA) of 2.0 to remain in good academic standing.

### Academic Alert

A freshman is placed on academic alert the first term/semester the CGPA drops below a 2.0. To be removed from academic alert, the student must raise the CGPA to a minimum of 2.0 during the next period of enrollment. A student on academic alert who does not raise the CGPA to at least the minimum 2.0 at the end of the next term/semester of enrollment is placed on academic probation.

### Academic Probation/Suspension

A student who is not classified as a freshman, or a student who is a freshman and has been on academic alert, is placed on academic probation at the end of any enrollment period in which the CGPA drops below a 2.0.

A student who, during a probationary fall or spring term/semester, fails to raise the CGPA to the minimum 2.0 standard, or who fails to make at least a 2.25 for the term/semester, is automatically suspended from UNT Dallas for one or more long terms/semesters.

A graduate student is placed on academic probation at the end of any enrollment period in which the CGPA drops below 3.0.

#### Academic Suspension (Graduate Students)

A graduate student who is placed on academic probation and who does not receive either a semester or a cumulative 3.0 graduate GPA during the term/semester of probation will be subject to academic suspension for a period of up to one calendar year before becoming eligible to reapply for graduate admission (see “Readmission of Graduate Students” in the Admission section) and enroll for further graduate courses. After the one-year period of suspension, students may re-enroll in graduate courses under probation. Students who are then suspended a second time without having returned to good academic standing by achieving a CGPA of 3.0 or better will be dismissed from the university.

#### Certification-Only Students

Certification-only students are admitted to the Graduate School to pursue professional or teacher certification only. Up to 12 graduate semester credit hours taken as a non-degree seeking or certification-only student may be used toward a degree with approval from the academic department. These students must meet graduate school admission requirements.

#### Classification of Students

Students are classified on the basis of term/semester hours passed. Semester hours passed are computed by adding transfer hours accepted, pass/no pass hours passed, graded hours passed and non-traditional credit accepted at UNT Dallas.

Undergraduate classifications are: freshmen, those who have completed less than 30 semester hours of college credit; sophomores, 30 to 59 hours completed; juniors, 60 to 89 hours completed; seniors, 90 or more hours completed but who have not received a bachelor’s degree. Graduate students are those who have graduated with a baccalaureate degree from an accredited college or university.

#### Classification of Graduate Students

Any student who holds a bachelor’s degree from a regionally accredited institution is classified as a graduate student, whether or not admission to a degree program has been granted, and is subject to the regulations contained in this catalog concerning graduate students. Records concerning admission, continuation and graduation of such students are maintained in the office of the graduate dean.

Classification as a graduate student on this basis does not guarantee financial aid eligibility. Students should consult the Office of Financial Aid and Scholarships for details.

#### Concentration

A concentration is a recognized focus in a subfield of a major field of study. Concentrations are placed on the UNT Dallas transcript.

#### Concurrent Enrollment

Concurrent enrollment is enrollment for any course or courses at another institution while registered for courses at UNT Dallas. Enrollment through the Federation of North Texas Area Universities is not considered concurrent enrollment. Graduate students must secure written permission for concurrent enrollment from the office of the graduate dean prior to registration, and students must not exceed the maximum enrollment limitation set by UNT Dallas.

#### Concurrent Programs

Concurrent programs are defined as programs (degrees, graduate academic certificates or teacher certification) that a student is pursuing simultaneously. Students in their first semester of graduate enrollment must satisfy the admission test requirement prior to submitting an application for a concurrent degree.

#### Continuing Students

Continuing students are those students who have been officially enrolled at UNT Dallas at least once during the 12 consecutive months **prior** to the term/semester of planned enrollment and/or have not received a degree during the same period. Students who receive a degree and reapply to the university are considered new graduate students.

### Core Complete

A student who transfers to UNT Dallas as core complete has successfully completed a 42- to 48-hour common core curriculum at another state-assisted institution of higher education in Texas and will have satisfied the core curriculum at UNT Dallas.

### Inactive Continuing Students (undergraduate students only)

Inactive students are undergraduates who have not been officially enrolled at UNT Dallas in the last 12 consecutive months and who have not received a degree during the same period.

Inactive students are required to complete the following requirements to re-enroll:

1. complete the Texas Common Application for returning students;
2. submit transcripts from all colleges attended, if any, since leaving UNT Dallas;
3. if previous UNT Dallas enrollment was as a transient, dual credit, summer visiting student or special student, all academic credentials are required prior to re-enrollment; International students should contact the Office of International Admissions.

### Course Numbering System

Freshman courses, *1000-1999*.

Sophomore courses, *2000-2999*.

Junior courses, *3000-3999*.

Senior courses, *4000-4999*.

Graduate courses, *5000 and above*.

The graduate student enrolled in a 5000-level course that meets with a senior-level undergraduate course will be expected to complete additional requirements beyond those expected of undergraduates in the same course.

Courses 2900D, 2910D, 4900D and 4910D, **Special Problems**, are used upon approval of the department chair or dean for individual instruction in any department to cover course content in special circumstances. Courses 5900D, 5910D, 5920D and 5930D are used in any department that offers graduate work.

**Experimental Courses**, 1980D, 2980D and 4980D, are new courses offered on a trial basis for 1–4 hours credit each. Registration is permitted only upon approval of the department chair.

**Advanced Courses**, numbered 3000D to 4999D, are open to students who have 12 semester hours of credit in a given subject or who have the indicated prerequisites, and to those without the prerequisites who have the consent of the department. In some instances, division requirements may vary. Students should consult individual areas prior to enrolling in advanced courses.

### Cumulative Grade Point Average

The cumulative grade point average (CGPA) upon which academic standards are based is calculated by dividing the total number of grade points earned in residence at UNT Dallas by the total number of semester credit hours (SCH) attempted in residence at UNT Dallas.

Not included in the definition of student classification for academic standards are hours granted by this university for extension courses, service experience, advanced placement, credit by examination, CLEP or transfer hours attempted but not passed.

Excluded from the calculation of the CGPA are all courses in which the student received grades of I, NP, P, PR, W or Z.

The cumulative grade point average as defined here is used only for determining a student's academic status and is not necessarily related to the grade point average that governs eligibility for graduation or graduating with honors.

### Degree Plan (Undergraduate Students)

The degree plan is an official document prepared in the office of the student's academic dean. It lists all courses completed, courses not completed, proficiency examinations and all other requirements for a particular degree sought.

A student should have a degree plan prepared no later than the beginning of the junior year. See also the entries for Major at [www.unt.edu/unt-dallas/campuslife/careerGuides.htm](http://www.unt.edu/unt-dallas/campuslife/careerGuides.htm). Information regarding Double Major and Minor information is also listed in this section.

#### Degree Plan (Graduate Students)

The degree plan is an official document prepared and approved in the student's major department that lists courses completed, courses to be completed, proficiency examinations and all other requirements for a particular degree program. The master's plan should be prepared and approved in the department and submitted for graduate dean approval during the student's first term/semester of enrollment. The degree plan is subject to the requirements of the catalog in effect at the time the degree plan is approved.

Changes in either major or non-major requirements made necessary by altered or discontinued courses or by requirements imposed by external accrediting or certification agencies become effective for degree plan purposes at the beginning of the academic year immediately following the academic year in which the changes are published in the university catalog. The changes may include additions, deletions and other changes in prerequisite requirements for existing courses. Whenever possible, new requirements are implemented with a beginning class or upon the expiration of the appropriate time limit.

#### Former Students (Graduate Students only)

Former students are those graduate students who have not been enrolled at least once during the 12 consecutive months **prior** to planned enrollment and/or those who have received a degree.

#### Grade Point Average

The overall grade point average is used to determine student class loads, eligibility for admission to the university and certain programs, and eligibility for graduation. All GPA calculations are subject to post-audit and correction by the Office of the Registrar. See [www.unt.edu/unt-dallas/academics/grading.htm](http://www.unt.edu/unt-dallas/academics/grading.htm) for additional information.

The GPA is calculated by dividing the total number of grade points by the total number of semester hours attempted. The number of semester hours attempted includes all courses with grades of A, B, C, D, F and WF unless replaced by a later grade. Courses with grades of I, NP, P, PR, W or Z are not counted as courses attempted.

#### Graduate Academic Certificates

UNT Dallas offers certificate programs for graduate credit at the post-baccalaureate and post-master's levels in areas of study designed to enhance existing bachelor's or master's degrees. Graduate academic certificates normally require 9–18 hours of graduate-level course work (5000D level courses). Since each certificate has its own admission requirements in addition to those of the Graduate School, a student should apply for admission to each graduate academic certificate separately (and/or concurrently) to other degree, certificate or teacher certification programs. All of the course work must be completed and the certificate awarded within four years of the date of the first course. No credit applied to a previously awarded master's or doctoral program, including UNT degrees, can be applied toward the graduate academic certificate. Transfer credit from other institutions cannot be applied to the graduate academic certificate. Graduate academic certificates are posted to the UNT Dallas transcript.

#### Leave of Absence

Leave of absence applies to students admitted to the master's degree who wish to discontinue work toward the degree for a specified period of time due to exigent circumstances.

#### Non-Degree Students

Non-degree seeking students are admitted to the Toulouse School of Graduate Studies to enroll in graduate or undergraduate courses and are not admitted to a degree program or do not intend to complete a degree at UNT Dallas. Up to 12 graduate semester credit hours taken as a non-degree seeking student may be used toward a degree only with approval from the academic department. Non-degree seeking students must meet graduate school admission requirements.

Students who continue to register for courses beyond the first 12 hours risk earning credits that cannot be applied to a degree program if admission is obtained later. Satisfactory completion of course work and/or other degree requirements

does not imply acceptance of those credits toward a degree program. It is the responsibility of the student to know his or her admission status and seek admission to a degree program in a timely manner.

#### Major

At least 24 semester hours in a given subject are required for a major, including 12 hours of advanced work. The number of hours required depends on the department selected

The term “professional field” is used in the Division of Urban and Professional Studies to designate the major for the Bachelor of Business Administration (BBA) and the Master of Business Administration in Strategic Management (MBA) degrees.

#### Double Major

A student seeking a double major must consult with an advisor from the second department. If approved, the requirements for the second major are incorporated into the student’s degree audit.

#### Minor

A minor requires at least 18 semester hours in a given subject, including 6 hours of advanced work. Specific course sequences for a minor are determined by the department offering the minor. Not all degrees require a minor.

#### Prerequisite

A prerequisite is a course or other preparation that must be completed before enrollment in another course. All prerequisites are included in catalog course descriptions.

#### Schedule Changes (Add/Drop, Withdrawal)

Students may make adjustments to their schedules by adding and/or dropping classes or by withdrawing. Specific procedures must be followed in making these changes. (See Enrollment section of this catalog for details.)

**Note:** Students dropping all of their courses must go to the Registrar’s Office or send a written request to the Registrar’s Office to withdraw.

#### Semester Hour

A semester hour is the unit of credit at UNT Dallas; the credit allows for 1 lecture hour a week for 15 weeks or the equivalent. In course listings, figures in parentheses following the course credit hours indicate the number of clock hours per week devoted to lecture and laboratory. When it appears, the third and final number in these parentheses indicates the number of recitation hours per week.

#### Summer Visiting Student

A summer visiting student is an undergraduate student (U.S. citizen or permanent resident alien) who has been enrolled at another college or university and who enrolls at UNT Dallas for any summer session/term with the intent of returning to the home institution upon completion of summer studies. Summer visiting students must reapply each summer that enrollment is sought.

#### Term/Semester/Session

The academic year includes three terms/semesters: fall, spring and summer. During the summer term, a number of sessions are scheduled. Presently the options include 3W1 (three week one), 5W1 and 5W2 (five week one and two), 8W1 (eight week one), 10W (ten week) and the full summer term.

#### Time Limitation (Master’s Degrees)

A time limitation is the length of time a student has to complete all requirements for the degree program. Master’s students have six to eight years to complete their degree requirements depending on the number of semester hours required for the degree. Students anticipating that they will exceed the time limit must apply for a time extension through the academic department and college, then received approval by the graduate dean before the time limit has expired. Information on filing a time extension can be found at [graduateschool.unt.edu/extension.htm](http://graduateschool.unt.edu/extension.htm). Time limitations also apply to transfer credit used toward a degree.

### Graduate Academic Certificates

Students seeking a graduate academic certificate (GAC) have no more than four years from the date of the first course to complete all requirements and file with the graduate academic certificate director (who will forward verifications to the office of the graduate dean) for the award. GACs are not eligible for time extensions.

### Track

A track is a group of courses designed for students seeking specialized training toward specific career objectives or a group of courses designed to meet a specific need within a degree program.

### Transient Student

A transient student is an undergraduate student who has been enrolled at another college or university and who plans to attend UNT Dallas for one long term/semester only and then to return to the college or university where previously enrolled.

### Undergraduate Academic Certificates

UNT Dallas offers upper-division undergraduate academic certificates to meet workforce needs or to provide students with life/career skills and knowledge and to allow for specialization in academic disciplines. Undergraduate academic certificates require 12–20 hours, the majority of which must be advanced. See [www.unt.edu/unt-dallas/programs.htm#cert](http://www.unt.edu/unt-dallas/programs.htm#cert) for additional details.

## Academic Information and Regulations

Ease your transition into college life. Here you'll find academic information and regulations, a set of UNT Dallas the list of degrees offered at UNT Dallas and the group of classes known as the University Core Curriculum. To get your UNT Dallas degree you will need to meet the requirements of the core curriculum and complete the courses deemed necessary for your major. Also in this section, you will find important information about grades, transfer credits, transcripts and graduation.

**Note:** A definition of academic terms may be found the appendices of this catalog.

### **Degrees Offered**

Bachelor of Applied Arts and Sciences (**BAAS**)

Bachelor of Arts (**BA**)

Bachelor of Business Administration (**BBA**)

Bachelor of Science (**BS**)

Master of Business Administration (**MBA**)

Master of Education (**MEd**)

Master of Science (**MS**)

### **Divisions**

UNT Dallas is organized into the following academic divisions.

- Education and Human Services
- Liberal Arts and Life Sciences
- Urban and Professional Studies

These divisions offer the degrees, majors, concentrations under majors, minors, and certifications listed under [www.unt.edu/unt-dallas/programs](http://www.unt.edu/unt-dallas/programs). See individual areas in this catalog for information about undergraduate offerings. Information about advanced offerings may be found at [www.tsgs.unt.edu](http://www.tsgs.unt.edu)

## Current Academic Programs

**Undergraduate programs:** accounting control systems, applied arts and sciences, criminal justice, general business, accounting, entrepreneurship, finance, organizational behavior and human resources, human service management and leadership, information technology, interdisciplinary studies (teacher education), logistics and supply chain management, mathematics with 8-12 teacher certification, and sociology.

**Graduate programs:** master's level: business administration, counseling, criminal justice, and educational administration (principal preparation).

**Certificates:** Applied gerontology, logistics and supply chain management and substance abuse addictions certificate.

See the Academic Degree Program Options Tables below for specific degree option listings.

Academic Area	Undergraduate Program Options
Applied Arts and Sciences	Bachelor of Applied Arts and Sciences (BAAS)
Information Technology	Bachelor of Arts (BA)
Mathematics	Bachelor of Arts (BA) in Mathematics Bachelor of Arts (BA), with Secondary Certification 8-12 grade mathematics
Sociology	Bachelor of Arts (BA)
Logistics and Supply Chain Management	Bachelor of Science (BS)
Accounting and Control Systems	Bachelor of Science (BS)
Business Administration	Bachelor of Business Administration (BBA)  in Accounting in Entrepreneurship in Finance in General Business in Organizational Behavior and Human Resource Management
Criminal Justice	Bachelor of Science (BS)
Human Services Management and Leadership	Bachelor of Science (BS) <i>A minimum of 12 hours in one of the following approved minor, specialization, or certificate program is required:</i>  Alternative Dispute Resolution Applied Gerontology Substance Abuse and Addictions
Interdisciplinary Studies	Bachelor of Science (BS) <i>Upon completion of this program, students will be prepared to sit for teacher certification examinations:</i>  Early Childhood-6 Grade Generalist and All Level Special Education Teacher

	Early Childhood-6 Grade ESL Generalist Teacher Early Childhood-6 Grade Bilingual and Generalist Teacher 4-8 Grade Mathematics and ESL Teacher
Business Foundation	Minor (non-business majors)
Computer Science	Minor
Criminal Justice	Minor
Human Services Management and Leadership	Minor
Management	Minor (non-business majors)
Mathematics	Minor
Psychology	Minor
Sociology	Minor
Alternative Dispute Resolution	Academic Certificate
Applied Gerontology	Academic Certificate
Logistics and Supply Chain Management	Academic Certificate
Substance Abuse and Addictions	Academic Certificate
<b>Academic Area</b>	<b>Graduate Program Options</b>
Business Administration	Master of Business Administration (MBA), with a concentration in strategic Management
Counseling	Master of Education (MEd),
Educational Administration	Master of Education (MEd) <i>Upon completion of this program, students will be prepared to sit for principal certification examination</i>
Criminal Justice	Master of Science (MS)

**Note:** Degrees, majors, concentrations under majors, professional fields, minors, and certifications are selected in consultation with an advisor and, if approved, are incorporated into the student's degree plan and/or program of study.

## Enrollment

The Enrollment section explains matters related to registering for classes, dropping classes, attending classes and taking final examinations.

# Mandatory Orientation

All accepted undergraduate students new to UNT Dallas are required to attend an orientation for academic advisement prior to registration for classes. More information about the mandatory orientation is included in the Student Life section of this catalog.

# Change of Address

It is the responsibility of the student to provide correct permanent and local mailing address information at all times and on all documents at the University. Students who change their mailing address must notify the Office of the Registrar immediately by submitting the change in writing or by updating their address at [my.unt.edu](http://my.unt.edu).

# Student Load (Fall/Spring)

## Undergraduate

The normal load for full-time undergraduate students is 15 semester hours for each fall or spring term/semester, or 30 hours for the nine-month academic year. **Note:** For information pertaining to the required semester hours for enrollment verification purposes, refer to “Enrollment Certification” below.

No student who registers for or earns fewer than 9 hours of college work each semester may hold a responsible extracurricular office.

An undergraduate student with a GPA of less than 3.000 may schedule a maximum of 19 semester hours.

An undergraduate student with a GPA of at least 3.000 may enroll for a maximum of 21 hours for the fall or spring term/semester by meeting the following conditions:

1. at least a 3.000 GPA on a minimum 15-hour residence load for the term/semester just completed,
2. at least a 3.000 GPA on a minimum 12-hour residence load for the summer term/semester just completed, or
3. at least a 3.000 GPA on all work completed at UNT Dallas and a minimum 24 hours of credit in residence.

## Graduate

Graduate students may schedule a maximum of 16 hours during any fall or spring term/semester.

# Student Load (Summer)

## Undergraduate

The normal load for full-time students is 12 hours for the summer term/semester.

During the summer term/semester, a full-time undergraduate student with a GPA of less than 3.000 may select multiple sessions for a maximum of 18 semester hours.

Undergraduate students may schedule a maximum of 4 hours in 3W1 session, a maximum of 9 hours in 8W1 session, a maximum of 8 hours in 5W1 session, a maximum of 7 hours in 5W2 session, and a maximum of 15 hours in 10W session.

**Note:** For 3W1 (three week one) the normal load for full-time students is 3 hours. Undergraduate students may schedule a maximum of 4 hours in 3W1 session.

## Graduate

A full-time graduate student with a GPA of at least 3.000 may select multiple sessions for a maximum of 18 hours.

Constraints apply to graduate course enrollment. Graduate students may schedule a maximum of 4 hours in a three week session (3W1), a maximum of 7 hours in a five week session (5W1, 5W2), a maximum of 9 hours in a ten week session (10W), or a maximum of 9 hours in an eight week session (8W1). At no time during concurrently running summer sessions can graduate students' enrollment exceed 10 hours. For purposes of fulfilling the graduate residence requirements, a load of 9 semester hours is considered a full load. Graduate students enrolled only in undergraduate courses, for undergraduate credit, may request special consideration of the dean.

**Note:** For 3W1 (three week one) the normal load for full-time students is 3 hours. Graduate students may schedule a maximum of 4 hours in 3W1 session.

## Enrollment Certification

Enrollment verification and loan deferments are completed in the Office of the Registrar and are based upon a student having registered and paid tuition and fees according to the following criteria. See "Special Conditions for Financial Aid Applicants" in the Financial Information section of this catalog for loan deferment requirements.

## Undergraduate

**Full Time:** fall, spring or summer term/semester, 12 or more hours.

**Three-Quarter Time:** fall, spring or summer term/semester, 9 to 11 hours.

**Half Time:** fall, spring or summer term/semester, 6 to 8 hours.

## Graduate

**Full Time:** fall, spring or summer term/semester, 9 or more hours.

**Three-Quarter Time:** fall, spring or summer term/semester, 6 to 8 hours.

**Half Time:** fall, spring or summer term/semester, 4 to 5 hours.

Extension courses are considered nontraditional credit and are excluded for certification purposes.

International students also may request the Registrar to issue letters of enrollment for the use of foreign governments, embassies, scholarship agencies and banks. Interested International students should see the Office of the Registrar for information.

# Teacher Preparation

One of the following four certifications must be selected to complete the interdisciplinary teacher preparation degree.

- grades 4–8 mathematics teacher and ESL;
- grades EC–6 generalist and EC-12 special education;
- grades EC–6 ESL generalist; and
- grades EC–6 grade bilingual generalist.

# Course Auditing

Upon payment of a fee and with the written permission of the department chair and the dean of the division in which the course is taught, an individual fully eligible to enroll in the university may audit a course by attending classes with no expectation of receiving college credit for their attendance. An auditing student will not be enrolled in the class roll, and the instructor will not accept any papers, tests or examinations from the auditing student.

Only one audit fee is required per semester regardless of the number of courses audited. Tuition and fee information is available online at: <http://essc.unt.edu/saucs>.

Students may request permission to audit a class on forms that will only be made available in the offices of the academic deans after classes begin.

A person 65 years of age or older may audit a course without payment of a fee, if space is available and if approved by the department chair and the appropriate dean. Such enrollment entitles the person to library privileges, but not to the use of laboratory equipment and supplies, or admission to university-sponsored fine arts events.

# Registration

All registration and student-requested schedule changes are conducted via web registration at [my.unt.edu](http://my.unt.edu). Specific information and instructions as well as dates are found online at [www.unt.edu/unt-dallas/registering.htm](http://www.unt.edu/unt-dallas/registering.htm) and at [my.unt.edu](http://my.unt.edu).

# Late Registration

Students who are unable to enroll during the official registration periods must pay an additional fee for late registration. Refer to [www.unt.edu/unt-dallas/registering.htm](http://www.unt.edu/unt-dallas/registering.htm) for late registration information.

# Concurrent Registration

A student in residence who wishes to enroll concurrently at another college must first secure the written permission of the appropriate dean at UNT Dallas. Failure to obtain advance approval may result in the refusal of the university to accept such work in transfer.

Special provisions for avoiding more than one minimum tuition charge are available for students enrolling concurrently in more than one state-supported institution of higher education. Students planning concurrent enrollment are cautioned to check these provisions prior to enrollment in any state institution.

## Enrollment at the Universities Center at Dallas

Students enrolling for upper-division undergraduate courses or graduate courses offered by the partner universities of the Universities Center at Dallas (UCD), a Multi-Institutional Teaching Center (MITC) located in downtown Dallas, may enroll at their home institution for courses offered by the other UCD universities.

Three universities cooperate in offering upper-division undergraduate courses and graduate courses at UCD: Texas A&M University–Commerce, the University of North Texas and the University of Texas at Arlington. For details and course offerings, call UCD at 214-915-1900 or visit the UCD web site at [www.ucddowntown.org](http://www.ucddowntown.org). UCD is located at 1901 Main Street in downtown Dallas.

## Schedule Changes

For information concerning adding or dropping courses, consult the online *Academic Calendars* at [www.unt.edu/unt-dallas/academics/calendar.htm](http://www.unt.edu/unt-dallas/academics/calendar.htm) or [my.unt.edu](http://my.unt.edu).

## Advanced Placement and Credit by Examination

UNT Dallas awards undergraduate college credit on the basis of local and national examinations, subject to general limitations. This also includes military service credit and classroom instruction offered through the non-academic institutions approved by the American Council on Education. Such credit is not included in determining grade point averages and has the following additional restrictions:

1. may not be used to reduce the general degree requirement of completing a minimum of 30 semester hours in residence at UNT Dallas;
2. may not be used to reduce the general degree requirement of completing at least 24 semester hours of advanced work at UNT Dallas;
3. may not be used to reduce the general degree requirement of completing at least 12 advanced hours in the major at UNT Dallas;
4. may not be earned in any course the student has previously completed at any university; and
5. may not be earned in any course prerequisite to another course in the same subject for which the student has previously earned credit.

UNT Dallas recognizes exam credit in transfer from other accredited institutions within the limits outlined above. Scores from exam credits accepted in transfer are not re-evaluated by UNT Dallas. Credit by examination cannot be substituted for any grade, including an F earned for a course in high school, at UNT Dallas or at another college or university. The credit earned through examination will not be included in the grade point average at UNT Dallas, but it will be included in accepted semester credit hours and on the UNT Dallas transcript.

Credit and advanced placement may be granted only in accordance with policy and procedures in operation at UNT Dallas. Departments that honor the CLEP Subject Examinations, the College Board Advanced Placement Examinations or other instruments for granting advanced placement set departmental standards for their use.

## Advanced Placement (AP) Examinations

Students who have received college-level training in secondary school and who present applicable scores on the appropriate Advanced Placement Examination will be granted, on request, placement and credit for comparable courses at the university following enrollment.

Visit [www.unt.edu/pais/insert/ucebr.htm](http://www.unt.edu/pais/insert/ucebr.htm) for updated information.

AP Examination	AP Exam Score	Semester Credit Hours	UNT Dallas Course Equivalent
<b>Composition and Literature</b>			
English Language and Composition	4	3	ENGL 1310D
	5	6	ENGL 1310D, 1320
English Literature and Composition	4 or 5	3	ENGL 2210D
<b>Fine Arts</b>			
Art History	4 or 5	6	ART 2350, 2360
Music, Listening and Literature	3, 4 or 5	3	MUMH 2040D
Studio Art – Drawing Portfolio	4 or 5	3	ART 1500
Studio Art – 2D Design	4 or 5	3	ART elective; 1000 or 2000 level
Studio Art – 3D Design	4 or 5	3	ART 1450
<b>Languages</b>			
Chinese Language	3	8	CHIN 1010, 1020
	4	11	CHIN 1010, 1020, 2040
	5	14	CHIN 1010, 1020, 2040, 2050
French Language	3	8	FREN 1010, 1020
	4	11	FREN 1010, 1020, 2040
	5	14	FREN 1010, 1020, 2040, 2050
German Language	3	8	GERM 1010, 1020
	4	11	GERM 1010, 1020, 2040
	5	14	GERM 1010, 1020, 2040, 2050
Italian Language	3	8	ITAL 1010, 1020
	4	11	ITAL 1010, 1020, 2040

	5	14	ITAL 1010, 1020, 2040, 2050
Japanese Language	3	8	JAPN 1010, 1020
	4	11	JAPN 1010, 1020, 2040
	5	14	JAPN 1010, 1020, 2040, 2050
Latin – Vergil	3	8	LATI 1010, 1020
	4	11	LATI 1010, 1020, 2040
	5	14	LATI 1010, 1020, 2040, 2050
Spanish Language	3	8	SPAN 1010D, SPAN 1020D
	4	11	SPAN 1010D, SPAN 1020D, SPAN 2040D
	5	14	SPAN 1010D, SPAN 1020D, SPAN 2040D, SPAN 2050D
<b>Mathematics</b>			
Calculus AB	3, 4 or 5	4	MATH 1710D
Calculus BC	3, 4 or 5	7	MATH 1710D, MATH 1720D
Calculus AB Subscore for the Calculus BC exam	3, 4 or 5	4	MATH 1710D
Statistics	3, 4 or 5	3	MATH 1680D
<b>Natural and Computer Sciences</b>			
Biology	3	6	BIOL 1112, 1122
Biology	4 or 5	8	BIOL 1710D/BIOL 1730D, BIOL 1720D/BIOL 1740D
Chemistry	4	4	CHEM 1410D/ CHEM 1430D
	5	8	CHEM 1410D/ CHEM 1430D, CHEM 1420D/CHEM 1440D
Computer Science A	4 or 5	3	CSCE 1030D
Computer Science AB	4 or 5	7	CSCE 1030D, CSCE 1040D
Environmental Science	3, 4 or 5	3	BIOL 1132D
Physics B	4 or 5	8	PHYS 1410/1430, 1420/1440

Physics C (Electricity and magnetism)	4 or 5	4	PHYS 2220D/PHYS 2240D
Physics C (Mechanics)	4 or 5	4	PHYS 1710D/PHYS 1730D
<b>Social Sciences and History</b>			
Economics-macroeconomics	3, 4 or 5	3	ECON 1110D
Economics-microeconomics	3, 4 or 5	3	ECON 1100D
Government and Politics – Comparative	3, 4 or 5	3	Political science elective hours
Government and Politics – U.S.	3, 4 or 5	3	PSCI 1050D
History – European	3, 4 or 5	3	History elective hours
History – U.S.	3, 4 or 5	3	HIST 2610D, HIST 2620D
History – World	3, 4 or 5	6	HIST 1050, 1060
Human Geography	3, 4 or 5	3	GEOG 1170
Psychology	4 or 5	3	PSYC 1630D

The College Board Advanced Placement Examinations are offered in May each year and are administered by The College Board in most school districts. Students typically complete an AP course offered by their high school before taking an AP examination in that subject. However, in consideration of homeschooled students and students whose schools do not offer AP courses, The College Board does not require a student to complete an AP course before taking an AP examination. All requests for information should be directed to the Advanced Placement Program of The College Board, P.O. Box 6671, Princeton, NJ, 08541-6671.

## **AP Credit Evaluation and Notification**

Entering freshmen who took the Advanced Placement (AP) Exam for credit (and who designated that their scores be sent to the University of North Texas at Dallas, code 5999) will receive an evaluation of their scores at Freshman Orientation during the summer, if scores have been received and qualify for credit. Students who do not receive their AP evaluations at that time should check with the Office of Admissions prior to receiving academic advisement to confirm that their AP results have been received.

Former, continuing and transfer students who wish to have their AP test results applied to their UNT Dallas transcript must initiate this process through the Office of Admissions during their first term/semester enrolled at UNT Dallas. (Note: students who fail to initiate the process during their first term/semester at UNT Dallas may still be eligible to receive credit, but may be subject to the standards in place at the time of initiation, rather than those that were current when the test was taken.)

# College-Level Examination Program (CLEP)

UNT Dallas recognizes credit earned through College-Level Examinations of the College Board only if the credit is first certified by the Office of Admissions. The dean of the student's division at UNT Dallas has the option of applying CLEP credit to the student's degree audit.

## CLEP General Examinations

UNT Dallas does not grant credit on the basis of College Board CLEP General Examination scores.

## CLEP Subject Examinations

Credit is certified but not necessarily applied to a degree if the student scores at or above the average scores of those students in the national norms sample who earned a C in regular college courses on the subject.

Effective July 1, 2001, CLEP began using a new "common recommended credit-granting score" for all CLEP exams. UNT Dallas recognizes CLEP credit recommendations as posted on the official student score report.

## Use of CLEP Credit

A student may not earn examination credit for any course failed. All general regulations for credit by examination apply to CLEP credit.

CLEP Subject Examination	Maximum Semester Credit Hours
<b>Languages</b>	
College French (two to four semesters)	8–14 hours
College German (two to four semesters)	8–14 hours
College Spanish (two to four semesters)	8–14 hours
<b>Mathematics</b>	
Calculus with Elementary Functions	6 hours
Pre-calculus	5 hours
College Algebra	3 hours

<b>Natural Science</b>	
General Biology	6 hours
General Chemistry	6 hours
<b>Social Sciences and History</b>	
American Government	3 hours
History of the United States I	3 hours
History of the United States II	3 hours
Human Growth and Development	3 hours
Introduction to Educational Psychology	3 hours
Introductory Psychology	3 hours
Introductory Sociology	3 hours
Principles of Macroeconomics	3 hours
Principles of Microeconomics	3 hours
Western Civilization I	3 hours
Western Civilization II	3 hours

## SAT Subject Tests

UNT Dallas does not grant college credit on the basis of The College Board SAT Subject Test scores.

## Educational Experience in the Armed Services

Credit may be given for formal service school courses completed in the armed services after evaluation of official documents by the Office of Admissions. The student's academic dean decides if credit awarded for such courses will be applied toward requirements for the bachelor's degree.

# Credit for Work Experience

Credit will not be granted for knowledge acquired through prior work, certification, or performance experience regardless of whether these experiences were of a paid or voluntary nature.

## International Baccalaureate (IB)

UNT Dallas awards a minimum of 24 semester hours of credit to students who have completed the International Baccalaureate Program and have received the International Baccalaureate Diploma. Students must earn a minimum score of 4 on tests that count toward the diploma. The admissions office will certify the examination credit based on the qualifying scores.

A student who has completed a high school International Baccalaureate Program but has not earned the diploma and who has scored 5, 6 or 7 on the higher level IB examination will receive college credit at UNT Dallas. Credit is awarded as listed in the chart below.

Subject Area	Hours	UNT Dallas Equivalent
Arabic – Language B	14	ARBC 1010, 1020, 2040, 2050
Art/Design	3	ART 2900, applied to degree audit as lower-level elective COVAD policy regarding IB Credit)
Biology	8	BIOL 1710D/BIOL 1730D, BIOL 1720D/BIOL 1740D
Chemistry	8	CHEM 1410D/ CHEM 1430D, CHEM 1420D/CHEM 1440D
Chinese – Language B	14	CHIN 1010, 1020, 2040, 2050
Computer Science Computing Studies	8	CSCE 1030D, CSCE 1040D
Danish – Language B	14	LANG 1010, 1020, LANG 2040D, LANG 2050D
Dutch – Language B	14	LANG 1010, 1020, LANG 2040D, LANG 2050D
Economics	3	ECON 1100D
English – A1	12	ENGL 1310D, 1320, ENGL 2210D, ENGL 2220D
French – Language B	14	FREN 1010, 1020, 2040, 2050
Geography	3	GEOG 1200
German – Language B	14	GERM 1010, 1020, 2040, 2050
Hebrew – Language B	14	HEBR 1010, 1020, 2040, 2050

Hindi – Language B	14	LANG 1010, 1020, LANG 2040D, LANG 2050D
History	6	HIST 1060, HIST elective
History – Culture of the Islamic World	3	HIST elective
History of the Americas	3	HIST elective
Italian – Language B	14	ITAL 1010, 1020, 2040, 2050
Japanese – Language B	14	JAPN 1010, 1020, 2040, 2050
Management	3	MGMT elective
Mathematics	4	MATH 1710D
Music	3	Music elective
Norwegian – Language B	14	LANG 1010, 1020, LANG 2040D, LANG 2050D
Physics	8	PHYS 1410/1430, 1420/1440
Portuguese	14	PORT 1010, 1020, 2040, 2050
Psychology	3	PSYC 1630D
Russian – Language B	14	RUSS 1010, 1020, 2040, 2050
Spanish – Language B	14	SPAN 1010D, SPAN 1020D, SPAN 2040D, SPAN 2050D
Swedish – Language B	14	LANG 1010, 1020, LANG 2040D, LANG 2050D
Visual Arts	3	Visual Arts elective

**Note:** The minimum score requirements for awarding credit based upon International Baccalaureate examinations is under review and subject to change.

The IB institution code for UNT Dallas is 01800. Students should use this code when requesting to have IB scores sent to the UNT Dallas undergraduate admissions office.

Admission policies are reviewed periodically and are subject to change. Check the UNT Dallas web site at [www.unt.edu/unt-dallas/admissions](http://www.unt.edu/unt-dallas/admissions) for the latest admission information or contact the Office of Admissions at 972-780-3645, 877-868-3257, Dallas–Fort Worth Metro 972-780-3600. Answers to the most frequently asked questions can be viewed at ([www.unt.edu/unt-dallas/admissions/faq.htm](http://www.unt.edu/unt-dallas/admissions/faq.htm)); if a particular question is not answered there, it can be e-mailed to the Office of Admissions through that site.

## Class Attendance

Regular and punctual class attendance is expected. Although in general students are graded on intellectual effort and performance rather than attendance, absences may lower the student's grade where class attendance and class participation are deemed essential by the faculty member. In those classes where attendance is considered part of the grade, the instructor should so inform students at the semester's beginning by a written notice. Any instructor who informs students in writing about the necessity of class attendance may request of the Registrar that a student be dropped from the course with a grade of WF upon the accumulation of the stated number of absences. Instructor drops for non-attendance may be processed up to two weeks prior to the first day of final examinations for fall or spring terms/semesters and equivalent dates for summer sessions.

Refer to [www.unt.edu/unt-dallas/academics/calendar.htm](http://www.unt.edu/unt-dallas/academics/calendar.htm) for specific dates. Departments and similar academic units have authority to establish a department or course attendance policy, so long as the policy is in accord with the above stipulations.

If the instructor-initiated drop action falls within the time the student is eligible to drop with instructor consent and without penalty, the Registrar's Office notifies the student that a WF will be recorded unless the student initiates the drop procedure, in which case a W will be assigned.

## **Authorized Absences**

Absences due to participation in sponsored activities must be approved in advance by the department chair and academic dean. Within three days after the absence, students must obtain authorized absence cards for presentation to their instructors. Students with authorized absence cards may make up the work missed when practicable or be given special allowance so that they are not penalized for the absence. For more information, see the University's policy on excused absences (7.005) at: [www.unt.edu/unt-dallas/policies](http://www.unt.edu/unt-dallas/policies).

A student will be excused from attending classes or other activities upon providing notice of participation in active military service.

## **Student Absence Due to Military Service**

A student will be excused from attending classes or other activities upon providing notice of participation in active military service.

1. A student called to active military service must provide a copy of the student's military order to each faculty member instructing a course in which the student is enrolled.
2. An excused student will not be penalized for an absence due to military service and will be allowed to take an examination or complete an assignment from which the student is excused within a reasonable period after the absence.
3. The course syllabus or instructional plan for a course in which a student was enrolled when called to active military service will be retained so that the student may complete the course without prejudice and pursuant to the course requirements that were in effect when the student enrolled in the course upon the student's return from active military service. All course work completed by a student prior to being called to active military service will be retained until the student returns.
4. A student who returns from active military service who will not be able to satisfactorily complete any outstanding assignments or examinations within a reasonable period of time must contact the Office of the Associate Provost for Academic Success to develop and develop a written plan and timeframe for completing all outstanding assignments or to make any other arrangements as may be appropriate under the circumstances.
5. The maximum period for which a student may be excused will be no more than 25% (twenty-five percent) of the total number of class meetings or the contract hour equivalent (not including the final examination period) for the specific course or courses in which the student is currently enrolled at the beginning of the period of active military service.

6. A student returning from active military service who believes that they have not been given full and fair treatment in accordance with this policy, or all other relevant state or federal laws relating to return from active military service, may seek review by the Associate Provost for Academic Excellence. The Associate Provost for Academic Excellence will review the complaint asserted by the student, meet with all university officials who may have knowledge of the circumstances, and attempted to resolve the dispute amicably in accordance with UNT Dallas policy and state and federal law.

## Absence for Religious Holy Days

In accordance with state law and university policy, a student absent due to the observance of a religious holy day may take examinations or complete assignments scheduled for the day(s) missed, including those missed for travel, within a reasonable time after the absence. The student should notify the instructor of each class of the date of the anticipated absence at the beginning of the semester.

Only holidays or holy days observed by a religion whose place of worship is exempt from property taxation under Section 11.20 of the Tax Code may be included. A student who is excused under this provision may not be penalized for the absence, but the instructor may respond appropriately if the student fails to complete the assignment or examination.

If a student and faculty member disagree about the nature of the absence being for the observance of a religious holy day or about whether the student has been given reasonable time to complete any missed assignments or examinations, either the student or the faculty member may appeal to the Associate Provost for Academic Excellence. The student and faculty member will abide by the decision of the Associate Provost for Academic Excellence. For more information, see the university's policy on student attendance (7.005) at: [www.unt.edu/unt-dallas/policies](http://www.unt.edu/unt-dallas/policies).

## Course Drop

1. A student may drop a course prior to the census date (the 12th class day of the fall or spring semester or the equivalent dates in a summer session) in the Office of the Registrar. Courses dropped prior to the census date will not appear on the student's transcript and will not be included in the limitation of dropped courses as set forth below.
2. After the census date a student must receive written approval from the faculty member prior to dropping a course. A faculty member may withhold consent to drop a course for any reason that has been communicated to students, in writing, at the start of the semester.
  - a. If a course is dropped prior to the end of the sixth week of classes for the fall or spring semester or the equivalent dates for the summer sessions the faculty member will assign a grade of W.
  - b. If a course is dropped after the sixth week of class for the fall or spring semester or the equivalent dates for the summer session and the student maintains a passing grade at the time the course is dropped the faculty member will assign a grade of W.
  - c. If a course is dropped after the sixth week of class for the fall or spring semester or the equivalent dates for the summer session and the student is not maintaining a passing grade at the time the course is dropped the faculty member will assign a grade of WF.
3. No student may drop any course after the date designated by the Office of the Registrar during the tenth (10th) week of the fall or spring semester, or the equivalent date of the summer session.
4. No student may drop more than six (6) courses during their academic program except as set forth below. A faculty member or the Registrar may refuse to allow a student to drop a course if the student has dropped six (6) courses previously.
5. Students applying for financial aid must contact the Office of Financial Aid prior to dropping any class in order to understand the potential impact of the dropped course on student financial aid eligibility.

6. All relevant course drop dates will be published annually by the Registrar and will be made available on the UNT Dallas on-line academic calendar. All drop procedures must be completed by 5:00 p.m. on the deadline dates specified on the UNT Dallas academic calendar.

## Limitations on Course Drops

Undergraduate students who enrolled in higher education for the first time after fall 2007 will not be permitted to drop a total of more than six (6) courses, including any course a transfer student dropped at another institution unless the student shows good cause for dropping more than six (6) courses, including but not limited to a showing that:

1. A severe illness or debilitating condition affects the student's ability to satisfactorily complete a course;
2. The student's responsibility for the care of a sick, injured or needy person if the provision of that care affects the student's ability to satisfactorily complete the course;
3. The death of a person who is considered to be a member of the student's family or who is otherwise considered to have a sufficiently close relationship to the student that the person's death is considered to be a showing of good cause;
4. The active duty service as a member of the Texas national Guard or the armed forces of the United States of either the student or a person who is considered to be a member of the student's family or who is otherwise considered to have a sufficiently close relationship to the student that the person's active military service is considered to be a showing of good cause;
5. The change of the student's work schedule that is beyond the control of the student and affects the student's ability to satisfactorily complete the course; or,
6. Other good cause as determined by the Assistant Provost for Academic Excellence.

Courses dropped for complete withdrawal from UNT Dallas are not calculated for purposes of the course drop limitation.

This limitation does not apply to courses dropped prior to the 12th day of classes or to courses dropped with a grade of WF. Courses dropped for complete withdrawal from UNT Dallas are not calculated for purposes of the course drop limitation.

Requests for exception to the drop limitation must be made in writing to the student's academic dean and must occur during the semester that the dropped course was taken.

## Leave of Absence

Leave of absence applies to students admitted to the master's or doctoral degree who wish to discontinue work toward the degree for a specified period of time due to exigent circumstances. Leave of absence may be granted by the academic program, which then notifies the Graduate School. If the student has begun thesis or dissertation and is under the continuous enrollment requirement, a waiver of continuous enrollment must also be requested and approved by the Graduate School. Degree requirements and graduation must be completed within the appropriate time limit for completion of the degree. (See "Time Limitations" in the master's degree requirements sections of this catalog.)

## Withdrawal from UNT Dallas

A student may withdraw from UNT Dallas any time prior to two (2) weeks before the first day of final examinations for the fall or spring semester or the equivalent dates for summer session.

The Registrar will record a W for each course in which a student was enrolled for withdrawals processed prior to the sixth (6th) week of classes for the fall or spring semester or the equivalent for summer sessions. For withdrawals process by the Registrar after the sixth (6th) week of classes for the fall or spring semester or the equivalent for summer

sessions, the a W will be recorded for those courses in which a student was passing at the time of withdrawal and a WF will be recorded for those courses which a student was not passing at the time of withdrawal.

Students called to active military service during a semester in which they are enrolled may be entitled to a refund of tuition and fees if they withdraw or the student may be entitled to receive a final grade or incomplete grade in courses. Students should contact the Office of the Registrar at 972-780-3662 or 972-780-3664 to determine their options.

Students seeking to withdraw for medical reasons should consult the relevant UNT Dallas policy.

Official dates and deadlines for withdrawing are specified in the Academic Calendar at [www.unt.edu/unt-dallas/academics/calendar.htm](http://www.unt.edu/unt-dallas/academics/calendar.htm).

**Notice:**

- Students receiving financial aid also must contact [www.unt.edu/unt-dallas/finaid/index.htm](http://www.unt.edu/unt-dallas/finaid/index.htm) before dropping a class or withdrawing. Students receiving financial aid may be required to go through an exit interview with a financial aid counselor before they are permitted to withdraw.
- Students who withdraw from UNT Dallas will have student services and privileges terminated.
- To receive a refund for a parking permit, a student must return the parking permit to the Student Financial Services.

## Effects of Withdrawal on Academic Status

Any student who withdraws from UNT Dallas prior to the end of the sixth week of classes (or the equivalent dates for summer sessions) is given grades of W and is not penalized with a reduced CGPA. Any student who withdraws after this period, but at least two weeks before the first day of final exams (summer session, six class meetings prior to finals; three week session, three class meetings prior to finals), is given grades of W or WF depending upon the student's grade average at the time of withdrawal. Grades of WF are included as hours attempted in calculating a student's minimum UNT Dallas cumulative grade point average required to remain in good standing. A student who does not officially withdraw from the university is held responsible for grades of F and is placed on probation or suspended from the university if the grades of F bring the CGPA below the minimum required.

## Pre-Final Week

So that students can more adequately prepare for their final examinations, special rules apply to the seven calendar days preceding the final week of each fall and spring term/semester.

During pre-finals week, student organizations do not meet; activities requiring student participation such as field trips or performances by dance, drama or music ensembles are not scheduled.

On the Friday of the week immediately preceding final exams (reading day), no classes are held.

## Final Examinations

Faculty members are expected to administer final examinations at the designated times during the exam week of each long semester and during the specified day of each summer term. Any deviation from the published schedule of final examinations must be approved in advance by the appropriate academic dean.

Students who have as many as three final examinations scheduled on one day may appeal to their academic dean to reschedule one of those examinations on another day during the final examination period.

# Commencement

## Application for Graduation (Undergraduate Students)

Applications for graduation are available in Student Services located in Building 1. (Visit [www.unt.edu/unt-dallas/viewbook/grad/apply.htm](http://www.unt.edu/unt-dallas/viewbook/grad/apply.htm) for degree application deadlines.)

Degree applications are accepted only from undergraduate students who have a minimum overall C average. See “General University Requirements” in the Academics section of this catalog for grade point calculation details. Before applying, the student also must remove grades of I in required courses necessary for graduation if these courses increase the term/semester load beyond the maximum permitted.

Students otherwise eligible for graduation who complete their final course or courses elsewhere will not graduate at the end of the term/semester or summer session/term in which the work is completed because of the time required for obtaining transcripts; such students will have their degrees conferred at the close of a subsequent UNT Dallas term/semester.

August graduates may file for graduation before the end of the spring term/semester.

## Application for Graduation (Graduate Students)

It is the responsibility of the student to stay abreast of progress toward the degree and to file the appropriate degree application in the office of the graduate dean. Consult [www.tsgs.unt.edu/academics/graduation](http://www.tsgs.unt.edu/academics/graduation) for the proper dates. The applicant’s grade point average on all graduate work attempted must be at least 3.0 for the application to be accepted.

Because of the time required for receipt of transcripts, students otherwise eligible for graduation who complete their last course or courses elsewhere will not graduate at the end of the term/semester or summer session/term in which the work is completed, but will receive their degree at the close of a subsequent UNT term/semester or summer session/term.

Tuition and fees information is available online at [www.unt.edu/unt-dallas/costtoattend.htm](http://www.unt.edu/unt-dallas/costtoattend.htm). Students anticipating graduation should consult the online academic calendar at [www.unt.edu/unt-dallas/academics/calendar.htm](http://www.unt.edu/unt-dallas/academics/calendar.htm) for final dates for payment of fees and meeting other graduation requirements.

## Graduation with Honors

Candidates for graduation whose overall grade point average, based on grades earned in University of North Texas at Dallas resident credit courses and transferred resident credit courses, is at least 3.500 but less than 3.700 are eligible to graduate cum laude; those whose GPA, as defined above, is at least 3.700 but less than 3.900 are eligible to graduate magna cum laude; and those whose GPA, as defined above, is 3.900 to 4.000 are eligible to graduate summa cum laude.

Hours earned through correspondence and extension courses, or pass/no pass courses, may not be counted in calculating the GPA for determination of eligibility for graduation with honors. Candidates for a second bachelor’s degree are not eligible for graduation with honors.

## Commencement Exercises

Commencement exercises are held in December, May and August. Diplomas are mailed to candidates approximately eight weeks after graduation has been verified. Degrees granted will be the same as those earned by students attending the Denton campus until UNT Dallas achieves separate accreditation.

## **Student Life**

The following section includes some of the many services provided to students from the Office of Student Life and Success. For more information, call (972) 780-3632 or e-mail: [StudentLife@unt.edu](mailto:StudentLife@unt.edu).

## **New Student Orientation**

All accepted undergraduate students new to UNT Dallas are required to attend an orientation for academic advisement prior to registration for classes.

New freshman students entering in the fall term/semester are invited to attend a one day orientation session where they receive individual attention and assistance with class scheduling. Orientation dates for students' particular major are listed at [my.unt.edu](http://my.unt.edu) where student may also register for orientation. These sessions are conducted during June, July and August. Orientation includes campus life sessions, placement testing, academic advising, registration for classes and completion of the tuition and fee payment process. Currently, there is no fee for orientation.

Transfer students can choose to attend one of several one-day Summer Orientation sessions. Each session focuses on registering for classes, meeting with an advisor and learning about campus resources.

Orientations are also held each January and during the summer. These sessions are for students starting classes in the spring and summer terms/semesters.

All new undergraduate students receive orientation information following acceptance notification.

Questions regarding Orientation should be directed to the Office of Student Life and Success at 972-780-3632, or visit [www.unt.edu/unt-dallas/orientation](http://www.unt.edu/unt-dallas/orientation).

New international students are required to attend an orientation conducted by the International Welcome Center. UNT International Admissions Office currently conducts international student orientations for both UNT and UNT Dallas campuses. For more information, international students should contact UNT-International (<http://www.international.unt.edu>).

Please contact the orientation coordinator, Holly Joyner, for more information at: (972) 338-1777.

## **Disability Accommodation**

The Office of Student Life and Success provides numerous services to students with physical and learning disabilities, including testing space and auxiliary space. Students with questions or concerns, and those wishing to request an accommodation should call Laura Smith, the Accommodations Coordinator in the Office of Student Life and Success, at 972-780-3632, TTY access: 888-937-9291.

## **First Year Seminars**

A course offered to first year students to teach them the ins and outs of becoming successful UNT Dallas students and connect them with other new students as well as faculty and staff through a shared academic experience.

# Student Organizations

An array of student clubs and organizations offer UNT Dallas students friendships with people of similar and varied interests and avenues for organized and meaningful service. Included are national honor societies, national professional societies, departmental clubs, and special focus groups. Enjoy your student experience at UNT Dallas by joining or starting a group of like-minded class-mates. For information, call the Office of Student Life and Success at 972-780-3632.

# Career Fairs

Area organizations come to UNT Dallas to find qualified and motivated employees for all types of employment opportunities.

# Career Services

Career Services provides a variety of employment opportunities- full-time and part-time and internships off campus to currently enrolled students and alumni. For information, call 972-338-1JOB or e-mail [jaguarjobs@unt.edu](mailto:jaguarjobs@unt.edu). Information regarding on- and off-campus jobs can be accessed on the web site ([jagjobs.unt.edu](http://jagjobs.unt.edu)).

# Counseling

Student Advocacy is available through the Office of Student Life and Success. Students may come discuss issues with staff and receive referrals to campus/ community resources for a number of concerns, including: Academic and other adjustment problems ; Test anxiety ; Career indecision; Romantic or other relationship problems; Grief related to the loss of family member or friend; Stress; Family conflict; Major-life changes; Depression; Thoughts of suicide; Hopelessness; Anxiety; Alcohol and drug problems.

The Office of Student Life and Success maintains strict confidentiality of records and counseling relationships. No information disclosed in a counseling relationship is shared with anyone inside or outside the University unless provided by law.

Contact the Office of Student Life and Success (OSLS) for more information.

# Student Resources

## Academic Advising

The University of North Texas at Dallas is committed to providing effective advising services to students as an essential component of their educational experience. Students are encouraged to seek academic advising regularly throughout their academic careers, preferably at least once a semester. *Students are responsible for initiating advising contact and preparing for advising sessions.*

UNT Dallas's advising systems are available to all students to assist in and provide for the following:

1. **Goal setting.** Help students set both short-term and long-term educational goals.

2. **Information.** Inform students of the graduation requirements of their department, help with strategic course selections so as to minimize the number of semesters required for graduation, and inform students of career opportunities in their field of study.
3. **Transitions.** Inform students how to change majors and provide information to explain the process students follow to enroll in their curriculum and to drop or add courses during the semester.
4. **Accessibility.** Have reasonable hours and methods of availability for students. Students should be able to set up appointments for an adequate amount of time to make curricular selections.
5. Referral to campus resources. Be able to refer students to various campus resources

*Students are ultimately responsible for fulfilling all the requirements of the curriculum in which they are enrolled.*

Students share responsibility for a successful university experience and are expected to contribute to effective advising sessions by:

1. Participating in orientation programs, providing standardized test scores, and providing an academic history that aids in course selection decisions.
2. Working with an advisor to develop and implement both short- and long-term educational and career goals.
3. Knowing academic policies and procedures, academic calendar deadlines, and degree or program requirements.
4. Consulting with an advisor when necessary and following through on recommendations.
5. Scheduling and keeping appointments with an advisor. Coming prepared for appointments by bringing appropriate materials, identifying course choices from requirements of the preferred program or major, and identifying questions to address.
6. Informing an academic advisor of any special needs, deficiencies, or barriers that might affect academic success.
7. Remaining informed of progress in meeting academic requirements, carefully maintaining academic records, and seeking assistance to resolve any errors or questions.

Students must be pursuing a degree program that is currently being offered at UNT Dallas to get accurate academic advising. If a student chooses to transfer to another institution or complete courses towards a degree program that is not currently being offered by UNT Dallas, there may have additional course work to complete and UNT Dallas Advisors are not responsible for advising curriculum that UNT Dallas does not support.

## Tutoring

Contact the Assistant Director of Academic Support Programs in University College for help with tutoring.

## Workshops

Students can attend a variety of academic success workshops throughout the semester. Topics include: Writing APA; Test-taking strategies; Brain Style; LASSI (Learning and Social Skills Inventory); Time Management & Goal Setting.

Check the activities calendar for scheduled workshops or contact the Office of Student Life and Success to set up an individual appointment.

## Counseling Clinic

The UNT-UNT Dallas Counseling Clinic provides counseling services including: Play therapy; Individual counseling; Group counseling; Couples counseling; Family counseling. There is a nominal fee for each session.

Clinic hours vary per semester.

The counseling clinic is associated with the UNT Master's Program in Counseling. Counselors-in-training provide counseling services under the supervision of counseling program faculty.

For more information, clinic hours, or to schedule an appointment, please contact: Jennifer Baggerly at 972-780-3646.

The Counseling Clinic maintains strict confidentiality of records and counseling relationships. No information disclosed in a counseling relationship is shared with anyone inside or outside the University unless provided by law.

## **Library Services**

Our predominantly electronic (or virtual) library provides research and instructional services and support for students and faculty. The library has access to a large number of electronic databases, full-text books, and other materials available for use both on and off campus.

Through the library's membership in TexShare, students and faculty may obtain a TexShare card and borrow materials at college, university and public libraries throughout the state of Texas. For materials not owned by UNT System libraries, Interlibrary Loan Services may borrow items from libraries throughout the world.

Students also have access to other UNT System libraries in Denton and Fort Worth.

## **Computer Services**

Centralized computing services that support instruction, research and student learning are provided through the Information and Instructional Technology Department. These services include support for a wide range of computing platforms, student messaging, training, consulting and a university computing help desk ([www.unt.edu/unt-dallas/iit](http://www.unt.edu/unt-dallas/iit)).

Computer networks are installed in all academic departments, providing Internet connectivity. Wireless networking (JagNet) is available in the campus buildings. Online elements of courses are offered with support from the Center for Learning, Enhancement, Assessment and Redesign using computing systems supported by the Computing and Information Technology Center through a shared services agreement.

## **Student Computing Services**

Two general access microcomputer laboratories, housing approximately 70 computers, are available to all students for use of Windows personal computers. Laser printers are provided in all labs. Three computer classrooms serve students in particular courses.

UNT Dallas provides electronic mail to all students via EagleConnect, a web-based e-mail and calendar system. EagleConnect is used as an official communication medium between the university and students. Internet services available to students include personal web page publishing and online file storage.

## **Research Computing Support**

Academic Computing Services and User Services (ACS/US) provides support for a variety of microcomputer-based software applications through a shared services agreement. Site licenses are maintained for microcomputer versions of SPSS, SAS, S-Plus, STATA, and Matlab, which provide statistical analysis capabilities.

Several statistical analysis packages, including SAS, SPSS and S-Plus, are provided in the general access labs.

ACS/US serves as a repository for a substantial body of machine-readable data including the Inter-University Consortium for Political and Social Research (ICPSR) data archives, Standard and Poor's COMPUSTAT and the Center for Research in Security Prices' (CRSP) data sets. The University Libraries also maintain a number of databases and other research materials that are accessible through the campus network.

## Consulting, Training and Help Desk Services

Consulting and training are provided by Information and Instructional Technology to facilitate the use of research and instructional computing facilities by students. A series of short courses is offered each term/semester to allow students to gain the expertise necessary for effective use of campus computer systems and software. A number of computer-based training programs are accessible within student laboratories or via the web ([www.unt.edu/training](http://www.unt.edu/training)). Experienced consultants are available to assist students with technical problems.

The Information and Instructional Technology (IIT) department operates a campus-wide help desk service to provide students with information and help on a variety of computing problems ([www.unt.edu/unt-dallas/iit](http://www.unt.edu/unt-dallas/iit)).

JAG Wire, IIT's newsletter, is published regularly and serves as an excellent resource for current information systems at UNT Dallas. Current and past issues are available via the department web site ([www.unt.edu/unt-dallas/iit](http://www.unt.edu/unt-dallas/iit)).

## Identification Card

The identification card is distributed during registration after all fees have been paid. The card entitles the bearer to student admission to campus programs, dances, movies, and general access computer laboratories. It provides identification at the libraries for checking out materials. *As the student's official university identification, it must be presented to any UNT Dallas official upon request.*

Lost ID cards may be replaced for a \$10 charge at Student Financial Services. Misplaced ID cards that have been turned in are held in Student Financial Services.

The card is void upon termination or interruption of enrollment. Students are asked to retain their ID cards, even though they may not be enrolled. The cards are reactivated upon subsequent enrollment.

Fraudulent use of the ID card subjects the user to a fine not to exceed \$4,000, confinement not to exceed one year, or both (Class A Misdemeanor). Anyone who uses the ID card to give false information to a police officer is subject to a fine of not more than \$500 (Class C Misdemeanor).

## Administration and Faculty

### Governance

The Board of Regents is the governing body of the University of North Texas System, which includes the University of North Texas at Dallas, the University of North Texas Health Science Center at Fort Worth, and the University of North Texas. The Board is composed of nine members who are appointed by the Governor of Texas and confirmed by the Senate. The members are appointed for staggered terms of six years each.

## UNT Dallas Administration

The President is the chief executive officer of the institution and has general authority and responsibility for the administration of the University, subject to the policies and rules of the Board and under the direction of the Chancellor. Assisting the President with these administrative responsibilities is a solid core of experts in the educational arena as well as seasoned business professionals. The faculty and staff of UNT Dallas are committed to providing quality degree programs and services and take pride in the services it provides its students and the surrounding community.

## **Governance and Administration**

### **UNT System Board of Regents**

**C. Dan Smith**, Chair (2011), Plano  
**Jack A. Wall**, Vice Chair, (2013), Dallas  
**Michael R. Bradford** (2015), Midland  
**Don A. Buchholz** (2013), Dallas  
**Charles D. Mitchell** (2011), Dallas  
**Steve Mitchell** (2015), Richardson  
**Brint Ryan** (2015), Dallas  
**Gwyn Shea** (2013), Dallas  
**Al Silva** (2011), San Antonio  
**Jonathan Gallegos**, Student Regent

### **UNT Dallas Administration**

**John Ellis Price, PhD**, President  
**John Beehler, PhD**, Provost and Vice President for Academic Excellence and Student Success  
**Wayne Usry, MS**, Vice President Finance and Administration  
**Douglas Smith, MA**, Special Assistant to the President for University Advancement  
**Ronald Hy, PhD**, Associate Provost for Academic Excellence  
**H.D. Stearman, PhD**, Associate Provost for Institutional Effectiveness  
**Frank Ross, PhD**, Associate Provost for Student Success  
**Gloria Bahamon, MA**, Assistant Deputy Vice Chancellor  
**Gregory Tomlin, PhD**, Executive Director of Marketing and Communications  
**Shasta Buchanan, MS**, Executive Director of Admissions and Enrollment Management  
**Richard Smith, PhD**, Interim Executive Director of the W.W. Caruth Jr. Police Institute

### **UNT System Administration**

**Lee F. Jackson, MPA**, Chancellor of the University of North Texas System  
**Jack Morton, JD**, Vice Chancellor for Governmental Relations  
**Nancy S. Footer, JD**, Vice Chancellor and General Counsel  
**Richard L. Escalante, MA**, Vice Chancellor for Administrative Services  
**Terry Pankratz, MBA**, Vice Chancellor for Finance  
**Rosemary Haggett, PhD**, Vice Chancellor for Academic Affairs and Student Success

### **Academic Deans**

**Sheryl Santos-Hatchett, PhD**, Dean of Education and Human Services  
**Gerard Rambally, PhD**, Dean of Liberal Arts and Life Sciences  
**Jehad Yasin, PhD**, Dean of Urban and Professional Studies

## UNT Dallas 2010-2011 Faculty

August 26, 2010

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

**AMES, SCOTT**, Lecturer of Business. BS, Michigan State University; MBA, Michigan State University

**AMIN, IFTEKHAR**, Assistant Professor of Human Services. BS, University of Dhaka; MA, University of Dhaka; MA, University of Texas at Arlington; PhD, University of North Texas

**ARXER, STEVEN**, Assistant Professor of Sociology. BS, Barry University; MA, University of Miami; PhD, University of Florida

**ARYA, VINOD**, Chair of Mathematics and Information Sciences, and Professor of Mathematics. MS, Meerut University; PhD, I.I.T., Roorkee

**BABCOCK, MATTHEW**, Assistant Professor of History. BA, Dartmouth College; MA, University of New Mexico; PhD, Southern Methodist University

**BAGGERLY, JENNIFER**, Chair of Counseling and Human Services, and Associate Professor of Counseling. BA, Trinity University; MA, Colorado Christian University; PhD, University of North Texas

**BARFIELD-COTTLEDGE, TIFFINEY**, Lecturer of Criminal Justice. BS, Prairie View A&M University; MA, Prairie View A&M University; PhD, Prairie View A&M University.

**BEEHLER, JOHN**, Provost and Vice President for Academic Excellence and Student Success, and Professor of Accounting. BS, Pennsylvania State University; MBA, Indiana University; PhD, Indiana University

**BORGES, WALTER**, Assistant Professor of Political Science. BA, Cornell University; PhD, University of Texas at Dallas

**CELIK, MEHMET**, Assistant Professor of Mathematics. BA, Marmara University; PhD, Texas A&M University

**CHOE, GRETCHEN**, Lecturer of Criminal Justice. BBA, University of North Texas; MS, University of North Texas; JD, University of Houston

**CIRIZA-LOPE, MARIA DEL PUY**, Assistant Professor of Spanish. BA, Deusto University Bilbao; MA, University of Illinois at Urbana-Champaign; PhD, University of Illinois at Urbana-Champaign

**CROWE, JESSICA**, Assistant Professor of Sociology. BA, North Central College; MA, Washington State University; PhD, Washington State University

**DUNLOP, HOWARD**, Lecturer of Educational Administration. BS, Lane College; MEd, University of North Texas; PhD, University of Texas at Austin

**FORDE, DAVID**, Chair of Sociology and Psychology, and Professor of Sociology. BS, University of Victoria; MA, University of Manitoba; PhD, University of Alberta

**FORSYTHE, KAY**, Lecturer of Educational Administration. BA, Arlington State College; MS, North Texas State University; PhD, Iowa State University

**FRIESEN, DANIEL**, Assistant Professor of Business. BS, McNeese State University; MBA, McNeese State University; PhD, University of Texas at Arlington

**GOKTAN BILHAN, A. BANU**, Assistant Professor of Business. BA, Middle East Technical University; MBA, Dokuz Eylul University; PhD, University of North Texas

**GOMEZ, TODD**, Lecturer of Human Services. BS, Our Lady of Holy Cross College; MA, Our Lady of Holy Cross College; PhD, Texas Tech University

**GORMAN, JEFFREY**, Lecturer of Chemistry. BS, Virginia Military Institute; PhD, University of Texas at Austin

**GREEN, ERIC**, Assistant Professor of Counseling. BA, University of Louisiana-Lafayette; MS, University of Louisiana-Lafayette; PhD, University of New Orleans

**GUEVARA, RUTH**, Lecturer of Teacher Education. BS, Pan American University; MEd, Texas Woman's University; EdD, Texas Woman's University

**HARRIS, PAMELA**, Assistant Professor of Visual Arts. BA, Illinois State University; MFA, Memphis College of Art

**HOLDEN, RICHARD**, Professor of Criminal Justice. BS, Abilene Christian University; MS, Abilene Christian University; PhD, Sam Houston State University

**HSIEH, CHIALING**, Assistant Professor of Business. BA, Cheng Chi University; MBA, Louisiana Tech University; PhD, Southern Illinois University

**JESMIN, SYEDA**, Assistant Professor of Sociology. MSS, University of Dhaka; MA, University of Texas at Arlington; MPH, UNT Health Science Center; PhD, University of North Texas

**JOHNSON, GEORGETTA**, Lecturer of Educational Administration. BS, Texas Southern University; MEd, Texas Southern University; EdD, Texas Southern University

**JOHNSON, GWENDOLYN**, Assistant Professor of Teacher Education. BS, Bowling Green State University; MBA, Bowling Green State University; PhD, University of South Florida

**KAHNG, BYUNGKIK**, Assistant Professor of Mathematics. BS, Seoul National University; MS, Stanford University; PhD, University of Illinois at Urbana-Champaign

**KHAN, NOUREEN**, Assistant Professor of Mathematics. MS, University of Texas at Dallas; PhD, University of Texas at Dallas

**KING, CINDY**, Assistant Professor of English. BA, University of Toledo; MA, University of Southern Mississippi; PhD, Florida State University

**KOVALYOVA, NATALIA**, Assistant Professor of Communications. Diploma, Kubanskiy State University; M.Ed. University of Massachusetts; PhD, University of Texas at Austin

**LACY, CONSTANCE**, Lecturer of Human Services. BSW, University of North Texas; MSSW, University of Texas at Arlington; PhD, University of Texas at Arlington

**LIN, YU-FEN**, Lecturer of Counseling. BS, Dang-Chiang University; MDIV, Taiwan Theological College & Seminary; MS, Texas A&M-Commerce; PhD, Sam Houston State University

**LIU, RUIFENG**, Associate Professor of Chemistry. BS, Sichuan University; MS, Sichuan University; PhD, University of Arkansas at Fayetteville

**LIU, YING**, Assistant Professor of Information Sciences. BS, Nanjing University; MS, Georgia Institute of Technology; PhD, Georgia Institute of Technology

**MITRA, SUBHRO**, Assistant Professor of Business. BS, North Bengal University; MBA, Calcutta University; PhD, North Dakota State University

**MUNIZ, ELIZABETH**, Lecturer of Business. BA, University of Central Florida; MS, University of Central Florida; PhD, University of Central Florida

**ORTLOFF, WARREN**, Lecturer of Educational Administration. BA, Southeastern Louisiana University; MEd, Southeastern Louisiana University; EdD, Oklahoma State University

**PATTON, JOY**, Assistant Professor of Human Services. BS, University of Central Oklahoma; MA, Liberty University; MS, University of Texas at Arlington; PhD, University of Texas at Arlington

**POTTS, HELEN**, Lecturer of Sociology. BS, University of Houston-Clear Lake; MA, University of Houston-Clear Lake; PhD, University of North Texas

**PRACHYL, CHERYL**, Assistant Professor of Accounting. BBA, Texas A&M University; MS, Texas A&M University; PhD, University of Texas at Arlington

**PRICE, JOHN**, President and Professor of Accounting. BBA, University of Southern Mississippi; MS, University of Southern Mississippi; PhD, North Texas State University

**RAMBALLY, GERARD**, Dean of Liberal Arts and Life Sciences, and Professor of Information Sciences. BS, University of Saskatchewan; BEd, University of Saskatchewan; MMath, University of Waterloo; PhD, University of Oregon

**RATH, SURA**, Director of University College, Chair of Languages and Communication, and Professor of English. BS, Ravenshaw College; MA, Utkal University; MA, Tulane University; PhD, Texas A&M University

**RODRIGUEZ, CYNTHIA**, Assistant Professor of Teacher Education. BS, University of North Texas; MEd Texas Woman's University; PhD, Texas Woman's University

**ROMANO, JACQUELINE**, Assistant Professor of Teacher Education. BA, California State University-San Bernardino; MA, California State University-San Bernardino; PhD, Texas Tech University

**ROSS, FRANK**, Associate Provost for Student Success and Professor of Practice, Higher Education. BS, Ball State University; MA, Western Kentucky University; MA, Ball State University; PhD, Indiana University

**SANTOS-HATCHETT, SHERYL**, Dean of Education and Human Services, and Professor of Education. BA, Queens College; MA, Queens College; PhD, Kansas State University

**SEABROOKS-BLACKMORE, JANICE**, Assistant Professor of Teacher Education. BA, University of North Florida; MEd, University of North Florida; PhD, Florida State University

**SERVIERE-MUNOS, LAURA**, Assistant Professor of Business. BBA, Universidad Autonoma de Tamaulipas; MBA, The University of Texas - Pan American; PhD, The University of Texas - Pan American

**SHAPPECK, MARCO**, Assistant Professor of Teacher Education. BA, University of Wisconsin-Eau Claire; MA, Northeastern Illinois University; MA, University of Illinois Urbana-Champaign; PhD, University of Illinois Urbana-Champaign

**SHAQLAIH,ALI**, Assistant Professor of Mathematics. BS, Birzeit University; MS, AN-Najah National University; MA, University of Oklahoma; MEd, University of Oklahoma; PhD, University of Oklahoma

**SHOUSE, DOUGLAS**, Lecturer of Educational Administration. BS, Missouri State University; MS, Iowa State University; EdD, North Texas State University

**SMITH-MAHDI, JACKQUICE**, Lecturer of Sociology. BS, University of North Texas; MS, University of North Texas; PhD, Oklahoma State University

**TANNER, DAVID**, Assistant Professor of Biology. BS, California State University-Fresno; MS, University of California-Riverside; PhD, University of California-Riverside

**TAYLOR, ROBERT**, Director of Caruth Police Institute, and Professor of Criminal Justice. BS, Portland State University; MS, Michigan State University; PhD, Portland State University

**VINCENT, RHONDA**, Lecturer of Teacher Education. BA, University of Texas; MA, New Mexico State University; PhD, Texas Woman's University

**WARRINGTON, KATE**, Assistant Professor of English. BA, The College of William and Mary; MA, Florida State University; PhD, University of Louisville

**WONG, JOHN**, Chair of Urban and Public Leadership, and Professor of Urban and Public Leadership. BBA, Wichita State University; MA, Wichita State University; JD, Washburn University; PhD, Northeastern University

**WOODROW, GEORGE**, Lecturer of Educational Administration. BS, North Texas State University; MEd, Prairie View A&M University; EdD, Texas Woman's University

**WORLEY, VIDISHA**, Assistant Professor of Criminal Justice. BA, Gauhati University; MA, University of Delhi; BEd, MPH, University of Delhi ; LLB, University of Delhi; LLM, University at Buffalo Law School; PhD, Sam Houston State University

**YANG, FEN-JEN**, Assistant Professor of Information Sciences. BE, Feng Chia University; MS, California State University-Chico; MS, Florida International University; PhD, Illinois Institute of Technology

**YASIN, JEHAD**, Dean of Urban and Professional Studies, and Professor of Business. BA, Karachi University; MA, St. Mary University; MS, University of Kentucky; PhD, Florida State University

## **Graduate Degree Programs**

## **Graduate Degree Programs**

# Master of Education

## Counseling, MEd

Department Advisor – Dr. Jennifer Baggerly  
(P) 972.338.1575  
Email: jennifer.baggerly@unt.edu

## Admission Procedures

1. Submit the following to the UNT **Toulouse School of Graduate Studies**:
  - a. Graduate School Application for Admission (apply online at [www.applytexas.org](http://www.applytexas.org))
  - b. Official copies of all college transcripts
  - c. Official GRE scores from the Educational Testing Service (allow three to four weeks for the test to be received by the Graduate School)
2. Submit additional admission materials to the Department of Counseling and Human Services. All admission to the Counseling Program is provisional, procedures for provisional admission are as follows:
  - a. All required admission materials must be filed in the program office by May 15 preceding the fall term/semester, October 15 preceding the spring term/semester or February 15 preceding the summer term/semester.
  - b. Submission of a completed Application for Admission to Master's Program in Counseling form, three completed Reference Evaluation Forms, a **one-page**, type-written Writing Sample.
  - c. Each applicant is required to participate in an orientation and interview.

## Admission Standards

- All students granted provisional admission to the master's program are required to enroll in COUN 5710D during the first term/semester of enrollment in graduate school and must receive a grade of B or higher. Concurrent enrollment in COUN 5680D and COUN 5710D is encouraged. Students must receive a grade of B or higher in these two courses to be considered for full admission to the program.
- Admission to the counseling program is provisional until the student's progress is evaluated by the counseling faculty upon completion of COUN 5680D. The student's progress is evaluated on the basis of the demonstration of adequate subject matter knowledge and the personal and interpersonal skills required for counseling.
- After the progress review, the counseling faculty either recommends that the student continue the program or reserves the right to withdraw the student from the program.
- Following this initial evaluation, the student will be routinely evaluated on the criteria of knowledge, personal and interpersonal skills and counseling skills to determine if progress is adequate, if remedial work is needed or if the student should be withdrawn from the program.

## Recommended Course Sequence for MEd in Counseling

*\*The MEd degree requires a minimum of 48 semester hours, including successful completion of internship, COUN 5720D/COUN 5721D, and a final exit interview.*

Required	Taken In Any Order Within #	Program Course Number - Course Title
1 <sup>st</sup> semester		COUN 5710D - Counseling Theories
1 <sup>st</sup> semester		COUN 5680D - Basic Counseling Skills.
	#2	EPSY 5210D - Educational Statistics (prereq. To 5760/5730)
	#2	COUN 5470D - Career Development and Information Resources
	#3	COUN 5790D - Counseling Culturally Diverse Clients
	#3	COUN 5480D - Biopsychosocial Assessment and Wellness in Counseling
	#3	COUN 5200D - Counseling Adolescents
Sem. Before 5690		COUN 5660D - Advanced Counseling Skills (prereq. to COUN 5740D)
		COUN 5470D - Career Development and Information Resources
Sem. Before 5720		COUN 5690D - Practicum in Counseling
Sem. Before 5721		COUN 5720D - Internship in Counseling I
Last sem. of prog		COUN 5721D - Internship in Counseling II

## Track Specific Classes

### Elementary

#### **COUN 5770D - Counseling in the Elementary School**

3 hours Principles and practice of individual counseling, group counseling, guidance, and consultation in the elementary school as part of the overall comprehensive developmental guidance program. Prerequisite(s): COUN 5460D.

#### **COUN 5700D - Introduction to Play Therapy**

3 hours Enhancing the counseling relationship with children by utilizing play media to facilitate expression, self-understanding, and personal growth and development. Observation of and supervised experience in play therapy with children are an integral part of the course. Prerequisite(s): EDHD 5230, COUN 5680D and COUN 5710D, or consent of instructor.

#### **COUN 5640D - Group Play Therapy**

3 hours Philosophy and rationale for groupwork with children and preadolescents. The focus will be the goals of group play/activity therapy, the role of the play therapist, screening and selection of group members, the use of expressive

arts, play, activities at various developmental stages and planning and structuring of sessions. Prerequisite(s): COUN 5700D

### **COUN 5460D - Program Development, Leadership, and Ethics in School Counseling**

3 hours Introduction to the school counseling profession. Covers ethical standards, leadership and advocacy strategies, and development and management of the comprehensive developmental guidance program. Prerequisite(s) : COUN 5680D and COUN 5710D, or consent of department.

## Secondary

### **COUN 5600D - Counseling in Secondary Schools**

3 hours Principles and practice of individual counseling, group counseling, guidance and consultation in the secondary school as part of the overall comprehensive developmental guidance program. Prerequisite(s): COUN 5460D.

### **COUN 5610D - Drug and Addiction Education for Counselors**

3 hours Principles and practices of drug and addiction education and abuse prevention with special application to the functions of counselors. Prerequisite(s): COUN 5680D and COUN 5710D.

### **COUN 5580D - Family Counseling**

3 hours The application of family systems theory to the study of family dynamics, family development and the resolution of family conflicts. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

### **COUN 5460D - Program Development, Leadership, and Ethics in School Counseling**

3 hours Introduction to the school counseling profession. Covers ethical standards, leadership and advocacy strategies, and development and management of the comprehensive developmental guidance program. Prerequisite(s) : COUN 5680D and COUN 5710D, or consent of department.

## Community

### **COUN 5200D - Counseling Adolescents**

3 hours Counseling adolescents requires unique knowledge and skill. This course will prepare counselors to work with young people ages 12-21. A focus on the nature and needs of adolescence along with effective strategies in counseling will be explored. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

### **COUN 5300D - Systems, Leadership, and Program Development in Clinical Mental Health Counseling**

3 hours Principles and practices of counseling mental health settings with special attention to counselor functions, services, leadership , program development, and program evaluation. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

## **COUN 5580D - Family Counseling**

3 hours The application of family systems theory to the study of family dynamics, family development and the resolution of family conflicts. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

## **COUN 5590D - Couple Counseling**

3 hours The application of relationship counseling theory to the study of individual development, interpersonal relationships, marital systems and conflict resolution. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

## **COUN 5610D - Drug and Addiction Education for Counselors**

3 hours Principles and practices of drug and addiction education and abuse prevention with special application to the functions of counselors. Prerequisite(s): COUN 5680D and COUN 5710D.

## **Educational Administration, MEd**

Department Advisor – Dr. Doug Shouse  
(P) 972.780.3061  
Email: doug.shouse@unt.edu

## **Admission Procedures**

1. Submit the following to the UNT Toulouse School of Graduate Studies:
  - a. Graduate School Application for Admission (apply online at [www.applytexas.org](http://www.applytexas.org))
  - b. Complete official transcripts from all colleges and universities attended
  - c. Official GRE scores from the Educational Testing Service (allow three to four weeks for the test to be received by the Graduate School)
2. Submit the following admissions packet to the Education Administration Office (EDAM) program office. Students seeking on-time registration need to submit the completed application packet by **the first Friday in: June for Fall semester; October for Spring semester; March for Summer semester.**
  - a. Program Application form – indicate Master's and Principal Certification
  - b. Essay Form
  - c. Supervisor Recommendation Form
  - d. Resume

## **Admission Standards**

- Applicants must submit the official Graduate Record Examination (GRE) scores on the verbal, quantitative and writing sections to the graduate school for admission to the program.
- Applicants must have at least 3.0 GPA on the last 60 undergraduate semester hours of work prior to receiving the bachelor's degree, or a 2.8 GPA on all undergraduate work, to be considered for unconditional admission to the UNT Graduate School for studies at the master's level. Applicants who have already completed a master's degree must have at least at 3.4 GPA on the master's or meet the undergraduate GPA standards.
- Applicants must hold at least a bachelor's degree.
- Applicants must hold at least a provisional teacher certificate.

- Applicants must have at least two (2) years creditable teaching experience in K-12 public or private schools *prior* to beginning course work.

## Recommended Course Sequence for MEd in Educational Administration

*Degree and Certification plans are prepared in the 5300D course. After the student has completed the four core courses, the student may apply for Internship (EDAD 5500D). Once the student is enrolled in the internship, the faculty Internship Supervisor becomes the advisor for the remainder of the program. In preparing the degree plan, a student may transfer up to nine (9) semester hours of course work from another institution **with advisor and UNT Graduate School permission**. Students have six years to complete the degree. Work that is more than six years old at the time of your graduation cannot be counted toward the Master's degree. Students must apply for graduation in the final semester of course work in order to receive the degree.*

### Core Courses

(Courses must be taken prior to Professional Courses and can be taken in any order)

#### **EDAD 5300D - Introduction to Educational Administration**

3 hours Focuses on instructional leadership development and serves as the introductory course for degrees and certification in educational administration. Includes a study of campus-level leadership and accountability and concomitant roles and responsibilities; as well as interrelationships among administrators, teachers, students, parents and community groups. Degree plans are developed and the major professor/adviser is assigned.

#### **EDAD 5330D - Instructional Leadership**

3 hours Study of instructional leadership as it relates to the improvement of instruction, effective schools and ongoing effective program delivery by personnel. Areas to be explored and discussed include significant and recent research and best practices of instructional leadership, learning theory, the change process, school climate and culture, effective teaching methods and the relationship of instruction to curriculum.

#### **EDAD 5390D - Campus-Level School Law**

3 hours Provides an understanding of important constitutional, statutory, administrative and case law as it pertains to the everyday operation of schools in Texas. Students learn the legal framework within which schooling takes place and how it structures the decisions that campus administrators make. Primary emphasis is placed on legal issues facing campus-level administrators.

#### **EDAD 5400D - Management of School Resources**

3 hours Introductory-level course in the planning and management of school resources with particular applications to Texas. Designed to prepare building level administrators to understand the issues influencing the planning and management of personnel, financial and capital resources at the school building level.

### Internship

*Students must apply for the internship in advance by the appropriate deadline as stated on the application. Internship must be taken prior to the Practicum course for students seeking principal certification.*

## **EDAD 5500D - Internship in Educational Administration**

3 hours Provision for on-the-job experience and professional study in administration and supervision as directed by the student's major adviser. Required for Texas professional certificate for school administration. Not applicable to degree programs. The internship requires 125 hours of experience at either a secondary, middle, elementary, or alternative school site. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

## **Professional Courses**

### **EDAD 5600D - Race, Class and Gender Issues in Education**

3 hours Race, class and gender equities exist throughout educational systems. Students critically examine issues related to providing leadership for a diverse student population. Students learn what it means to be a culturally responsive leader and to review research and debunk stereotypes and negative views. Students begin to recognize all learners as capable, motivated, resilient and able to build on cultural strengths. Strategies for school change are also explored. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

### **EDAD 5610D - School Communications and Public Relations**

3 hours Every administrator in an educational organization has a responsibility to engage in public relations on a daily basis. The primary objective of this course is to examine school-based public relations with the context of life in an information age, practice in schools shared decision-making, and sustained demands for school improvement. Students study three critical dimensions of school public relations: informing the public; modifying attitudes and opinions; integrating the actions and attitudes of an organization with those of its public. Prerequisite(s): completion of EDAD 5300D, EDAD 5390D and EDAD 5400D.

### **EDAD 5620D - Administration and Leadership for Student Educational Services**

3 hours Designed to investigate the values, theoretical bases, best practices and challenges for leaders who administer student educational services at the school or district levels. Provides a review of federal laws, rules, regulations and expectations for students placed at risk in educational settings by circumstances and situations beyond their control. Emphasis on students who are educationally disadvantaged because of poverty, language differences, disabilities, interests and academic performance or lack thereof. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D and EDAD 5400D .

### **EDAD 5630D - Organizational Change and School Improvement**

3 hours School change and improvement from the perspectives of classical/rational organizational theory, open systems theory, contingency theory and social systems theories. Content includes research on school change and school improvement, strategic planning, effects of major reform initiatives in the 1980s and 1990s, and the development of the literature review in a research study. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

### **EDAD 5650D - Professional Development and Supervision**

3 hours Provides students with the knowledge, interpersonal skills and technical skills to accomplish the supervisory tasks of direct assistance to teachers and professional development. Students learn how to implement models of professional development, especially job-embedded professional development, and how to apply the basic processes of developmental supervision, clinical supervision and coaching. In addition, the course addresses the relationship of

effective supervisory behaviors to appraisal processes. Prerequisite(s): EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

## **EDAD 5680D - Administration of the K-12 Curriculum**

3 hours Examines the interaction among curriculum, instruction and assessment at site, district and national levels. Theoretical knowledge as well as site and district based curricular projects are included. The student develops an understanding of the critical importance of research based yet practical curriculum alignment and coordinated planning in school reform and improvement. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

## **Elective**

*One course chosen from:* EDBE, EDCI, EDEE, EDER, EDRE, EDSE, EDSP, EPSY, ATTD, CECS, **or other graduate level course** approved by an advisor and the UNT Graduate School. Courses must be 5000 level or higher, 3-credit hour, letter graded, graduate level courses.

## **Final Course**

**(Must be final course taken in the final semester) Students must apply for the practicum in advance by the appropriate deadline as stated on the application.** Students cannot take the practicum (5700D) and the internship (EDAD 5500D) in the same semester. **Internship must be taken prior to the Practicum course** for students seeking principal certification.

## **EDAD 5700D - Practicum in Educational Administration**

3 hours The final course for the educational administration program area. During the class meetings students review and analyze fundamental issues in the educational administration competency areas, discuss current trends and pressures influencing changes in the field, and address knowledge and skills needed to be prepared for an administrative career. At least 125 contact hours are spent in the field working with a site or central office administrator dealing with specified instructional, supervisory, administrative, leadership, curricular and management responsibilities. Prerequisite(s): EDAD 5300D, EDAD 5390D and EDAD 5400D.

## **Master of Science**

### **Criminal Justice, MS**

Department Advisor – Dr. Jihad Yasin  
(P) 972.780.3036  
Email: Jihad.Yasin@unt.edu

## **Admission Procedures**

1. Submit the following to the UNT Dallas Toulouse School of Graduate Studies:
  - a. Graduate School Application for Admission (apply online at [www.applytexas.org](http://www.applytexas.org))
  - b. Complete official transcripts from all colleges and universities attended
  - c. Official GRE scores from ETS – verbal and written (allow three to four weeks for the test to be received by the Graduate School)

2. Submit the following additional admissions materials directly to the Division of Urban and Professional Studies Office – Criminal Justice program:
  - a. In order for an application to be considered for admission, the student's application packet needs to be completed by August 1 (for fall admission) or December 1 (for spring admission). Applications are not reviewed for summer admission.
  - b. Personal statement that includes an explanation of the following: career goals, why the student is pursuing a master's degree, prior experience in the criminal justice field, prior research experience in criminal justice, and anything in the student's personal background relevant to the admission decision.

Personal statements are sent directly to:

Jehad Yasin, PhD  
Graduate Advisor  
University of North Texas at Dallas  
Department of Urban and Professional Studies  
Dallas, TX 75241-4605

## Admission Standards

- The School of Graduate Studies requires a minimum of 2.8 overall GPA or a 3.0 for the last 60 hours GPA from the student's undergraduate degree. Applicants who have already completed a master's degree must have at least at 3.4 GPA on the master's or meet the undergraduate GPA standards.
- Admission to the program leading to the Master of Science with a major in criminal justice requires satisfactory completion of at least 9 hours of undergraduate work in criminal justice. This requirement can be waived for individuals with significant experience in the criminal justice field.
- Admission to the program leading to the Master of Science with a major in criminal justice requires satisfactory completion of at least 3 hours of upper level course work in social science research methods.

## Academic Standards

- The graduate committee in the Department of Urban and Professional Studies will recommend withdrawal of a student from the master's program if the student receives two course grades of C or below (for purposes of this rule, the first grade received in a course is used).
- Each graduate student must receive advising from the departmental graduate advisor prior to registration each term/semester.

## Course Requirements (Non-Thesis Option)

### Core Curriculum

#### Part I (9 hours)

#### **CJUS 5000D - Criminal Justice Policy**

3 hours Methods of policy formulation, implementation and analysis in the criminal justice setting. Selected topics developed for practical research and evaluation.

#### **CJUS 5600D - Advanced Criminological Theory**

3 hours An examination of the major theoretical explanations of criminality, the distribution of crime, and the behavior of justice agencies. (Same as SOCI 5600.)

### **CJUS 5700D - Evaluation and Research Methodologies**

3 hours Quantitative and qualitative methods of gathering and analyzing data on crime and the justice system, with special attention devoted to evaluation methods.

### **Part II (3 hours)**

### **CJUS 5200D - Legal Aspects of the Criminal Justice System**

3 hours An examination of the legal process and procedures of the criminal justice system, including investigation, arrest, prosecution and sentencing.

or

### **CJUS 5500D - Seminar in Criminal Justice Administration**

3 hours Critical application of selected analytical tools in administering justice agencies; studies of the application of human and financial resources, productivity, measurement and enhancement, and organization design, culture and change in the context of criminal justice agencies.

### **Electives (24 hours)**

### **MGMT 5140D - Organizational Behavior and Analysis**

3 hours Research emphasis in organizational behavior stressing organization-people linkages and interrelationships, including selection, orientation and training; job design and reward systems; supervision; formal participation schemes; appraisals and development, organizational structure and design, communications, control and conflict resolution. Examination of behavioral science methodologies and strategies. Applications to tangential areas of organization theory, development, planning and implications for management and employee relations.

### **MGMT 5710D - Management Strategies for Public Issues**

3 hours Public issues confronting business leaders stemming from profound changes in societal expectations and demands as manifested in political forums and government action. Focuses on the social and political environment of business and explores the role of the corporation in today's society.

### **MGMT 5870D - Leadership Research and Development**

3 hours Theories and current research on leadership with emphasis placed on leadership development and specific applications within the organizational setting.

### **MGMT 5120D - Managing Organizational Design and Change**

3 hours Examination of the development of organizational competencies and capabilities through the study of the theory and tools related to organizational design and change. Emphasis is placed on the use of horizontal and vertical linkage mechanisms that provide the organization with the flexibility to adapt to a rapidly changing competitive environment. Definition of management roles and the use of teams are emphasized in the change management process.

### **MGMT 5210D - Human Resource Management Seminar**

3 hours A study of the creation and implementation of human resource policies in public and private organizations. Topics include employment, placement and personnel planning; compensation and benefits; employee and labor relations; training and development; health, safety and security. Designed for non-business graduate students and business graduate students with limited or no background in personnel management.

### **CJUS 5050D - Criminals and Substance Abuse**

3 hours Investigation, analysis and discussion of the relationships between substance abuse and criminal and juvenile offenders.

### **CJUS 5100D - Information Warfare, Security and Risk Analysis**

3 hours An in-depth examination of information warfare, the management of information security and the analysis of risk within organizational contexts.

### **CJUS 5120D - Cybercrime and Digital Forensics**

3 hours An examination of crimes using computers and the internet as their primary medium, with practical analyses of evidence of these crimes.

### **CJUS 5130D - Information Policy, Law and Justice**

3 hours Critical consideration of some of the public policy, legal and societal justice implications of new information technology such as the Internet.

### **CJUS 5250D - Administrative Law and Justice**

3 hours Discussion of the legal principles and doctrines applicable to the state and federal criminal justice agencies, including information policy, ethical and liability issues.

### **CJUS 5270D - Criminal Evidence**

3 hours Examines the problems of proof in the criminal justice process, including the admission and exclusion of evidence, the examination of witnesses, substitutes for evidence and procedural considerations. Both the theory and application of the evidentiary principles will be explored.

### **CJUS 5350D - Seminar in Contemporary Policing**

3 hours Survey of classical and recent literature in policing. Studies of the trends, issues and reform movements currently prominent in the field of policing.

### **CJUS 5450D - Punishment, Discipline and Social Policy**

3 hours Theoretical and practical bases of correctional goals and strategies focusing on offenders, the justice system and the public. The impact of various policies on the justice process and society is stressed.

### **CJUS 5460D - Correctional Programs**

3 hours Examines the content and purposes of educational, religious, cultural, psychiatric and treatment programming for adult and juvenile offenders in institutions and the community. Methods of handling special needs offenders receive attention, as does the efficacy of such programs in controlling recidivism.

### **CJUS 5470D - Seminar on Juvenile Delinquency**

3 hours Problems of definition and measurement, etiological theories, processing of delinquents, and treatment and prevention. (Same as SOCI 5470.)

### **CJUS 5620D - Seminar in Victimology**

3 hours The role of the victim in various types of crime, predators and treatment of trauma, and the treatment of victims by criminal justice agencies. Political impact of the victims' movement on the justice systems and the distribution of victims across demographic and behavioral groups. (Same as SOCI 5620.)

### **CJUS 5750D - Criminal Justice Statistics**

3 hours Explores the theory, practice and application of statistical analysis to the field of criminology and criminal justice. The student learns how to conduct independent statistical testing, understand the applications of statistics to research methods and the use of statistics in criminal justice. Prepares the student to conduct independent statistical analysis for criminal justice agencies or research purposes and to be able to use computer programs in statistical analysis and research.

### **CJUS 5800D - Topics in Criminal Justice**

3 hours Content varies as course covers specific issues of current interest and concern in criminal justice and criminology. May be repeated for credit as topics vary.

Note:

\*Dallas

\*\*Content varies as course covers specific issues of current interest and concern in criminal justice and criminology. May be repeated as topic changes.

^courses not on UNT Dallas Course Rotation 2010-2011

## **Master of Business Administration**

### **Strategic Management, MBA**

Department Advisor – Dr. Jehad Yasin

(P) 972.780.3036

Email: Jehad.Yasin@unt.edu

## **Admission Procedures**

1. Submit the following to the UNT Dallas Toulouse School of Graduate Studies:
  - a. Graduate School Application for Admission (apply online at [www.applytexas.org](http://www.applytexas.org))
  - b. Complete official transcripts from all colleges and universities attended

- c. Official GMAT scores from the testing service (allow three to four weeks for the test to be received by the Graduate School)
2. Submit the following additional admissions materials to the Division of Urban and Professional Studies Office – MBA program. Students seeking on-time registration need to submit a completed application packet by July 15 (Fall admission), November 15 (Spring admission), or May 1 (Summer admission).
  - a. Essay – please share with the admissions committee any unique events, life experiences, and qualifications that you feel distinguish your candidacy and will add value to the class
  - b. Two letters of recommendation (professional, not personal)
  - c. Resume (work/academic experience)
3. The Division of Urban and Professional Studies determines admission and assesses background courses\* that may be required.

## Admission Standards

- GMAT scores must be less than 5 years old.
- The Toulouse School of Graduate Studies requires a minimum of 2.8 overall GPA or a 3.0 for the last 60 hours GPA from the student's undergraduate degree. Applicants who have already completed a master's degree must have at least at 3.4 GPA on the master's or meet the undergraduate GPA standards.
- International students must also have taken the TOEFL or have graduated from a college/university in the United States or have successfully completed an intensive English program.
- Students admitted under the graduate non-degree (GNDE) classification may take up to twelve hours of 5000-level business courses prior to admission in the MBA program. The 12 hours chosen may consist of the background courses or the 36 hours required of the MBA degree. See Graduate Academic Advisor for further information.

## Academic Standards

- The MBA programs require that a student maintain a minimum GPA of 3.0 (B) or better.
- The master's program committee will recommend dismissal of a student from the master's program if the student receives two course grades below C (for purposes of this rule, the lowest grade received in a course is used).
- Master's students may not graduate with more than two C's in their program requirements, although a course may be repeated to raise a grade of C or less.
- Master's students whose academic performance falls below a cumulative 3.0 GPA on all graduate work attempted will be notified by the Division of Urban and Professional Studies Graduate Programs Office that they have been placed on academic probation.
- Course work taken at another university by a student on suspension cannot be applied toward the degree program.

## Course Requirements

### Background Courses\* (18 hours)

*\*NOTE: Background courses may be required if your undergraduate degree did not prepare you for current master level courses. Background courses are assessed on an as needed basis after evaluation of undergraduate transcripts.*

### **ACCT 5020D - Accumulation and Analysis of Accounting Data**

3 hours Provides an understanding of accounting procedures and concepts utilized by management in making decisions. Basic concepts and techniques of accounting; the role of an accounting system in business operations and management; preparation and interpretation of financial reports. This course meets the deficiency requirement in accounting for MBA candidates and may be counted as part of a graduate program in a field other than business administration. Prerequisite(s) : May not be taken for credit if ACCT 2010D and ACCT 2020D or the equivalent has been taken and a grade of C or better was earned.

### **BCIS 5090D - Introduction to Business Computer Information Systems**

1.5 hours Examines the interaction between information systems and the organizational context. Specific topics to be covered include the strategic role of information systems (IS), interorganizational systems, the Internet and WWW, electronic commerce, reengineering, the human impacts of IS, the management of change, IS development and implementation, and emerging types of information technology. Course work includes lectures, readings, case analyses and discussion, electronic meeting technology, hands-on computer assignments and a team field project.

### **BLAW 5050D - Legal, Regulatory and Ethical Environment of Business**

1.5 hours Introduction to the legal environment of business, with particular emphasis on managerial decision-making. Includes a study of the litigation process and constitutional law; selected areas of private and public law, including government regulation; international dimensions of the legal environment of business, business ethics and the social responsibility of business organizations. Business context is emphasized with a focus on individual and managerial decision-making in response to legal and ethical issues.

- DSCI 5010D - Statistical Analysis (1.5 hrs.)

### **ECON 5000D - Economic Concepts**

3 hours Theory of the firm under different market structures; demand theory, the Keynesian model and the money system.

### **FINA 5040D - Introduction to Finance and Financial Mathematics**

1.5 hours Provides an understanding of finance terms, procedures and concepts used by managers in making financial decisions. Basic concepts and techniques of finance; the role of financial markets and institutions, interest rates, inflation, and yield curve determinants; analysis and interpretation of financial statements and ratios; financial mathematics to understand the time value of money; and bond and stock valuation models. This course meets the deficiency requirement of finance for MBA candidates and may be counted as part of a graduate program in a field other than business administration. Prerequisite(s): ECON 5000D or equivalent, MATH 1190D or equivalent, or consent of department.

### **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

### **MGMT 5070D - Management Issues**

1.5 hours The basic concepts in managing the complete flow of materials that represent a supply chain from suppliers to customers. Emphases within the module are placed on production concepts with business wide applications, determining demand, transformation processes used to satisfy demand, and finally managing the supply activity supporting the transformation processes.

## **MKTG 5000D - Marketing Concepts**

1.5 hours A functional analysis of marketing and its importance in the economy as well as in business management. Develops an understanding of the increased complexity of the modern marketing system, why it is essential and how it performs. Embraces business activities involved in moving goods from production to consumption. This course meets the deficiency requirement in marketing for MBA candidates.

## **Core Courses (18 hours)**

Students are required to complete the following core courses.

### **ACCT 5130D - Accounting for Management**

3 hours Designed to provide an understanding of managerial accounting data in making business decisions. Cases, readings and projects are used to examine a wide variety of managerial topics. Prerequisite(s): ACCT 5020D; ECON 5000D; MATH 1190D or MATH 1400D; BCIS 5090D (BCIS 2610D, BCIS 3610D); MSCI 5010 (MSCI 3700, MSCI 3710). For students not seeking a BS or MS with a major in accounting. Prerequisite (s) : ACCT 5020D; ECON 5000D; MATH 1190D or MATH 1400D; DSCI 5010. For students not seeking a BS or MS with a major in accounting.

### **MGMT 5140D - Organizational Behavior and Analysis**

3 hours Research emphasis in organizational behavior stressing organization-people linkages and interrelationships, including selection, orientation and training; job design and reward systems; supervision; formal participation schemes; appraisals and development, organizational structure and design, communications, control and conflict resolution. Examination of behavioral science methodologies and strategies. Applications to tangential areas of organization theory, development, planning and implications for management and employee relations.

### **MKTG 5150D - Marketing Management**

3 hours Application of concepts, tools and procedures employed by practicing marketing managers. Specific attention is given to product development and management, promotion development and management, channel selection and management, physical distribution management, and price setting and management. Students acquire skills in the essentials of case analysis and written as well as oral presentation of their analysis. Oral presentations may be made using electronic media. Groups may be required for case work. Prerequisite(s): MKTG 3650D or MKTG 5000D.

### **FINA 5170D - Financial Management**

3 hours Tools and techniques used and proposed in corporate financial management. Analysis of the investment and financing decisions and the environment in which such decisions are made are covered in readings, case problems and class discussion. Prerequisite(s): ACCT 5020D, FINA 5040D, ECON 5000D, MATH 1190D, BCIS 5090D, DSCI 5010, or equivalent. Students with 15 credit hours of approved undergraduate finance courses may elect to substitute another 5000-level course for this course subject to the approval of the FIREL Department masters advisor.

### **DSCI 5180D - Introduction to Decision Making**

3 hours Emphasis on model assumptions, applying the correct statistical model and interpreting the results. Topics include simple regression, multiple regression (e.g., qualitative variable coding, model building) and experimental design (e.g., completely randomized design, randomized block design, multi-factor designs). Prerequisite(s): MSCI 5010 or equivalent.

## **BUSI 5190D - Administrative Strategy**

3 hours Capstone course providing the integration of functional areas of business administration. Requires students to determine policy at the general- or top-management level. Students address strategic organizational problems and the optimization of the total enterprise. Course includes the use of lectures, case analysis and special topics. This course must be taken in the student's last semester of course work.

## **Concentration Courses (18 hours)**

### **Required Courses (9 hours)**

\*select three of the following:

### **MGMT 5230D - Management Seminar**

3 hours Development of philosophy, strategy and tactics in managing an enterprise. Administrative processes common to all enterprises, including variations needed to meet different situational requirements. Methods of study include extensive reading, exploratory research and seminar discussion.

- MGMT 5300D - Entrepreneurship and Venture Management^
- MGMT 5760D - Strategic Decision Making^

### **MGMT 5660D - International Management**

3 hours Designed to expose the student to the international aspects of management. Cultural differences in management applications, management of multinational corporations and integration of domestic business functions and international operations.

### **MGMT 5710D - Management Strategies for Public Issues**

3 hours Public issues confronting business leaders stemming from profound changes in societal expectations and demands as manifested in political forums and government action. Focuses on the social and political environment of business and explores the role of the corporation in today's society.

### **Supporting Courses (6 hours)**

\*select two of the following, one must be a MGMT course:

### **MGMT 5120D - Managing Organizational Design and Change**

3 hours Examination of the development of organizational competencies and capabilities through the study of the theory and tools related to organizational design and change. Emphasis is placed on the use of horizontal and vertical linkage mechanisms that provide the organization with the flexibility to adapt to a rapidly changing competitive environment. Definition of management roles and the use of teams are emphasized in the change management process.

### **MGMT 5210D - Human Resource Management Seminar**

3 hours A study of the creation and implementation of human resource policies in public and private organizations. Topics include employment, placement and personnel planning; compensation and benefits; employee and labor

relations; training and development; health, safety and security. Designed for non-business graduate students and business graduate students with limited or no background in personnel management.

## **MGMT 5240D - Project Management**

3 hours Analysis and application of project management techniques and processes to large scale, complex and unique projects. Topics include project selection; planning and organization; negotiation and conflict resolution; budgeting and cost estimation; scheduling; resource allocation; monitoring and control; project auditing; and termination. Prerequisite(s): MGMT 5070D or equivalent.

## **MGMT 5870D - Leadership Research and Development**

3 hours Theories and current research on leadership with emphasis placed on leadership development and specific applications within the organizational setting.

- ATTD 5470D - Interpersonal Skills and Development^
- SMHM 5440D - Consumer Theory^

### **Note:**

^courses not on UNT Dallas Course Rotation 2010-2011

## **Elective Courses (3 hours)**

Three hours of electives outside of the management discipline and approved by the departmental advisor.

# **Course Information**

## **Courses of Instruction**

*Note: The University of North Texas at Dallas is a part of the University of North Texas and is currently seeking separate accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools.*

## **Course Listings**

All courses of instruction are listed alphabetically. If more than one area of instruction exists within a unit, courses are listed alphabetically within that unit. Additionally, the courses appear in the straight alphabetical listing with a reference back to the unit.

**Use the Course and Subject Guide located before the Course Listings to find courses quickly.** Select prefix under Prefix/Subject Guide column and find the page number in the last column. If the Prefix/Subject Guide is unknown, examine the Courses of Instruction column for interest area and page number.

## **Course Numbering System**

Freshman courses, 1000D-1999D.  
Sophomore courses, 2000D-2999D.

Junior courses, 3000D-3999D.  
Senior courses, 4000D-4999D.  
Graduate courses, 5000D and above.

The graduate student enrolled in a 5000-level course that meets with a senior-level undergraduate course will be expected to complete additional requirements beyond those expected of undergraduates in the same course.

Courses 2900D, 2910D, 4900D and 4910D, **Special Problems**, are used upon approval of the department chair or dean for individual instruction in any department to cover course content in special circumstances. Courses 5900D, 5910D, 5920D and 5930D are used in any department that offers graduate work.

**Experimental Courses**, 1980D, 2980D and 4980D, are new courses offered on a trial basis for 1–4 hours credit each. Registration is permitted only upon approval of the department chair.

**Advanced Courses**, numbered 3000D to 4999D, are open to students who have 12 semester hours of credit in a given subject or who have the indicated prerequisites, and to those without the prerequisites who have the consent of the department chair. In some instances, division requirements may vary. Students should consult individual areas prior to enrolling in advanced courses.

## General Course Information

Individual courses of instruction are subject to change or withdrawal at any time and may not be offered each term/semester or every year. Any course may be withdrawn from current offerings if the number of registrants is too small to justify conducting the course. Students interested in a particular course during a particular period should inquire in advance and/or consult the applicable online Schedule of Classes at [www.unt.edu/unt-dallas/registering](http://www.unt.edu/unt-dallas/registering).

Figures in parentheses following the course credit hours indicate the number of clock hours per week devoted to lecture and laboratory. When it appears, the third and final number in these parentheses indicates the number of recitation hours per week. Specific information regarding courses within a particular department is located immediately before the course listings.

## Prerequisite

A prerequisite is a course or other preparation that must be completed before enrollment in another course. All prerequisites are included in catalog course descriptions.

## Semester Hour

A semester hour is the unit of credit at UNT Dallas; the credit allows for 1 lecture hour a week for 15 weeks or the equivalent.

## Texas Common Course Numbering System

The Texas Common Course Numbering System (TCCNS) has been designed for the purpose of aiding students in the transfer of general academic courses between colleges and universities throughout Texas. Common courses are freshman and sophomore academic credit courses that have been identified as common by institutions that are members of the common course numbering system. The system ensures that if the student takes a course the receiving institution designates as common, then the course will be accepted in transfer and the credit will be treated as equivalent to the course offered by the receiving institution.

The following table lists the courses that have been identified as common and their TCCNS equivalents. Students wishing to transfer a course that is not listed should obtain approval from the department of their intended major prior to taking the course. The student's academic dean determines applicability of the credit to a degree program. Before using this table, students should be sure that the institution they attend employs the TCCNS.

Common course numbers shown on this list as equating to 3000D-level (upper-division) courses at UNT Dallas will transfer as equivalent courses, but will not be counted as upper-division credit.

Information provided is subject to change without notice and does not constitute a contract between UNT Dallas and a student or applicant for admission. Transfer credit is subject to audit during a student's academic career at UNT Dallas. Total hours accepted may be increased or decreased to reflect correction of prior evaluation or consideration of additional transfer work to ensure compliance with UNT Dallas academic policies.

Prospective transfer students should contact the department of their intended major for course work guidelines prior to enrollment. The most current version of the common course numbering system course equivalents for UNT Dallas is available from the Office of Admissions.

The TCCNS numbers, when applicable, are indicated in parentheses immediately following the UNT Dallas course number in the course description except when two UNT Dallas courses are required to meet a TCCNS equivalent. See "How to Read Course Descriptions" in this section for an example. Grade points earned at other institutions are excluded in the computations of the UNT Dallas cumulative grade point average, but transfer hours accepted are included in determining the classification and minimum required level of performance. Additional information concerning academic status is available from the offices of the academic deans. Additional courses may be equivalent but are not listed as being a part of TCCNS, contact the academic dean of your major at UNT Dallas for advising.

Students enrolled at UNT Dallas must secure their dean's approval to enroll concurrently in another college or university. Failure to obtain advance approval may result in the refusal of the university to accept such work in transfer.

For academic advising at UNT Dallas, contact the Academic Advising Center at 972-780-3645:

<b>Texas Common Course Numbering System</b>	
<b>TCCNS</b>	<b>UNT Dallas</b>
ACCT 2301	ACCT 2010D
ACCT 2302	ACCT 2020D
ACCT 2401	ACCT 2010D
ACCT 2402	ACCT 2020D
ANTH 2346	ANTH 1010D
ARTS 1301	ART 1300D
BCIS 1305	BCIS 2610D
BCIS 1405	BCIS 2610D
BIOL 1106	BIOL 1730D
BIOL 1107	BIOL 1740D

BIOL 1306	BIOL 1710D
BIOL 1307	BIOL 1720D
BIOL 1406	BIOL 1710D/1730D
BIOL 1407	BIOL 1720D/1740D
BIOL 2106/2306	BIOL 1132D
BIOL 2406	BIOL 1132D
CHEM 1111	CHEM 1430D
CHEM 1112	CHEM 1440D
CHEM 1311	CHEM 1410D
CHEM 1312	CHEM 1420D
CHEM 1411	CHEM 1410D/1430D
CHEM 1412	CHEM 1420D/1440D
COSC 1300	CSCE 1010D
COSC 1315	CSCE 1020D
COSC 1336	CSCE 1030D
COSC 1400	CSCE 1010D
COSC 1415	CSCE 1020D
COSC 1337	CSCE 1040D
COSC 1436	CSCE 1030D
COSC 1437	CSCE 1040D
COSC 2325	CSCE 2610D
COSC 2336	CSCE 2050D
COSC 2425	CSCE 2610D
COSC 2436	CSCE 2050D
CRIJ 1301	CJUS 2100D
ECON 2301	ECON 1110D
ECON 2302	ECON 1100D

ENGL 1301	ENGL 1310D
ENGL 2332	ENGL 2210D
ENGL 2333	ENGL 2220D
GEOG 1101/1301	GEOG 1710D
GEOG 1401	GEOG 1710D
GOVT 2301	PSCI 1040D
GOVT 2302	PSCI 1050D
HIST 1301	HIST 2610D
HIST 1302	HIST 2620D
MATH 1314	MATH 1100D
MATH 1325	MATH 1190D
MATH 1342	MATH 1680D
MATH 1350	MATH 1350D
MATH 1351	MATH 1351D
MATH 1414	MATH 1100D
MATH 1425	MATH 1190D
MATH 1442	MATH 1680D
MATH 2305	MATH 2770D
MATH 2312	MATH 1650D
MATH 2313	MATH 1710D
MATH 2314	MATH 1720D
MATH 2315	MATH 2730D
MATH 2318	MATH 2700D
MATH 2405	MATH 2770D
MATH 2412	MATH 1650D
MATH 2413	MATH 1710D
MATH 2414	MATH 1720D

MATH 2415	MATH 2730D
MATH 2418	MATH 2700D
MATH 2513	MATH 1710D
MUSI 1116	MUTH 1410D
MUSI 1304	MUED 1130D
MUSI 1306	MUMH 2040D
PHYS 1115/1315	PHYS 1210D
PHYS 1415	PHYS 1210D
PHYS 2125	PHYS 1730D
PHYS 2126	PHYS 2240D
PHYS 2325	PHYS 1710D
PHYS 2425	PHYS 1710D/1730D
PHYS 2426	PHYS 2220D/2240D
PSYC 2301	PSYC 1630D
REAL 1301	REAL 2100D
SOCI 1301	SOCI 1510D
SOCI 1306	SOCI 1520D
SOCI 2319	SOCI 2010D
SPAN 1311	SPAN 1010D
SPAN 1312	SPAN 1020D
SPAN 1411	SPAN 1010D
SPAN 1412	SPAN 1020D
SPAN 1511	SPAN 1010D
SPAN 1512	SPAN 1020D
SPAN 2311	SPAN 2040D
SPAN 2312	SPAN 2050D
SPCH 1311	COMM 1010D

TECA 1303	DFST 2033D
TECA 1354	DFST 1013D

## Course Descriptions

### How to Read Course Descriptions

**Note:** A sample has been compiled to identify different components of the course description and does not accurately reflect an existing course. Explanations are given below the example. Not all course descriptions include every component shown in the following example.

#### Example from Catalog: English

The prerequisites to sophomore-level English are 6 semester hours of freshman-level English or equivalent credit. A student may enroll for sophomore-level English concurrently with the second term/semester of freshman-level English.

#### English,

**ENGL 1320D (ENGL 1302). College Writing II.** 3 hours. (3;0;1) Continuation of ENGL 1310D. Writing in response to reading and research. Emphasis on perfecting texts through several drafts. Prerequisite(s): ENGL 1310D or equivalent. Corequisite(s): ENGL 1210D or consent of department. Satisfies the English Composition and Rhetoric requirement of the University Core Curriculum. (Same as COMM 1320.)

#### Explanation of Example:

In this example, the first paragraph gives specific information regarding courses within a particular department. **English** is the area of study. **ENGL** represents the course prefix. **1320D** is the course number. The text in parentheses, **(ENGL 1302)** is the Texas Common Course Numbering System (TCCNS) common number, explained under “Texas Common Course Numbering System” in this section. **College Writing II** is the title of the course. **3 hours** represents the number of semester credit hours earned. **(3;0;1)** shows that 3 hours will be spent in lecture, 0 hours will be spent in laboratory, and 1 hour will be spent in recitation. **Continuation of ENGL 1310D. Writing in response to reading and research. Emphasis on perfecting texts through several drafts** is the course description and general comments regarding the course. **Prerequisite(s): ENGL 1310D or equivalent** explains that ENGL 1310D must be completed prior to enrolling in ENGL 1320D. **Corequisite(s): ENGL 1210D or consent of department** shows that ENGL 1210D must be completed before or while enrolled in ENGL 1320D. **Satisfies the English Composition and Rhetoric requirement of the University Core Curriculum** refers to the “University Core Curriculum Requirements” in the Academics section of this catalog. **(Same as COMM 1320.)** indicates that ENGL 1320D and COMM 1320D are cross-listed. Cross-listed courses are the same course, offered under two different prefixes.

## Course Listings

### Accounting – Undergraduate

#### ACCT 2010D - Accounting Principles I (Financial Accounting)

3 hours **TCCNS Number:** (2301 or 2401)

External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON

1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

### **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

### **ACCT 3110D - Intermediate Accounting I**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part I). Topics vary but typically include: standard setting; the accounting cycle including data accumulation, adjustments and preparation of financial statements; and valuation. There is a focus on the recognition, measurement and disclosure of revenue; inventory and cost of sales; and plant assets. Prerequisite(s): ACCT 2010D and ACCT 2020D with a grades of C or better ; ECON 1100D and ECON 1110D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

### **ACCT 3120D - Intermediate Accounting II**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part II). Topics vary but typically include analysis of recognition, measurement and disclosure of: equity investments, financing activities (bonded debt, leases, pensions), income taxes, stockholders' equity, specialized reporting problems and cash flow. Prerequisite(s):ACCT 3110D; ACCT 3405D, if required for degree program; must have a 3.0 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

### **ACCT 3270D - Cost Accounting**

3 hours Accounting in manufacturing operations; cost concepts and classifications; cost accounting cycle; accounting for materials, labor and burden; process cost accounting; budgeting; standard costs; cost reports; direct costing and differential cost analysis. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better ; ECON 1100D and ECON 1110D; BCIS 2610D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

### **ACCT 3405D - Professional Development**

1 hour Enables students to develop knowledge, skills, and attitudes necessary to function effectively and succeed in the business world. Topics covered include how to dress for success, confidence and motivation, self-assessment, handling conflict and stress, personal and business ethics, dining etiquette, resume writing, professional certification opportunities, job search and interviewing, and the necessity for continuous self-improvement. In addition to faculty

instruction, topics are covered by using former students and other guest lecturers from business, industry and government to expose students to career enhancing opportunities and to provide valuable insights from first-hand experiences. Prerequisite(s) : ACCT 2020D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 4100D - Accounting Systems**

3 hours Introduction to technology/accounting information systems and their interface with processes and process re-engineering. Application of systems development life cycle to the engineering of accounting information systems. Emphasis on auditing system security and integrity. Coverage of project management and accounting systems development. Practical experience with a commercial accounting package. Prerequisite(s): ACCT 3120D is a Corequisite; must have a 3.0 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

### **ACCT 4130D - Financial Statement Analysis**

3 hours Ratio and analysis and interpretation of balance sheet and income statement data. Account classifications and income measurements; company ratios, trends and present position; development of industry standards and status of business indicators as a guide for economic forecasts. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better ; ECON 1100D and ECON 1110D; BCIS 2610D. Not open to accounting majors. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 4140D - Advanced Accounting Principles**

3 hours Problems connected with income determination and equity accounting, and consolidated statements; domestic and foreign branches, and international accounting; statement of affairs; fiduciaries; actuarial science. Prerequisite(s): ACCT 3120D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 4270D - Advanced Cost Accounting**

3 hours Nature, measurement and analysis of accounting data appropriate to managerial decision making, and comprehensive budgeting; statistical cost estimation; cost-volume-profit analysis; gross profit analysis; application of probability to cost control; capital planning. PERT-cost. Prerequisite(s): ACCT 3270D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 4300D - Federal Income Taxation**

3 hours A comprehensive introduction to the U.S. federal income tax system. Emphasizes the taxation of individuals but many topics also apply to business entities. Coverage includes technical tax rules and motivations behind these rules, as well as tax planning opportunities and limitations. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 4400D - Auditing Professional Responsibilities**

3 hours Introduction to auditing and the professional responsibilities of a career in any specialty of the accounting profession. Topics include the legal and ethical responsibilities of accountants; professional auditing standards; the acquisition, evaluation and documentation of audit evidence; reports on the results of the engagement. Prerequisite(s): ACCT 3120D and ACCT 4100D; BLAW 3430D. Must have a 2.5 GPA in all ACCT 3000 and ACCT 4000 courses

taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 4420D - International Accounting**

3 hours Integrates the functional areas of accounting and demonstrates how accounting relates to the disciplines in the College of Business Administration core. Cross-functional and global approaches to organizational issues are emphasized. Enhances the ability of students to think critically, and to develop knowledge, skills, and attitudes necessary to compete effectively in the global business world. Topics covered include: multinational strategy, global perspectives in accounting, environmental, social and political influences on accounting, accounting information systems in a multinational enterprise, performance evaluation in a multinational enterprise, and the exploration of timely topical issues such as NAFTA, the European Union, and the globalization of securities markets. Prerequisite(s) : ACCT 4100D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 4800D - Internship**

3 hours Supervised work in a job relative to student's career objective. Prerequisite(s): student must meet the employer's requirements and have consent of the professional program director. May be repeated, but only 3 hours may apply toward degree program credit.

### **ACCT 4900D - Special Problems**

1-3 hours

## **Accounting – Graduate**

### **ACCT 5020D - Accumulation and Analysis of Accounting Data**

3 hours Provides an understanding of accounting procedures and concepts utilized by management in making decisions. Basic concepts and techniques of accounting; the role of an accounting system in business operations and management; preparation and interpretation of financial reports. This course meets the deficiency requirement in accounting for MBA candidates and may be counted as part of a graduate program in a field other than business administration. Prerequisite(s) : May not be taken for credit if ACCT 2010D and ACCT 2020D or the equivalent has been taken and a grade of C or better was earned.

### **ACCT 5130D - Accounting for Management**

3 hours Designed to provide an understanding of managerial accounting data in making business decisions. Cases, readings and projects are used to examine a wide variety of managerial topics. Prerequisite(s): ACCT 5020D; ECON 5000D; MATH 1190D or MATH 1400D; BCIS 5090D (BCIS 2610D, BCIS 3610D); MSCI 5010 (MSCI 3700, MSCI 3710). For students not seeking a BS or MS with a major in accounting. Prerequisite (s) : ACCT 5020D; ECON 5000D; MATH 1190D or MATH 1400D; DSCI 5010. For students not seeking a BS or MS with a major in accounting.

## **Anthropology – Undergraduate**

### **ANTH 1010D - Introduction to Anthropology**

3 hours **TCCNS Number:** (2346)

This course surveys and explains the cultural, linguistic and biological legacy of humankind, from antiquity to the present, using research tools of anthropology. Anthropology is both a scientific and humanistic endeavor that attempts to explain the differences and similarities between and among human groups. Anthropology studies where people come from, who they are, what they do, and why they do it. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

## **Applied Economics – Undergraduate**

### **AECO 4000D - Mediation**

3 hours Develops mediator competence. Defines and examines the process of mediation. Covers the history and development of mediation and introduces theories of conflict management. Reviews diverse settings of mediation, such as domestic, commercial, non-profit, employment and institutional environments. Significant legal, ethical, professional cultural and gender considerations are explored. Students participate in mediation exercises and simulations. Required for interdisciplinary minor in alternative dispute resolution.

### **AECO 4010D - Family Mediation**

3 hours Provides mediators with advanced practical skills and clear theoretical understanding of family mediation, with particular emphasis on divorce and child custody issues. Meets statutory requirements of Texas and many other states for mediators of disputes relating to the parent-child relationship. Preequisite(s) : AECO 4000D Mediation.

### **AECO 4020D - Dispute Resolution in the Workplace**

3 hours Review of alternative dispute resolution (ADR) to address sources of conflict in the workplace. Examines procedures and benefits of arbitration, mediation, ombudspersons, minitrials, neutral fact-finding and other alternatives to litigation-based conflict resolution. Trends in use and ethical/professional considerations are considered.

### **AECO 4030D - Dispute Resolution in a Global Workplace**

3 hours Explores the relationship of trade-based and work-based conflict with special focus on alternative dispute resolution practices. Examines dispute resolution options available in trade agreements and their implications for workplace and trade. Students learn the benefits and limitations of workplace conflict resolution practices in an environment with multiple layers of world trade.

### **AECO 4040D - Crisis Intervention**

3 hours Provides overview of crisis intervention from the perspectives of a host of intervention organizations and professionals. Reviews the tactics, techniques, behaviors, emotions and motivations of those who intervene or negotiate in crisis situations as well as those who intervene or negotiate in crisis situations as well as those of persons who precipitate such actions and their victims. Students will be introduced to professionals who negotiate interventions in suicide, workplace and domestic conflict situations. They will also review existing research and practices about such interventions.

### **AECO 4120D - Negotiation and Dispute Resolution**

3 hours Introduces the fundamentals of nonlitigation strategies for a variety of business, professional and personal settings. Learning and skills are developed through lecture, role playing, out-of-class assignments, case studies and negotiation simulations. Required for interdisciplinary minor in alternative dispute resolution

## **AECO 4420D - Practicum in Mediation and Dispute Resolution**

3 hours Provides opportunity for students to round out their education in dispute resolution through participation in numerous exercises, simulations and actual mediations and/or other forms of alternative dispute resolution.

Prerequisite(s): AECO 2120. Required for interdisciplinary minor in alternative dispute resolution.

## **AECO 4900D - Special Problems**

1-3 hours Special problems and research in economic development or regional/sectoral analysis. Registration permitted only upon approval of instructor.

## **AECO 4980D - Experimental Course**

1-4 hours New courses offered on a trial basis.

## **Applied Economics – Graduate**

### **AECO 5050D - Seminar in Contemporary Applied Economic Problems**

1-3 hours Analysis and discussion of significant contemporary issues in economics and public policy. May be repeated for credit

## **Applied Gerontology – Undergraduate**

### **AGER 2250D - Images of Aging in Film and Literature**

3 hours Study of attitudes toward aging through depictions of the elderly in English-language films and literary works. A major goal of the course is to replace stereotypical views of the elderly with an understanding of the variety of human experience in the last decades of life. Satisfies the Humanities requirement of the University Core Curriculum.

### **AGER 4500D - Long-Term Care Case Management with Older Adults**

3 hours This practitioner-oriented course focuses on the foundations of case/care management and the care management process as practiced with impaired elderly clients and their family caregivers. Topics include older client intake and assessment, establishing goals and a plan of care, coordinating and linking services and resources, and managing and monitoring care. Situations commonly encountered with at-risk elders are examined using protocols.

### **AGER 4550D - Sociology of Aging**

3 hours Twenty-somethings, generation Xers, baby boomers all will be senior citizens sooner or later. Their sex, race/ethnicity and social class will affect their experience of aging. Course explores issues related to successful aging, including what young adults should be doing now to ensure that they have happy, healthy, wealthy and creative golden years. Prerequisite(s): SOCI 1510D or equivalent. (Same as SOCI 4550D.)

### **AGER 4560D - Minority Aging**

3 hours Introduction to the study of minority elderly in the United States, including their physical and mental health, income security, family relations, and service issues. Course content focuses on African-American, Asian/Pacific

Islander, Hispanic, and Native American elders. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **AGER 4750D - Sexuality and Aging**

3 hours One of the most pervasive myths of aging is that older people are non-sexual. This course challenges popular stereotypes and examines sexual attitudes, activity and behavior as people age. In addition to common social beliefs and attitudes that may affect the opportunity for sexual expression among older adults, biological changes and sexual response are explored, as are other aspects of intimacy important to aging individuals.

### **AGER 4780D - Aging Programs and Services**

3 hours Introduction to the history of social policy in aging; derivations and directions of public policy, interrelationships of agencies; discussion of selected programs and services for the aged.

### **AGER 4900D - Special Problems**

1-3 hours

## **Art – Undergraduate**

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

## **Art Education and Art History – Undergraduate**

### **AEAH 3750D - Children and Art**

3 hours (2;4) An exploration of the elements and principles of art; experimentation with a variety of art media as related to the theories of creative development and an appreciation of a variety of visual art forms. Concurrent enrollment in lecture/lab component required. Satisfies fine arts elective for elementary education majors.

## **Bilingual and English as a Second Language Education – Undergraduate**

### **EDBE 3470D - Foundations of Bilingual and English as Second Language Education**

3 hours Examination of philosophies and theoretical underpinnings of bilingual and ESL education, including a review of historical antecedents of bilingual education and evolution of federal and state language policies governing the education of language-minority children. Three lecture hours a week. Course required for students seeking EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): May be taken concurrently with EDBE 3480D. Admission to Teacher Education or permission of department.

## **EDBE 3480D - Bilingualism and Multiculturism for English Language Learning : Issues and Perspectives**

3 hours Study of the bilingual learner; perspectives on multiculturalism; discussions of cognitive, social and affective factors impacting second language development; insights into education in a pluralistic society. Three lecture hours a week. Observations are required. Course required for students seeking grades EC-4 or 4-8 Generalist certification with specialization in bilingual or ESL education, or 4-8 certification with mathematics/ESL, science/ESL, social studies/ESL, or Reading/LA/ESL. Prerequisite(s): May be taken concurrently with EDBE 3470D. Admission to Teacher Education or permission of department.

## **EDBE 4470D - Curriculum and Assessment for Bilingual/ESL Education**

3 hours Examination of the organization of curriculum for second language learners with special focus on testing and evaluation procedures appropriate for bilingual and ESL classrooms; study of formal and informal assessment of language proficiency for instructional purposes and use of standardized achievement tests. Three lecture hours a week. Course required for students in grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and EDBE 3480D. Admission to Teacher Education or permission of department. May be taken concurrently with EDBE 4490D.

## **EDBE 4480D - Bilingual Approaches to Content-Based Learning**

3 hours Study of appropriate first language usage in bilingual classrooms, focusing on different core curriculum areas, methods and materials and review of language distribution strategies. Focus on responsive instruction that makes use of effective communication techniques and instructional strategies that actively involve students in the learning process. Three lecture hours a week and one-half field experiences hours per week in a bilingual education classroom. Required for students in grades EC-4 or 4-8 generalist certification with specialization in bilingual education. Language of instruction is Spanish. Placement through departmental Spanish proficiency exam. Prerequisite(s): EDBE 3470D and EDBE 3480D. Admissions to Teacher Education or consent of department. Successful completion of departmental proficiency test in Spanish.

## **EDBE 4490D - Teaching ESL EC-12: Instructional Strategies and Resources**

3 hours Study of methods and techniques of teaching English as a second language in elementary and secondary schools; language development techniques and materials for students at different levels of English proficiency. The course focuses on helping students to develop strategies (consistent with state standards for language and content learning) that can improve the English language proficiency and grade level subject matter knowledge of English language learners. Three lecture hours a week and one and one-half field-base hours a week. Course required for students seeking grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and LING 4030D; Admission to Teacher Education or consent of department. May be taken concurrently with EDBE 4470D.

## **Biological Sciences – Undergraduate**

### **BIOL 1082D - Biology for Educators**

3 hours (3;3) Develop a meaningful and functional command of key biological concepts; an understanding of the interrelationships among all living things; and a correlation between what pre-service teachers are required to learn and what they will be required to teach. Includes laboratory. BIOL 1082D is a general biology course with laboratory designated for elementary and middle school education majors for seeking teacher certification. Note: this course may not be used to satisfy the laboratory science requirement for majors in the College of Arts and Sciences.

## **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **BIOL 1710D - Principles of Biology I**

3 hours **TCCNS Number:** (1306)

(3;0;1) An integrated approach to cell and molecular biology with an emphasis on biological chemistry, cell structure and function, Mendelian and molecular genetics, evolutionary biology, and classification of microorganisms, plants and animals. Required for biology major. Course should be taken concurrently with BIOL 1730D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **BIOL 1720D - Principles of Biology II**

3 hours **TCCNS Number:** (1307)

(3;0;1) An integrated approach to the anatomical, physiological and functional aspects of nutrition, gas exchange, transport, reproduction, development, regulation, response and ecology of microorganisms, plants and animals. Required of all biology majors. Course should be taken concurrently with BIOL 1740D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **BIOL 1730D - Principles of Biology I Laboratory**

1 hour **TCCNS Number:** (1106)

(0;3) Laboratory techniques for BIOL 1710D. Prerequisite(s): BIOL 1710D or 1711, should be taken concurrently. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **BIOL 1740D - Principles of Biology II Laboratory**

1 hour **TCCNS Number:** (1107)

(0;3) Laboratory techniques for BIOL 1720D. Prerequisite(s): BIOL 1710D/BIOL 1730D or BIOL 1711/BIOL 1730D and credit for or concurrent enrollment in BIOL 1720D or BIOL 1722. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **Business Computer Information Systems – Undergraduate**

### **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

### **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

### **BCIS 3615D - Visual Display of Business Information**

3 hours Explores the use of visual display techniques and tools in the creation of electronic business documents and presentations. Stresses development of good written and oral presentation skills, as well as familiarity with a wide range of multimedia tools. Prerequisite(s): BCIS 2610D or equivalent.

### **BCIS 3620D - File Concepts and Procedures**

3 hours An introduction to COBOL programming in the business environment. Emphasis on the fundamentals of structured program design, development, testing, implementation and documentation of common business-oriented applications using COBOL. Coverage of language syntax, data and file structures editing, report generation, data validation, basic file processing and an introduction to batch and interactive JCL. Prerequisite(s): BCIS 2610D or equivalent; 3 hours of C programming (with a grade of C or better); a grade of C or better in each previously taken BCIS course, or consent of department; 2.7 UNT GPA (2.7 transfer GPA if no courses taken at UNT).

### **BCIS 4660D - Decision Systems Design**

3 hours Investigates model-based approaches to the design of decision systems for business and industry. Prerequisite(s): BCIS 3610D; ACCT 2020D and ACCT 2030 with grades of C or better; CSCI 1110 or equivalent; MSCI 3710 or MSCI 3870; 2.7 UNT GPA (2.7 transfer GPA if no courses taken at UNT); a grade of C or better in each previously taken BCIS and MSCI course, or consent of department.

### **BCIS 4900D - Special Problems**

1-3 hours Prerequisite(s): BCIS 2610D or equivalent; ACCT 2020D and ACCT 2030 with a grade of C or better; ECON 1100D and ECON 1110D; MATH 1190D; MATH 1190D or equivalent; 2.7 UNT GPA (2.7 transfer GPA if no courses taken at UNT); a grade of C or better in each previously taken BCIS course or consent of department.

## **Business Computer Information Systems – Graduate**

### **BCIS 5090D - Introduction to Business Computer Information Systems**

1.5 hours Examines the interaction between information systems and the organizational context. Specific topics to be covered include the strategic role of information systems (IS), interorganizational systems, the Internet and WWW, electronic commerce, reengineering, the human impacts of IS, the management of change, IS development and implementation, and emerging types of information technology. Course work includes lectures, readings, case analyses and discussion, electronic meeting technology, hands-on computer assignments and a team field project.

### **BCIS 5690D - Topics in Information Technology**

3 hours Current issues dealing with the development and use of information technologies in business. Prerequisite(s): BCIS 5120 or consent of department. May be repeated for credit.

## **Business Law – Undergraduate**

## **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

## **BLAW 4450D - Corporation Law**

3 hours A course developing the law concerning the powers, duties and responsibilities of corporate managers to their organizations, to investors, to creditors, to the state, and to the general public under state corporation codes and state and federal securities legislation.

## **BLAW 4480D - International Business Law**

3 hours Examination of selected aspects of the international legal environment affecting transnational commerce. Consideration of relevant U.S. constitutional, treaty and statutory provisions; international conventions and agreements; sovereign immunity and act of state doctrines, nationalization and expropriation. Prerequisite(s): BLAW 3430D or equivalent, or consent of instructor.

## **BLAW 4900D - Special Problems**

1-3 hours

## **Business Law – Graduate**

### **BLAW 5050D - Legal, Regulatory and Ethical Environment of Business**

1.5 hours Introduction to the legal environment of business, with particular emphasis on managerial decision-making. Includes a study of the litigation process and constitutional law; selected areas of private and public law, including government regulation; international dimensions of the legal environment of business, business ethics and the social responsibility of business organizations. Business context is emphasized with a focus on individual and managerial decision-making in response to legal and ethical issues.

## **Business, Interdepartmental – Undergraduate**

### **BUSI 1340D - The Free Enterprise System in a Global Environment**

3 hours Study of the free enterprise system in a global social, economic, and political environment. Overview of influence of global competition on the disciplines of business administration with particular emphasis on such markets as the Pacific Rim, Latin America, Europe, and the OPEC nations. Open to all university students regardless of major. Cannot be used to meet business foundation, business professional field, or business supporting field requirements. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **BUSI 4900D - Special Problems**

1-3 hours

### **BUSI 4940D - Business Policy**

3 hours Enterprise management integrating the functional areas of business administration into a realistic approach to business problems; applying principles to complex problems at the executive level. Prerequisite(s): completion of all other business foundation courses with a grade of C or better and senior standing. To be taken during the last semester of course work.

## **Business, Interdepartmental – Graduate**

### **BUSI 5190D - Administrative Strategy**

3 hours Capstone course providing the integration of functional areas of business administration. Requires students to determine policy at the general- or top-management level. Students address strategic organizational problems and the optimization of the total enterprise. Course includes the use of lectures, case analysis and special topics. This course must be taken in the student's last semester of course work.

## **Chemistry – Undergraduate**

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **CHEM 1410D - General Chemistry for Science Majors**

3 hours **TCCNS Number:** (1311)

(3;0;1\*) Fundamental concepts, states of matter, periodic table, structure and bonding, stoichiometry, oxidation and reduction, solutions, and compounds of representative elements. Prerequisite(s): MATH 1100D or equivalent. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum. \*This hour is a problem-solving session.

### **CHEM 1420D - General Chemistry for Science Majors**

3 hours **TCCNS Number:** (1312)

(3;0;1\*) Thermodynamics, reaction rates, equilibrium, electrochemistry, organic chemistry, polymers, radioactivity and nuclear reactions. Prerequisite(s): CHEM 1410D or CHEM 1413 or consent of department. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum. \*This hour is a problem-solving session.

### **CHEM 1430D - Laboratory Sequence for General Chemistry**

1 hour **TCCNS Number:** (1111)

(1;3) Laboratory techniques, weighing, errors and significant figures, identification and purification of substances, and elementary quantitative analysis. Corequisite(s): CHEM 1410D or CHEM 1412 or CHEM 1413 (may be taken concurrently). May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum. Should be taken concurrently with CHEM 1410D or CHEM 1412 or CHEM 1413 and CHEM 1420D or CHEM 1422 or CHEM 1423.

## **CHEM 1440D - Laboratory Sequence for General Chemistry.**

1 hour **TCCNS Number:** (1111)

(1;3) Laboratory techniques, weighing, errors and significant figures, identification and purification of substances, and elementary quantitative analysis. Corequisite(s): CHEM 1410D or CHEM 1412 or CHEM 1413 (may be taken concurrently). May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum. Should be taken concurrently with CHEM 1410D or CHEM 1412 or CHEM 1413 and CHEM 1420D or CHEM 1422 or CHEM 1423.

## **Communication Studies – Undergraduate**

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)

(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

## **Community Service – Undergraduate**

### **COMS 3000D - Community and Public Service**

3 hours Designed for individuals preparing for a career in community, public, or human service professions. Promotes understanding of self in relation to philosophy and practice of community and public service. Students examine social issues, study and discuss concepts in community service disciplines, learn professional skills, explore service careers and organizations appropriate for their unique interests and abilities, and apply their base of knowledge to further the purpose of civic involvement. Community service professionals offer real-world viewpoints and experiences contributing to the decision-making process.

### **COMS 4300D - Proposal Writing and Grants Administration**

3 hours Students will learn the basic steps in researching funding ideas including how to use the Internet as a fundamental tool, and the detailed steps required for preparing funding applications. The course will also focus on the skills and tools needed to monitor funds once grants have been awarded.

### **COMS 4400D - Volunteer Management Concepts and Applications**

3 hours Analysis and review of day-to-day applications of management principles to the administrative and operating practices of contemporary volunteer programs in the public, not-for-profit, and for-profit sectors. Focuses on volunteer program management and organization, including targeting, recruiting, training, supervising, motivating, counseling, retaining and recognizing volunteer workforces. May not be repeated if credit has been received for it at the graduate level.

### **COMS 4500D - Community Resource Mapping and Collaboration**

3 hours Analyzes systems that measure community assets and resources. Explores the means of identifying and approaching potential collaborative community partners, and focuses on the development of joint proposals and/or business plans. Provides an overview of the role of volunteer managers and agency leadership of community

organizations that provide resources in the development of a collaborative, capacity building community. An ecological approach is used to analyze the full range of human service agency services: health, social, educational, diagnostic, enrichment, religious, civic and legal. Students have an opportunity to do field work with agency staff on assigned community projects.

## **Computer Science and Engineering – Undergraduate**

### **CSCSE 1010D - Introduction to Computer Science**

3 hours (2;0;1) A basic course covering logical operation and organization of digital computers, computer hardware and software, number systems, and application software packages. May not be counted toward computer science major or minor.

### **CSCSE 1020D - Program Development**

4 hours **TCCNS Number:** (COSC 1415)  
(3;1) Introduction to problem-solving, algorithms and programming in a high-level language. May not be counted toward a computer science major or minor. Prerequisite(s): high school algebra or equivalent.

### **CSCSE 1030D - Computer Science I**

4 hours (3;1). Introduction to Computer Science and Engineering, problem-solving techniques, algorithmic processes, software design and development. Prerequisite(s): Co-requisite of MATH 1650D.

### **CSCSE 1035D - Information Systems I**

3 hours Introduction to the design of medium to large scale enterprise information systems and distributed systems using appropriate framework. Introduces tools and techniques for building such systems and incorporates project-based learning as students work in teams to apply their knowledge in a semester-long development activity. Prerequisite(s) : CSCSE 1030D. Corequisite : MATH 1650D.

### **CSCSE 1040D - Computer Science II**

3 hours **TCCNS Number:** (COSC 2415)  
Continuation of CSCSE 1030D. Software design, structured programming, object oriented design and programming. Prerequisite(s): CSCSE 1030D. Corequisite : MATH 1650D

### **CSCSE 1045D - Information Systems II**

3 hours Continues the concepts introduced in Information Systems I with introduction of active content, data-driven content and service-oriented architectures. Students will again be organized in teams in order to complete a large scale development activity using the knowledge and tools presented in the course. Prerequisite(s) : CSCSE 1035D

### **CSCSE 2050D - Computer Science III**

3 hours Elementary data structures, practice in software design, implementation and testing with emphasis on creating and modifying larger programs. Prerequisite(s): CSCSE 1040D.

### **CSCSE 2410D - Programming Laboratory**

1-4 hours Practice with computer languages and processing techniques. Prerequisite(s): CSCE 1040D or BCIS 3620D or BCIS 3690.

### **CSCE 2610D - Assembly Language and Computer Organization**

3 hours Principles of computer systems organization, instruction sets, computer arithmetic, data and control paths, memory hierarchies, and assembly language. Prerequisite(s): CSCE 2050D, Co-requisite: EENG 2710.

### **CSCE 2615D - Enterprise Systems Architecture, Analysis and Design**

3 hours Overview of software architectures of information systems starting with requirements and proceeding through the analysis and design aspects of the software development lifecycle. Introduction to a variety of implementation methodologies as well as alternate architectural paradigms. Laboratory and project activities will expose students to the design and specification of IT Systems to meet a variety of business and technical problem environments. Prerequisite(s) : CSCE 1040D, CSCE 1045D.

### **CSCE 2900D - Special Problems in Computer Science and Engineering**

1-4 hours Individualized instruction in theoretical or experimental problems. For elective credit only.

### **CSCE 3010D - Signals and Systems**

3 hours This course introduces elementary concepts of continuous-time and discrete-time signals and systems. Specific topics include linear time-invariant (LTI) systems, impulse response, convolution, Fourier series, Fourier transforms, frequency-domain analysis of LTI systems, Laplace transforms, z-transforms, and rational function descriptions of LTI systems. Prerequisite(s): EENG 2610 and (MATH 2730D or MATH 3310).

### **CSCE 3020D - Communications Systems**

3 hours Introduction to the concepts of transmission of information via communication channels. Amplitude and angle modulation for the transmission of continuous-time signals. Analog-to-digital conversion and pulse code modulation. Transmission of digital data. Introduction to random signals and noise and their effects on communication. Optimum detection systems in the presence of noise. Prerequisite(s): CSCE 3010D, EENG 3510 and (MATH 1780D or MATH 3680D).

### **CSCE 3030D - Parallel Programming**

3 hours Introduction to processing in parallel and distributed computing environment. General concepts of parallel machine models, processes, threads, mutual exclusion, synchronization, message passing. Design and analysis of parallel algorithms for engineering and scientific applications. Parallel programming using message passing and shared memory paradigms. Prerequisite(s): CSCE 2050D.

### **CSCE 3055D - IT Project Management**

3 hours Provides students with the tools and techniques needed to manage a wide variety of IT Systems projects, including software design and development, IT Systems design and installation, network management and support and others. Students will develop and practice skills through the use of case studies and other project-based exercises. Prerequisite(s) : CSCE 2050D

### **CSCE 3110D - Data Structures and Algorithms**

3 hours Computer storage structures; storage allocation and management; data sorting and searching techniques; data structures in programming languages. Prerequisite(s): CSCE 2050D and MATH 2770D.

### **CSCE 3210D - Symbolic Processing**

3 hours Introduction to symbolic processing using LISP, Prolog or related languages; recursion; building abstractions with data; modularity, objects and state; meta-linguistic abstraction. Prerequisite(s): CSCE 3110D.

### **CSCE 3300D - File Organization and Processing**

3 hours File design and implementation; operating systems, survey of peripheral device characteristics, sorting, information storage and retrieval, list processing and direct access techniques, job control language, and security and privacy. Prerequisite(s): CSCE 3110D.

### **CSCE 3410D - Advanced Programming**

3 hours Advanced features and topics in modern programming languages and introduction to a variety of languages, and advanced programming concepts and methodologies. Topics will vary by section and semester. Prerequisite(s) : CSCE 2050D.

### **CSCE 3510D - Introduction to Wireless Communications**

3 hours Fundamentals of wireless communications and networking, with emphasis on first, second, and third generation cellular systems and satellite communication. Topics include point-to-point signal transmission through a wireless channel, cellular capacity, multi-user transmissions, and mobility management. Prerequisite(s): CSCE 2610D or CSCE 2615D.

### **CSCE 3520D - Data Communications**

3 hours Overview of data communication, communication models and networking. Analog and digital data transmission, transmission impairments, channel capacity, asynchronous and synchronous transmission, error detection and correction, flow control and error control. Multiplexing and de-multiplexing techniques (FDM, STDMA, ADSL, and xDSL). Ethernet interfaces, IEEE 802.3 and IEEE 802.11 MAC layer. Interface Standards (RS-232, RS-449 and X.21). Packet switching, Frame Relay, and ATM switching, bridges, layer2 and layer3 switches. Prerequisite(s) CSCE 3600D.

### **CSCE 3530D - Introduction to Computer Networks**

3 hours Introduction to data communications; asynchronous, synchronous, networks and current technology. Prerequisite(s): CSCE 2610D.

### **CSCE 3535D - Introduction to Network and Security Management**

3 hours Introduces students to basic concepts in synchronous and asynchronous data communications, network architectures, protocols and current technology. Addresses basic network and information security issues and protection schemes with laboratory exercises designed to expose students to a variety of network architectures, security threats and risk mitigation strategies. Prerequisite(s) : CSCE 2610D or CSCE 2615D.

### **CSCE 3600D - Principles of Systems Programming**

3 hours Introduction to the design and operation of systems software. Analysis is made of current system software technology, including operating systems, language translation systems and file systems. Prerequisite(s): CSCE 2050D and CSCE 2610D.

### **CSCE 3605D - IT Systems and Administration**

3 hours Prepares students with an understanding of operating systems structure and operation including the concepts of processes, resource and file management and performance. Students will also develop an understanding of operating system design, systems software and maintenance, as well as gain proficiency in the development of useful scripts, device drivers and utility programs written in high level languages and native scripting environments. Prerequisite(s) : CSCE 2610D or CSCE 2615D.

### **CSCE 3612D - Embedded Systems Design**

3 hours Computer Systems as embedded computing elements and micro-controllers. System specifications using UML or other high level abstract models. Issues and constraints on embedded computing systems, including power, performance, memory and size. Use of DSP, ASIC and micro-controllers in a single design. Prerequisite(s) : CSCE 2610D, EENG 2710.

### **CSCE 3650D - Introduction to Compilation Techniques**

3 hours Topics include parsing, syntax-directed translation, run-time storage management, error recovery, code generations and optimization. A significant project is required. Prerequisite(s): CSCE 3600D.

### **CSCE 3730D - Reconfigurable Logic**

3 hours Advanced concepts in Boolean algebra, use of hardware description languages as a practical means to implement hybrid sequential and combinational designs, digital logic simulation, rapid prototyping techniques, and design for testability concepts. Focuses on the actual design and implementation of sizeable digital design problems using representative Computer Aided Design (CAD) tools. Prerequisite(s): CSCE 2610D.

### **CSCE 4010D - Engineering Ethics**

2 hours The effect of technology in modern society with emphasis on the role of engineering and technical professionals. Prerequisite(s): junior standing.

### **CSCE 4110D - Algorithms**

3 hours Algorithm design methodologies, sorting, graph algorithms, dynamic programming, backtracking, string searching and pattern matching. Prerequisite(s): CSCE 3110D.

### **CSCE 4210D - Game Programming I**

3 hours Introduction to game programming, including real-time, event-driven, and multimedia programming techniques. Graphics, sound, and input programming. Students will learn how to program a billboard game in 3D with constrained camera motion. Prerequisite(s) : CSCE 2050D.

### **CSCE 4220D - Game Programming II**

3 hours Game engine programming techniques, including real-time 3D graphics programming, shader techniques, terrain rendering, level of detail, collision detection, particle engines, 3D sound, and character animation. Prerequisite(s) : CSCE 4210D, CSCE 4215.

### **CSCE 4230D - Introduction to Computer Graphics**

3 hours Concepts and principles, survey of present display and input technology, systems and applications. Study of basic concepts, and mathematical and geometric principles. Design and use of graphics software packages. Design and implementation of an application using available hardware and software. Prerequisite(s): CSCE 3110D and MATH 2700D.

### **CSCE 4310D - Introduction to Artificial Intelligence**

3 hours Introduction to concepts and ideas in artificial intelligence. Topics include search techniques, knowledge representation, control strategies and advanced problem-solving architecture. Prerequisite(s): CSCE 3210D.

### **CSCE 4350D - Introduction to Database Systems Design**

3 hours Logical and physical database system organization; logical models; design issues; secondary storage considerations. Prerequisite(s): CSCE 3110D .

### **CSCE 4355D - Database Design and Information Integration**

3 hours Introduces students to use of database systems and other information storage and techniques in the design and development of information-driven systems. Students will gain experience in the design, development and use of databases, information storage, search and retrieval systems and the associated tools. Students will also integrate information and database components with additional software components to create data-driven applications. Prerequisite(s) : CSCE 2050D

### **CSCE 4410D - Software Development I**

3 hours The software development process, requirements analysis, software design concepts and methodologies, structured programming, debugging and testing. Prerequisite(s): CSCE 3110D.

### **CSCE 4420D - Software Development II**

3 hours Software testing methodologies, software reliability, maintenance, project management and configuration management. Prerequisite(s): CSCE 4410D.

### **CSCE 4430D - Programming Languages**

3 hours Formal definition of programming languages including specification of syntax and semantics. Comparison of several existing high-level languages. Prerequisite(s): CSCE 3110D.

### **CSCE 4440D - Real-Time Software Development.**

3 hours Specification of real-time system requirements, timing, synchronization and fault-tolerance issues, construction and validation of real-time software. Mathematical formalisms, design and analyses using real-time UML will also be emphasized. Prerequisite(s): CSCE 3612D and CSCE 4620D.

## **CSCE 4520D - Wireless Networks and Protocols**

3 hours Architecture and elements of a wireless network. Use and process of mobility management. Signaling schemes used in wireless networks, network signaling, protocols and standards (GSM, IS-95, WAP, MobileIP, GPRS, UMTS and CDMA2000). Analyze the operation and performance of wireless protocols. Prerequisite(s): CSCE 3600D.

## **CSCE 4530D - Computer Network Design**

3 hours Fundamental concepts, requirements and design tradeoffs, particularly as related to scheduling, congestion control, routing, and traffic management. Wireless access, mobility (including WLAN), VoIP and applications. Firewalls, NAT's VPN, high availability and optical rings. Prerequisite(s): CSCE 3530D.

## **CSCE 4540D - TCP/IP Protocols**

3 hours Investigate TCP/IP protocol suite, components, and interaction with operating system. Topics include special protocols, routing protocols, mobileIP, as well as some applications: FTP, TELNET, SMTP, DHCP, HTTP, DNS, etc. Prerequisite(s): CSCE 3530D.

## **CSCE 4550D - Introduction to Computer Security**

3 hours Security goals, threats, and vulnerabilities. Cryptography, program security, and operating system security issues. Basic network security. Planning, policies, and risk analysis. Prerequisite(s): CSCE 2610D.

## **CSCE 4560D - Secure Electronic Commerce**

3 hours Electronic commerce technology, models, and issues, with emphasis on security issues. Supporting technology such as cryptography, digital signatures, certificates, and public key infrastructure (PKI). Security-conscious programming for web-based applications. Exposure to interaction between technical issues and business, legal, and ethical issues. Prerequisite(s): CSCE 3110D.

## **CSCE 4600D - Introduction to Operating Systems**

3 hours Concepts in operating system analysis and design. General topics of process, resource and file management are presented and analyzed in the context of different system architectures and performance constraints. Prerequisite(s): CSCE 3600D.

## **CSCE 4610D - Computer Systems Architecture**

3 hours Study of performance issues related the design of high performance processors, including Instruction Level Parallelism, out of order instruction scheduling, branch prediction, speculative execution. Prerequisite(s): CSCE 3600D.

## **CSCE 4620D - Real-Time Operating Systems**

3 hours Basic real-time operating systems concepts and services, including interrupt processing, process and thread models, real-time software architectures and development environments. Detailed study of the design and implementation of real-time applications using real-time operating systems. The focus will be on commercial real-time operating systems/development environments, including vxWorks, RTOS, MicroC/OS-II and pOSEK/pOSEK System. Prerequisite(s): CSCE 3600D and CSCE 3612D.

### **CSCE 4730D - VLSI Design**

3 hours Introduction to VLSI design using CAD tools, CMOS logic, switch level modeling, circuit characterization, logic design in CMOS, systems design methods, test subsystem design, design examples, student design project. Design project to be fabricated and tested in the follow-on course. Prerequisite(s): EENG 2710 and EENG 3510. (Same as EENG 4710.)

### **CSCE 4750D - VLSI Testing**

3 hours Advanced experience with CAD tools for VLSI design, IC testing. Design Project from CSCE 4730D to be fabricated and tested. Implementation and verification of test programs, IC testing and troubleshooting, legal, economic, and ethical design issues. Oral presentations and written reports are required. Prerequisite(s): CSCE 4730D.

### **CSCE 4890D - Directed Study**

1-3 hours Study by individuals or small groups if faculty supervisor agrees. A plan of study approved by the faculty supervisor along with the study will be graded by the faculty supervisor; must be approved by the chair of the department. Prerequisite(s): junior or senior standing in computer science or computer engineering. May be repeated for credit.

### **CSCE 4905D - Capstone I**

3 hours First of a two course sequence in which students will develop a complex IT System starting from customer requirements and progressing through the entire analysis, design, implementation, testing and delivery lifecycle. Students will work in teams to develop a project plan, complete the technical components of the project, prepare a variety of deliverable documents, and finally deliver the finished product to the customer. The first course will focus on the analysis and design of the system. Prerequisite(s) : CSCE 3055D

### **CSCE 4910D - Computer Engineering Design I**

3 hours First course in the senior capstone design sequence. The focus of this class is the application of techniques to the design of electronic systems that have digital hardware and software components. Students will apply the theory acquired from numerous engineering courses to solve real-world design problems. The design will consider realistic constraints including economic, environmental, sustainability, manufacturability, ethical, social, safety. Prerequisite(s): CSCE 3612D and EENG 3510 and appropriate area electives.

### **CSCE 4915D - Computer Engineering Design II**

3 hours Second course in the senior capstone design sequence. The focus of this class is the application of techniques to the design of electronic systems that have digital hardware and software components. Students will apply the theory acquired from numerous engineering courses to solve real-world design problems. The design will consider realistic constraints including economic, environmental, sustainability, manufacturability, ethical, social, safety. Prerequisite(s): CSCE 4910D.

### **CSCE 4920D - Cooperative Education in Computer Science and Engineering**

1-3 hours Supervised field work in a job directly related to the student's major field of study or career objective. Maybe repeated for credit. Prerequisite(s): Junior or Senior level standing in Computer Engineering.

### **CSCE 4925D - Capstone II**

3 hours Second of a two course sequence in which students will develop a complex IT System starting from customer requirements and progressing through the entire analysis, design, implementation, testing and delivery lifecycle. Students will work in teams to develop a project plan, complete the technical components of the project, prepare a variety of deliverable documents, and finally deliver the finished product to the customer. The second course will focus on the implementation, testing and delivery of the system. Prerequisite(s) : CSCE 4905D

### **CSCE 4930D - Topics in Computer Science and Engineering**

3 hours Topics in Computer Science or Computer Engineering. May be repeated for credit. Prerequisite(s): Junior or senior standing in Computer Science or Computer Engineering and consent of instructor.

### **CSCE 4940D - Special Computer Application Problem**

1-4 hours Study defined by the student in applying computer science to another field. Work supervised and work plan approved by one faculty member from computer sciences and one from relevant application area; one to three students may work together if all faculty advisers concerned agree. Prerequisite(s): prior approval of plan by faculty supervisor. Open to advanced undergraduate students capable of developing problems independently. May be repeated for credit.

### **CSCE 4950D - Special Problems in Computer Science and Engineering**

1-3 hours Prior approval of plan of study by faculty supervisor. Prerequisite(s): Junior or Senior level standing in Computer Science and Computer Engineering.

## **Counseling – Graduate**

### **COUN 5000D - Filial Therapy**

3 hours Training parents to be therapeutic agents in their children's lives through the utilization of play therapy skills in regularly scheduled parent-child structured play sessions in their own homes. How to train parents in the overall principles and methodology of child-centered play therapy is addressed. Prerequisite(s): COUN 5700D or consent of instructor.

### **COUN 5200D - Counseling Adolescents**

3 hours Counseling adolescents requires unique knowledge and skill. This course will prepare counselors to work with young people ages 12-21. A focus on the nature and needs of adolescence along with effective strategies in counseling will be explored. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

### **COUN 5300D - Systems, Leadership, and Program Development in Clinical Mental Health Counseling**

3 hours Principles and practices of counseling mental health settings with special attention to counselor functions, services, leadership, program development, and program evaluation. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

### **COUN 5460D - Program Development, Leadership, and Ethics in School Counseling**

3 hours Introduction to the school counseling profession. Covers ethical standards, leadership and advocacy strategies, and development and management of the comprehensive developmental guidance program. Prerequisite(s) : COUN 5680D and COUN 5710D, or consent of department.

### **COUN 5470D - Career Development and Information Resources**

3 hours Survey of career development and counseling with emphasis on the occupational, career and educational information service.

### **COUN 5480D - Biopsychosocial Assessment and Wellness in Counseling**

3 hours Principles and models of biopsychosocial assessment, case conceptualization and concepts of normalcy leading to an appropriate framework for counseling treatment plans or referral within a managed care framework. DSM-IV diagnosis, disorder prevention and promotion of optimal mental health are studied.

### **COUN 5580D - Family Counseling**

3 hours The application of family systems theory to the study of family dynamics, family development and the resolution of family conflicts. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

### **COUN 5590D - Couple Counseling**

3 hours The application of relationship counseling theory to the study of individual development, interpersonal relationships, marital systems and conflict resolution. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

### **COUN 5600D - Counseling in Secondary Schools**

3 hours Principles and practice of individual counseling, group counseling, guidance and consultation in the secondary school as part of the overall comprehensive developmental guidance program. Prerequisite(s): COUN 5460D.

### **COUN 5610D - Drug and Addiction Education for Counselors**

3 hours Principles and practices of drug and addiction education and abuse prevention with special application to the functions of counselors. Prerequisite(s): COUN 5680D and COUN 5710D.

### **COUN 5640D - Group Play Therapy**

3 hours Philosophy and rationale for groupwork with children and preadolescents. The focus will be the goals of group play/activity therapy, the role of the play therapist, screening and selection of group members, the use of expressive arts, play, activities at various developmental stages and planning and structuring of sessions. Prerequisite(s): COUN 5700D

### **COUN 5660D - Advanced Counseling Skills**

3 hours A competency-based course with experiential emphasis. The student is required to demonstrate proficiency in counseling concepts and techniques before proceeding to COUN 5690D. Prerequisite(s): COUN 5680D and COUN 5710D and 12 additional hours in counseling, or consent of department.

## **COUN 5670D - Developmental Processes and Strategies**

3 hours Principles and practices of human development as they relate to counseling processes and strategies. Opportunity for practical application of strategies is provided.

## **COUN 5680D - Basic Counseling Skills.**

3 hours A study of selected basic techniques of counseling. Course should be taken concurrently with COUN 5710D.

## **COUN 5690D - Practicum in Counseling**

3 hours Provides actual counseling experience with a variety of clients and problems. Prerequisite(s): all required degree courses in counselor education except COUN 5720D and COUN 5721D. Students who take the practicum in counseling during the summer must enroll for both terms. The second-term enrollment will be in COUN 5900D. Prerequisite(s) : All required degree courses in counseling program except specialty track course ( COUN 5300D, COUN 5770D, COUN 5600D, COUN 5750D ) , COUN 5720D, and COUN 5721D. COUN 5740D may be taken concurrently. With the exception of COUN 5700D, students may take an elective concurrently.

## **COUN 5700D - Introduction to Play Therapy**

3 hours Enhancing the counseling relationship with children by utilizing play media to facilitate expression, self-understanding, and personal growth and development. Observation of and supervised experience in play therapy with children are an integral part of the course. Prerequisite(s): EDHD 5230, COUN 5680D and COUN 5710D, or consent of instructor.

## **COUN 5710D - Counseling Theories**

3 hours Required upon first resident registration in program for master's degree. The course focuses on professional orientation, selected theories of counseling as they apply to normal and abnormal behavior and self-awareness through individual and group counseling. Degree plans are developed. Course should be taken concurrently with COUN 5680D.

## **COUN 5720D - Internship in Counseling I**

3 hours Supervised experience in counseling in schools, colleges or agencies. Prerequisite(s): COUN 5690D. Students who take Internship in Counseling I during the summer must enroll for both terms. The second-term enrollment will be in COUN 5900D.

## **COUN 5721D - Internship in Counseling II**

3 hours Supervised experience in counseling in schools, colleges or agencies. Prerequisite(s): COUN 5720D. Students who take Internship in Counseling II during the summer must enroll for both terms. The second-term enrollment will be in COUN 5900D.

## **COUN 5730D - Appraisal in Adult Counseling**

3 hours Study of appraisal concepts and various instruments, methods and techniques that may be used to assess the strengths, limitations and behavioral patterns of individual clients. Prerequisite(s): COUN 5680D and COUN 5710D and EPSY 5210D, or consent of department. EPSY 5210D may be taken concurrently.

## **COUN 5740D - Group Counseling Theories and Procedures**

3 hours Group dynamics and major approaches to group counseling with emphasis on how to start a group counseling program, how to counsel effectively with groups and how to evaluate results. Development of skills of group membership, leadership and working with groups are stressed. Prerequisite(s): COUN 5660D, or consent of department.

## **COUN 5750D - College Student Development Theory**

3 hours A study of student development theory as it relates to students in higher education and student affairs practice. Prerequisite(s): COUN 5680D or consent of department.

## **COUN 5760D - Appraisal in Child and Adolescent Counseling**

3 hours Study of appraisal concepts and various instruments, procedures, methods and techniques used to assess learning and behavioral patterns of children. Prerequisite(s): COUN 5680D and COUN 5710D and EPSY 5210D, or consent of department. EPSY 5210D may be taken concurrently.

## **COUN 5770D - Counseling in the Elementary School**

3 hours Principles and practice of individual counseling, group counseling, guidance, and consultation in the elementary school as part of the overall comprehensive developmental guidance program. Prerequisite(s): COUN 5460D.

## **COUN 5790D - Counseling Culturally Diverse Clients**

3 hours Development of counseling skills and strategies based upon the special needs and characteristics of culturally and ethnically diverse clients. Prerequisite(s): COUN 5680D and COUN 5710D, or consent of department.

## **COUN 5800D - Studies in Education**

1-3 hours Organized classes specifically designed to accommodate the needs of students and the demands of program development that are not met by the regular offerings. Short courses and workshops that concern themselves with specified topics, repeated only upon demand. May be repeated for credit.

## **COUN 5900D - Special Problems**

1-3 hours Open to graduate students who are capable of developing a problem independently. Problems chosen by the student and approved in advance by the instructor and department chair.

## **Criminal Justice – Undergraduate**

### **CJUS 2100D - Crime and Justice in the United States**

3 hours **TCCNS Number:** (CRIJ 1301)

This course examines the societal responses to people and organizations that violate criminal codes; discusses the history, development, organization and philosophy of the justice process; and analyzes the complex inter-relationships between the major components of the criminal justice system (police, courts and corrections). Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum. (Same as SOCI 2100D.)

### **CJUS 2600D - Diversity Issues in Criminal Justice**

3 hours Critically examines race, gender and other diversity issues within the U.S. criminal justice system. Topics of emphasis include the importance of diversity issues in the development, organization and operation of the criminal justice system. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **CJUS 2900D - Special Problems**

1-3 hours

### **CJUS 2910D - Special Problems**

1-3 hours

### **CJUS 3201D - Criminal Law**

3 hours This course examines general and statutory bases and theories of criminal law and jurisprudence. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 3210D - Judicial and Legal Systems**

3 hours This course examines the courts, the legal and judicial process and judicial behavior. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 3300D - Police Systems**

3 hours This course focuses on the role and function of police in contemporary society, the problems arising between citizens and police from the enforcement of laws, the limitations of police in a democratic society and the methodologies used by the police to be a more effective component of the justice system. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 3310D - Organized and Consensual Crime**

3 hours The study of the history, structure and governmental responses to organized crime; special emphasis is placed on consensual crimes such as drug abuse and trafficking, prostitution, pornography and gambling. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 3320D - Corporate Security and Loss Prevention**

3 hours Overview of loss prevention problems and the security and management strategies designed to protect the private sector from crime, fire, accident, employee dishonesty and natural disaster. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 3330D - Introduction to Criminalistics**

3 hours This course provides an overview of the field of criminalistics, with a focus on the recognition, collection, preservation, and analysis of physical evidence. This course will introduce students to topics such as fingerprint

examination, trace evidence analysis, and firearm examination and is a prerequisite for more advanced criminalistics courses. Prerequisite(s): CJUS 2100D or equivalent or consent of the instructor.

### **CJUS 3340D - Computer Crime**

3 hours This course provides an introduction to computer crime through an examination of the crime and those individuals committing it, as well as the specific laws, investigative techniques, and criminological theories applicable to computer crime.

### **CJUS 3400D - Correctional Systems**

3 hours This course focuses on prisons and jails. It examines the goals and history of punishment; the death penalty; the composition and social organization of jail and prison populations; bail, detention, sentencing and classification; institutional management and the conflicts between rehabilitation and punishment. Prerequisite(s): CJUS 2100D or equivalent. (Same as SOCI 3460D.)

### **CJUS 3410D - Correctional Case Management**

3 hours Study of the basic purposes and techniques of correctional case management with consideration given to the supervision and control of offender activities and the development of interpersonal skills required to enhance communication with and to effect lasting behavioral change in offenders. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 3600D - Criminology**

3 hours This course provides an overview of the major criminological perspectives and an examination of the social, political and intellectual milieu within which each developed. The course focuses on the multi-disciplinary nature of criminological thought. Prerequisite(s): SOCI 1510D, PSYC 1630D and CJUS 2100D or equivalents.

### **CJUS 3610D - Juvenile Justice**

3 hours Examines the juvenile justice system and the handling of juvenile delinquents in the United States. Specific attention is devoted to the history of the juvenile justice system and current police, court and correctional policies and practices pertaining to juvenile offenders.

### **CJUS 3620D - Juvenile Delinquency**

3 hours Examines juvenile delinquency in the United States. Specific attention is devoted to the definitions, measurement, and correlates of juvenile delinquency. Additional focus is paid to the various theories of juvenile delinquency and what each theory prescribes for preventing, treating and handling juvenile delinquents. (Same as SOCI 3620D.)

### **CJUS 3630D - Drugs, Crime and Society**

3 hours Examines the relationship between drugs, crime and human behavior. Explores the relationship between drug abuse and crime and the policy proposals developed to control drug trafficking, drug abuse, and drug-related crime, as well as the multi-faceted aspects and effects of chemical abuse and dependency. (Same as SOCI 3630D.)

### **CJUS 3700D - Ethical Issues in Criminal Justice**

3 hours A study of ethical issues facing the criminal justice system. Problems confronting police, the courts and the juvenile and correctional systems are addressed. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 4200D - Criminal Procedure**

3 hours An examination of the constitutional and statutory bases and judicial interpretations of the procedures governing the administration of criminal justice. Prerequisite(s): CJUS 2100D and CJUS 3201D or equivalents

### **CJUS 4250D - Law and Social Problems**

3 hours This course examines the role of law in attempts to address and solve social problems. Prerequisite(s): CJUS 2100D and CJUS 3201D or equivalents.

### **CJUS 4330D - Domestic and International Terrorism**

3 hours This course provides in-depth knowledge about domestic and international terrorism. Specific focus is on strategies designed to address the threat of terrorism from a criminal justice perspective, particularly involving the police assuming new roles in homeland security. The course also explores ideological theories of terrorism and identifies trends and patterns of terrorism and hate crimes in our world.

### **CJUS 4350D - Seminar on Violence**

3 hours An analysis of the incidence, patterns and causes of criminal violence; the characteristics of particular crimes (e.g., murder, robbery, rape, domestic abuse, terrorism); and society's reaction to such violence. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 4360D - Criminal Investigation**

3 hours The study of methods of obtaining and reporting information from the crime scene, victims, witnesses and suspects. Specific attention is given to investigation of index crimes (homicide, rape, robbery, assault, burglary, arson, motor vehicle theft and larceny). Prerequisite(s): CJUS 2100D, CJUS 3201D and CJUS 3300D or equivalents.

### **CJUS 4370D - Advanced Criminalistics I**

3 hours This course will provide an advanced examination of specified sub-disciplines of criminalistics, including analysis of firearms / tool marks, footwear / tire tread evidence, and bloodstain patterns. This course is designed to provide students with an understanding of the scientific method of analysis, the theory of individualization, and the application of critical thinking as applied to these sub-disciplines. Prerequisite(s): CJUS 2100D and CJUS 3300D or equivalents or consent of the instructor.

### **CJUS 4380D - Advanced Criminalistics II**

3 hours This course will provide an advanced examination of specified sub-disciplines of criminalistics, including analysis of latent prints, trace evidence, and controlled substances. This course is designed to provide students with an understanding of the scientific method of analysis, the theory of individualization, and the application of critical thinking as applied to these sub-disciplines. Prerequisite(s): CJUS 2100D and CJUS 3300D or equivalents or consent of the instructor.

### **CJUS 4390D - Crime Scene Investigation Theory**

3 hours This course is designed to provide a thorough understanding of the scientific theories involved in the recognition, documentation, preservation and collection of physical evidence at crime scenes. Crime scene documentation methods to be included are digital imaging (still and video), notetaking, sketching and crime scene mapping. Safety considerations and biohazard concerns will be emphasized. Proper evidence collection techniques and chain of custody issues will be presented. The theory of crime scene reconstruction according to the scientific method will be developed. Field exercises will be used to further develop lecture topics. Prerequisite(s) : CJUS 3330D or equivalent or consent of instructor.

### **CJUS 4460D - Community Corrections**

3 hours This course examines the concept of community corrections from various perspectives. It also examines contemporary practices and trends in probation, parole, and other forms of community corrections. Prerequisite(s): CJUS 2100D or equivalent. (Same as SOCI 4460D.)

### **CJUS 4500D - Administration of Criminal Justice Agencies**

3 hours The study of principles and practices of administration and their application to criminal justice agencies. Special focus on the relationship of theoretical administrative concepts and practical criminal justice problems. Prerequisite(s): CJUS 2100D and 9 hours of upper-division criminal justice courses or equivalents.

### **CJUS 4650D - Victimology**

3 hours Exploration of the scope of victim issues in American society. Review of the programs and services provided victims of crime. The expanding roles of the courts, police, battered women shelters, victim/witness assistance programs, crisis intervention units and legislation are highlighted. Prerequisite(s): CJUS 2100D or equivalent.

### **CJUS 4660D - Offender Behavior**

3 hours This course examines the variables that correlate with or lead to criminal behavior, such as the family, schools, personality, economic forces and cultural values. It uses psycho-social explanations to illuminate the factors that cause crime and criminality and suggests solutions. Prerequisite(s): CJUS 2100D, CJUS 3600D and CJUS 4700D or equivalents.

### **CJUS 4700D - Research Methods in Criminal Justice**

3 hours Examines research methodology in criminal justice. Special emphasis is placed on methods and techniques for conducting research in criminal justice, including the relationship between theory and research, the nature of causation, research designs and techniques, conceptualization and measurement, operationalization, sampling, and ethical issues. Prerequisite(s): senior standing and a minimum of 18 hours in criminal justice, with 12 hours from the criminal justice core.

### **CJUS 4850D - Internship in Criminal Justice**

1-6 hours Each student is placed as a participant observer in a criminal justice agency for a minimum of 120 hours to provide an opportunity to apply academic training to practical situations. Prerequisite(s): CJUS 2100D or equivalent and 12 additional hours of criminal justice courses and consent of department.

### **CJUS 4860D - Studies in Criminal Justice**

1-3 hours Individual investigation of selected issues regarding criminal justice. Prerequisite(s): CJUS 2100D or equivalent and 12 additional hours of criminal justice courses and consent of department. May be repeated for credit as topics vary.

### **CJUS 4870D - Topics in Criminal Justice**

3 hours Seminar class devoted to an investigation, analysis and discussion of significant problems in contemporary criminal justice. May be repeated for credit as topics vary. Prerequisite(s): CJUS 2100D or equivalent and 6 additional hours of criminal justice courses.

### **CJUS 4900D - Special Problems**

1-3 hours Prerequisite(s): consent of department

### **CJUS 4901D - Senior Seminar: Criminal Justice and Public Policy**

3 hours The examination of the problems and issues involved in forming and implementing criminal justice policy in the United States. This course represents the final capstone experience for the student. Prerequisite(s): senior standing and at least 18 hours of criminal justice, with 12 hours from the criminal justice core.

### **CJUS 4951D - Honors College Capstone Thesis**

3 hours A major research project is prepared by the student under the supervision of a faculty member and presented in standard thesis format. An oral defense is required of each student for successful completion of the thesis. Prerequisite(s) : completion of at least six hours in honors courses; completion of at least 12 semester credit hours in the major department in which the thesis is prepared; approval of the department chair and the dean of the school or college in which the thesis is prepared; approval of the dean of the Honors College. May be substituted for HNRS 4000.

## **Criminal Justice – Graduate**

### **CJUS 5000D - Criminal Justice Policy**

3 hours Methods of policy formulation, implementation and analysis in the criminal justice setting. Selected topics developed for practical research and evaluation.

### **CJUS 5050D - Criminals and Substance Abuse**

3 hours Investigation, analysis and discussion of the relationships between substance abuse and criminal and juvenile offenders.

### **CJUS 5100D - Information Warfare, Security and Risk Analysis**

3 hours An in-depth examination of information warfare, the management of information security and the analysis of risk within organizational contexts.

### **CJUS 5120D - Cybercrime and Digital Forensics**

3 hours An examination of crimes using computers and the internet as their primary medium, with practical analyses of evidence of these crimes.

### **CJUS 5130D - Information Policy, Law and Justice**

3 hours Critical consideration of some of the public policy, legal and societal justice implications of new information technology such as the Internet.

### **CJUS 5200D - Legal Aspects of the Criminal Justice System**

3 hours An examination of the legal process and procedures of the criminal justice system, including investigation, arrest, prosecution and sentencing.

### **CJUS 5250D - Administrative Law and Justice**

3 hours Discussion of the legal principles and doctrines applicable to the state and federal criminal justice agencies, including information policy, ethical and liability issues.

### **CJUS 5270D - Criminal Evidence**

3 hours Examines the problems of proof in the criminal justice process, including the admission and exclusion of evidence, the examination of witnesses, substitutes for evidence and procedural considerations. Both the theory and application of the evidentiary principles will be explored.

### **CJUS 5350D - Seminar in Contemporary Policing**

3 hours Survey of classical and recent literature in policing. Studies of the trends, issues and reform movements currently prominent in the field of policing.

### **CJUS 5450D - Punishment, Discipline and Social Policy**

3 hours Theoretical and practical bases of correctional goals and strategies focusing on offenders, the justice system and the public. The impact of various policies on the justice process and society is stressed.

### **CJUS 5460D - Correctional Programs**

3 hours Examines the content and purposes of educational, religious, cultural, psychiatric and treatment programming for adult and juvenile offenders in institutions and the community. Methods of handling special needs offenders receive attention, as does the efficacy of such programs in controlling recidivism.

### **CJUS 5470D - Seminar on Juvenile Delinquency**

3 hours Problems of definition and measurement, etiological theories, processing of delinquents, and treatment and prevention. (Same as SOCI 5470.)

### **CJUS 5500D - Seminar in Criminal Justice Administration**

3 hours Critical application of selected analytical tools in administering justice agencies; studies of the application of human and financial resources, productivity, measurement and enhancement, and organization design, culture and change in the context of criminal justice agencies.

### **CJUS 5600D - Advanced Criminological Theory**

3 hours An examination of the major theoretical explanations of criminality, the distribution of crime, and the behavior of justice agencies. (Same as SOCI 5600.)

### **CJUS 5620D - Seminar in Victimology**

3 hours The role of the victim in various types of crime, predators and treatment of trauma, and the treatment of victims by criminal justice agencies. Political impact of the victims' movement on the justice systems and the distribution of victims across demographic and behavioral groups. (Same as SOCI 5620.)

### **CJUS 5700D - Evaluation and Research Methodologies**

3 hours Quantitative and qualitative methods of gathering and analyzing data on crime and the justice system, with special attention devoted to evaluation methods.

### **CJUS 5750D - Criminal Justice Statistics**

3 hours Explores the theory, practice and application of statistical analysis to the field of criminology and criminal justice. The student learns how to conduct independent statistical testing, understand the applications of statistics to research methods and the use of statistics in criminal justice. Prepares the student to conduct independent statistical analysis for criminal justice agencies or research purposes and to be able to use computer programs in statistical analysis and research.

### **CJUS 5800D - Topics in Criminal Justice**

3 hours Content varies as course covers specific issues of current interest and concern in criminal justice and criminology. May be repeated for credit as topics vary.

### **CJUS 5850D - Directed Studies**

3 hours Individual research and writing on selected topics under faculty supervision.

### **CJUS 5900D - Special Problems**

1-6 hours Special Problems are used upon approval of the department chair or dean for individual instruction to cover course content in special circumstances.

### **CJUS 5950D - Master's Thesis**

3-6 hours To be scheduled only with consent of department. 6 hours credit required. No credit assigned until thesis has been completed and filed with the graduate dean. Continuous enrollment required once work on thesis has begun. Prerequisite(s): CJUS 5750D. May be repeated for credit.

## **Decision Sciences – Undergraduate**

## **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

## **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

## **DSCI 3870D - Management Science**

3 hours Introduction to operations research for business decision making. Spreadsheet methods are used to evaluate the following: deterministic models; allocation problems, linear programming, sequencing and scheduling, and network models. Prerequisite(s): DSCI 2710D or consent of instructor; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D and ECON 1110D; MATH 1100D; MATH 1190D or equivalent.

## **DSCI 4510D - Model-Based Decision Support Systems**

3 hours How model-based decision support systems can be utilized as a key element within a managerial decision process. Attention is paid to how and why such a model is used in a support system environment. Topics include the use of mathematical, statistical and business models that are embedded within a decision support system for dealing with both structured and semi-structured decision problems. Prerequisite(s): DSCI 3870D; BCIS 3610D; 2.7 UNT GPA (2.7 transfer GPA if no courses taken at UNT); a grade of C or better in each previously taken MSCI course, or consent of department.

## **DSCI 4900D - Special Problems**

1-3 hours

## **Decision Sciences – Graduate**

### **DSCI 5180D - Introduction to Decision Making**

3 hours Emphasis on model assumptions, applying the correct statistical model and interpreting the results. Topics include simple regression, multiple regression (e.g., qualitative variable coding, model building) and experimental design (e.g., completely randomized design, randomized block design, multi-factor designs). Prerequisite(s): MSCI 5010 or equivalent.

### **DSCI 5690D - Topics in Decision Sciences**

3 hours Current issues dealing with the development and use of decision science models in business. May be repeated for credit as topics vary. Prerequisite(s) : DSCI 5180D or consent of department.

## **Development and Family Studies – Undergraduate**

## **DFST 1013D - Human Development**

3 hours **TCCNS Number:** (TECA 1354)

Introduction to the theories and processes of physical, cognitive and social development of the individual from conception until death. Suitable for non-majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

## **DFST 2033D - Parenting in Diverse Families**

3 hours **TCCNS Number:** (TECA 1303)

Commonalities and differences in parenting, caregiving and family life are emphasized from systems, ecological and cross-cultural perspectives. Parenting and caregiving in diverse family forms and cultures are studied in relation to adult-child interactions, parent/school/community relations, family roles, laws, and parenting skills. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

## **DFST 3423D - Family, School, and Community**

3 hours Analyzing family, school and community resources and needs as related to the family life cycle; child welfare and education, ecological approach; and exploration of careers related to children and families. Strategies to improve communication and collaboration are emphasized with a focus on family types, cultures, economic conditions, school systems, community services, political forces, advocacy groups and other factors that impact young children and their families. Fifteen hours a semester in field work arranged.

## **DFST 4133D - Adolescent Development**

3 hours Theories and characteristics of physical, cognitive and social development between 11 and 20 years of age. Effects of family, school, community and other factors on adolescent development are also addressed.

## **Development and Family Studies – Graduate**

### **DFST 5123D - Human Development Across the Life Span**

3 hours The processes and stages that individuals undergo as they progress from birth through old age and death are studied from a human ecological perspective. Developmental tasks and concepts are explored.

## **Early Childhood Education – Undergraduate**

### **EDEC 3613D - Introduction to Early Childhood Education**

3 hours Historical foundations of early childhood education, current programs, best practices and legal and ethical issues. Introduction of how understanding development of typical and atypical young children influences objectives, activities, materials, and teaching strategies and techniques in an early childhood classroom. Prerequisite(s): DFEC 3123 (may be taken concurrently).

### **EDEC 4243D - Environmental Processes and Assessment**

3 hours (3;3;0) Considers early childhood learning processes as well as implications for individual, group, and program assessment. Areas of emphasis include development of skills in selection, use and interpretation of developmentally appropriate practices. Focus areas include formal, informal and holistic assessment instruments as well as learning

environment materials and resources. Implications for technology in assessment and management are discussed. Laboratory experiences required. Prerequisite(s): DFEC 4233. EC-4 students must also complete EDEC 3613D as a prerequisite.

### **EDEC 4633D - Nurturing Children's Social Competence**

3 hours Facilitating the social and emotional skills of young children. Incorporates an ecological approach to significant influences on self-esteem and self-concept including diversity, family, creativity and individual differences. Includes analysis of play theory and research. Field experience required. Prerequisite(s): EDEC 3613D.

## **Economics – Undergraduate**

### **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

### **ECON 3250D - Industrial Relations**

3 hours Employer/employee relations in the United States; structure, methods and objectives of labor unions and employer associations in an industrial system and changing institutional pattern. Prerequisite(s): ECON 1100D-ECON 1110D.

### **ECON 4020D - Money and Financial Institutions**

3 hours Nature and functions of money; modern banking institutions and central banks; credit control and monetary stabilization. Prerequisite(s): ECON 1100D-ECON 1110D.

### **ECON 4140D - Managerial Economics**

3 hours Integrates microeconomic theory with accounting, finance, marketing and production management. Demand and cost estimation and forecasting; pricing; business strategy; case studies. Prerequisite(s): ECON 3550 plus MATH 1400D or MATH 1190D.

### **ECON 4180D - The Economics of Health Care**

3 hours Application of economic theory and analysis to the financing and delivery of medical care. Emphasis on the use of economic concepts to understand health care markets and public policy issues. May not be repeated at the graduate level as ECON 5180. Prerequisite(s): ECON 3550.

## **Economics – Graduate**

### **ECON 5000D - Economic Concepts**

3 hours Theory of the firm under different market structures; demand theory, the Keynesian model and the money system.

### **ECON 5140D - Managerial Economics**

3 hours Integrates microeconomic theory with accounting, finance, marketing and production management. Incremental reasoning to decision making under uncertainty. Prerequisite(s): ECON 3550 or ECON 5030. Students may not receive credit for both ECON 4140D and ECON 5140. Usually offered spring semester.

## **Education, Music – Undergraduate**

### **MUED 1130D - Foundations in Music**

3 hours **TCCNS Number:** (MUSI 1300 or 1304)  
Development of musical concepts and skills in listening and performance through use of elementary school music program materials and activities.

### **MUED 1140D - Foundations in Music**

3 hours Methods and materials for teaching vocal music in elementary school. Prerequisite(s): MUED 1130D. For elementary education majors only.

## **Educational Administration and Supervision – Graduate**

### **EDAD 5300D - Introduction to Educational Administration**

3 hours Focuses on instructional leadership development and serves as the introductory course for degrees and certification in educational administration. Includes a study of campus-level leadership and accountability and concomitant roles and responsibilities; as well as interrelationships among administrators, teachers, students, parents and community groups. Degree plans are developed and the major professor/adviser is assigned.

### **EDAD 5330D - Instructional Leadership**

3 hours Study of instructional leadership as it relates to the improvement of instruction, effective schools and ongoing effective program delivery by personnel. Areas to be explored and discussed include significant and recent research and best practices of instructional leadership, learning theory, the change process, school climate and culture, effective teaching methods and the relationship of instruction to curriculum.

### **EDAD 5390D - Campus-Level School Law**

3 hours Provides an understanding of important constitutional, statutory, administrative and case law as it pertains to the everyday operation of schools in Texas. Students learn the legal framework within which schooling takes place and how it structures the decisions that campus administrators make. Primary emphasis is placed on legal issues facing campus-level administrators.

### **EDAD 5400D - Management of School Resources**

3 hours Introductory-level course in the planning and management of school resources with particular applications to Texas. Designed to prepare building level administrators to understand the issues influencing the planning and management of personnel, financial and capital resources at the school building level.

### **EDAD 5500D - Internship in Educational Administration**

3 hours Provision for on-the-job experience and professional study in administration and supervision as directed by the student's major adviser. Required for Texas professional certificate for school administration. Not applicable to degree programs. The internship requires 125 hours of experience at either a secondary, middle, elementary, or alternative school site. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

### **EDAD 5550D - Computer Applications for Educational Administration**

3 hours Study and analysis of the use of technology in the administration of education with emphasis on using microcomputer applications to facilitate administrative activities; planning for the incorporation of technology into district / campus wide instructional programs; and promoting education via the use of technology.

### **EDAD 5600D - Race, Class and Gender Issues in Education**

3 hours Race, class and gender equities exist throughout educational systems. Students critically examine issues related to providing leadership for a diverse student population. Students learn what it means to be a culturally responsive leader and to review research and debunk stereotypes and negative views. Students begin to recognize all learners as capable, motivated, resilient and able to build on cultural strengths. Strategies for school change are also explored. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

### **EDAD 5610D - School Communications and Public Relations**

3 hours Every administrator in an educational organization has a responsibility to engage in public relations on a daily basis. The primary objective of this course is to examine school-based public relations with the context of life in an information age, practice in schools shared decision-making, and sustained demands for school improvement. Students study three critical dimensions of school public relations: informing the public; modifying attitudes and opinions; integrating the actions and attitudes of an organization with those of its public. Prerequisite(s): completion of EDAD 5300D, EDAD 5390D and EDAD 5400D.

### **EDAD 5620D - Administration and Leadership for Student Educational Services**

3 hours Designed to investigate the values, theoretical bases, best practices and challenges for leaders who administer student educational services at the school or district levels. Provides a review of federal laws, rules, regulations and expectations for students placed at risk in educational settings by circumstances and situations beyond their control. Emphasis on students who are educationally disadvantaged because of poverty, language differences, disabilities, interests and academic performance or lack thereof. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D and EDAD 5400D .

### **EDAD 5630D - Organizational Change and School Improvement**

3 hours School change and improvement from the perspectives of classical/rational organizational theory, open systems theory, contingency theory and social systems theories. Content includes research on school change and school improvement, strategic planning, effects of major reform initiatives in the 1980s and 1990s, and the development of the

literature review in a research study. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

### **EDAD 5650D - Professional Development and Supervision**

3 hours Provides students with the knowledge, interpersonal skills and technical skills to accomplish the supervisory tasks of direct assistance to teachers and professional development. Students learn how to implement models of professional development, especially job-embedded professional development, and how to apply the basic processes of developmental supervision, clinical supervision and coaching. In addition, the course addresses the relationship of effective supervisory behaviors to appraisal processes. Prerequisite(s): EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

### **EDAD 5680D - Administration of the K-12 Curriculum**

3 hours Examines the interaction among curriculum, instruction and assessment at site, district and national levels. Theoretical knowledge as well as site and district based curricular projects are included. The student develops an understanding of the critical importance of research based yet practical curriculum alignment and coordinated planning in school reform and improvement. Prerequisite(s): completion of EDAD 5300D, EDAD 5330D, EDAD 5390D and EDAD 5400D.

### **EDAD 5700D - Practicum in Educational Administration**

3 hours The final course for the educational administration program area. During the class meetings students review and analyze fundamental issues in the educational administration competency areas, discuss current trends and pressures influencing changes in the field, and address knowledge and skills needed to be prepared for an administrative career. At least 125 contact hours are spent in the field working with a site or central office administrator dealing with specified instructional, supervisory, administrative, leadership, curricular and management responsibilities. Prerequisite(s): EDAD 5300D, EDAD 5390D and EDAD 5400D.

### **EDAD 5800D - Studies in Education**

1-3 hours Organized classes specifically designed to accommodate the needs of students and the demands of program development that are not met by the regular offerings. Short courses and workshops on specific topics are offered on a limited basis, to be repeated only upon demand. May be repeated for credit.

### **EDAD 5900D - Special Problems**

1-3 hours Open to graduate students who are capable of developing a problem independently. Problems chosen by the student and approved in advance by the instructor and the department chair.

## **Educational Psychology – Graduate**

### **EPSY 5050D - Educational Research and Evaluation**

3 hours An introduction to methods and limitations of educational research. The student will learn the procedures, strengths and limitations of the research process

### **EPSY 5210D - Educational Statistics**

3 hours Descriptive and inferential statistical concepts and techniques commonly used in educational research. Organization of data, graphical representation, measures of central tendency and variability, normal distribution curve, sampling theory and tests of significant differences between related and independent samples.

### **EPSY 5900D - Special Problems**

1-3 hours Open to graduate students who are capable of developing a problem independently. Problems chosen by the student and developed through conferences with the instructor. Prerequisite(s): Consent of program.

## **Elementary Education – Undergraduate**

### **EDEE 2000D - Exploring Diversity Through Social Action**

3 hours Exploration of issues related to race and ethnicity, gender, social class, learning differences, and sexual orientation as they impact education in the U.S. Required for students seeking grades 4-8 teacher certification. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **EDEE 3320D - Foundations of Education: The School Curriculum**

3 hours Principles and foundations of curriculum for grades EC-8 in public schools. Includes the study of professional ethics/responsibilities, educational philosophies, the history of American education, schools and society, school and community/parent relationships, legal/political control and financial support, school/classroom organizational patterns, and curriculum development/alignment. Prerequisite(s): admission to the teacher education program (includes participation in a field-based program), a child/adolescent/lifespan development course, and an educational-application computer course.

### **EDEE 3380D - Teaching and Learning in Grades EC-6**

3 hours Effective teaching practices through reflective decision making in grades EC-6. Includes the fundamental teaching skills of planning for instruction, implementing appropriate teaching strategies, integrating the curriculum, integrating technology into teaching, grouping children for instruction, acquiring appropriate materials/resources, assessing student learning, and establishing and maintaining a safe and effective learning environment. Prerequisite(s): admission to the teacher education program (includes participation in a field-based program), with a child/adolescent/lifespan development course, and an educational-application computer course. This course is to be taken in the professional year.

### **EDEE 4101D - Student Teaching in Pre-K through Grade 4**

3 hours Teaching under supervision in pre-kindergarten through grade 4. Prerequisite(s): admission to the teacher education program; EDEE 3320D, EDEE 3380D, EDEE 4330D, EDEE 4340D, EDEE 4350D; EDRE 4860D. Required for those seeking Pre-K-4 certification. See Student Teaching Program for details. Pass/no pass only.

### **EDEE 4102D - Student Teaching in Pre-K through Grade 4**

3 hours Teaching under supervision in pre-kindergarten through grade 4. Prerequisite(s): admission to the teacher education program; EDEE 3320D, EDEE 3380D, EDEE 4330D, EDEE 4340D, EDEE 4350D; EDRE 4860D. Required for those seeking Pre-K-4 certification. See Student Teaching Program for details. Pass/no pass only.

### **EDEE 4330D - Science in Grades EC-6**

3 hours (3;0;16) Subject matter background and material organization for an integrated science program in primary and elementary school. Students experience first-hand the scope and sequence of science education in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a EC-6 school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D , all courses in the reading/English/language arts part of the academic major. Required core and academic major science courses and DFEC classes.

### **EDEE 4340D - Social Studies in Grades EC-6**

3 hours (3;0;16) Principles of teaching social studies in the primary and elementary school. Students observe social studies instruction and materials in real settings, apply principles of social studies instruction in classroom settings and experience first-hand the scope and sequence of the curriculum in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place in grades EC-6. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major. Required core and academic major social studies courses and DFEC classes.

### **EDEE 4350D - Mathematics in Grades EC-8**

3 hours (3;0;16) Principles in mathematics teaching and learning based on national curriculum and assessment standards. The learning process in the development of mathematical thinking and skills in children. Students observe mathematics instruction and materials in real settings and experience firsthand the scope and sequence of mathematics in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D; all courses in the reading/English/language arts part of the academic major. Required core and academic major math courses and DFEC classes.

### **EDEE 4800D - Studies in Education**

1-3 hours Organized classes for specific program needs and student interest. Prerequisite(s): admission to teacher education and consent of department. Limited-offering basis. May be repeated for credit.

### **EDEE 4900D - Special Problems**

1-3 hours

## **Engineering Technology – Undergraduate**

### **ENGR 2060D - Professional Presentations**

3 hours (2;3) Oral and written communication techniques to include conceptualization, design, development and delivery with special reference to engineering/science related technical material. Content will address speaker support materials including visuals, speaker note pages, interactive software and audience and handouts using industrial graphics computer software. Prerequisite(s): ENGL 1320 or ENGL 2700. Satisfies the Communication requirement of the University Core Curriculum.

## **English – Undergraduate**

### **ENGL 1310D - College Writing I**

3 hours Writing as a means of ordering and shaping experience, information and ideas. Emphasis on perfecting texts through several drafts.

### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **ENGL 2220D - Masterpieces of world literature since the Renaissance**

3 hours **TCCNS Number:** (2333)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

## **Finance – Undergraduate**

### **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

### **FINA 4200D - Investments**

3 hours First course for the individual investor. Idea of investment value; necessary prerequisites for an investment program; policies; economic and industry factors; introduction to security analysis and valuation; operation of security markets; security laws. Prerequisite(s): FINA 3770D and ACCT 2020D and ACCT 2030 or equivalent with grades of C or better.

### **FINA 4210D - Introduction to Derivatives**

3 hours Review of markets; determinants of interest rates and bond prices; forecasting of stock prices, including technical, psychological, cyclical and monetary indicators; trading strategy and tactics; market imperfections; options; futures markets; portfolio theory; and other relevant topics. Prerequisite(s): FINA 4200D with a grade of C or better or consent of department.

### **FINA 4300D - Liquidity and Working Capital Management**

3 hours Analyzing issues related to corporate liquidity problems and solutions related to the management of short-term assets and liabilities. Prerequisite(s): FINA 3770D with a grade of C or better.

### **FINA 4310D - Valuation and Financial Decisions**

3 hours This course develops a conceptual valuation framework for investment, capital structure and dividend decisions. Each is examined for its impact on the risk return characteristics of the firm. In addition, long-term financing decisions are discussed. Prerequisite(s): FINA 3770D with a grade of C or better.

### **FINA 4400D - Financial Markets and Institutions**

3 hours Studies in the operations, mechanics and structure of the U.S. financial system. Topics include commercial banking, non-bank financial institutions, money and capital markets, the impact of monetary policy on financial institutions and markets, and an introduction to the international financial system. Prerequisite(s): FINA 3770D with a grade of C or better.

### **FINA 4410D - Advanced Topics in Financial Institutions and Markets**

3 hours May include topics such as application of the theory of finance to the management of financial institutions, analysis of fixed income securities including valuation of embedded options, study of international financial markets, or other topics selected by the instructor. Prerequisite(s): FINA 4400D (may be taken concurrently).

### **FINA 4500D - International Finance**

3 hours International and regional financial institutions and arrangements; balance of payments, theory, adjustments and impact on world trade; role of commercial and central banks in financing international flow; financing exports and imports; the instruments and markets of foreign exchange; determination of exchange rates. Prerequisite(s): FINA 3770D with a grade of C or better.

### **FINA 4800D - Internship**

3 hours Supervised work in a job relative to student's career objective. Prerequisite(s): student must meet the employer's requirements and have consent of the department chair. Pass/no pass only.

### **FINA 4900D - Special Problems**

1-3 hours

## **Finance – Graduate**

### **FINA 5040D - Introduction to Finance and Financial Mathematics**

1.5 hours Provides an understanding of finance terms, procedures and concepts used by managers in making financial decisions. Basic concepts and techniques of finance; the role of financial markets and institutions, interest rates, inflation, and yield curve determinants; analysis and interpretation of financial statements and ratios; financial mathematics to understand the time value of money; and bond and stock valuation models. This course meets the deficiency requirement of finance for MBA candidates and may be counted as part of a graduate program in a field

other than business administration. Prerequisite(s): ECON 5000D or equivalent, MATH 1190D or equivalent, or consent of department.

### **FINA 5170D - Financial Management**

3 hours Tools and techniques used and proposed in corporate financial management. Analysis of the investment and financing decisions and the environment in which such decisions are made are covered in readings, case problems and class discussion. Prerequisite(s): ACCT 5020D, FINA 5040D, ECON 5000D, MATH 1190D, BCIS 5090D, DSCI 5010, or equivalent. Students with 15 credit hours of approved undergraduate finance courses may elect to substitute another 5000-level course for this course subject to the approval of the FIREL Department masters advisor.

### **FINA 5650D - Contemporary Issues in Finance**

3 hours Current topics as selected by the instructor. May include cases and/or lecture format. Prerequisite(s): consent of instructor. May be repeated for credit.

## **Geography – Undergraduate**

### **GEOG 1710D - Earth Science**

3 hours **TCCNS Number:** (1401)

(3;2) Principles and processes of physical geography. Introduction to mapping, weather and climate, soil and vegetation, and landforms of rivers, coasts and deserts. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **Health Promotion – Undergraduate**

### **HLTH 1100D - School and Community Health Problems and Services**

3 hours Health services offered by the school and community, the role of the health educator to benefit the health of every individual in society; health problems and solutions to improve community health. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

## **Higher Education – Graduate**

### **EDHE 5120D - Student Development Programming Administration**

3 hours Principles and techniques of creating, analyzing and administering student development programming to meet the needs of heterogeneous college student groups in the areas of academic, social, community and personal development in higher education. Applications to both senior and community college institutions. Prerequisite(s): EDHE 5110.

## **History – Undergraduate**

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

## **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)  
From the Civil War to the present.

## **HIST 2700D - Texas**

3 hours Development of Texas from its frontier beginnings to an urban state.

# **Human Service Management and Leadership – Undergraduate**

## **HSML 3000D - Human Service in the Nonprofit Sector**

3 hours The foundation course for students interested in a career in one of the human service professions. Examination of the philosophy, values, roles and responsibilities of human services and human service workers in today's society. Examination of personal needs, interests, and potential strengths as a professional human service worker.

## **HSML 4000D - Introduction to Financial Management for Nonprofit Organizations**

3 hours This course is designed to introduce students to the fiscal disciplines of nonprofit organizations. Students will learn basic skills in accounting principles, analyzing financial information, reporting requirements, cash management, and capital budgeting.

## **HSML 4620D - Topics in Human Services**

3 hours This course is the study of various topics in Human Services and issues of concern for non-profit managers. Prerequisite(s) : Consent of department.

## **HSML 4700D - Program Planning and Evaluation**

3 hours Provides students with basic skills in conceptualizing, designing and planning human service-related programs for and within nonprofit agencies. Program evaluation with emphasis performance outcomes and utilizing assessment results to strengthen program operation is emphasized.

## **HSML 4750D - Capstone Course**

3 hours Course is designed to crystallize the competencies covered in the HSML degree program and promote critical thinking and effective writing on those topics. Format includes exchange between students and nonprofit professionals on leadership and management issues to : expand individual competencies, build leadership confidence, and affirm learning acquired during the program. Serves as a final preparation for internship / employment in a non-profit agency. Satisfies one of the course requirements for students pursuing American Humanics certification. Prerequisite(s) : permission of the Human Service Coordinator.

## **HSML 4850D - Human Service Internship**

3 hours Supervised work in a community agency that is directly related to the student's career and specialization interests. Designed to integrate theory and practice in human services and prepare students for practical application of skills, knowledge and philosophy in a supervised setting. Students must meet individual employers' requirements and obtain consent of Human Service program director. Prerequisite(s): Permission of Internship Coordinator.

## **HSML 4900D - Special Problems**

1-3 hours Special problems may be repeated for credit. Prerequisite(s) : HSML major status ; consent of instructor.

## **Kinesiology – Undergraduate**

### **KINE 3550D - Movement Framework Approach**

3 hours (2;1) Development of the concept of themes and the movement framework approach in exploring movement potential.

### **KINE 4500D - Movement Tasks in Games, Sports and Rhythmic Activities.**

3 hours (2;1) Construction of movement tasks and progressions in rhythms and game skill activities.

## **Language – Undergraduate**

### **LANG 2040D - Intermediate Language**

3 hours Grammar, composition, oral-aural practice and readings. Prerequisite(s): foreign language course 1020 in same language, or equivalent.

### **LANG 2050D - Intermediate Language**

3 hours Grammar, composition, oral-aural practice and readings. Prerequisite(s): foreign language course 2040 in same language, or equivalent.

## **Learning Technologies – Undergraduate**

### **LTEC 1100D - Computer Applications**

3 hours Introduction to computer usage. Integrated approach to software tools such as word processing, data-base management, spreadsheet, communications and graphics applications.

### **LTEC 4100D - Computers in the Classroom**

3 hours Computers in education; computer topics covered in introductory and secondary school courses. Motivation and objectives in computer education; some programming language. Instructional uses of the computer, topics in curriculum integration. Prerequisite(s): LTEC 1100D.

### **LTEC 4440D - Advanced Instructional Strategies**

3 hours Emphasis on advanced instructional techniques; including questioning, discussion, problem-solving, motivation, and instructional development used in applied technology and industrial training setting. Prerequisite(s): LTEC 4120.

## **Linguistics – Undergraduate**

## **LING 3060D - Principles of Language Study**

3 hours An introductory linguistics course that focuses on the structure of English (phonology, morphology and syntax). The course includes language acquisition and development, the history of English, dialects of American English and problems of usage.

## **LING 4030D - Acquisition of English as a Second Language**

3 hours Study of language acquisition, development, production and comprehension focusing on the application of current research findings to the context of learning and teaching English as a second language. Prerequisite(s): ENGL 3060 or consent of department.

## **Logistics and Supply Chain Management – Undergraduate**

### **LSCM 3960D - Logistics and Supply Chain Management**

3 hours Analysis and design of logistics and supply chain systems. Topics include transportation, warehousing, inventory control, materials handling and packaging, and plant and warehouse locations within and between firms. Emphasis on concepts and practices that provide firms with a competitive advantage. Prerequisite(s): Junior standing.

### **LSCM 4360D - Global Alliances and International Supply Chain Management**

3 hours Supply chain and alliance strategy in the multi-national firm: materials management, international sourcing and distribution, importing/exporting procedures. International carrier management and operations. Prerequisite(s): LSCM 3960D.

### **LSCM 4530D - E-Logistics in Supply Chain Management**

3 hours Comprehensive inquiry into the role of e-commerce in collaborative distribution and logistics relationships. Special attention is afforded to resource and technology interdependencies, exchange governance mechanisms and relationship management bench-marking. Emphasis is given to the tools for creating value in the supply chain.

### **LSCM 4560D - Business Transportation Management**

3 hours Principles of transportation covering the role of transportation systems; environmental and economic impacts; modal components; managerial and economic aspects of the various modes, with applications to both domestic and international operations.

### **LSCM 4800D - Logistics Internship**

3 hours Supervised work in a job related to student's career objective. Pass/no pass only. Prerequisite(s): LSCM 3960D and LSCM 4560D. Must be within two long semesters of graduation at the time of the internship and have approval of the department chair or internship director.

### **LSCM 4830D - Industry Practicum**

3 hours Students will work in small groups to identify and resolve hands-on industry problems under the guidance of faculty member, work closely with industrial representatives, and develop solutions for final paper / presentation to industry executives. Prerequisite(s) : LSCM 3960D and at least one other LSCM course.

## **LSCM 4860D - Advanced Logistics Management**

3 hours Application of logistics decision-making tools and skills as they apply to inventory, transportation, and warehouse management. Course stresses hands-on application of analytical tools useful in logistics; analysis of the characteristics of logistics system elements and their interrelationships within a company; developing skills to analyze technical logistics problems; and developing executive-level communications skills leading to the concise statement of problems and proposed solutions. Prerequisite(s): LSCM 3960D. Capstone course to be taken during the last term / semester of course work.

## **Management – Undergraduate**

### **MGMT 3330D - Communicating in Business**

3 hours Development of interpersonal business communication skills in the following areas: group communication, written communication (collaborative writing and business letters, memorandums and reports), oral communication (business presentations, meetings and interviews), and listening. The following topics are also addressed: international communication and electronic communication technology. Satisfies the Communication requirement of the University Core Curriculum.

### **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

### **MGMT 3820D - Management Concepts**

3 hours Management philosophy; planning, organizing and controlling; entrepreneurial processes; organizational performance; structure and design. Includes an overview of organization theory and strategic management.

### **MGMT 3830D - Operations Management**

3 hours Management of production emphasizing industrial enterprises; production objectives; design and improvement of processes, work methods, and physical facilities; use of measurements and standards; production planning and control; quality control; budgetary and cost control; materials management. Prerequisite(s): DSCI 2710D.

### **MGMT 3850D - Entrepreneurship**

3 hours Initiation of new ventures and approaches to growth of existing firms through opportunity recognition, innovation and change. Emphasizes developing effective entrepreneurial skills and behaviors. Includes preparation of a comprehensive business plan. Open to non-business majors.

### **MGMT 3860D - Human Resource Management**

3 hours An introduction to personnel management. Topics include employment, placement and personnel planning, training and development; compensation and benefits; health, safety and security; and employee and labor relations. Open to non-business majors.

### **MGMT 3870D - Management Research Methods**

3 hours Develops skills in management research methods necessary for problem solving success. Particular emphasis is given to applying theory to management decision making based on objective methods for solving problems in organizational behavior, human resource management, entrepreneurship, and operations. Prerequisite(s): MSCI 2710 or equivalent and completed all pre-business courses.

### **MGMT 3880D - Business Ethics and Social Responsibility**

3 hours A study of ethical behaviors crucial to personal and corporate success in organizations. Codes of ethics, theoretical models and managerial behavior serve as the foundation to investigate ethics and, in turn, social responsibility associated with firm theory. Various stakeholder interest and demands are analyzed as an important theme during the course.

### **MGMT 4170D - Employee and Labor Relations**

3 hours Employee-employer relationships; problems and theories of the bargaining process.

### **MGMT 4180D - Workplace Health and Safety**

3 hours Problems of occupational safety and health (OSHA) workers' compensation, unemployment compensation, industrial security and environmental risk management. Open to non-business majors.

### **MGMT 4210D - E-Management: Managing in a Digital Economy**

3 hours Deals with the "why" and "how" of the changing face of management. Focuses on what managers do to maintain and enhance their firm's competitive position in the era of e-commerce. Examines and evaluates some of the more critical issues associated with analyzing the environment, designing organizations and managing people to deal with the challenges that emerge in the new business environment. Prerequisite(s): MGMT 3820D or MGMT 3850D with a grade of C or better, or consent of department.

### **MGMT 4220D - Field Study in Entrepreneurship**

3 hours Course provides students with hands-on opportunities to apply business concepts. Students may work to develop strategic plans, comprehensive business plans, feasibility analysis or funding proposals. In addition, students apply business principles of entrepreneurship to problems related to opportunity analysis, capital funds acquisition, managerial issues and other business requirements such as new product development or planning expansion. Prerequisite(s): MGMT 3330D, MGMT 3720D, MGMT 3850D, MKTG 3650D, FINA 3770D and MSCI 3710 or consent of department.

### **MGMT 4300D - Recruitment, Selection and Placement**

3 hours Recruitment, selection and placement of employees in an organization. Test validation and other selection techniques relative to EEO, ADA and AAP laws. Recruiting, selecting and placing a culturally diverse work force.

### **MGMT 4350D - Training and Development**

3 hours Practical and theoretical approaches to the training and development of employees in an organization. Topics include organization, role and scope of the T and D function, philosophies; strategies and needs analysis; development of program content, methods, materials and techniques, and evaluation and control of the training and development function.

### **MGMT 4400D - Managing Interpersonal Relationships**

3 hours A practical and theoretical course dealing with small group behavior. Emphasis is on identifying and classifying behavior to better understand it and to develop strategies for effectively managing interpersonal and group relationships. Exercises and role playing are used to illustrate major points.

### **MGMT 4460D - Topics in Organizational Behavior**

3 hours Study of individual and group behavior in organizations. Representative topics include employee motivation, leadership, organizational power and politics, decision making and performance, organizational culture, perception and attribution, and individual differences. Students study one or more of these topics in depth. Prerequisite(s): MGMT 3720D or consent of instructor. May be repeated for credit as topics vary.

### **MGMT 4470D - Leadership**

3 hours An in-depth course on leadership. Students are provided practical tools and methods of leadership that will apply to a variety of organizational structures. Students gain insights about their own personalities, skills, ethics, values and beliefs as they relate to leading others, and have the opportunity to discuss and debate a number of leadership topics.

### **MGMT 4660D - International Management Perspectives**

3 hours A comprehensive framework is used to study the management of multinational operations in cross-cultural environments with a focus on the decisions that managers must make. Topics include strategic planning, organization, human resources, operations management, entrepreneurship and ethics.

### **MGMT 4790D - Human Resources Capstone Course**

3 hours This course is a capstone course to prepare students to enter the Human Resources field as a qualified professional. Intensive review of the functional disciplines in the HR field will be an integral part of this course. Students will (1) study and evaluate theories of human resources management; (2) engage in practical applications of theory through participation with employers engaged in solving HR problems within their workplace or identifying HR needs; (3) explore the pragmatic implications of the professional human resource certification process and what it means for HR professionals in the global economy during the 21st century; and (4) demonstrate integrative knowledge of HR functions relative to each other and to other functional areas within an organization. Prerequisite(s) : Final 9 hours of coursework.

### **MGMT 4800D - Internship**

3 hours Supervised work in a job related to student's career objective. Prerequisite(s): student must meet the employer's requirements and have consent of adviser.

### **MGMT 4810D - Purchasing and Materials Management**

3 hours From original planning through delivery of finished products; purchasing, inventory control, receiving, stores, production control, traffic and materials handling.

### **MGMT 4820D - Manufacturing Planning and Control**

3 hours In-depth coverage of the function of production planning and control, including such topics as materials requirements planning, capacity planning, master production scheduling, forecasting, production activity planning, and control and project management. Prerequisite(s): MGMT 3830D.

### **MGMT 4830D - Productivity and Quality Management**

3 hours Coverage of the topics related to quality science and quality improvement. Topics include acceptance sampling, TQM, process control and their impact on productivity. Prerequisite(s): MGMT 3830D.

### **MGMT 4840D - Compensation and Benefits Administration**

3 hours Wage and salary administration in public and private organizations; determinants of general wage and salary levels and structures; total compensation systems; interrelationship among employee performance, intrinsic and extrinsic rewards, perceived equitable payments, and employee satisfaction. Open to non-business majors.

### **MGMT 4860D - Organizational Design and Change**

3 hours Organizational design is a primary management tool for organizing business processes and developing organizational capabilities. The course focuses on developing an understanding of the basics of organizational design, how to utilize organizational design principles to manage change, and how to keep the design aligned with the needs of the firm and the demands to which it must respond. The design and development effort includes study of organizational structures, the basic work patterns of the organization, organizational cultures, managerial roles, and the use of teams.

### **MGMT 4880D - Management of Projects and Systems**

3 hours Investigation and study of the role of projects in contemporary organizations. Includes a presentation of the technical aspects pertaining to the management of complex projects and systems starting with conceptual design and advanced development, and continuing through detailed design, production and termination. Emphasis is placed on integrative concepts rather than isolated methodologies. Prerequisite(s): MGMT 3830D.

### **MGMT 4890D - Legal Aspects of Employment Practices**

3 hours Current legislation and its impact on human resources policy and practices.

### **MGMT 4900D - Special Problems**

1-3 hours Supervised study on a selected management topic. Typically requires a research paper and significant independent study. Prerequisite(s): consent of department.

## **Management – Graduate**

### **MGMT 5070D - Management Issues**

1.5 hours The basic concepts in managing the complete flow of materials that represent a supply chain from suppliers to customers. Emphases within the module are placed on production concepts with business wide applications, determining demand, transformation processes used to satisfy demand, and finally managing the supply activity supporting the transformation processes.

### **MGMT 5120D - Managing Organizational Design and Change**

3 hours Examination of the development of organizational competencies and capabilities through the study of the theory and tools related to organizational design and change. Emphasis is placed on the use of horizontal and vertical linkage mechanisms that provide the organization with the flexibility to adapt to a rapidly changing competitive environment. Definition of management roles and the use of teams are emphasized in the change management process.

### **MGMT 5140D - Organizational Behavior and Analysis**

3 hours Research emphasis in organizational behavior stressing organization-people linkages and interrelationships, including selection, orientation and training; job design and reward systems; supervision; formal participation schemes; appraisals and development, organizational structure and design, communications, control and conflict resolution. Examination of behavioral science methodologies and strategies. Applications to tangential areas of organization theory, development, planning and implications for management and employee relations.

### **MGMT 5210D - Human Resource Management Seminar**

3 hours A study of the creation and implementation of human resource policies in public and private organizations. Topics include employment, placement and personnel planning; compensation and benefits; employee and labor relations; training and development; health, safety and security. Designed for non-business graduate students and business graduate students with limited or no background in personnel management.

### **MGMT 5230D - Management Seminar**

3 hours Development of philosophy, strategy and tactics in managing an enterprise. Administrative processes common to all enterprises, including variations needed to meet different situational requirements. Methods of study include extensive reading, exploratory research and seminar discussion.

### **MGMT 5240D - Project Management**

3 hours Analysis and application of project management techniques and processes to large scale, complex and unique projects. Topics include project selection; planning and organization; negotiation and conflict resolution; budgeting and cost estimation; scheduling; resource allocation; monitoring and control; project auditing; and termination. Prerequisite(s): MGMT 5070D or equivalent.

### **MGMT 5660D - International Management**

3 hours Designed to expose the student to the international aspects of management. Cultural differences in management applications, management of multinational corporations and integration of domestic business functions and international operations.

### **MGMT 5710D - Management Strategies for Public Issues**

3 hours Public issues confronting business leaders stemming from profound changes in societal expectations and demands as manifested in political forums and government action. Focuses on the social and political environment of business and explores the role of the corporation in today's society.

### **MGMT 5870D - Leadership Research and Development**

3 hours Theories and current research on leadership with emphasis placed on leadership development and specific applications within the organizational setting.

## **MGMT 5900D - Special Problems**

1-3 hours Open to graduate students who are capable of developing a problem independently. Problem chosen by the student and developed through conferences and activities under the direction of the instructor. Prerequisite(s): approved applications for special problems/independent research/dissertation credit must be submitted to the College of Business Administration Student Advising Office prior to registration.

## **Marketing – Undergraduate**

### **MKTG 3010D - Professional Selling**

3 hours Professional selling principles and practices for business applications. Principles of communication, listening, selling yourself and a business sales model. Students develop and present two sales presentations. Satisfies the COBA business foundation communication requirement. Open to all majors. Satisfies the Communication requirement of the University Core Curriculum.

### **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

### **MKTG 3700D - Marketing and Money**

3 hours Students are taught to understand and appreciate the money implications and impact of marketing decisions. The teaching method is "intensively hands-on" and makes use of mini cases, problems and exercises in the context of market opportunity analysis, market segmentation, and planning and implementing a marketing mix. Prerequisite(s): MKTG 3650D (may be taken concurrently, but completion is recommended).

### **MKTG 3710D - Marketing Research and Information Technology**

3 hours Examination of marketing information technologies and marketing research. Students learn why and when to do marketing research, the types and sources of primary and secondary data available, methods for collecting data, the construction of data gathering instruments (e.g. questionnaires), the use of measurement scales, basic sampling, and data analysis techniques. Class emphasizes the use of secondary data sources, especially on-line, electronic sources of marketing information. Prerequisite(s): DSCI 2710D and MKTG 3700D (may be taken concurrently).

### **MKTG 4280D - Global Marketing Issues and Practice**

3 hours Students examine marketing decision making in an international context. Course emphasizes issues and concepts relevant to firms competing in the global market place, including problems and opportunities arising from the economic, legal/political, sociocultural, geographic and technological environments. Specific topics include multinational distribution, international product adaptation and cross-cultural consumer behavior. Requires a project emphasizing using and refining secondary data collection skills. Students may be required to work in a group context. Prerequisite(s): MKTG 3650D.

### **MKTG 4330D - Strategic Brand Management**

3 hours Course concentrates on strategic and operational issues related to brand management - an important aspect of marketing function - its integration in the organization, management of portfolio of brands, environmental scanning, identification and creation of value to offer to consumers, budgeting, planning and control issues. Specific areas discussed will be research, data management, analyses for planning, decision making, decisions in the areas of product/service offering, pricing, communication (advertising, sales promotion, sponsorship, and publicity) channels, ethics and global implications, among others. Prerequisite(s) : MKTG 3650D and MKTG 3700D (may be taken concurrently).

### **MKTG 4520D - Marketing Channels and Strategic Partnerships**

3 hours An examination of strategic issues involved in managing marketing channels. Topics include channel design, supply chain management and the external channels environment. Marketing channel strategy is extended to the use of strategic alliances and other collaborative distribution relationships for global competitive advantage. Special attention is afforded to resource and technology interdependencies, exchange governance and relationship benchmarking. Prerequisite(s): MKTG 3650D.

### **MKTG 4640D - Database Marketing Fundamentals**

3 hours Examines theories, issues, processes and applications involved in the strategic use of marketing databases in corporate and non-corporate settings. Emphasizes the importance of acquiring, maintaining and processing market-related information. Introduces the extension of database marketing to the concept of one-to-one marketing. Discusses uses of computer hardware and software, the Internet and telecom technology in database marketing. Examines issues involved in the creation and maintenance of marketing databases as well as their varied uses. Students complete a project, learning and using many skills related to applied database marketing. Prerequisite(s): MKTG 3650D and MKTG 4620.

### **MKTG 4900D - Special Problems**

1-3 hours

## **Marketing – Graduate**

### **MKTG 5000D - Marketing Concepts**

1.5 hours A functional analysis of marketing and its importance in the economy as well as in business management. Develops an understanding of the increased complexity of the modern marketing system, why it is essential and how it performs. Embraces business activities involved in moving goods from production to consumption. This course meets the deficiency requirement in marketing for MBA candidates.

### **MKTG 5150D - Marketing Management**

3 hours Application of concepts, tools and procedures employed by practicing marketing managers. Specific attention is given to product development and management, promotion development and management, channel selection and management, physical distribution management, and price setting and management. Students acquire skills in the essentials of case analysis and written as well as oral presentation of their analysis. Oral presentations may be made using electronic media. Groups may be required for case work. Prerequisite(s): MKTG 3650D or MKTG 5000D.

## **Mathematics – Undergraduate**

## **MATH 1010D - Fundamentals of Algebra**

3 hours Basic algebraic operations, linear equations and inequalities, polynomials, rational expressions, factoring, exponents and radicals, and quadratic equations. Prerequisite(s): consent of department. Students may not enroll in this course if they have credit for any other UNT mathematics course. Credit in this course does not fulfill any degree requirement.

## **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

## **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

## **MATH 1350D - Mathematics for Elementary Education Majors I**

3 hours Concepts of sets, functions, numeration systems, different number bases, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1100D with grade of C or better.

## **MATH 1351D - Mathematics for Elementary Education Majors II**

3 hours Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1350D

## **MATH 1400D - College Math with Calculus**

3 hours An applied mathematics course designed for non-science majors. All topics are motivated by real world applications. Equations, graphs, functions; exponentials and logarithms; mathematics of finance; systems of linear equations and inequalities, linear programming; probability; basic differential calculus with applications. Prerequisite(s): two years of high school algebra and consent of department; or MATH 1100D with grade of C or better. Satisfies the Mathematics requirement of the University Core Curriculum.

## **MATH 1650D - Pre-Calculus**

5 hours A preparatory course for calculus. trigonometric functions, their graphs and applications; sequences and series; exponential and logarithmic functions and their graphs; graphs of polynomial and rational functions; general discussion of functions and their properties. MATH 1650 covers approximately the same material as MATH 1600 and MATH 1610 together. Students who already have credit for both MATH 1600 and MATH 1610 may not receive credit for MATH 1650. Prerequisite(s): MATH 1100D with grade of C or better. Satisfies the Mathematics requirement of the University Core Curriculum.

## **MATH 1680D - Elementary Probability and Statistics**

3 hours **TCCNS Number:** (1342 or 2342)

An introductory course to serve students of any field who want to apply statistical inference. Descriptive statistics, elementary probability, estimation, hypothesis testing and small samples. Students may not receive credit for both MATH 1680 and MATH 1681. Prerequisite(s): Two years of high school algebra and one year of high school geometry and consent of department, or MATH 1010D with grade of C or better. Satisfies the Mathematics requirement of the University Core Curriculum.

### **MATH 1710D - Calculus I**

4 hours **TCCNS Number:** (2413)

Limits and continuity, derivatives and integrals; differentiation and integration of polynomial, rational, trigonometric, and algebraic functions; applications, including slope, velocity, extrema, area, volume and work. Prerequisite(s): MATH 1650D; or both MATH 1600 and MATH 1610. Satisfies the Mathematics requirement of the University Core Curriculum.

### **MATH 1720D - Calculus II**

3 hours **TCCNS Number:** (2414)

Differentiation and integration of exponential, logarithmic and transcendental functions; integration techniques; indeterminate forms; improper integrals; area and arc length in polar coordinates; infinite series; power series; Taylor's theorem. Prerequisite(s): MATH 1710D. Satisfies the Mathematics requirement of the University Core Curriculum.

### **MATH 1780D - Probability Models**

3 hours Probability theory, discrete and continuous random variables, Markov chains, limit theorems, stochastic processes, models for phenomena with statistical regularity. Prerequisite(s): MATH 1710D.

### **MATH 2100D - Functions and Modeling for Secondary Mathematics Instruction**

3 hours In-depth study of topics in secondary school mathematics. Emphasis is on modeling with linear, exponential, and trigonometric functions; curve fitting; discrete and continuous models. Exploratory work with presentations of findings are an integral part of the course. Pedagogical uses of appropriate technology are explored. Prerequisite(s) : MATH 1710D, MATH 1720D (may be taken concurrently) and TNTX 1100D (may be taken concurrently), or consent of the Teach North Texas adviser.

### **MATH 2700D - Linear Algebra and Vector Geometry**

3 hours **TCCNS Number:** (2318)

Vector spaces over the real number field; applications to systems of linear equations and analytic geometry in  $\mathbb{R}^n$ , linear transformations, matrices, determinants and eigenvalues. Prerequisite(s): MATH 1720D.

### **MATH 2730D - Multivariable Calculus**

3 hours **TCCNS Number:** (2315 or 2415).

Vectors and analytic geometry in 3-space; partial and directional derivatives; extrema; double and triple integrals and applications; cylindrical and spherical coordinates. Prerequisite(s): MATH 1720D.

### **MATH 2770D - Discrete Mathematical Structures**

3 hours **TCCNS Number:** (2305)

Introductory mathematical logic, mathematical induction, relations and functions, combinatorics, counting techniques, graphs and trees, and finite automata theory. Prerequisite(s): MATH 1710D; CSCE 1020D or CSCE 1030D (may be taken concurrently).

### **MATH 3000D - Real Analysis I**

3 hours Introduction to mathematical proofs through real analysis. Topics include sets, relations, types of proofs, continuity and topology of the real line. Prerequisite(s): MATH 1720D.

### **MATH 3350D - Introduction to Numerical Analysis**

3 hours Description and mathematical analysis of methods used for solving problems of a mathematical nature on the computer. Roots of equations, systems of linear equations, polynomial interpolation and approximation, least-squares approximation, numerical solution of ordinary differential equations. Prerequisite(s): MATH 2700D and computer programming ability.

### **MATH 3400D - Number Theory**

3 hours Factorizations, congruencies, quadratic reciprocity, finite fields, quadratic forms, diophantine equations. Prerequisite(s): MATH 2510 or MATH 2770D.

### **MATH 3410D - Differential Equations I**

3 hours First-order equations, existence-uniqueness theorem, linear equations, separation of variables, higher-order linear equations, systems of linear equations, series solutions and numerical solutions. Prerequisite(s): MATH 1720D and MATH 2700D.

### **MATH 3420D - Differential Equations II**

3 hours Ordinary differential equations arising from partial differential equations by means of separation of variables; method of characteristics for first-order PDEs; boundary value problems for ODEs; comparative study of heat equation, wave equation and Laplace's equation by separation of variables and numerical methods; further topics in numerical solution of ODEs. Prerequisite(s): MATH 2700D and MATH 3410D.

### **MATH 3510D - Introduction to Abstract Algebra**

3 hours Groups, rings, integral domains, polynomial rings and fields. Prerequisite(s): MATH 2510.

### **MATH 3520D - Abstract Algebra II**

3 hours Topics from coding theory, quadratic forms, Galois theory, multilinear algebra, advanced group theory, and advanced ring theory. Prerequisite(s): MATH 3510D.

### **MATH 3610D - Real Analysis II**

3 hours Continuation of MATH 2510. Topics include derivatives, integrals, limits of sequences of functions, Fourier series; and an introduction to multivariable analysis. Prerequisite(s): MATH 2510 and MATH 2700D (may be taken concurrently).

### **MATH 3680D - Applied Statistics**

3 hours Descriptive statistics, elements of probability, random variables, confidence intervals, hypothesis testing, regression, contingency tables. Prerequisite(s) : MATH 1710D and either credit for MATH 1720D or concurrent enrollment in MATH 1720D.

### **MATH 3740D - Vector Calculus**

3 hours Theory of vector-valued functions on Euclidean space. Derivative as best linear-transformation approximation to a function. Divergence, gradient, curl. Vector fields, path integrals, surface integrals. Constrained extrema and Lagrange multipliers. Implicit function theorem. Jacobian matrices. Green's, Stokes', and Gauss' (divergence) theorems in Euclidean space. Differential forms and an introduction to differential geometry. Prerequisite(s): MATH 2700D and MATH 2730D.

### **MATH 4050D - Advanced Study of the Secondary Mathematics Curriculum**

3 hours Study of mathematical topics in the secondary curriculum from an advanced viewpoint. Discussion of the relationship between the secondary and collegiate curricula. Combinatorics. The Euclidean algorithm, congruence classes, and prime factorization. Modeling with differential equations. Conic sections. Pedagogical techniques. Prerequisite(s) : MATH 2100D and either MATH 3510D or MATH 3610D.

### **MATH 4060D - Foundations of Geometry**

3 hours Selections from synthetic, analytic, projective, Euclidean and non-Euclidean geometry. Prerequisite(s): MATH 3000D or equivalent.

### **MATH 4100D - Fourier Analysis**

3 hours Application oriented introduction to Fourier analysis, including Fourier series, Fourier transforms, discrete Fourier transforms, wavelets, orthogonal polynomials, and the Fast Fourier Transform (FFT) algorithm. The theoretical portions of this course will emphasize interconnections and operator algebraic formalism. Applications will be chosen from among differential equations, signal processing, probability, and high precision arithmetic. Prerequisite(s): MATH 1720D and MATH 2700D. Prior or concurrent enrollment in MATH 2730D and MATH 3410D recommended.

### **MATH 4200D - Dynamical Systems**

3 hours One-dimensional dynamics. Sarkovskii's theory, routes to chaos, symbolic dynamics, higher-dimensional dynamics, attractors, bifurcations, quadratic maps, Julia and Mandelbrot sets. Prerequisite(s): MATH 3610D.

### **MATH 4430D - Introduction to Graph Theory**

3 hours Introduction to combinatorics through graph theory. Topics introduced include connectedness, factorization, Hamiltonian graphs, network flows, Ramsey numbers, graph coloring, automorphisms of graphs and Polya's Enumeration Theorem. Connections with computer science are emphasized. Prerequisite(s): MATH 2510 or MATH 2770D.

### **MATH 4450D - Introduction to the Theory of Matrices**

3 hours Congruence (Hermitian); similarity; orthogonality, matrices with polynomial elements and minimal polynomials; Cayley-Hamilton theorem; bilinear and quadratic forms; eigenvalues. Prerequisite(s): MATH 2700D.

## **MATH 4500D - Introduction to Topology**

3 hours Point set topology; connectedness, compactness, continuous functions and metric spaces. Prerequisite(s): MATH 3610D.

## **MATH 4520D - Introduction to Functions of a Complex Variable**

3 hours Algebra of complex numbers and geometric representation; analytic functions; elementary functions and mapping; real-line integrals; complex integration; power series; residues, poles, conformal mapping and applications. Prerequisite(s): MATH 2730D.

## **MATH 4610D - Probability**

3 hours Combinatorial analysis, probability, conditional probability, independence, random variables, expectation, generating functions and limit theorems. Prerequisite(s): MATH 2730D.

## **MATH 4650D - Statistics**

3 hours Sampling distributions, point estimation, interval estimation, hypothesis testing, goodness of fit tests, regression and correlation, analysis of variance, and non-parametric methods. Prerequisite(s): MATH 3680D or at least a 4 on the AP Statistics test; and MATH 4610D.

## **MATH 4900D - Special Problems**

1-3 hours

## **Middle School Education – Undergraduate**

### **EDME 3380D - Teaching and Learning in the Middle Grades**

3 hours This course provides middle level teacher candidates with the knowledge and skills to teach young adolescents. Topics include 1) young adolescent development, 2) the middle level philosophy and school organization, 3) middle level curriculum, instruction, and assessment teaching skills, and 4) middle level profession roles. Prerequisite(s) : Admission to the teacher education program (includes participation in a field-based program); an adolescent / lifespan development course, and an educational-application computer course.

### **EDME 4103D - Student Teaching in Grades 4-8**

3 hours Teaching under supervision in grades 4 through 8. Prerequisite(s): admission to teacher education program; EDEE 3320D, EDME 3380D; the required EDME content-specific methods course, EDRE 4870D, and the required EDME courses. Pass/no pass only.

### **EDME 4104D - Student Teaching in Grades 4-8**

3 hours Teaching under supervision in grades 4 through 8. Prerequisite(s): admission to teacher education program; EDEE 3320D, EDME 3380D; the required EDME content-specific methods course, EDRE 4870D, and the required EDME courses. Pass/no pass only.

### **EDME 4330D - Science in Grades 4-8**

3 hours Subject matter background and material organization for an integrated science program in the upper elementary and middle school. Students experience first-hand the scope and sequence of science education. Assignments, directed field experience, and other class activities take place on site in an upper elementary or middle school setting.

Prerequisite(s) : Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDSE 4060D, DFST 4133D, EDEE 2000D, EDSP 3210D, CECS 4100, and required core and academic major science courses.

### **EDME 4340D - Social Studies in Grades 4-8**

3 hours Principles of teaching social studies in the upper elementary and middle school. Students observe social studies instruction and materials in real settings, apply principles of social studies instruction on classroom settings, and experience first-hand the scope and sequence of the curriculum in an upper elementary or middle school setting.

Assignments, directed field experience and other class activities take place in a school settings. Prerequisite(s) : Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDSE 4060D, DFST 4133D, EDEE 2000D, EDSP 3210D, CECS 4100, and required core and academic major social studies courses.

### **EDME 4351D - Teaching Mathematics in Grades 4-8**

3 hours This course offers candidates a constructivist approach to helping students develop a knowledge of mathematics in grades 4-8. Teaching strategies are presented with developmental activities that can be used with middle grade students. Students will reflect on what it means to teach mathematics and explore the factors that influence teaching. Prerequisite(s) : Admission to the teacher education program, which includes participation in a field-based program for the middle grades in mathematics, EDEE 3320D; required core and academic major math courses and EDEC and DFST classes.

## **Music History and Literature, Musicology – Undergraduate**

### **MUMH 2040D - Music Appreciation**

3 hours **TCCNS Number:** (MUSI 1306)

Music masterpieces; elements of music, form and design; relation of music to other areas of cultural development; live and recorded performances. For non-music majors. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

## **Physics – Undergraduate**

### **PHYS 1210D - Conceptual Physics**

3 hours **TCCNS Number:** (1415)

(3;3). Principles and applications of mechanics, heat, sound, light, electricity and atomic physics for the elementary education major. May not use both PHYS 1210 and PHYS 1311 to satisfy a laboratory science requirement. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum (by elementary education students). Prerequisite(s): MATH 1100D or higher and interdisciplinary studies (elementary education) major status.

### **PHYS 1710D - Mechanics**

3 hours **TCCNS Number:** (2325)

(3;0;1) Laws of motion; inertia, acceleration, force, energy, momentum and angular momentum. Rotational and

oscillatory motion. Gravitation. Prerequisite(s): MATH 1710D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **PHYS 1730D - Laboratory in Mechanics**

1 hour **TCCNS Number:** (2125)

(0;3) Prerequisite(s): credit for or concurrent enrollment in MATH 1710D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **PHYS 2220D - Electricity and Magnetism**

3 hours **TCCNS Number:** (2326)

(3;0;1) Electric fields, dc and ac circuits, magnetic fields and magnetic induction. Electric and magnetic properties of matter. Prerequisite(s): PHYS 1420 or PHYS 1710D ; MATH 1720D. It is recommended that the course be taken concurrently with PHYS 1730D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **PHYS 2240D - Laboratory in Wave Motion, Electricity, Magnetism and Optics**

1 hour **TCCNS Number:** (2126)

(0;3) Prerequisite(s): credit for or concurrent enrollment in PHYS 2220D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **Political Science – Undergraduate**

### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **PSCI 1060D - American Government: Topics**

3 hours Individually or team-taught courses that explore in depth a substantive aspect of American government or politics. Topics vary and may include (but are not limited to) specific contemporary public issues, institutional simulations, and politics through the arts and literature. May be repeated for credit as topics vary. May be used for duplication only when topic is the same. PSCI 1060 fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **PSCI 4520D - International Human Rights**

3 hours Consideration of the concept and role of human rights in international affairs. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

## **Psychology – Undergraduate**

### **PSYC 1630D - General Psychology I**

3 hours Nature of psychology with emphases on the study of personality development, decision making, reactions to frustration, mental health, and how the individual interacts with and is influenced by others. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **PSYC 1650D - General Psychology II**

3 hours Nature of psychology with emphases on the physiological basis of behavior and psychological processes, including learning, motivation, perception and emotion. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **PSYC 2317D - Quantitative Methods**

4 hours Techniques appropriate for treatment of psychological data; frequency distributions, percentiles, measures of central tendency and variability, normal curve function, simple correlational analyses, and applications of sampling theory. Prerequisite(s) : MATH 1100D - College Algebra.

### **PSYC 2580D - Health Psychology**

3 hours Examines psychological, physiological, social and behavioral factors as they influence and are influenced by physical health. Health psychology is concerned with the acquisition and maintenance of health through behavior change strategies, the prevention and/or treatment of illnesses, the role of psychosocial and stress factors in the development of physical illness, and the formulation of health care policy. Satisfies the Wellness requirement of the University Core Curriculum.

### **PSYC 3520D - Introduction to Industrial Organizational Psychology**

3 hours Personnel and organizational psychology; selection and testing procedures, test validation, and theories of organization, leadership and job performance. Prerequisite(s): PSYC 2317D or equivalent.

### **PSYC 3620D - Developmental Psychology**

3 hours Basic theories and research in life-span developmental psychology; parent-child relations, identification, peer relations, self-concept, language learning, perceptual and cognitive development.

### **PSYC 4610D - Abnormal Psychology**

3 hours Major psychoses, neuroses and other types of maladaptive behavior patterns that are common problems in society; descriptions of symptomatology, theoretical approaches and epidemiological variables. Prerequisite(s): junior standing and 12 hours of psychology, or consent of department.

## **Public Administration – Undergraduate**

## **PADM 3700D - Issues in Public Administration**

3 hours An in-depth investigation of a contemporary issue of concern to public managers. Possible topics include managing nonprofit organizations, public-private partnerships and ethics in government. May be repeated for credit as topics vary.

## **Reading – Undergraduate**

### **EDRE 1200D - Developmental Reading**

3 hours Strategies for improving comprehension of college texts. Includes vocabulary development, comprehension monitoring, critical reading, summarizing and rate flexibility. Students must complete the course for a passing grade of at least C. Credit in this course does not fulfill any degree requirement.

### **EDRE 4450D - Reading and Writing (Birth through Grade 4)**

3 hours (3;0;0) Examines theoretical and practical aspects of emergent literacy. The course focuses on developmentally appropriate practices that foster motivated, strategic readers and writers. Emphasizes development of early language and pre-literacy skills, common school literacy practices, parental/social influences and affective elements related to early reading. Includes 1 additional hour of field experience. Prerequisite(s): admission to the teacher education program and DFEC 3123.

### **EDRE 4820D - Reading and Writing in Grades 4-8**

3 hours Examines reading and writing processes, the development of reading and writing abilities and skills, theories and models of reading, the nature of the balanced reading program, instructional strategies, planning and materials for the 4-8 literacy learning environment. Prerequisite(s): admission to the teacher education program.

### **EDRE 4840D - Linguistically Diverse Learners**

3 hours Designed to enhance the awareness and understanding of pre-service teachers regarding the linguistically diverse learner. Includes study of the language and learning needs of language minority students, the affective aspect of the immigrant and refugee experience, and the impact of that experience on academic and linguistic development. Students will explore how to make practical application of course content in both the regular and the English-as-a-Second-Language classrooms. Prerequisite(s): Admission to the teacher education program, EDRE 4450D/EDRE 4820D (may be taken concurrently), LING 3060D (may be taken concurrently).

### **EDRE 4850D - Assessment and Evaluation of Reading**

3 hours Examines a variety of assessment and evaluation strategies that are appropriate for the classroom teacher to utilize. Although both formal and informal procedures are introduced, the main focus is on non-intrusive, naturalistic procedures. Observations are required. Prerequisite(s): EDRE 4450D or EDRE 4820D.

### **EDRE 4860D - Reading and the Language Arts in Grades EC-8**

3 hours Problems related to the comprehension and expansion of symbols of meaning; the interrelationship of reading with other areas of language arts. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major, and DFEC courses.

## **EDRE 4870D - Cross-Curricular (Content Area) Literacy Materials and Resources**

3 hours Prepares pre-service teachers within both EC-4 and 4-8 certificate programs to plan for and implement literacy instruction across the curriculum. Selecting, evaluating and using developmentally and culturally appropriate materials and resources will be a focus as well as using content literacy strategies which support independent reading and writing in the content areas. Prerequisite(s): Admission to the teacher education program and EDRE 4450D (for EC-6) or EDRE 4820D (for 4-8 English Language Arts) or EDSE 4060D (for 4-8 Social Studies, Science, or Mathematics).

## **EDRE 4900D - Special Problems**

1-3 hours

## **Real Estate – Undergraduate**

### **REAL 2100D - Principles of Real Estate**

3 hours **TCCNS Number:** (1301)

A survey of real estate principles, including real estate market, financial, investment and legal analysis. Home ownership and real estate investment for personal benefit are emphasized.

### **REAL 4000D - Real Estate Finance**

3 hours Examination of the process and methods of financing both residential and commercial properties. Primary focus is on the lender's perspective in mortgage loan analysis. Prerequisite(s): REAL 2100D and FINA 3770D, or consent of department.

### **REAL 4300D - Real Estate Investments**

3 hours Analysis of real estate investments during the origination, operation and termination phases. Primary emphasis is on financial feasibility and cash-flow analysis. Prerequisite(s): REAL 2100D and FINA 3770D, or consent of department.

## **Rehabilitation – Undergraduate**

### **RHAB 3000D - Microcounseling**

3 hours Microcounseling skills and case presentation. Students learn and practice specific interpersonal communication and microcounseling skills related to human service delivery. Satisfies the Communication requirement of the University Core Curriculum.

### **RHAB 3900D - Case Management in Rehabilitation**

3 hours Application of the rehabilitation model as an approach to individualized service delivery. Focuses on interviewing, assessment, individualized service planning, and coordination of rehabilitation services. Prerequisite(s): RHAB 3100 and RHAB 3000D.

### **RHAB 3975D - Addictions**

3 hours Examines the relationship of substance abuse and addiction to individual functioning and health, social welfare, criminality, and family life. Reviews the history of drug use, control and treatment as well as modern methods of treatment.

### **RHAB 4075D - Drugs and Alcohol**

3 hours Covers the psychological, biological and behavioral causes and effects of substance abuse and addiction with particular focus on the impact of alcohol, cannabis, nicotine, opiates, stimulants, depressants and hallucinogens on mind, body and behavior. (Same as SOWK 3050.)

### **RHAB 4175D - Addiction Treatment Models**

3 hours Provides an overview of treatment strategies used in the treatment of alcohol/drug abuse and dependence. Examines the basic chemical dependency treatment service delivery systems within the context of AODA counseling theory. Prerequisite(s) : RHAB 4075D or RHAB 3975D.

### **RHAB 4275D - Alcohol, Drugs and Disability**

3 hours Examines the biological, psychological and systemic nature of substance abuse and addiction, their overlap with other mental and physical disabilities and relationship to the process of rehabilitation.

### **RHAB 4375D - Addiction Counseling and Groups**

3 hours Principles and practice for the most common form of addictions treatment offered today. Explores methods of dealing with substance abuse issues in a group and offers opportunities to apply skills in class setting. Prerequisite(s): RHAB 4175D.

### **RHAB 4475D - Assessment of Alcoholism and Chemical Dependency**

3 hours Explores the tools and dynamics of assessing chemical dependency, the placement and referral of these clients and treatment planning. Students learn to systematically gather data from clients and other sources; to use psycho-social instruments that are sensitive to age, gender and culture; and to apply accepted criteria in diagnosing substance abuse disorders and making treatment recommendations. Prerequisite(s): RHAB 4475.

### **RHAB 4575D - Current Issues in Substance Abuse**

3 hours Current issues in chemical dependency are explored using various types of research reports and other professional literature. These sources are used to help students understand the role of research in developing programs, formulating policies and evaluating one's practice. Students become critical consumers of professional literature as they develop specialized expertise on specific problems, groups or practices used in treating addictions and substance abuse. May be repeated for credit as topics vary.

### **RHAB 4675D - Alcohol Drug Abuse Counseling**

3 hours Practice of alcohol and other drug abuse (AODA) counseling focuses on familiarizing students with the core competencies necessary for effective interventions within addiction treatment settings and prepares them to apply these skills in AODA counseling practice. Prerequisite(s): RHAB 4175D & RHAB 4475D.

### **RHAB 4800D - Studies in Rehabilitation**

1-3 hours May be repeated for credit as topics vary. Prerequisite(s): consent of department.

### **RHAB 4900D - Special Problems**

1-3 hours

## **Risk Management and Insurance – Undergraduate**

### **RMIN 2500D - Principles of Risk and Insurance Management**

3 hours Consumer-oriented study of basic risk theory, elementary risk management techniques and fundamental principles: individual life insurance and annuity products; automobile, homeowners, health and selected social insurance programs; insurers and their operations; guidelines for efficient purchase and use of insurance products. Recommended for all students, regardless of major field of interest.

### **RMIN 4300D - Liability Risk Management & Insurance**

3 hours Liability exposures to loss and methods available to treat them; commercial general liability coverage, worker's compensation, business auto insurance; and other insurance products for treating commercial liability loss exposures. Liability insurance underwriting, rating, and pricing.

### **RMIN 4400D - Employee Benefit Programs**

3 hours Reasons for employee benefit programs; group life, medical expense and disability income insurance programs; health maintenance organizations; pension programs and profit-sharing plans; tax considerations and government regulations.

### **RMIN 4600D - Risk Management**

3 hours Study of financial effects of pure risk on businesses and not-for-profit institutions; policy, goals, objectives, organization of effort, identification and evaluation of risk; selection of risk treatment/financing tools; implementation and review of tools used; probability analyses of data and financial evaluation of alternative tools.

## **Secondary Education – Undergraduate**

### **EDSE 3500D - Knowing and Learning in Mathematics and Science**

3 hours Psychological foundations of learning. Problem solving in mathematics and science education utilizing technology. Principles of expertise and novice understanding of subject matter. Implications of high stakes testing. Foundations of formative and summative assessment. Prerequisite(s) : Admission to the Teach North Texas program, a University grade point average of at least 2.50, and TNTX 1100D (may be taken concurrently) or consent of a Texas North Texas adviser in the College of Arts and Sciences.

### **EDSE 3800D - Professional Issues in Teaching**

3 hours An overview of American secondary education, including history, purposes, legal bases, school organization, education as a profession and analysis of characteristics required for professional success.

### **EDSE 3830D - Teaching/Learning Process and Evaluation**

3 hours Examines the processes of learning and the phenomena of adolescent development as they relate to teaching in the secondary school. Prerequisite(s): Junior standing and admission to teacher education.

### **EDSE 4000D - Classroom Interactions**

3 hours Principles of delivering effective instruction in various formats (lecture, lab activity, collaborative settings). Examination of gender, class, race, and culture in mathematics and science education. Overview of policy related to mathematics and science education. Prerequisite(s) : Admission to the Texas North Texas program, a University grade point average of at least 2.50, TNTX 1200D, and EDSE 3500D.

### **EDSE 4060D - Content Area Reading in Secondary Schools**

3 hours (0;0;3) Provides an overview of the reading process with emphasis on reading to learn in the secondary school content areas. Course provides knowledge and skills for identifying reading problems, modifying instructional materials and processes, and using writing to promote learning and thinking in the content areas. Instruction, assignments, directed field experience and other class activities may take place on site in a school setting. Prerequisite(s): Junior standing and admission to teacher education.

### **EDSE 4070D - Teaching Diverse Populations**

3 hours (0;0;3) Provides knowledge and skills required for developing and implementing challenging instruction for students who are culturally different, students who receive special education services and students who are identified as gifted and talented. Instruction, assignments, directed field experience and other class activities may take place on site in a school setting. Prerequisite(s): Junior standing and admission to teacher education.

### **EDSE 4108D - Student Teaching in the Secondary School**

3 hours Teaching under supervision. Prerequisite(s): EDSE 3800D, EDSE 3830D, EDSE 4060D, EDSE 4070D and EDSE 4840D, and senior standing. Required for those seeking secondary certification. See Student Teaching Program for details. Pass/no pass only.

### **EDSE 4118D - Student Teaching in the Secondary School**

3 hours Teaching under supervision. Prerequisite(s): EDSE 3800D, EDSE 3830D, EDSE 4060D, EDSE 4070D and EDSE 4840D, and senior standing. Required for those seeking secondary certification. See Student Teaching Program for details. Pass/no pass only.

### **EDSE 4500D - Project-Based Instruction in Math, Science, and Computer Science**

3 hours Foundations of project-based, case-based, and problem-based learning environments. Principles of project-based curriculum development in mathematics and science education. Classroom management and organization of project-based learning classrooms. This capstone course should be taken just prior to student teaching. Prerequisite(s) : Admission to the Texas North Texas program, a University grade point average of at least 2.50, and TNTX 4000.

### **EDSE 4608D - Student Teaching I in Mathematics and Science**

3 hours Teaching under supervision. Required for students seeking secondary certification. See the Teach North Texas program for details. Prerequisite(s) : TNTX 1100D and TNTX 1200D; EDSE 3500D, EDSE 4000D and EDSE 4500D; concurrent enrollment in EDSE 4128; and senior standing.

### **EDSE 4618D - Student Teaching II in Mathematics and Science**

3 hours Teaching under supervision. Required for students seeking secondary certification. See the Teach North Texas program for details. Prerequisite(s) : TNTX 1100D and TNTX 1200D; EDSE 3500D, EDSE 4000D and EDSE 4500D; concurrent enrollment in EDSE 4128; and senior standing.

### **EDSE 4840D - Instructional Strategies and Classroom Management**

3 hours (0;0;3) This course is taken during the semester immediately preceding student teaching. It provides knowledge and skills required for organizing and directing various instructional strategies in the secondary classroom. Content includes teaching strategies, approaches to classroom management and discipline, student motivation, student and teacher assessment and evaluation, and the use of media and technology in the classroom. Instruction, assignments, directed field experience and other class activities may take place on site in a school setting. Prerequisite(s): Junior standing, admission to teacher education, and completion of or concurrent enrollment in all education coursework excluding student teaching.

### **EDSE 4900D - Special Problems**

1-3 hours

## **Secondary Education – Graduate**

### **EDSE 5800D - Studies in Education**

1-3 hours Organized classes specifically designed to accommodate the needs of students and the demands of program development that are not met by the regular offerings. Short courses and workshops on specific topics organized on a limited-offering basis, to be repeated only upon demand. May be repeated for credit. (Same as EDCI/EDEE 5800-5810.)

## **Social Work – Undergraduate**

### **SOWK 3500D - Human Behavior and the Social Environment I**

3 hours Theories of human interaction as a framework for practice decisions. Ecological and strengths-based perspective to explore social systems as vehicles for individual and societal change. Part of a two-course sequence focusing most specifically on the human life course as it is impacted by biological, psychological, social and cultural factors. Prerequisites(s): SOWK 3500; SOCI 3800D; SOWK 4540D. Co-requisite with SOWK 4800 and SOCI 4880.

### **SOWK 4540D - Human Diversity for the Helping Professions**

3 hours Conditions and issues affecting human diversity across American populations; including socio-psychological and cross-cultural patterns and traditions of oppression, with emphasis on social policies in the Southwest and strategies for change. This course is intended for human service professionals. Satisfies the Cross-cultural, Diversity and Global Studies requirement in the University Core Curriculum.

## **SOWK 4700D - Child Welfare Theory, Practices and Services**

3 hours Contemporary theory, practices and services in child welfare; services for abused and neglected children, adoptions, foster care and unwed mothers. Prerequisite(s): SOWK 1450 or consent of department.

## **Sociology – Undergraduate**

### **SOCI 1510D - Introduction to Sociology**

3 hours **TCCNS Number:** (1301)

Social and cultural basis for human behavior; impact of societal groups and organizations on personal identity, feelings and actions; influence on the self in relation to the family, peer groups, social classes, religion and social institutions. Satisfies arts and sciences core social science requirements. Required of all sociology majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **SOCI 1520D - Contemporary Social Problems**

3 hours **TCCNS Number:** (1306)

Conditions disruptive to society today, both those seen as problematic as a whole and those that violate the norms of special groups in society; includes population, poverty, minorities, crime, drugs, sexual deviance, mental illness, changing family patterns and violence. Satisfies arts and sciences core social science requirements. Advised for students planning sociology graduate work. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **SOCI 2010D - Race, Class, Gender and Ethnicity**

3 hours **TCCNS Number:** (2319)

Social, cultural and economic perspectives on Native, African-, Asian- and Mexican-Americans; emphasizes work and family patterns for both women and men, racism and sexism and contemporary movements for equality. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum. (Same as WMST 2420.)

### **SOCI 2050D - Sociology of Sport**

3 hours A study of social behavior in sport, with particular emphasis on its relationship to the cultural perspectives of socialization, minorities, economics, politics and current issues. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum. (Same as KINE 2050.)

### **SOCI 2070D - Introduction to Race and Ethnic Relations**

3 hours Introduction to the basic theories within current and historical race and ethnicity relations. Includes examination of evidence of continuing prejudice, institutional discrimination and modern forms of racism. Other topics include assimilation, pluralism, contact hypothesis, anti-racism, immigration, segregation and racial identity. Required for all ethnic studies minors.

### **SOCI 2100D - Crime and Justice in the United States**

3 hours This course examines the societal responses to people and organizations that violate criminal codes; discusses the history, development, organization and philosophy of the justice process; and analyzes the complex inter-

relationships between the major components of the criminal justice system (police, courts and corrections). Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum. (Same as CJUS 2100D.)

### **SOCI 3000D - Sociology of Marriage and Family**

3 hours Interpersonal dynamics of marriage and family life; role and influence of the family as both a powerful primary group and as a social institution in society; current status of families in the United States plus cross-cultural and historical patterns. Prerequisite(s): SOCI 1510D or equivalent. Advised for students planning sociology graduate work.

### **SOCI 3110D - Sociology of Mental Health, Mental Illness and Mental Health Care**

3 hours Effects of social stresses and social integration on the mental health of various age, sex, ethnic and other groups within society; mental health care system and problems of access to that system among different subgroups in the population.

### **SOCI 3120D - Sociology of Health and Illness**

3 hours Effects of social factors, such as age, sex, race and social class, on health and illness; differential access to health care services among subgroups of the U.S. population, including Blacks, Hispanics, Indians and the elderly; strains in the organization of the health care delivery system.

### **SOCI 3200D - Sociological Theory**

3 hours Survey of development of sociological theory; emphasizes nature and types of contemporary theory. Prerequisite(s): SOCI 1510D or equivalent. Required of all sociology majors.

### **SOCI 3220D - Quantitative Data Collection**

3 hours Principles and procedures, sources of data, techniques of collection and analysis of quantitative data. Focus on survey research, secondary data analysis and other quantitative methods. Prerequisite(s) : advanced (junior or senior) standing; SOCI 1510D. Required of all sociology majors.

### **SOCI 3240D - Qualitative Data Collection**

3 hours Principles and procedures, sources of data, techniques of collection and analysis of qualitative data. Focus on how Sociologists use face to face interviewing, participant observation, focus groups and other qualitative methods. Prerequisite(s) : advanced (junior or senior) standing; SOCI 1510D. Required of all sociology majors.

### **SOCI 3280D - Quantitative Methods of Social Research**

3 hours Role of quantitative methods in social research; application of quantitative techniques and procedures to social data, statistical inference; data processing. Prerequisite(s): SOCI 3220D or equivalent. Required of all sociology majors. Restricted to Sociology majors only.

### **SOCI 3300D - Urban Sociology**

3 hours Rise of the city; ecological distribution and processes; suburb metropolitan areas; trends in urbanization. Prerequisite(s): SOCI 1510D or equivalent. Advised for students planning sociology graduate work.

### **SOCI 3330D - Social Stratification**

3 hours Bases of social differentiation; status, power and mobility in social systems; influence of stratification on behavior; class structure in the United States. Prerequisite(s): SOCI 1510D or equivalent. Advised for students planning sociology graduate work.

### **SOCI 3460D - Correctional Systems**

3 hours This course focuses on prisons and jails. It examines the goals and history of punishment, the death penalty, the composition and social organization of jail and prison populations; bail, detention, sentencing and classification; institutional management and the conflicts between rehabilitation and punishment. Prerequisite(s): SOCI 2100D or equivalent. (Same as CJUS 3400D.)

### **SOCI 3550D - Collective Behavior**

3 hours Human behavior in sporadic and unstructured situations; theories and case studies of rumors, crowds, panics, riots, disasters, fads and crazes; links among collective behavior episodes, social movements and social change. Prerequisite(s): SOCI 1510D or equivalent.

### **SOCI 3560D - Sociology of Disasters**

3 hours This course focuses on an introduction to the study of human response to disaster events, including political and economic factors influencing vulnerability. Case studies of major disasters are used to explore topics such as the impact of gender, class, ethnicity, and age on vulnerability, response, and impacts; the effects of larger political and economic systems on disaster response; and the relationship of disasters to social change. Prerequisite(s): SOCI 1510D or equivalent.

### **SOCI 3600D - The Multiracial Family**

3 hours Academic study of the dynamics found in multiracial families. Important concepts in race/ethnicity studies such as assimilation, racial identity and pluralism. Other topics include passing, one-drop rule, interracial dating/marriage, bi- or multiracial identity and transracial adoption.

### **SOCI 3620D - Juvenile Delinquency**

3 hours Examines juvenile delinquency in the United States. Specific attention is devoted to the definitions, measurement, and correlates of juvenile delinquency. Additional focus is paid to the various theories of juvenile delinquency and what each theory prescribes for preventing treating and handling juvenile delinquents. (Same as CJUS 3620D.)

### **SOCI 3630D - Drugs, Crime and Society**

3 hours Examines the relationship between drugs, crime and human behavior. Explores the relationship between drug abuse and crime and the policy proposals developed to control drug trafficking, drug abuse, and drug-related crime, as well as the multi-faceted aspects and effects of chemical abuse and dependency. (Same as CJUS 3630D.)

### **SOCI 3700D - Sociology of Religion**

3 hours A review of the common sociological dimensions of all religions such as moral definitions, group membership and dynamics, prescribed ritual practices and definitions of the sacred. An examination of sociologists contributing to

the field such as Durkheim and Weber. Includes a sociological analysis of major world religions, including Christianity, Judaism, Islam, Buddhism and Hinduism.

### **SOCI 3800D - Sociology of Work**

3 hours Social behavior and performance in the workplace beginning at the emergence of the industrial revolution through current workplace arrangements (e.g., work teams). Special topics covered include discrimination in the workplace (e.g., race, age, gender), the relationship between work and family, work alienation, welfare and work, women and work, and unions. Implications for counselors, managers, union organizers, city planners and policy makers. Prerequisite(s): SOCI 1510D or equivalent.

### **SOCI 3900D - Race and Christianity**

3 hours The objectives of this course are to focus on the reciprocal influence of race / ethnicity and Christianity in the United States. The course will explore the historical development of Christianity within different racial groups, evidence about the effects of Christianity on our tendency to engage in racism / discrimination, and the development of multiracial Christian institutions and their influence in our society.

### **SOCI 4160D - Developing Societies**

3 hours Changing culture and institutions family, population, religion, work and politics in developing nations in South and Central America, Asia, and Africa; impact of industrial nations on societies experiencing rapid urban, bureaucratic, technological and industrial growth; implications for war and peace in the world. Advised for students planning sociology graduate work. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **SOCI 4240D - Sociology of Sexuality**

3 hours This course is about sexuality and how it is perceived, defined, and experienced in the context of society. This course explores sexuality as a social and historical construction and focuses on how sexuality influences our lives as reflected in social norms, attitudes and beliefs, and through public and private policies and practices. Prerequisite(s): SOCI 1510D or equivalent.

### **SOCI 4250D - Gender and Society**

3 hours Analyzes gender as a major social institution which intersects with all other institutions, especially the family, work, religion, politics, and education. Stresses programs to change the unequal treatment of women and men in these areas. Surveys contemporary changes and cultural variability in gender role definitions. Prerequisite(s): SOCI 1510D or equivalent.

### **SOCI 4260D - Topics in Sociology**

3 hours Investigation, analysis and discussion of a significant, contemporary topic. May be repeated for credit as topics vary.

### **SOCI 4340D - Social Psychology and Behavior in the Social Environment**

3 hours Social and cultural bases of diverse human behavior; social matrix of personality, organization and disorganization. Prerequisite(s): SOCI 1510D or equivalent. Advised for students planning sociology graduate work.

### **SOCI 4350D - Community Organization**

3 hours Principles of community organization and disorganization; agencies and programs dealing with contemporary problems facing the community. Prerequisite(s): SOCI 1510D or equivalent.

### **SOCI 4450D - The Family in Later Life**

3 hours Later stages in the family life cycle are surveyed with emphasis on changing family composition, role transitions and support systems. Pre-requisite(s): SOCI 1510D or equivalent. (Same as AGER 4450.)

### **SOCI 4460D - Community Corrections**

3 hours This course examines the concept of community corrections from various perspectives. It also examines contemporary practices and trends in probation, parole and other forms of community corrections. Prerequisite(s): SOCI 2100D or equivalent. (Same as CJUS 4460D.)

### **SOCI 4500D - Sociology of Childhood and Adolescence**

3 hours Practical focus on socialization, parenting and educational strategies in childhood and adolescence, and upon the social factors, agencies and institutions (particularly education) affecting children and adolescents in modern society. Prerequisite(s): SOCI 1510D or equivalent.

### **SOCI 4540D - Race and Ethnic Minorities**

3 hours Conditions and distribution of race and ethnic minorities; socio-psychological and cultural factors in race and ethnic relations; pattern of relations in the United States with emphasis on the Southwest and on social services. Prerequisite(s): SOCI 1510D or SOWK 1450 and other equivalents. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **SOCI 4550D - Sociology of Aging**

3 hours Twenty-somethings, Generation Xers, Baby Boomers all will be senior citizens sooner or later. Their sex, race/ethnicity, and social class will affect their experience of aging. Course explores issues related to successful aging, including what young adults should be doing now to ensure that they have happy, healthy, wealthy, and creative golden years. Prerequisite(s): SOCI 1510D or equivalent. (Same as AGER 4550D.)

### **SOCI 4750D - World Population Trends and Problems**

3 hours Patterns of population growth; trends of fertility and mortality; migration; social and economic consequences of population change.

### **SOCI 4900D - Special Problems**

1-3 hours

### **SOCI 4920D - Cooperative Education in Sociology**

1-3 hours Supervised work in a job directly related to the student's major, professional field of study or career objective. Prerequisite(s): 12 hours credit in sociology; student must meet the employer's requirements and have consent of the division chair. May be repeated for credit.

### **SOCI 4951D - Honors College Capstone Thesis**

3 hours A major research project is prepared by the student under the supervision of a faculty member and presented in standard thesis format. An oral defense is required of each student for successful completion of the thesis. Prerequisite(s) : completion of at least six hours in honors courses; completion of at least 12 semester credit hours in the major department in which the thesis is prepared; approval of the department chair and the dean of the school or college in which the thesis is prepared; approval of the dean of the Honors College. May be substituted for HNRS 4000.

### **SOCI 4990D - Sociology Capstone**

3 hours Senior Sociology majors use their skills and knowledge to develop data driven senior theses that integrate core sociological concepts, theory and methods. Students are required to find an applied sociology application in their projects. Prerequisite(s) : "C" or better in SOCI 3200D, SOCI 3220D, SOCI 3240D and SOCI 3280D. Required of all sociology majors. Senior level Sociology majors only.

## **Spanish – Undergraduate**

### **SPAN 1010D - Elementary Spanish**

4 hours **TCCNS Number:** (1411)  
(4;1). Grammar and phonetics; reading, composition and oral-aural practice. Satisfies the Communication requirement of the University Core Curriculum.

### **SPAN 1020D - Elementary Spanish**

4 hours **TCCNS Number:** (1412)  
(4;1) . Grammar and phonetics; reading, composition and oral-aural practice. Prerequisite(s): SPAN 1010D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

### **SPAN 2040D - Intermediate Spanish**

3 hours **TCCNS Number:** (2311)  
Grammar, composition, oral-aural practice and readings. Prerequisite(s): SPAN 1020D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

### **SPAN 2050D - Intermediate Spanish**

3 hours **TCCNS Number:** (2312)  
Grammar, composition, oral-aural practice and readings. Prerequisite(s): SPAN 2040D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

## **Special Education – Undergraduate**

### **EDSP 3210D - Educational Aspects of Exceptional Learners**

3 hours Overview of the unique physical, cognitive and behavioral needs of exceptional learners. The teacher's role in identification and referral procedures and implementation of effective educational practices as required by federal and state law are examined.

### **EDSP 3240D - Family Communication and Collaboration for Exceptional Learners**

3 hours Analysis of collaboration and communication models and strategies used in working with families, caregivers, and professionals concerned about students with exceptionalities. Focus on the changing definition of family, community resources, advocacy groups, political forces, legal mandates, and other factors that may impact students and their families are addressed. Fifteen hours a semester in field-work arranged.

### **EDSP 4110D - Student Teaching in Special Education**

3 hours Teaching under supervision. See "Student Teaching Program" under College of Education section in the Undergraduate Catalog for details. Prerequisite(s): EDSP 3210D, EDSP 3220, EDSP 3300, EDSP 3410, EDSP 3420, EDSP 3500, EDSP 4330D and EDSP 4340D; or consent of department. Pass/no pass only.

### **EDSP 4320D - Educational Assessment and Evaluation of Exceptional Learners**

3 hours Examines a variety of assessment and evaluation strategies that are appropriate for special and general education settings. Knowledge of basic testing procedures and terminology as related to the exceptional learner. Interpretation and utilization of test data in developing individual education plans. Introduction to curriculum-based assessment. Field experiences include administration of academic and teacher-made assessments. Prerequisite(s): EDSP 3210D or equivalent and EDSP 3420.

### **EDSP 4330D - Advanced Educational Strategies for Exceptional Learners**

3 hours Advanced educational strategies and interventions that promote academic performance of exceptional learners across a variety of settings and situations. Includes an emphasis on instructional use of computers and technology in the classroom. Prerequisite(s): EDSP 3210D or equivalent and EDSP 3240D.

### **EDSP 4340D - Classroom and Behavioral Management Strategies for Exceptional Learners**

3 hours Approaches to behavioral management of exceptional learners across a variety of educational settings. Implementation of individualized techniques including applied behavioral analysis, as well as larger-group strategies, to foster positive behavioral, social, and emotional growth. Special attention to the development of behavioral intervention plans and positive behavioral supports for students with challenging behaviors. Prerequisite(s): EDSP 3210D or equivalent and EDSP 3240D.

### **EDSP 4350D - Strategies to Support Diverse Learners in General Education**

3 hours Examination of the roles of various professionals in the successful inclusion of students with disabilities in the general education classroom. Focus on consultation models, practices and principles with an emphasis on collaboration, cooperative learning, and inclusion. Provides an overview of assessment techniques applicable for all learners in the general education classroom. Prerequisite(s): EDSP 3210D, or equivalent, EDSP 3240D.

### **EDSP 4360D - Transition Education and Services for Exceptional Learners**

3 hours Transition education and services for individuals with disabilities across the life span with emphasis on the post-secondary years. Examines the theory and practice of transition planning from school to community living, post-secondary education, and employment. Legislative history and practical applications of skills such as transition assessment, job development and job placement are emphasized. Prerequisite(s): EDSP 3210D, EDSP 3240D, EDSP 4320D.

### **EDSP 4900D - Special Problems**

1-3 hours

## **Special Education – Graduate**

### **EDSP 5900D - Special Problems**

1-3 hours Open to graduate students who are capable of developing a problem independently. Problems chosen by the student and approved in advance by the instructor. Open only to resident students.

## **Technical Communication – Undergraduate**

### **TECM 1200D - Developmental Writing**

3 hours Fulfills TSI requirements for students who have not passed the writing portion of the Texas Higher Education Assessment with a score of 7 or 8 prior to enrolling in the university or who are not otherwise exempt. Covers sentence formation and skills needed for argumentation and exposition. Emphasizes audience, purpose and occasion. Students must complete the requirements of the course with a grade of C or better in order to meet the prerequisite for ENGL 1310D/ENGL 1313D or TECM 1300. Does not apply to degree.

### **TECM 2700D - Technical Writing**

3 hours **TCCNS Number:** (2311)

Expository writing, especially for science, pre-engineering and business students. May be substituted for ENGL 1320 in some programs; students should consult advisers in their majors

## **Theatre – Undergraduate**

### **THEA 3400D - Theatre for Young Audiences**

3 hours (3;1) Recognition and examination of the history and philosophy, production and performance of theatre for young audiences. Through focused inquiry, work on the practical problems that arise in the selection and performance of dramatic texts, original collective creations and adaptation of selected literature. Emphasis on connecting artistic practices and trends in educational theatre to theories of child/adolescent development. Course designed for those who advocate theatre as a stimulus for learning, whether they are specializing in classroom teaching or seeking careers in professional theatre. Class activities may take place on site in a school or at a theater.

## **University Courses – Undergraduate**

### **UCRS 4000D - Science in Ancient and Modern Times**

3 hours Seminars, guest lecturers and readings addressing major advances in science from a technological, philosophical and historical perspective. Meets with UCRS 5000.

## **Undergraduate**

### **TNTX 1100D - Second Teacher Education Preparation I : Inquiry Approaches to Teaching**

1 hour (1;0;1). Introduction to mathematics, computer sciences, and science teaching as a career. Discussions include standards-based lesson design and various teaching and behavior management strategies. Fieldwork consists of planning and teaching four inquiry-based lessons to students in grades 3-5 in local elementary schools. Prerequisite(s) : Admission in the Teach North Texas program ; see the Teach North Texas advisor for details.

### **TNTX 1200D - Secondary Teacher Education Preparation 2 : Inquiry-Based Lesson Design**

1 hour (1;0;1). Topics may include routes to teacher certification in mathematics, computer sciences and science teaching; various teaching methods that are designed to meet instructional goals; and learner outcomes. Students develop and teach three inquiry-based lessons in their field in a middle school and participate in peer coaching. Prerequisite(s) : TNTX 1100D or consent of the Teach North Texas advisor.

# Undergraduate Degree Programs

## Division of Education and Human Services Programs

### Bachelor of Science

- • Interdisciplinary Studies with Elementary Education Certification (EC-6 Generalist and All Level Special Education Teacher Certification), BS
- • Interdisciplinary Studies with Elementary Education Certification (EC-6 Generalist and Bilingual Teacher Certification), BS
- • Interdisciplinary Studies with Elementary Education Certification (EC-6 Generalist and ESL Teacher Certification), BS
- • Human Services Management and Leadership, BS
- • Interdisciplinary Studies with Elementary Education Certification (4-8 Mathematics and ESL Teacher Certification), BS

## Division of Liberal Arts and Life Sciences Programs

### Bachelor of Applied Arts and Sciences

- • Applied Arts and Sciences, BAAS

### Bachelor of Arts

- • Information Technology, BA
- • Mathematics with Secondary Teacher Certification, BA
- • Sociology, BA

## Division of Urban and Professional Studies Programs

### Bachelor of Business Administration

- • Accounting, BBA
- • Entrepreneurship, BBA
- • Finance, BBA
- • General Business, BBA
- • Organizational Behavior and Human Resources Management, BBA

### Bachelor of Science

- • Accounting Control Systems, BS
- • Criminal Justice, BS
- • Logistics and Supply Chain Management, BS

# Division of Education and Human Services

## Bachelor of Science

### Human Services Management and Leadership, BS

Requirements for the Bachelor of Science degree with a major in human service management and leadership include the following.

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be advanced, and fulfillment of degree requirements for the Bachelor of Science degree.
2. **Major Requirements:** Completion of a minimum of 33 hours from the human service curriculum, of which 27 must be advanced. Students should complete 3000-level courses before enrolling in 4000-level courses.
3. **Minor Requirements:** A minor requires at least 18 hours in a given subject, including 6 hours of advanced work. Specific course sequences for a minor are determined by the department offering the minor. A minor is not required **BUT** recommended in Psychology or Sociology.
  - a. **Psychology:**
    - PSYC 1630D - General Psychology I
    - PSYC 2317D - Quantitative Methods
    - PSYC 2580D - Health Psychology PSYC 2580D - Health Psychology
    - PSYC 3520D - Introduction to Industrial Organizational Psychology
    - PSYC 3620D - Developmental Psychology
    - PSYC 4610D - Abnormal Psychology
  - b. **Sociology:**

- SOCI 1510D - Introduction to Sociology
  - SOCI 4000D
  - SOCI 4260D - Topics in Sociology
  - SOCI 4340D - Social Psychology and Behavior in the Social Environment
  - SOCI 4540D - Race and Ethnic Minorities
  - SOCI 4870D
4. **Specialization/Certificate Program Requirements:** A minimum of 12 hours in one of the approved human services specialization or certificate programs.
  5. **Electives:** Hours required for electives may vary based on course selection and the University Core Curriculum Requirements. Students are responsible for completing the total minimum hours required for the degree.
  6. **GPA Requirements:** All students entering the Human Services Management Leadership program must have a cumulative grade point average of at least 2.0 or otherwise be in good academic standing.

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see the current catalog for full course list.*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

#### **DFST 1013D - Human Development**

3 hours **TCCNS Number:** (TECA 1354)

Introduction to the theories and processes of physical, cognitive and social development of the individual from conception until death. Suitable for non-majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

#### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **PSYC 1630D - General Psychology I**

3 hours Nature of psychology with emphases on the study of personality development, decision making, reactions to frustration, mental health, and how the individual interacts with and is influenced by others. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **PSYC 1650D - General Psychology II**

3 hours Nature of psychology with emphases on the physiological basis of behavior and psychological processes, including learning, motivation, perception and emotion. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

Second Year

Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)  
From colonial origins through the Civil War.

### **SPAN 1010D - Elementary Spanish**

4 hours **TCCNS Number:** (1411)  
(4;1). Grammar and phonetics; reading, composition and oral-aural practice. Satisfies the Communication requirement of the University Core Curriculum.

### **SOCI 1510D - Introduction to Sociology**

3 hours **TCCNS Number:** (1301)  
Social and cultural basis for human behavior; impact of societal groups and organizations on personal identity, feelings and actions; influence on the self in relation to the family, peer groups, social classes, religion and social institutions. Satisfies arts and sciences core social science requirements. Required of all sociology majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)  
Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

Spring (15 hours)

### **DFST 2033D - Parenting in Diverse Families**

3 hours **TCCNS Number:** (TECA 1303)  
Commonalities and differences in parenting, caregiving and family life are emphasized from systems, ecological and cross-cultural perspectives. Parenting and caregiving in diverse family forms and cultures are studied in relation to adult-child interactions, parent/school/community relations, family roles, laws, and parenting skills. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)  
From the Civil War to the present.

### **SPAN 1020D - Elementary Spanish**

4 hours **TCCNS Number:** (1412)  
(4;1) . Grammar and phonetics; reading, composition and oral-aural practice. Prerequisite(s): SPAN 1010D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

### **SOCI 2070D - Introduction to Race and Ethnic Relations**

3 hours Introduction to the basic theories within current and historical race and ethnicity relations. Includes examination of evidence of continuing prejudice, institutional discrimination and modern forms of racism. Other topics include assimilation, pluralism, contact hypothesis, anti-racism, immigration, segregation and racial identity. Required for all ethnic studies minors.

### **HSML 4620D - Topics in Human Services**

3 hours This course is the study of various topics in Human Services and issues of concern for non-profit managers. Prerequisite(s) : Consent of department.

## **Third Year**

Fall (15 hours)

### **RHAB 3000D - Microcounseling**

3 hours Microcounseling skills and case presentation. Students learn and practice specific interpersonal communication and microcounseling skills related to human service delivery. Satisfies the Communication requirement of the University Core Curriculum.

### **HSML 3000D - Human Service in the Nonprofit Sector**

3 hours The foundation course for students interested in a career in one of the human service professions. Examination of the philosophy, values, roles and responsibilities of human services and human service workers in today's society. Examination of personal needs, interests, and potential strengths as a professional human service worker.

### **SOWK 3500D - Human Behavior and the Social Environment I**

3 hours Theories of human interaction as a framework for practice decisions. Ecological and strengths-based perspective to explore social systems as vehicles for individual and societal change. Part of a two-course sequence focusing most specifically on the human life course as it is impacted by biological, psychological, social and cultural factors. Prerequisite(s): SOWK 3500; SOCI 3800D; SOWK 4540D. Co-requisite with SOWK 4800 and SOCI 4880.

- Certificate Course

### **RHAB 3975D - Addictions**

3 hours Examines the relationship of substance abuse and addiction to individual functioning and health, social welfare, criminality, and family life. Reviews the history of drug use, control and treatment as well as modern methods of treatment.

## Spring (15 hours)

### **RHAB 3900D - Case Management in Rehabilitation**

3 hours Application of the rehabilitation model as an approach to individualized service delivery. Focuses on interviewing, assessment, individualized service planning, and coordination of rehabilitation services. Prerequisite(s): RHAB 3100 and RHAB 3000D.

- Certificate Course

### **COMS 4300D - Proposal Writing and Grants Administration**

3 hours Students will learn the basic steps in researching funding ideas including how to use the Internet as a fundamental tool, and the detailed steps required for preparing funding applications. The course will also focus on the skills and tools needed to monitor funds once grants have been awarded.

- SOWK 4500D

### **HSML 4700D - Program Planning and Evaluation**

3 hours Provides students with basic skills in conceptualizing, designing and planning human service-related programs for and within nonprofit agencies. Program evaluation with emphasis performance outcomes and utilizing assessment results to strengthen program operation is emphasized.

## Fourth Year

### Fall (15 hours)

### **COMS 4500D - Community Resource Mapping and Collaboration**

3 hours Analyzes systems that measure community assets and resources. Explores the means of identifying and approaching potential collaborative community partners, and focuses on the development of joint proposals and/or business plans. Provides an overview of the role of volunteer managers and agency leadership of community organizations that provide resources in the development of a collaborative, capacity building community. An ecological approach is used to analyze the full range of human service agency services: health, social, educational, diagnostic, enrichment, religious, civic and legal. Students have an opportunity to do field work with agency staff on assigned community projects.

### **HSML 4000D - Introduction to Financial Management for Nonprofit Organizations**

3 hours This course is designed to introduce students to the fiscal disciplines of nonprofit organizations. Students will learn basic skills in accounting principles, analyzing financial information, reporting requirements, cash management, and capital budgeting.

- Cert. Course

### **MGMT 4470D - Leadership**

3 hours An in-depth course on leadership. Students are provided practical tools and methods of leadership that will apply to a variety of organizational structures. Students gain insights about their own personalities, skills, ethics, values and beliefs as they relate to leading others, and have the opportunity to discuss and debate a number of leadership topics.

### **HSML 4850D - Human Service Internship**

3 hours Supervised work in a community agency that is directly related to the student's career and specialization interests. Designed to integrate theory and practice in human services and prepare students for practical application of skills, knowledge and philosophy in a supervised setting. Students must meet individual employers' requirements and obtain consent of Human Service program director. Prerequisite(s): Permission of Internship Coordinator.

### **Spring (15 hours)**

- Cert. Course

### **COMS 4400D - Volunteer Management Concepts and Applications**

3 hours Analysis and review of day-to-day applications of management principles to the administrative and operating practices of contemporary volunteer programs in the public, not-for-profit, and for-profit sectors. Focuses on volunteer program management and organization, including targeting, recruiting, training, supervising, motivating, counseling, retaining and recognizing volunteer workforces. May not be repeated if credit has been received for it at the graduate level.

### **HSML 4750D - Capstone Course**

3 hours Course is designed to crystallize the competencies covered in the HSML degree program and promote critical thinking and effective writing on those topics. Format includes exchange between students and nonprofit professionals on leadership and management issues to : expand individual competencies, build leadership confidence, and affirm learning acquired during the program. Serves as a final preparation for internship / employment in a non-profit agency. Satisfies one of the course requirements for students pursuing American Humanics certification. Prerequisite(s) : permission of the Human Service Coordinator.

### **SOWK 4540D - Human Diversity for the Helping Professions**

3 hours Conditions and issues affecting human diversity across American populations; including socio-psychological and cross-cultural patterns and traditions of oppression, with emphasis on social policies in the Southwest and strategies for change. This course is intended for human service professionals. Satisfies the Cross-cultural, Diversity and Global Studies requirement in the University Core Curriculum.

### **RHAB 4375D - Addiction Counseling and Groups**

3 hours Principles and practice for the most common form of addictions treatment offered today. Explores methods of dealing with substance abuse issues in a agroup and offers opportunities to apply skills in class setting. Prerequisite(s): RHAB 4175D.

# Interdisciplinary Studies with Elementary Education Certification (4-8 Mathematics and ESL Teacher Certification), BS

Requirements for the Bachelor of Science degree with a major in Interdisciplinary Studies include the following:

1. **Hours Required and General/College Requirements:** A minimum of 123 semester hours, of which 42 must be advanced, and fulfillment of all degree requirements for the Bachelor of Science degree.
2. **Other Requirements:**
  - a. **Admission to the Teacher Education Program:** Prior to enrolling in designated Teacher Education courses, students must meet these requirements:
    - 60 credit hours (junior status)
    - A 2.75+ overall GPA **OR** a 2.75+ completed core GPA.
    - Pass the THEA test with minimum scores of: 240 Reading, 230 Math, 220 Writing
    - Degree plan completed **OR** in progress
    - Completed application for admission to the Teacher Education program.
  - b. **Pedagogy: Professional Development School (PDS):** PDS is completed in the final two semesters of the degree. PDS 1 consists of 1 semester of methods courses and field experience. PDS 2 consists of student teaching.
  - c. **GPA requirements:** Students must have a 2.75+ GPA in the Core, Academic Major, and Pedagogy.
  - d. **Eligibility for Teacher Certification and Endorsements:** In order to receive recommendation for teacher certification through UNT Dallas, students must:
    - Complete an approved teacher education program for the preparation of early childhood, middle grades, secondary or all level
    - Complete Pedagogy: Professional Development School (PDS).
    - Pass appropriate content and Pedagogy and Professional Responsibilities (PPR) sections of the Texas Examinations of Education Standards (TExES). Additional certification exams may be required. See advisor for more information.
    - Prior to PDS or any field experience, must have a criminal background check.

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes classes that require admission to the Teacher Education program.*

*{ } Denotes "double-dip" courses which count for both core and certification requirements.*

### First Year

Fall (19 hours)

**ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **SPAN 1010D - Elementary Spanish**

4 hours **TCCNS Number:** (1411)  
(4;1). Grammar and phonetics; reading, composition and oral-aural practice. Satisfies the Communication requirement of the University Core Curriculum.

### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)  
U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **GEOG 1710D - Earth Science**

3 hours **TCCNS Number:** (1401)  
(3;2) Principles and processes of physical geography. Introduction to mapping, weather and climate, soil and vegetation, and landforms of rivers, coasts and deserts. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

Spring (18 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **SOCI 1510D - Introduction to Sociology**

3 hours **TCCNS Number:** (1301)

Social and cultural basis for human behavior; impact of societal groups and organizations on personal identity, feelings and actions; influence on the self in relation to the family, peer groups, social classes, religion and social institutions. Satisfies arts and sciences core social science requirements. Required of all sociology majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **SPAN 1020D - Elementary Spanish**

4 hours **TCCNS Number:** (1412)

(4;1) . Grammar and phonetics; reading, composition and oral-aural practice. Prerequisite(s): SPAN 1010D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1650D - Pre-Calculus**

5 hours A preparatory course for calculus. trigonometric functions, their graphs and applications; sequences and series; exponential and logarithmic functions and their graphs; graphs of polynomial and rational functions; general discussion of functions and their properties. MATH 1650 covers approximately the same material as MATH 1600 and MATH 1610 together. Students who already have credit for both MATH 1600 and MATH 1610 may not receive credit for MATH 1650. Prerequisite(s): MATH 1100D with grade of C or better. Satisfies the Mathematics requirement of the University Core Curriculum.

## **Second Year**

Fall (19 hours)

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **MATH 1710D - Calculus I**

4 hours **TCCNS Number:** (2413)

Limits and continuity, derivatives and integrals; differentiation and integration of polynomial, rational, trigonometric, and algebraic functions; applications, including slope, velocity, extrema, area, volume and work. Prerequisite(s): MATH 1650D; or both MATH 1600 and MATH 1610. Satisfies the Mathematics requirement of the University Core Curriculum.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **BIOL 1082D - Biology for Educators**

3 hours (3;3) Develop a meaningful and functional command of key biological concepts; an understanding of the interrelationships among all living things; and a correlation between what pre-service teachers are required to learn and what they will be required to teach. Includes laboratory. BIOL 1082D is a general biology course with laboratory designated for elementary and middle school education majors for seeking teacher certification. Note: this course may not be used to satisfy the laboratory science requirement for majors in the College of Arts and Sciences.

### **MATH 1350D - Mathematics for Elementary Education Majors I**

3 hours Concepts of sets, functions, numeration systems, different number bases, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1100D with grade of C or better.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

Spring (18 hours)

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

### **PHYS 1210D - Conceptual Physics**

3 hours **TCCNS Number:** (1415)

(3;3). Principles and applications of mechanics, heat, sound, light, electricity and atomic physics for the elementary education major. May not use both PHYS 1210 and PHYS 1311 to satisfy a laboratory science requirement. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum (by elementary education students). Prerequisite(s): MATH 1100D or higher and interdisciplinary studies (elementary education) major status.

### **MATH 1720D - Calculus II**

3 hours **TCCNS Number:** (2414)

Differentiation and integration of exponential, logarithmic and transcendental functions; integration techniques; indeterminate forms; improper integrals; area and arc length in polar coordinates; infinite series; power series; Taylor's theorem. Prerequisite(s): MATH 1710D. Satisfies the Mathematics requirement of the University Core Curriculum.

### **EDSP 3210D - Educational Aspects of Exceptional Learners**

3 hours Overview of the unique physical, cognitive and behavioral needs of exceptional learners. The teacher's role in identification and referral procedures and implementation of effective educational practices as required by federal and state law are examined.

### **MATH 1351D - Mathematics for Elementary Education Majors II**

3 hours Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1350D

### **LING 3060D - Principles of Language Study**

3 hours An introductory linguistics course that focuses on the structure of English (phonology, morphology and syntax). The course includes language acquisition and development, the history of English, dialects of American English and problems of usage.

## **Third Year**

Fall (18 hours)

### **MATH 2700D - Linear Algebra and Vector Geometry**

3 hours **TCCNS Number:** (2318)

Vector spaces over the real number field; applications to systems of linear equations and analytic geometry in  $\mathbb{R}^n$ , linear transformations, matrices, determinants and eigenvalues. Prerequisite(s): MATH 1720D.

or

### **MATH 2730D - Multivariable Calculus**

3 hours **TCCNS Number:** (2315 or 2415).

Vectors and analytic geometry in 3-space; partial and directional derivatives; extrema; double and triple integrals and applications; cylindrical and spherical coordinates. Prerequisite(s): MATH 1720D.

### **EDBE 3470D - Foundations of Bilingual and English as Second Language Education**

3 hours Examination of philosophies and theoretical underpinnings of bilingual and ESL education, including a review of historical antecedents of bilingual education and evolution of federal and state language policies governing the education of language-minority children. Three lecture hours a week. Course required for students seeking EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): May be taken concurrently with EDBE 3480D. Admission to Teacher Education or permission of department.

### **EDME 3380D - Teaching and Learning in the Middle Grades**

3 hours This course provides middle level teacher candidates with the knowledge and skills to teach young adolescents. Topics include 1) young adolescent development, 2) the middle level philosophy and school organization, 3) middle level curriculum, instruction, and assessment teaching skills, and 4) middle level profession roles. Prerequisite(s) : Admission to the teacher education program (includes participation in a field-based program); an adolescent / lifespan development course, and an educational-application computer course.

## **LTEC 4100D - Computers in the Classroom**

3 hours Computers in education; computer topics covered in introductory and secondary school courses. Motivation and objectives in computer education; some programming language. Instructional uses of the computer, topics in curriculum integration. Prerequisite(s): LTEC 1100D.

## **EDEE 3320D - Foundations of Education: The School Curriculum**

3 hours Principles and foundations of curriculum for grades EC-8 in public schools. Includes the study of professional ethics/responsibilities, educational philosophies, the history of American education, schools and society, school and community/parent relationships, legal/political control and financial support, school/classroom organizational patterns, and curriculum development/alignment. Prerequisite(s): admission to the teacher education program (includes participation in a field-based program), a child/adolescent/lifespan development course, and an educational-application computer course.

## **MATH 3000D - Real Analysis I**

3 hours Introduction to mathematical proofs through real analysis. Topics include sets, relations, types of proofs, continuity and topology of the real line. Prerequisite(s): MATH 1720D.

Spring (15 hours)

## **EDBE 3480D - Bilingualism and Multiculturalism for English Language Learning : Issues and Perspectives**

3 hours Study of the bilingual learner; perspectives on multiculturalism; discussions of cognitive, social and affective factors impacting second language development; insights into education in a pluralistic society. Three lecture hours a week. Observations are required. Course required for students seeking grades EC-4 or 4-8 Generalist certification with specialization in bilingual or ESL education, or 4-8 certification with mathematics/ESL, science/ESL, social studies/ESL, or Reading/LA/ESL. Prerequisite(s): May be taken concurrently with EDBE 3470D. Admission to Teacher Education or permission of department.

## **EDEE 4350D - Mathematics in Grades EC-8**

3 hours (3;0;16) Principles in mathematics teaching and learning based on national curriculum and assessment standards. The learning process in the development of mathematical thinking and skills in children. Students observe mathematics instruction and materials in real settings and experience firsthand the scope and sequence of mathematics in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D; all courses in the reading/English/language arts part of the academic major. Required core and academic major math courses and DFEC classes.

## **EDSE 4060D - Content Area Reading in Secondary Schools**

3 hours (0;0;3) Provides an overview of the reading process with emphasis on reading to learn in the secondary school content areas. Course provides knowledge and skills for identifying reading problems, modifying instructional materials and processes, and using writing to promote learning and thinking in the content areas. Instruction, assignments, directed field experience and other class activities may take place on site in a school setting. Prerequisite(s): Junior standing and admission to teacher education.

## **MATH 3680D - Applied Statistics**

3 hours Descriptive statistics, elements of probability, random variables, confidence intervals, hypothesis testing, regression, contingency tables. Prerequisite(s) : MATH 1710D and either credit for MATH 1720D or concurrent enrollment in MATH 1720D.

## **DFST 4133D - Adolescent Development**

3 hours Theories and characteristics of physical, cognitive and social development between 11 and 20 years of age. Effects of family, school, community and other factors on adolescent development are also addressed.

## **Fourth Year**

### **Fall (12 hours)**

## **EDRE 4870D - Cross-Curricular (Content Area) Literacy Materials and Resources**

3 hours Prepares pre-service teachers within both EC-4 and 4-8 certificate programs to plan for and implement literacy instruction across the curriculum. Selecting, evaluating and using developmentally and culturally appropriate materials and resources will be a focus as well as using content literacy strategies which support independent reading and writing in the content areas. Prerequisite(s): Admission to the teacher education program and EDRE 4450D (for EC-6) or EDRE 4820D (for 4-8 English Language Arts) or EDSE 4060D (for 4-8 Social Studies, Science, or Mathematics).

## **EDBE 4470D - Curriculum and Assessment for Bilingual/ESL Education**

3 hours Examination of the organization of curriculum for second language learners with special focus on testing and evaluation procedures appropriate for bilingual and ESL classrooms; study of formal and informal assessment of language proficiency for instructional purposes and use of standardized achievement tests. Three lecture hours a week. Course required for students in grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and EDBE 3480D. Admission to Teacher Education or permission of department. May be taken concurrently with EDBE 4490D.

## **EDBE 4490D - Teaching ESL EC-12: Instructional Strategies and Resources**

3 hours Study of methods and techniques of teaching English as a second language in elementary and secondary schools; language development techniques and materials for students at different levels of English proficiency. The course focuses on helping students to develop strategies (consistent with state standards for language and content learning) that can improve the English language proficiency and grade level subject matter knowledge of English language learners. Three lecture hours a week and one and one-half field-base hours a week. Course required for students seeking grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and LING 4030D; Admission to Teacher Education or consent of department. May be taken concurrently with EDBE 4470D.

## **EDME 4351D - Teaching Mathematics in Grades 4-8**

3 hours This course offers candidates a constructivist approach to helping students develop a knowledge of mathematics in grades 4-8. Teaching strategies are presented with developmental activities that can be used with middle grade students. Students will reflect on what it means to teach mathematics and explore the factors that influence teaching. Prerequisite(s) : Admission to the teacher education program, which includes participation in a

field-based program for the middle grades in mathematics, EDEE 3320D; required core and academic major math courses and EDEC and DFST classes.

## Spring (9 hours)

- EDME 4101D (PDS 2)

### **EDME 4104D - Student Teaching in Grades 4-8**

3 hours Teaching under supervision in grades 4 through 8. Prerequisite(s): admission to teacher education program; EDEE 3320D, EDME 3380D; the required EDME content-specific methods course, EDRE 4870D, and the required EDDBE courses. Pass/no pass only.

### **EDSP 4350D - Strategies to Support Diverse Learners in General Education**

3 hours Examination of the roles of various professionals in the successful inclusion of students with disabilities in the general education classroom. Focus on consultation models, practices and principles with an emphasis on collaboration, cooperative learning, and inclusion. Provides an overview of assessment techniques applicable for all learners in the general education classroom. Prerequisite(s): EDSP 3210D, or equivalent, EDSP 3240D.

#### Note:

**English Composition I and II, College Algebra, MATH 1650D, and all DFST, EDEC, EDEE, EDRE, EDDBE, EDSE, EDSP and their transfer equivalents or substitutes must be completed with a grade of C or better in order to advance to PDS I and II.**

## **Interdisciplinary Studies with Elementary Education Certification (EC-6 Generalist and All Level Special Education Teacher Certification), BS**

Requirements for the Bachelor of Science degree with a major in Interdisciplinary Studies include the following:

1. **Hours Required and General/College Requirements:** A minimum of 123 semester hours, of which 42 must be advanced, and fulfillment of all degree requirements for the Bachelor of Science degree.
2. **Other Requirements:**
  - a. **Admission to the Teacher Education Program:** Prior to enrolling in designated Teacher Education courses, students must meet these requirements:
    - 60 credit hours (junior status)
    - A 2.75+ overall GPA **OR** a 2.75+ completed core GPA.
    - Pass the THEA test with minimum scores of: 240 Reading, 230 Math, 220 Writing
    - Degree plan completed **OR** in progress
    - Completed application for admission to the Teacher Education program.
  - b. **Pedagogy: Professional Development School (PDS):** PDS is completed in the final two semesters of the degree. PDS 1 consists of 1 semester of methods courses and field experience. PDS 2 consists of student teaching.
  - c. **GPA requirements:** Students must have a 2.75+ GPA in the Core, Academic Major, and Pedagogy.

- d. **Eligibility for Teacher Certification and Endorsements:** In order to receive recommendation for teacher certification through UNT Dallas, students must:
- Complete an approved teacher education program for the preparation of early childhood, middle grades, secondary or all level
  - Complete Pedagogy: Professional Development School (PDS).
  - Pass appropriate content and Pedagogy and Professional Responsibilities (PPR) sections of the Texas Examinations of Education Standards (TExES). Additional certification exams may be required. See advisor for more information.
  - Prior to PDS or any field experience, must have a criminal background check.

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes classes that require admission to the Teacher Education program.*

*{ } Denotes "double-dip" courses which count for both core and certification requirements.*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **DFST 1013D - Human Development**

3 hours **TCCNS Number:** (TECA 1354)

Introduction to the theories and processes of physical, cognitive and social development of the individual from conception until death. Suitable for non-majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

#### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies

legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

Spring (18 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **GEOG 1710D - Earth Science**

3 hours **TCCNS Number:** (1401)  
(3;2) Principles and processes of physical geography. Introduction to mapping, weather and climate, soil and vegetation, and landforms of rivers, coasts and deserts. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)  
Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **HLTH 1100D - School and Community Health Problems and Services**

3 hours Health services offered by the school and community, the role of the health educator to benefit the health of every individual in society; health problems and solutions to improve community health. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **DFST 2033D - Parenting in Diverse Families**

3 hours **TCCNS Number:** (TECA 1303)  
Commonalities and differences in parenting, caregiving and family life are emphasized from systems, ecological and

cross-cultural perspectives. Parenting and caregiving in diverse family forms and cultures are studied in relation to adult-child interactions, parent/school/community relations, family roles, laws, and parenting skills. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

## Second Year

Fall (18 hours)

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **EDEC 3613D - Introduction to Early Childhood Education**

3 hours Historical foundations of early childhood education, current programs, best practices and legal and ethical issues. Introduction of how understanding development of typical and atypical young children influences objectives, activities, materials, and teaching strategies and techniques in an early childhood classroom. Prerequisite(s): DFEC 3123 (may be taken concurrently).

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **AEAH 3750D - Children and Art**

3 hours (2;4) An exploration of the elements and principles of art; experimentation with a variety of art media as related to the theories of creative development and an appreciation of a variety of visual art forms. Concurrent enrollment in lecture/lab component required. Satisfies fine arts elective for elementary education majors.

### **MATH 1350D - Mathematics for Elementary Education Majors I**

3 hours Concepts of sets, functions, numeration systems, different number bases, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1100D with grade of C or better.

### **BIOL 1082D - Biology for Educators**

3 hours (3;3) Develop a meaningful and functional command of key biological concepts; an understanding of the interrelationships among all living things; and a correlation between what pre-service teachers are required to learn and what they will be required to teach. Includes laboratory. BIOL 1082D is a general biology course with laboratory designated for elementary and middle school education majors for seeking teacher certification. Note: this course may not be used to satisfy the laboratory science requirement for majors in the College of Arts and Sciences.

Spring (18 hours)

## **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)  
From the Civil War to the present.

## **PHYS 1210D - Conceptual Physics**

3 hours **TCCNS Number:** (1415)  
(3;3). Principles and applications of mechanics, heat, sound, light, electricity and atomic physics for the elementary education major. May not use both PHYS 1210 and PHYS 1311 to satisfy a laboratory science requirement. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum (by elementary education students). Prerequisite(s): MATH 1100D or higher and interdisciplinary studies (elementary education) major status.

## **KINE 3550D - Movement Framework Approach**

3 hours (2;1) Development of the concept of themes and the movement framework approach in exploring movement potential.

## **EDSP 3210D - Educational Aspects of Exceptional Learners**

3 hours Overview of the unique physical, cognitive and behavioral needs of exceptional learners. The teacher's role in identification and referral procedures and implementation of effective educational practices as required by federal and state law are examined.

## **MATH 1351D - Mathematics for Elementary Education Majors II**

3 hours Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1350D

## **LING 3060D - Principles of Language Study**

3 hours An introductory linguistics course that focuses on the structure of English (phonology, morphology and syntax). The course includes language acquisition and development, the history of English, dialects of American English and problems of usage.

Summer (3 hours)

## **EDSP 3240D - Family Communication and Collaboration for Exceptional Learners**

3 hours Analysis of collaboration and communication models and strategies used in working with families, caregivers, and professionals concerned about students with exceptionalities. Focus on the changing definition of family, community resources, advocacy groups, political forces, legal mandates, and other factors that may impact students and their families are addressed. Fifteen hours a semester in field-work arranged.

Third Year (18 Hours)

Fall (18 hours)

## **EDSP 4320D - Educational Assessment and Evaluation of Exceptional Learners**

3 hours Examines a variety of assessment and evaluation strategies that are appropriate for special and general education settings. Knowledge of basic testing procedures and terminology as related to the exceptional learner. Interpretation and utilization of test data in developing individual education plans. Introduction to curriculum-based assessment. Field experiences include administration of academic and teacher-made assessments. Prerequisite(s): EDSP 3210D or equivalent and EDSP 3420.

## **EDRE 4450D - Reading and Writing (Birth through Grade 4)**

3 hours (3;0;0) Examines theoretical and practical aspects of emergent literacy. The course focuses on developmentally appropriate practices that foster motivated, strategic readers and writers. Emphasizes development of early language and pre-literacy skills, common school literacy practices, parental/social influences and affective elements related to early reading. Includes 1 additional hour of field experience. Prerequisite(s): admission to the teacher education program and DFEC 3123.

## **EDEE 3320D - Foundations of Education: The School Curriculum**

3 hours Principles and foundations of curriculum for grades EC-8 in public schools. Includes the study of professional ethics/responsibilities, educational philosophies, the history of American education, schools and society, school and community/parent relationships, legal/political control and financial support, school/classroom organizational patterns, and curriculum development/alignment. Prerequisite(s): admission to the teacher education program (includes participation in a field-based program), a child/adolescent/lifespan development course, and an educational-application computer course.

## **EDSP 4330D - Advanced Educational Strategies for Exceptional Learners**

3 hours Advanced educational strategies and interventions that promote academic performance of exceptional learners across a variety of settings and situations. Includes an emphasis on instructional use of computers and technology in the classroom. Prerequisite(s): EDSP 3210D or equivalent and EDSP 3240D.

## **EDSP 4340D - Classroom and Behavioral Management Strategies for Exceptional Learners**

3 hours Approaches to behavioral management of exceptional learners across a variety of educational settings. Implementation of individualized techniques including applied behavioral analysis, as well as larger-group strategies, to foster positive behavioral, social, and emotional growth. Special attention to the development of behavioral intervention plans and positive behavioral supports for students with challenging behaviors. Prerequisite(s): EDSP 3210D or equivalent and EDSP 3240D.

## **EDEE 3380D - Teaching and Learning in Grades EC-6**

3 hours Effective teaching practices through reflective decision making in grades EC-6. Includes the fundamental teaching skills of planning for instruction, implementing appropriate teaching strategies, integrating the curriculum, integrating technology into teaching, grouping children for instruction, acquiring appropriate materials/resources, assessing student learning, and establishing and maintaining a safe and effective learning environment. Prerequisite(s): admission to the teacher education program (includes participation in a field-based program), with a child/adolescent/lifespan development course, and an educational-application computer course. This course is to be taken in the professional year.

Spring (15 hours)

### **EDEC 4243D - Environmental Processes and Assessment**

3 hours (3;3;0) Considers early childhood learning processes as well as implications for individual, group, and program assessment. Areas of emphasis include development of skills in selection, use and interpretation of developmentally appropriate practices. Focus areas include formal, informal and holistic assessment instruments as well as learning environment materials and resources. Implications for technology in assessment and management are discussed. Laboratory experiences required. Prerequisite(s): DFEC 4233. EC-4 students must also complete EDEC 3613D as a prerequisite.

### **EDSP 4360D - Transition Education and Services for Exceptional Learners**

3 hours Transition education and services for individuals with disabilities across the life span with emphasis on the post-secondary years. Examines the theory and practice of transition planning from school to community living, post-secondary education, and employment. Legislative history and practical applications of skills such as transition assessment, job development and job placement are emphasized. Prerequisite(s): EDSP 3210D, EDSP 3240D, EDSP 4320D.

### **EDBE 4490D - Teaching ESL EC-12: Instructional Strategies and Resources**

3 hours Study of methods and techniques of teaching English as a second language in elementary and secondary schools; language development techniques and materials for students at different levels of English proficiency. The course focuses on helping students to develop strategies (consistent with state standards for language and content learning) that can improve the English language proficiency and grade level subject matter knowledge of English language learners. Three lecture hours a week and one and one-half field-base hours a week. Course required for students seeking grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and LING 4030D; Admission to Teacher Education or consent of department. May be taken concurrently with EDBE 4470D.

### **EDRE 4840D - Linguistically Diverse Learners**

3 hours Designed to enhance the awareness and understanding of pre-service teachers regarding the linguistically diverse learner. Includes study of the language and learning needs of language minority students, the affective aspect of the immigrant and refugee experience, and the impact of that experience on academic and linguistic development. Students will explore how to make practical application of course content in both the regular and the English-as-a-Second-Language classrooms. Prerequisite(s): Admission to the teacher education program, EDRE 4450D/EDRE 4820D (may be taken concurrently), LING 3060D (may be taken concurrently).

### **EDRE 4870D - Cross-Curricular (Content Area) Literacy Materials and Resources**

3 hours Prepares pre-service teachers within both EC-4 and 4-8 certificate programs to plan for and implement literacy instruction across the curriculum. Selecting, evaluating and using developmentally and culturally appropriate materials and resources will be a focus as well as using content literacy strategies which support independent reading and writing in the content areas. Prerequisite(s): Admission to the teacher education program and EDRE 4450D (for EC-6) or EDRE 4820D (for 4-8 English Language Arts) or EDSE 4060D (for 4-8 Social Studies, Science, or Mathematics).

Fourth Year

Fall (12 hours)

### **EDRE 4860D - Reading and the Language Arts in Grades EC-8**

3 hours Problems related to the comprehension and expansion of symbols of meaning; the interrelationship of reading with other areas of language arts. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major, and DFEC courses.

### **EDEE 4330D - Science in Grades EC-6**

3 hours (3;0;16) Subject matter background and material organization for an integrated science program in primary and elementary school. Students experience first-hand the scope and sequence of science education in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a EC-6 school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major. Required core and academic major science courses and DFEC classes.

### **EDEE 4340D - Social Studies in Grades EC-6**

3 hours (3;0;16) Principles of teaching social studies in the primary and elementary school. Students observe social studies instruction and materials in real settings, apply principles of social studies instruction in classroom settings and experience first-hand the scope and sequence of the curriculum in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place in grades EC-6. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major. Required core and academic major social studies courses and DFEC classes.

### **EDEE 4350D - Mathematics in Grades EC-8**

3 hours (3;0;16) Principles in mathematics teaching and learning based on national curriculum and assessment standards. The learning process in the development of mathematical thinking and skills in children. Students observe mathematics instruction and materials in real settings and experience firsthand the scope and sequence of mathematics in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D; all courses in the reading/English/language arts part of the academic major. Required core and academic major math courses and DFEC classes.

Spring (6 hours)

### **EDSP 4110D - Student Teaching in Special Education**

3 hours Teaching under supervision. See "Student Teaching Program" under College of Education section in the Undergraduate Catalog for details. Prerequisite(s): EDSP 3210D, EDSP 3220, EDSP 3300, EDSP 3410, EDSP 3420, EDSP 3500, EDSP 4330D and EDSP 4340D; or consent of department. Pass/no pass only.

### **EDEE 4102D - Student Teaching in Pre-K through Grade 4**

3 hours Teaching under supervision in pre-kindergarten through grade 4. Prerequisite(s): admission to the teacher education program; EDEE 3320D, EDEE 3380D, EDEE 4330D, EDEE 4340D, EDEE 4350D; EDRE 4860D. Required for those seeking Pre-K-4 certification. See Student Teaching Program for details. Pass/no pass only.

Note:

**English Composition I and II, College Algebra, and all DFST, EDEC, EDEE, EDRE, EDBE, EDSP and their transfer equivalents or substitutes must be completed with a grade of C or better in order to advance to PDS I and II.**

## **Interdisciplinary Studies with Elementary Education Certification (EC-6 Generalist and Bilingual Teacher Certification), BS**

Requirements for the Bachelor of Science degree with a major in Interdisciplinary Studies include the following:

1. **Hours Required and General/College Requirements:** A minimum of 123 semester hours, of which 42 must be advanced, and fulfillment of all degree requirements for the Bachelor of Science degree.
2. **Other Requirements:**
  - a. **Admission to the Teacher Education Program:** Prior to enrolling in designated Teacher Education courses, students must meet these requirements:
    - 60 credit hours (junior status)
    - A 2.75+ overall GPA **OR** a 2.75+ completed core GPA.
    - Pass the THEA test with minimum scores of: 240 Reading, 230 Math, 220 Writing
    - Degree plan completed **OR** in progress
    - Completed application for admission to the Teacher Education program.
  - b. **Pedagogy:** Professional Development School (PDS): PDS is completed in the final two semesters of the degree. PDS 1 consists of 1 semester of methods courses and field experience. PDS 2 consists of student teaching.
  - c. **GPA requirements:** Students must have a 2.75+ GPA in the Core, Academic Major, and Pedagogy.
  - d. **Eligibility for Teacher Certification and Endorsements:** In order to receive recommendation for teacher certification through UNT Dallas, students must:
    - Complete an approved teacher education program for the preparation of early childhood, middle grades, secondary or all level
    - Complete Pedagogy: Professional Development School (PDS).
    - Pass appropriate content and Pedagogy and Professional Responsibilities (PPR) sections of the Texas Examinations of Education Standards (TExES). Additional certification exams may be required. See advisor for more information.
    - Prior to PDS or any field experience, must have a criminal background check.

## **Suggested Academic Plan**

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes classes that require admission to the Teacher Education program.*

*{ } Denotes "double-dip" courses which count for both core and certification requirements.*

## First Year

Fall (15 hours)

### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

### **DFST 1013D - Human Development**

3 hours **TCCNS Number:** (TECA 1354)

Introduction to the theories and processes of physical, cognitive and social development of the individual from conception until death. Suitable for non-majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

Spring (18 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **GEOG 1710D - Earth Science**

3 hours **TCCNS Number:** (1401)

(3;2) Principles and processes of physical geography. Introduction to mapping, weather and climate, soil and vegetation, and landforms of rivers, coasts and deserts. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **HLTH 1100D - School and Community Health Problems and Services**

3 hours Health services offered by the school and community, the role of the health educator to benefit the health of every individual in society; health problems and solutions to improve community health. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **DFST 2033D - Parenting in Diverse Families**

3 hours **TCCNS Number:** (TECA 1303)

Commonalities and differences in parenting, caregiving and family life are emphasized from systems, ecological and cross-cultural perspectives. Parenting and caregiving in diverse family forms and cultures are studied in relation to adult-child interactions, parent/school/community relations, family roles, laws, and parenting skills. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

## **Second Year**

Fall (18 hours)

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **EDEC 3613D - Introduction to Early Childhood Education**

3 hours Historical foundations of early childhood education, current programs, best practices and legal and ethical issues. Introduction of how understanding development of typical and atypical young children influences objectives, activities, materials, and teaching strategies and techniques in an early childhood classroom. Prerequisite(s): DFEC 3123 (may be taken concurrently).

## **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

## **AEAH 3750D - Children and Art**

3 hours (2;4) An exploration of the elements and principles of art; experimentation with a variety of art media as related to the theories of creative development and an appreciation of a variety of visual art forms. Concurrent enrollment in lecture/lab component required. Satisfies fine arts elective for elementary education majors.

## **MATH 1350D - Mathematics for Elementary Education Majors I**

3 hours Concepts of sets, functions, numeration systems, different number bases, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1100D with grade of C or better.

## **BIOL 1082D - Biology for Educators**

3 hours (3;3) Develop a meaningful and functional command of key biological concepts; an understanding of the interrelationships among all living things; and a correlation between what pre-service teachers are required to learn and what they will be required to teach. Includes laboratory. BIOL 1082D is a general biology course with laboratory designated for elementary and middle school education majors for seeking teacher certification. Note: this course may not be used to satisfy the laboratory science requirement for majors in the College of Arts and Sciences.

Spring (18 hours)

## **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

## **PHYS 1210D - Conceptual Physics**

3 hours **TCCNS Number:** (1415)

(3;3). Principles and applications of mechanics, heat, sound, light, electricity and atomic physics for the elementary education major. May not use both PHYS 1210 and PHYS 1311 to satisfy a laboratory science requirement. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum (by elementary education students). Prerequisite(s): MATH 1100D or higher and interdisciplinary studies (elementary education) major status.

## **KINE 3550D - Movement Framework Approach**

3 hours (2;1) Development of the concept of themes and the movement framework approach in exploring movement potential.

## **EDSP 3210D - Educational Aspects of Exceptional Learners**

3 hours Overview of the unique physical, cognitive and behavioral needs of exceptional learners. The teacher's role in identification and referral procedures and implementation of effective educational practices as required by federal and state law are examined.

### **MATH 1351D - Mathematics for Elementary Education Majors II**

3 hours Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1350D

### **LING 3060D - Principles of Language Study**

3 hours An introductory linguistics course that focuses on the structure of English (phonology, morphology and syntax). The course includes language acquisition and development, the history of English, dialects of American English and problems of usage.

## **Third Year**

### **Fall (18 hours)**

### **EDBE 3470D - Foundations of Bilingual and English as Second Language Education**

3 hours Examination of philosophies and theoretical underpinnings of bilingual and ESL education, including a review of historical antecedents of bilingual education and evolution of federal and state language policies governing the education of language-minority children. Three lecture hours a week. Course required for students seeking EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): May be taken concurrently with EDBE 3480D. Admission to Teacher Education or permission of department.

### **EDBE 3480D - Bilingualism and Multiculturalism for English Language Learning : Issues and Perspectives**

3 hours Study of the bilingual learner; perspectives on multiculturalism; discussions of cognitive, social and affective factors impacting second language development; insights into education in a pluralistic society. Three lecture hours a week. Observations are required. Course required for students seeking grades EC-4 or 4-8 Generalist certification with specialization in bilingual or ESL education, or 4-8 certification with mathematics/ESL, science/ESL, social studies/ESL, or Reading/LA/ESL. Prerequisite(s): May be taken concurrently with EDBE 3470D. Admission to Teacher Education or permission of department.

### **LING 4030D - Acquisition of English as a Second Language**

3 hours Study of language acquisition, development, production and comprehension focusing on the application of current research findings to the context of learning and teaching English as a second language. Prerequisite(s): ENGL 3060 or consent of department.

### **LTEC 4100D - Computers in the Classroom**

3 hours Computers in education; computer topics covered in introductory and secondary school courses. Motivation and objectives in computer education; some programming language. Instructional uses of the computer, topics in curriculum integration. Prerequisite(s): LTEC 1100D.

### **EDRE 4450D - Reading and Writing (Birth through Grade 4)**

3 hours (3;0;0) Examines theoretical and practical aspects of emergent literacy. The course focuses on developmentally appropriate practices that foster motivated, strategic readers and writers. Emphasizes development of early language and pre-literacy skills, common school literacy practices, parental/social influences and affective elements related to early reading. Includes 1 additional hour of field experience. Prerequisite(s): admission to the teacher education program and DFEC 3123.

### **EDEC 4633D - Nurturing Children's Social Competence**

3 hours Facilitating the social and emotional skills of young children. Incorporates an ecological approach to significant influences on self-esteem and self-concept including diversity, family, creativity and individual differences. Includes analysis of play theory and research. Field experience required. Prerequisite(s): EDEC 3613D.

Spring (18 hours)

### **EDBE 4480D - Bilingual Approaches to Content-Based Learning**

3 hours Study of appropriate first language usage in bilingual classrooms, focusing on different core curriculum areas, methods and materials and review of language distribution strategies. Focus on responsive instruction that makes use of effective communication techniques and instructional strategies that actively involve students in the learning process. Three lecture hours a week and one-half field experiences hours per week in a bilingual education classroom. Required for students in grades EC-4 or 4-8 generalist certification with specialization in bilingual education. Language of instruction is Spanish. Placement through departmental Spanish proficiency exam. Prerequisite(s): EDBE 3470D and EDBE 3480D. Admissions to Teacher Education or consent of department. Successful completion of departmental proficiency test in Spanish.

### **EDRE 4850D - Assessment and Evaluation of Reading**

3 hours Examines a variety of assessment and evaluation strategies that are appropriate for the classroom teacher to utilize. Although both formal and informal procedures are introduced, the main focus is on non-intrusive, naturalistic procedures. Observations are required. Prerequisite(s): EDRE 4450D or EDRE 4820D.

### **EDEC 4243D - Environmental Processes and Assessment**

3 hours (3;3;0) Considers early childhood learning processes as well as implications for individual, group, and program assessment. Areas of emphasis include development of skills in selection, use and interpretation of developmentally appropriate practices. Focus areas include formal, informal and holistic assessment instruments as well as learning environment materials and resources. Implications for technology in assessment and management are discussed. Laboratory experiences required. Prerequisite(s): DFEC 4233. EC-4 students must also complete EDEC 3613D as a prerequisite.

### **EDEE 3320D - Foundations of Education: The School Curriculum**

3 hours Principles and foundations of curriculum for grades EC-8 in public schools. Includes the study of professional ethics/responsibilities, educational philosophies, the history of American education, schools and society, school and

community/parent relationships, legal/political control and financial support, school/classroom organizational patterns, and curriculum development/alignment. Prerequisite(s): admission to the teacher education program (includes participation in a field-based program), a child/adolescent/lifespan development course, and an educational-application computer course.

### **EDBE 4490D - Teaching ESL EC-12: Instructional Strategies and Resources**

3 hours Study of methods and techniques of teaching English as a second language in elementary and secondary schools; language development techniques and materials for students at different levels of English proficiency. The course focuses on helping students to develop strategies (consistent with state standards for language and content learning) that can improve the English language proficiency and grade level subject matter knowledge of English language learners. Three lecture hours a week and one and one-half field-base hours a week. Course required for students seeking grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and LING 4030D; Admission to Teacher Education or consent of department. May be taken concurrently with EDBE 4470D.

### **EDBE 4470D - Curriculum and Assessment for Bilingual/ESL Education**

3 hours Examination of the organization of curriculum for second language learners with special focus on testing and evaluation procedures appropriate for bilingual and ESL classrooms; study of formal and informal assessment of language proficiency for instructional purposes and use of standardized achievement tests. Three lecture hours a week. Course required for students in grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and EDBE 3480D. Admission to Teacher Education or permission of department. May be taken concurrently with EDBE 4490D.

## **Fourth Year**

### **Fall (12 hours)**

### **EDRE 4860D - Reading and the Language Arts in Grades EC-8**

3 hours Problems related to the comprehension and expansion of symbols of meaning; the interrelationship of reading with other areas of language arts. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major, and DFEC courses.

### **EDEE 4330D - Science in Grades EC-6**

3 hours (3;0;16) Subject matter background and material organization for an integrated science program in primary and elementary school. Students experience first-hand the scope and sequence of science education in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a EC-6 school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major. Required core and academic major science courses and DFEC classes.

### **EDEE 4340D - Social Studies in Grades EC-6**

3 hours (3;0;16) Principles of teaching social studies in the primary and elementary school. Students observe social studies instruction and materials in real settings, apply principles of social studies instruction in classroom settings and experience first-hand the scope and sequence of the curriculum in a primary/elementary/middle school setting.

Assignments, directed field experience and other class activities take place in grades EC-6. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major. Required core and academic major social studies courses and DFEC classes.

### **EDEE 4350D - Mathematics in Grades EC-8**

3 hours (3;0;16) Principles in mathematics teaching and learning based on national curriculum and assessment standards. The learning process in the development of mathematical thinking and skills in children. Students observe mathematics instruction and materials in real settings and experience firsthand the scope and sequence of mathematics in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D; all courses in the reading/English/language arts part of the academic major. Required core and academic major math courses and DFEC classes.

Spring (6 hours)

### **EDEE 4101D - Student Teaching in Pre-K through Grade 4**

3 hours Teaching under supervision in pre-kindergarten through grade 4. Prerequisite(s): admission to the teacher education program; EDEE 3320D, EDEE 3380D, EDEE 4330D, EDEE 4340D, EDEE 4350D; EDRE 4860D. Required for those seeking Pre-K-4 certification. See Student Teaching Program for details. Pass/no pass only.

### **EDEE 4102D - Student Teaching in Pre-K through Grade 4**

3 hours Teaching under supervision in pre-kindergarten through grade 4. Prerequisite(s): admission to the teacher education program; EDEE 3320D, EDEE 3380D, EDEE 4330D, EDEE 4340D, EDEE 4350D; EDRE 4860D. Required for those seeking Pre-K-4 certification. See Student Teaching Program for details. Pass/no pass only.

Note:

**English Composition I and II, College Algebra, and all DFST, EDEC, EDEE, EDRE, EDRE, EDRE, EDSP and their transfer equivalents or substitutes must be completed with a grade of C or better in order to advance to PDS I and II.**

## **Interdisciplinary Studies with Elementary Education Certification (EC-6 Generalist and ESL Teacher Certification), BS**

Requirements for the Bachelor of Science degree with a major in Interdisciplinary Studies include the following:

1. **Hours Required and General/College Requirements:** A minimum of 123 semester hours, of which 42 must be advanced, and fulfillment of all degree requirements for the Bachelor of Science degree.
2. **Other Requirements:**
  - a. **Admission to the Teacher Education Program:** Prior to enrolling in designated Teacher Education courses, students must meet these requirements:
    - 60 credit hours (junior status)
    - A 2.75+ overall GPA **OR** a 2.75+ completed core GPA.

- Pass THEA test with minimum scores of 240 Reading, 230 Math, 220 Writing
  - Degree plan completed **OR** in progress
  - Completed application for admission to the Teacher Education program.
- b. **Pedagogy: Professional Development School (PDS):** PDS is completed in the final two semesters of the degree. PDS 1 consists of 1 semester of methods courses and field experience. PDS 2 consists of student teaching.
- c. **GPA requirements:** Students must have a 2.75+ GPA in the Core, Academic Major, and Pedagogy.
- d. **Eligibility for Teacher Certification and Endorsements:** In order to receive recommendation for teacher certification through UNT Dallas, students must:
- Complete an approved teacher education program for the preparation of early childhood, middle grades, secondary or all level
  - Complete Pedagogy: Professional Development School (PDS).
  - Pass appropriate content and Pedagogy and Professional Responsibilities (PPR) sections of the Texas Examinations of Education Standards (TExES). Additional certification exams may be required. See advisor for more information.
  - Prior to PDS or any field experience, must have a criminal background check.

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes classes that require admission to the Teacher Education program.*

*{ } Denotes "double-dip" courses which count for both core and certification requirements.*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **DFST 1013D - Human Development**

3 hours **TCCNS Number:** (TECA 1354)

Introduction to the theories and processes of physical, cognitive and social development of the individual from conception until death. Suitable for non-majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

#### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

Spring (18 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **GEOG 1710D - Earth Science**

3 hours **TCCNS Number:** (1401)

(3;2) Principles and processes of physical geography. Introduction to mapping, weather and climate, soil and vegetation, and landforms of rivers, coasts and deserts. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **HLTH 1100D - School and Community Health Problems and Services**

3 hours Health services offered by the school and community, the role of the health educator to benefit the health of every individual in society; health problems and solutions to improve community health. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

### **DFST 2033D - Parenting in Diverse Families**

3 hours **TCCNS Number:** (TECA 1303)

Commonalities and differences in parenting, caregiving and family life are emphasized from systems, ecological and cross-cultural perspectives. Parenting and caregiving in diverse family forms and cultures are studied in relation to adult-child interactions, parent/school/community relations, family roles, laws, and parenting skills. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

## **Second Year**

Fall (18 hours)

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **EDEC 3613D - Introduction to Early Childhood Education**

3 hours Historical foundations of early childhood education, current programs, best practices and legal and ethical issues. Introduction of how understanding development of typical and atypical young children influences objectives, activities, materials, and teaching strategies and techniques in an early childhood classroom. Prerequisite(s): DFEC 3123 (may be taken concurrently).

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **AEAH 3750D - Children and Art**

3 hours (2;4) An exploration of the elements and principles of art; experimentation with a variety of art media as related to the theories of creative development and an appreciation of a variety of visual art forms. Concurrent enrollment in lecture/lab component required. Satisfies fine arts elective for elementary education majors.

### **MATH 1350D - Mathematics for Elementary Education Majors I**

3 hours Concepts of sets, functions, numeration systems, different number bases, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1100D with grade of C or better.

### **BIOL 1082D - Biology for Educators**

3 hours (3;3) Develop a meaningful and functional command of key biological concepts; an understanding of the interrelationships among all living things; and a correlation between what pre-service teachers are required to learn and what they will be required to teach. Includes laboratory. BIOL 1082D is a general biology course with laboratory designated for elementary and middle school education majors for seeking teacher certification. Note: this course may not be used to satisfy the laboratory science requirement for majors in the College of Arts and Sciences.

Spring (18 hours)

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)  
From the Civil War to the present.

### **PHYS 1210D - Conceptual Physics**

3 hours **TCCNS Number:** (1415)  
(3;3). Principles and applications of mechanics, heat, sound, light, electricity and atomic physics for the elementary education major. May not use both PHYS 1210 and PHYS 1311 to satisfy a laboratory science requirement. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum (by elementary education students). Prerequisite(s): MATH 1100D or higher and interdisciplinary studies (elementary education) major status.

### **KINE 3550D - Movement Framework Approach**

3 hours (2;1) Development of the concept of themes and the movement framework approach in exploring movement potential.

### **EDSP 3210D - Educational Aspects of Exceptional Learners**

3 hours Overview of the unique physical, cognitive and behavioral needs of exceptional learners. The teacher's role in identification and referral procedures and implementation of effective educational practices as required by federal and state law are examined.

### **MATH 1351D - Mathematics for Elementary Education Majors II**

3 hours Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. Only for students requiring course for teacher certification. Prerequisite(s): MATH 1350D

### **LING 3060D - Principles of Language Study**

3 hours An introductory linguistics course that focuses on the structure of English (phonology, morphology and syntax). The course includes language acquisition and development, the history of English, dialects of American English and problems of usage.

Third Year

Fall (18 hours)

## **EDBE 3470D - Foundations of Bilingual and English as Second Language Education**

3 hours Examination of philosophies and theoretical underpinnings of bilingual and ESL education, including a review of historical antecedents of bilingual education and evolution of federal and state language policies governing the education of language-minority children. Three lecture hours a week. Course required for students seeking EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): May be taken concurrently with EDBE 3480D. Admission to Teacher Education or permission of department.

## **EDBE 3480D - Bilingualism and Multiculturalism for English Language Learning : Issues and Perspectives**

3 hours Study of the bilingual learner; perspectives on multiculturalism; discussions of cognitive, social and affective factors impacting second language development; insights into education in a pluralistic society. Three lecture hours a week. Observations are required. Course required for students seeking grades EC-4 or 4-8 Generalist certification with specialization in bilingual or ESL education, or 4-8 certification with mathematics/ESL, science/ESL, social studies/ESL, or Reading/LA/ESL. Prerequisite(s): May be taken concurrently with EDBE 3470D. Admission to Teacher Education or permission of department.

## **LING 4030D - Acquisition of English as a Second Language**

3 hours Study of language acquisition, development, production and comprehension focusing on the application of current research findings to the context of learning and teaching English as a second language. Prerequisite(s): ENGL 3060 or consent of department.

## **LTEC 4100D - Computers in the Classroom**

3 hours Computers in education; computer topics covered in introductory and secondary school courses. Motivation and objectives in computer education; some programming language. Instructional uses of the computer, topics in curriculum integration. Prerequisite(s): LTEC 1100D.

## **EDRE 4450D - Reading and Writing (Birth through Grade 4)**

3 hours (3;0;0) Examines theoretical and practical aspects of emergent literacy. The course focuses on developmentally appropriate practices that foster motivated, strategic readers and writers. Emphasizes development of early language and pre-literacy skills, common school literacy practices, parental/social influences and affective elements related to early reading. Includes 1 additional hour of field experience. Prerequisite(s): admission to the teacher education program and DFEC 3123.

## **EDEC 4633D - Nurturing Children's Social Competence**

3 hours Facilitating the social and emotional skills of young children. Incorporates an ecological approach to significant influences on self-esteem and self-concept including diversity, family, creativity and individual differences. Includes analysis of play theory and research. Field experience required. Prerequisite(s): EDEC 3613D.

Spring (18 hours)

## **EDRE 4870D - Cross-Curricular (Content Area) Literacy Materials and Resources**

3 hours Prepares pre-service teachers within both EC-4 and 4-8 certificate programs to plan for and implement literacy instruction across the curriculum. Selecting, evaluating and using developmentally and culturally appropriate materials and resources will be a focus as well as using content literacy strategies which support independent reading and writing in the content areas. Prerequisite(s): Admission to the teacher education program and EDRE 4450D (for EC-6) or EDRE 4820D (for 4-8 English Language Arts) or EDSE 4060D (for 4-8 Social Studies, Science, or Mathematics).

### **EDRE 4850D - Assessment and Evaluation of Reading**

3 hours Examines a variety of assessment and evaluation strategies that are appropriate for the classroom teacher to utilize. Although both formal and informal procedures are introduced, the main focus is on non-intrusive, naturalistic procedures. Observations are required. Prerequisite(s): EDRE 4450D or EDRE 4820D.

### **EDEC 4243D - Environmental Processes and Assessment**

3 hours (3;3;0) Considers early childhood learning processes as well as implications for individual, group, and program assessment. Areas of emphasis include development of skills in selection, use and interpretation of developmentally appropriate practices. Focus areas include formal, informal and holistic assessment instruments as well as learning environment materials and resources. Implications for technology in assessment and management are discussed. Laboratory experiences required. Prerequisite(s): DFEC 4233. EC-4 students must also complete EDEC 3613D as a prerequisite.

### **EDEE 3320D - Foundations of Education: The School Curriculum**

3 hours Principles and foundations of curriculum for grades EC-8 in public schools. Includes the study of professional ethics/responsibilities, educational philosophies, the history of American education, schools and society, school and community/parent relationships, legal/political control and financial support, school/classroom organizational patterns, and curriculum development/alignment. Prerequisite(s): admission to the teacher education program (includes participation in a field-based program), a child/adolescent/lifespan development course, and an educational-application computer course.

### **EDBE 4490D - Teaching ESL EC-12: Instructional Strategies and Resources**

3 hours Study of methods and techniques of teaching English as a second language in elementary and secondary schools; language development techniques and materials for students at different levels of English proficiency. The course focuses on helping students to develop strategies (consistent with state standards for language and content learning) that can improve the English language proficiency and grade level subject matter knowledge of English language learners. Three lecture hours a week and one and one-half field-base hours a week. Course required for students seeking grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and LING 4030D; Admission to Teacher Education or consent of department. May be taken concurrently with EDBE 4470D.

### **EDBE 4470D - Curriculum and Assessment for Bilingual/ESL Education**

3 hours Examination of the organization of curriculum for second language learners with special focus on testing and evaluation procedures appropriate for bilingual and ESL classrooms; study of formal and informal assessment of language proficiency for instructional purposes and use of standardized achievement tests. Three lecture hours a week. Course required for students in grades EC-4 or 4-8 generalist certification with specialization in bilingual or ESL education. Prerequisite(s): EDBE 3470D and EDBE 3480D. Admission to Teacher Education or permission of department. May be taken concurrently with EDBE 4490D.

## **Fourth Year**

Fall (12 hours)

### **EDRE 4860D - Reading and the Language Arts in Grades EC-8**

3 hours Problems related to the comprehension and expansion of symbols of meaning; the interrelationship of reading with other areas of language arts. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major, and DFEC courses.

### **EDEE 4330D - Science in Grades EC-6**

3 hours (3;0;16) Subject matter background and material organization for an integrated science program in primary and elementary school. Students experience first-hand the scope and sequence of science education in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a EC-6 school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major. Required core and academic major science courses and DFEC classes.

### **EDEE 4340D - Social Studies in Grades EC-6**

3 hours (3;0;16) Principles of teaching social studies in the primary and elementary school. Students observe social studies instruction and materials in real settings, apply principles of social studies instruction in classroom settings and experience first-hand the scope and sequence of the curriculum in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place in grades EC-6. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D, all courses in the reading/English/language arts part of the academic major. Required core and academic major social studies courses and DFEC classes.

### **EDEE 4350D - Mathematics in Grades EC-8**

3 hours (3;0;16) Principles in mathematics teaching and learning based on national curriculum and assessment standards. The learning process in the development of mathematical thinking and skills in children. Students observe mathematics instruction and materials in real settings and experience firsthand the scope and sequence of mathematics in a primary/elementary/middle school setting. Assignments, directed field experience and other class activities take place on site in a school setting. Prerequisite(s): Admission to the teacher education program, which includes participation in a field-based program, EDEE 3320D, EDEE 3380D; all courses in the reading/English/language arts part of the academic major. Required core and academic major math courses and DFEC classes.

Spring (6 hours)

### **EDEE 4101D - Student Teaching in Pre-K through Grade 4**

3 hours Teaching under supervision in pre-kindergarten through grade 4. Prerequisite(s): admission to the teacher education program; EDEE 3320D, EDEE 3380D, EDEE 4330D, EDEE 4340D, EDEE 4350D; EDRE 4860D. Required for those seeking Pre-K-4 certification. See Student Teaching Program for details. Pass/no pass only.

### **EDEE 4102D - Student Teaching in Pre-K through Grade 4**

3 hours Teaching under supervision in pre-kindergarten through grade 4. Prerequisite(s): admission to the teacher education program; EDEE 3320D, EDEE 3380D, EDEE 4330D, EDEE 4340D, EDEE 4350D; EDRE 4860D. Required for those seeking Pre-K-4 certification. See Student Teaching Program for details. Pass/no pass only.

Note:

**English Composition I and II, College Algebra, and all DFST, EDEC, EDEE, EDRE, EDBE, EDSP and their transfer equivalents or substitutes must be completed with a grade of C or better in order to advance to PDS I and II.**

## Division of Liberal Arts and Life Sciences

## Division of Liberal Arts and Life Sciences

### Bachelor of Applied Arts and Sciences

### Applied Arts and Sciences, BAAS

Requirements for the Bachelor of Applied Arts and Sciences degree with a major in Applied Arts and Sciences include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be advanced, and fulfillment of degree requirements for the Bachelor of Applied Arts and Sciences degree.
2. **Major Requirements:** 9 hours in Professional Foundation courses; including the following courses listed below. Note: Students must receive a C or better in APAS core curriculum classes.
  - HSML 3000D - Human Service in the Nonprofit Sector
  - SOCI 3220D - Quantitative Data Collection
  - SOCI 4540D - Race and Ethnic Minorities
3. **Professional Development Requirements:** Completion of three interdisciplinary concentrations of courses consisting of 12 hours per concentration. One (12 hours) concentration area must be taken from UNT Dallas; choose from one of the following disciplines:
  - a. Human Services Management & Leadership
  - b. Criminal Justice
  - c. Applied Gerontology
  - d. Substance Abuse and Addiction
  - e. Sociology
  - f. Alternative Dispute Resolution

The remaining two concentration areas (24 hours) may come from any other department at UNT Dallas or may consist of technical/professional coursework already completed at a community college (or in the military) as part of an associate's degree.

*Note: A certificate can be used as a Professional Development area; please see your advisor for specifics.*

4. **Occupational Specialization Requirements:** The occupational specialization degree component consists of 21 hours of credits from courses related to a specific job or field of study. For many BAAS students, it typically consists of the field or occupationally-specific coursework they completed for their associate's degree.
5. **GPA Requirements:** All students entering the APAS program must have a cumulative grade point average of at least 2.0 to qualify for graduation.

# Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes General Elective to be taken only if needed; please see your advisor for options.*

## First Year

### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

#### **SOCI 1510D - Introduction to Sociology**

3 hours **TCCNS Number:** (1301)

Social and cultural basis for human behavior; impact of societal groups and organizations on personal identity, feelings and actions; influence on the self in relation to the family, peer groups, social classes, religion and social institutions. Satisfies arts and sciences core social science requirements. Required of all sociology majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

#### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

- Gen. Elective^

### Spring (15 hours)

#### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

- Gen. Elective^

## **Second Year**

### **Fall (16 hours)**

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **SPAN 1010D - Elementary Spanish**

4 hours **TCCNS Number:** (1411)

(4;1). Grammar and phonetics; reading, composition and oral-aural practice. Satisfies the Communication requirement of the University Core Curriculum.

## **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

- Specialization

Spring (16 hours)

- General Elective^

## **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

## **SPAN 1020D - Elementary Spanish**

4 hours **TCCNS Number:** (1412)

(4;1) . Grammar and phonetics; reading, composition and oral-aural practice. Prerequisite(s): SPAN 1010D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

- Specialization
- Gen. Elective^

Third Year

Fall (15 hours)

## **HSML 3000D - Human Service in the Nonprofit Sector**

3 hours The foundation course for students interested in a career in one of the human service professions. Examination of the philosophy, values, roles and responsibilities of human services and human service workers in today's society. Examination of personal needs, interests, and potential strengths as a professional human service worker.

- Prof Area (1)
- Prof Area (2)
- Prof Area (3)
- Specialization

Spring (15 hours)

## **SOCI 3220D - Quantitative Data Collection**

3 hours Principles and procedures, sources of data, techniques of collection and analysis of quantitative data. Focus on survey research, secondary data analysis and other quantitative methods. Prerequisite(s) : advanced (junior or senior) standing; SOCI 1510D. Required of all sociology majors.

- Prof Area (1)

- Prof Area (2)
- Prof Area (3)
- Specialization

## Fourth Year

### Fall (15 hours)

#### **SOCI 4540D - Race and Ethnic Minorities**

3 hours Conditions and distribution of race and ethnic minorities; socio-psychological and cultural factors in race and ethnic relations; pattern of relations in the United States with emphasis on the Southwest and on social services.

Prerequisite(s): SOCI 1510D or SOWK 1450 and other equivalents. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

- Prof Area (1)
- Prof Area (2)
- Prof Area (3)
- Specialization

### Spring (15 hours)

- Specialization
- Prof Area (1)
- Prof Area (2)
- Prof Area (3)
- Specialization

## **Bachelor of Arts**

### **Information Technology, BA**

The Department of Mathematics and Information Sciences educates business computer information systems designers and system analysts for careers in industry and government.

Requirements for the Bachelor of Arts degree with a major in Information Technology include the following.

1. **Hours Required and General/College Requirements:** A minimum of 121 semester hours, of which 42 must be advanced, and fulfillment of degree requirements for the Bachelor of Arts degree.
2. **Professional Program Requirements:** See “Professional Program” section of the 2010-2011 Undergraduate Catalog.
3. **Other Requirements:** Academic requirements for graduation with a major in Information Technology for the BA degree:
  - a. A minimum 2.75 grade point average in all hours attempted in the major program course, with minimum grades of C required in each major program course;
  - b. A minimum 2.0 grade point average in all courses completed at UNT Dallas; and
  - c. A grade of C or above in each CSCE course taken in the professional program.

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

## First Year

### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

- CSCE 1030D
- ART 1300D
- SOCI 1510D \*

### Spring (16 hours)

- TECM 2700D
- PSCI 1050D
- MATH 1710D
- CSCE 1040D
- CSCE 1035D

## Second Year

### Fall (16 hours)

- HIST 2610D
- COMM 1010D \*
- BIOL 1710D
- BIOL 1730D
- CSCE 2050D
- CSCE 1045D

### Spring (16 hours)

- HIST 2620D
- ENGR 2060D
- BIOL 1720D
- BIOL 1740D
- CSCE 2615D
- MATH 2770D

### Third Year

#### Fall (15 hours)

- MATH 1780D
- CSCE 3535D
- CSCE 4355D
- Supp Area
- Supp Area

#### Spring (16 hours)

- CSCE 3055D
- CSCE Conc.
- CHEM 1410D
- CHEM 1430D
- Supp Area
- Supp Area

### Fourth Year

#### Fall (13 hours)

- CSCE 4905D
- CSCE 4010D
- CSCE Conc.
- ENGL 2210D \*
- Supp Area

#### Spring (15 hours)

- CSCE 4925D
- CSCE 3605D
- Supp Area
- CSCE Conc
- Supp Area

### CS Concentration and Supporting Area (27 hours)

*There are three choices, please select only one (Mathematics, Business, or Networks & Information Security)  
Concentration & Supporting Area.*

*(\* Denotes Concentration Classes)*

## Mathematics

- CSCE 2610D - Computer Organization \*
- CSCE 3110D - Data Structures & Algorithms \*
- CSCE 4110D - Algorithms \*
- MATH 2700D - Linear Algebra & Vector Geometry
- MATH 3000D - Real Analysis I
- MATH 3350D - Intro to Numerical Analysis
- MATH 3410D - Differential Equations I
- MATH 3510D - Intro to Abstract Algebra
- MATH 3680D - Applied Studies

## Business (Pre-MBA)

- CSCE 4310D - Intro to Artificial Intelligence \*
- CSCE 4350D - Intro to Database Systems Design \*
- CSCE 4560D - Secure Electronic Commerce \*
- CSCE 3110D - Data Structures & Algorithms
- ACCT 2010D - Accounting Principles I
- ACCT 2020D - Accounting Principles II
- FINA 3770D - Finance
- MKTG 3650D - Foundations of Marketing Practice
- MGMT 3850D - Entrepreneurship

## Networks & Information Security

- CSCE 3530D - Intro to Computer Networks \*
- CSCE 4550D - Intro to Computer Security \*
- CSCE 4560D - Secure Electronic Commerce \*
- CSCE 2610D - Computer Organization
- CSCE 3110D - Data Structures & Algorithms
- CSCE 3510D - Intro to Wireless Communications
- CSCE 4530D - Computer Network Design
- CSCE 4540D - TCP/IP Protocols
- CSCE 4930D - Topics in CSCE: Information Security

## Mathematics with Secondary Teacher Certification, BA

Requirements for the Bachelor of Arts degree with a major in Mathematics and a minor in Secondary Education include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be advanced, and fulfillment of all degree requirements for the Bachelor of Arts degree.
2. **Other Requirements:**
  - a. **Admission to the Teacher Education Program:** Prior to enrolling in designated Teacher Education courses, students must meet these requirements:
    - 60 credit hours (junior status)
    - A 2.75+ overall GPA AND a 2.75+ UNT Dallas GPA.
    - Pass THEA test with minimum scores of: 240 Reading, 230 Math, 220 Writing
    - An official degree plan completed
    - Completed application for admission to the Teacher Education program.
  - b. **Early Field and Experience and Student Teaching:** Early Field Experience, EDSE 4840D, is to be completed with or after the last EDSE courses taken. Student teaching is to be completed in the final semester.
  - c. **GPA requirements:** Students must have a 2.75+ GPA in the UNT Dallas, Overall, Teaching Field and Education areas. All mathematics courses numbered above 3350D require a GPA of 2.0.
  - d. **Eligibility for Teacher Certification and Endorsements:** In order to receive recommendation for teacher certification through UNT Dallas, students must:
    - Complete an approved teacher education program for the preparation of early childhood, middle grades, secondary or all level
    - Complete Student Teaching
    - Pass appropriate content and Pedagogy and Professional Responsibilities (PPR) sections of the Texas Examinations of Education Standards (TExES). Additional certification exams may be required. See advisor for more information.

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes classes that require admission to the Teacher Education program.*

*{ } Denotes "double-dip" courses which count for both core and major*

### First Year

Fall (17 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies

legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **MATH 1710D - Calculus I**

4 hours **TCCNS Number:** (2413)

Limits and continuity, derivatives and integrals; differentiation and integration of polynomial, rational, trigonometric, and algebraic functions; applications, including slope, velocity, extrema, area, volume and work. Prerequisite(s): MATH 1650D; or both MATH 1600 and MATH 1610. Satisfies the Mathematics requirement of the University Core Curriculum.

### **SOCI 1510D - Introduction to Sociology**

3 hours **TCCNS Number:** (1301)

Social and cultural basis for human behavior; impact of societal groups and organizations on personal identity, feelings and actions; influence on the self in relation to the family, peer groups, social classes, religion and social institutions. Satisfies arts and sciences core social science requirements. Required of all sociology majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **SPAN 1010D - Elementary Spanish**

4 hours **TCCNS Number:** (1411)

(4;1). Grammar and phonetics; reading, composition and oral-aural practice. Satisfies the Communication requirement of the University Core Curriculum.

Spring (17 hours)

### **TECM 2700D - Technical Writing**

3 hours **TCCNS Number:** (2311)

Expository writing, especially for science, pre-engineering and business students. May be substituted for ENGL 1320 in some programs; students should consult advisers in their majors

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1720D - Calculus II**

3 hours **TCCNS Number:** (2414)

Differentiation and integration of exponential, logarithmic and transcendental functions; integration techniques; indeterminate forms; improper integrals; area and arc length in polar coordinates; infinite series; power series; Taylor's theorem. Prerequisite(s): MATH 1710D. Satisfies the Mathematics requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and

involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **SPAN 1020D - Elementary Spanish**

4 hours **TCCNS Number:** (1412)

(4;1) . Grammar and phonetics; reading, composition and oral-aural practice. Prerequisite(s): SPAN 1010D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

## **Second Year**

Fall (16 hours)

### **SPAN 2040D - Intermediate Spanish**

3 hours **TCCNS Number:** (2311)

Grammar, composition, oral-aural practice and readings. Prerequisite(s): SPAN 1020D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

### **MATH 2730D - Multivariable Calculus**

3 hours **TCCNS Number:** (2315 or 2415).

Vectors and analytic geometry in 3-space; partial and directional derivatives; extrema; double and triple integrals and applications; cylindrical and spherical coordinates. Prerequisite(s): MATH 1720D.

### **MATH 3000D - Real Analysis I**

3 hours Introduction to mathematical proofs through real analysis. Topics include sets, relations, types of proofs, continuity and topology of the real line. Prerequisite(s): MATH 1720D.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **BIOL 1710D - Principles of Biology I**

3 hours **TCCNS Number:** (1306)

(3;0;1) An integrated approach to cell and molecular biology with an emphasis on biological chemistry, cell structure and function, Mendelian and molecular genetics, evolutionary biology, and classification of microorganisms, plants and animals. Required for biology major. Course should be taken concurrently with BIOL 1730D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **BIOL 1730D - Principles of Biology I Laboratory**

1 hour **TCCNS Number:** (1106)

(0;3) Laboratory techniques for BIOL 1710D. Prerequisite(s): BIOL 1710D or 1711, should be taken concurrently. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

Spring (16 hours)

### **SPAN 2050D - Intermediate Spanish**

3 hours **TCCNS Number:** (2312)

Grammar, composition, oral-aural practice and readings. Prerequisite(s): SPAN 2040D or equivalent. Satisfies the Communication requirement of the University Core Curriculum.

### **MATH 3680D - Applied Statistics**

3 hours Descriptive statistics, elements of probability, random variables, confidence intervals, hypothesis testing, regression, contingency tables. Prerequisite(s) : MATH 1710D and either credit for MATH 1720D or concurrent enrollment in MATH 1720D.

### **CSCE 1030D - Computer Science I**

4 hours (3;1). Introduction to Computer Science and Engineering, problem-solving techniques, algorithmic processes, software design and development. Prerequisite(s): Co-requisite of MATH 1650D.

- Gen. Elective

### **BIOL 1720D - Principles of Biology II**

3 hours **TCCNS Number:** (1307)

(3;0;1) An integrated approach to the anatomical, physiological and functional aspects of nutrition, gas exchange, transport, reproduction, development, regulation, response and ecology of microorganisms, plants and animals. Required of all biology majors. Course should be taken concurrently with BIOL 1740D. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **BIOL 1740D - Principles of Biology II Laboratory**

1 hour **TCCNS Number:** (1107)

(0;3) Laboratory techniques for BIOL 1720D. Prerequisite(s): BIOL 1710D/BIOL 1730D or BIOL 1711/BIOL 1730D and credit for or concurrent enrollment in BIOL 1720D or BIOL 1722. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

Third Year

Fall (18 hours)

### **MATH 2700D - Linear Algebra and Vector Geometry**

3 hours **TCCNS Number:** (2318)

Vector spaces over the real number field; applications to systems of linear equations and analytic geometry in  $\mathbb{R}^n$ , linear transformations, matrices, determinants and eigenvalues. Prerequisite(s): MATH 1720D.

## **MATH 3510D - Introduction to Abstract Algebra**

3 hours Groups, rings, integral domains, polynomial rings and fields. Prerequisite(s): MATH 2510.

## **EDSE 3800D - Professional Issues in Teaching**

3 hours An overview of American secondary education, including history, purposes, legal bases, school organization, education as a profession and analysis of characteristics required for professional success.

## **EDSE 4070D - Teaching Diverse Populations**

3 hours (0;0;3) Provides knowledge and skills required for developing and implementing challenging instruction for students who are culturally different, students who receive special education services and students who are identified as gifted and talented. Instruction, assignments, directed field experience and other class activities may take place on site in a school setting. Prerequisite(s): Junior standing and admission to teacher education.

## **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

- General Elective

Spring (15 hours)

## **MATH 3410D - Differential Equations I**

3 hours First-order equations, existence-uniqueness theorem, linear equations, separation of variables, higher-order linear equations, systems of linear equations, series solutions and numerical solutions. Prerequisite(s): MATH 1720D and MATH 2700D.

## **MATH 3400D - Number Theory**

3 hours Factorizations, congruencies, quadratic reciprocity, finite fields, quadratic forms, diophantine equations. Prerequisite(s): MATH 2510 or MATH 2770D.

## **EDSE 3830D - Teaching/Learning Process and Evaluation**

3 hours Examines the processes of learning and the phenomena of adolescent development as they relate to teaching in the secondary school. Prerequisite(s): Junior standing and admission to teacher education.

## **EDSE 4060D - Content Area Reading in Secondary Schools**

3 hours (0;0;3) Provides an overview of the reading process with emphasis on reading to learn in the secondary school content areas. Course provides knowledge and skills for identifying reading problems, modifying instructional materials and processes, and using writing to promote learning and thinking in the content areas. Instruction, assignments, directed field experience and other class activities may take place on site in a school setting. Prerequisite(s): Junior standing and admission to teacher education.

## **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)  
From the Civil War to the present.

## Fourth Year

Fall (16 hours)

### **MATH 4050D - Advanced Study of the Secondary Mathematics Curriculum**

3 hours Study of mathematical topics in the secondary curriculum from an advanced viewpoint. Discussion of the relationship between the secondary and collegiate curricula. Combinatorics. The Euclidean algorithm, congruence classes, and prime factorization. Modeling with differential equations. Conic sections. Pedagogical techniques. Prerequisite(s) : MATH 2100D and either MATH 3510D or MATH 3610D.

### **MATH 4060D - Foundations of Geometry**

3 hours Selections from synthetic, analytic, projective, Euclidean and non-Euclidean geometry. Prerequisite(s): MATH 3000D or equivalent.

### **CHEM 1410D - General Chemistry for Science Majors**

3 hours **TCCNS Number:** (1311)  
(3;0;1\*) Fundamental concepts, states of matter, periodic table, structure and bonding, stoichiometry, oxidation and reduction, solutions, and compounds of representative elements. Prerequisite(s): MATH 1100D or equivalent. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum. \*This hour is a problem-solving session.

### **CHEM 1430D - Laboratory Sequence for General Chemistry**

1 hour **TCCNS Number:** (1111)  
(1;3) Laboratory techniques, weighing, errors and significant figures, identification and purification of substances, and elementary quantitative analysis. Corequisite(s): CHEM 1410D or CHEM 1412 or CHEM 1413 (may be taken concurrently). May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum. Should be taken concurrently with CHEM 1410D or CHEM 1412 or CHEM 1413 and CHEM 1420D or CHEM 1422 or CHEM 1423.

### **EDSE 4840D - Instructional Strategies and Classroom Management**

3 hours (0;0;3) This course is taken during the semester immediately preceding student teaching. It provides knowledge and skills required for organizing and directing various instructional strategies in the secondary classroom. Content includes teaching strategies, approaches to classroom management and discipline, student motivation, student and teacher assessment and evaluation, and the use of media and technology in the classroom. Instruction, assignments, directed field experience and other class activities may take place on site in a school setting. Prerequisite(s): Junior standing, admission to teacher education, and completion of or concurrent enrollment in all education coursework excluding student teaching.

- General Elective

Spring (6 hours)

## EDSE 4108D - Student Teaching in the Secondary School

3 hours Teaching under supervision. Prerequisite(s): EDSE 3800D, EDSE 3830D, EDSE 4060D, EDSE 4070D and EDSE 4840D, and senior standing. Required for those seeking secondary certification. See Student Teaching Program for details. Pass/no pass only.

## EDSE 4118D - Student Teaching in the Secondary School

3 hours Teaching under supervision. Prerequisite(s): EDSE 3800D, EDSE 3830D, EDSE 4060D, EDSE 4070D and EDSE 4840D, and senior standing. Required for those seeking secondary certification. See Student Teaching Program for details. Pass/no pass only.

### Note:

*Any Mathematics course that is not a part of the Major requirement can be considered an elective*

**EDSE courses and their transfer equivalents or substitutes must be completed with a grade of C or better in order to advance to PDS I and II.**

## Sociology, BA

Requirements for the Bachelor of Arts degree with a major in Sociology include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be advanced, and fulfillment of degree requirements for the Bachelor of Arts degree.
2. **Major Requirements:** 39 hours in sociology, of which 21 must be advanced, including the sociology core curriculum list below, plus 21 additional hours in sociology, of which 12 must be taken at UNT Dallas and at the advanced level (3000D-4000D). Note: Students must receive a C or better in sociology core curriculum classes.
  - SOCI 1510D - Introduction to Sociology
  - SOCI 3200D - Sociological Theory
  - SOCI 3220D - Quantitative Data Collection
  - SOCI 3240D - Qualitative Data Collection
  - SOCI 3280D - Quantitative Methods of Social Research
  - SOCI 4990D - Sociology Capstone
3. **Minor Requirements:** A minor requires at least 18 hours in a given subject, including 6 hours of advanced work. Specific course sequences for a minor are determined by the department offering the minor. A minor is not required BUT recommended in Psychology or Human Services Management Leadership (HSML).
  - a. **Psychology:**
    - PSYC 1630D - General Psychology I
    - PSYC 2580D - Health Psychology
    - PSYC 2713D
    - PSYC 3520D - Introduction to Industrial Organizational Psychology
    - PSYC 3620D - Developmental Psychology
    - PSYC 4610D - Abnormal Psychology
  - b. **HSML:**
    - HSML 3000D - Human Service in the Nonprofit Sector
    - HSML 4000D - Introduction to Financial Management for Nonprofit Organizations
    - HSML 4700D - Program Planning and Evaluation

- HSML 4620D - Topics in Human Services
  - RHAB 3100D
  - RHAB 3250D
2. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement
  3. **GPA Requirements:** All students entering the Sociology program must have a cumulative grade point average of at least 2.25 to qualify for graduation.

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective to be taken only if needed; please see your advisor for options.*

*{ } Denotes “double-dip” courses which count for both core and major*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

#### **SOCI 1510D - Introduction to Sociology**

3 hours **TCCNS Number:** (1301)

Social and cultural basis for human behavior; impact of societal groups and organizations on personal identity, feelings and actions; influence on the self in relation to the family, peer groups, social classes, religion and social institutions. Satisfies arts and sciences core social science requirements. Required of all sociology majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

#### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and

involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

- Minor Course

## Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory.

Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses.

Satisfies the Mathematics requirement of the University Core Curriculum.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

- Minor Course

## Second Year

### Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)  
From colonial origins through the Civil War.

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)  
(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)  
Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

- Minor Course

#### Spring (15 hours)

- SOCI Elective

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)  
From the Civil War to the present.

### **SOCI 2070D - Introduction to Race and Ethnic Relations**

3 hours Introduction to the basic theories within current and historical race and ethnicity relations. Includes examination of evidence of continuing prejudice, institutional discrimination and modern forms of racism. Other topics include assimilation, pluralism, contact hypothesis, anti-racism, immigration, segregation and racial identity. Required for all ethnic studies minors.

- Minor Course
- SOCI Elective

#### Third Year

#### Fall (15 hours)

### **SOCI 3220D - Quantitative Data Collection**

3 hours Principles and procedures, sources of data, techniques of collection and analysis of quantitative data. Focus on survey research, secondary data analysis and other quantitative methods. Prerequisite(s) : advanced (junior or senior) standing; SOCI 1510D. Required of all sociology majors.

### **SOCI 3200D - Sociological Theory**

3 hours Survey of development of sociological theory; emphasizes nature and types of contemporary theory.

Prerequisite(s): SOCI 1510D or equivalent. Required of all sociology majors.

- SOCI Elective (UL)
- Minor Course
- Elective (UL)

Spring (15 hours)

### **SOCI 3240D - Qualitative Data Collection**

3 hours Principles and procedures, sources of data, techniques of collection and analysis of qualitative data. Focus on how Sociologists use face to face interviewing, participant observation, focus groups and other qualitative methods.

Prerequisite(s) : advanced (junior or senior) standing; SOCI 1510D. Required of all sociology majors.

- SOCI Elective
- SOCI Elective (UL)
- Minor Course
- Elective (UL)

Fourth Year

Fall (15 hours)

### **SOCI 3280D - Quantitative Methods of Social Research**

3 hours Role of quantitative methods in social research; application of quantitative techniques and procedures to social data, statistical inference; data processing. Prerequisite(s): SOCI 3220D or equivalent. Required of all sociology majors. Restricted to Sociology majors only.

- Elective
- SOCI Elective (UL)
- Elective (UL)
- Elective

Spring (15 hours)

### **SOCI 4990D - Sociology Capstone**

3 hours Senior Sociology majors use their skills and knowledge to develop data driven senior theses that integrate core sociological concepts, theory and methods. Students are required to find an applied sociology application in their projects. Prerequisite(s) : "C" or better in SOCI 3200D, SOCI 3220D, SOCI 3240D and SOCI 3280D. Required of all sociology majors. Senior level Sociology majors only.

- SOCI Elective
- SOCI Elective (UL)
- Elective
- Elective

## **Division of Urban and Professional Studies**

# Division of Urban and Professional Studies

## Bachelor of Business Administration

### Accounting, BBA

Requirements for the Bachelor of Business Administration degree with a professional field in Accounting include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Business Administration degree.
2. **Pre-Business Requirements:** Students must have completed at least 45 credit hours of the pre-business program to be admitted into the major. Enrollment in upper-division courses is restricted until the following courses are complete with a C or above and a cumulative 2.7 UNT Dallas GPA.
  - ENGL 1313D - Computer Assisted College Writing I
  - ENGL 1323D - Computer Assisted College Writing II
  - ECON 1100D - Principles of Microeconomics
  - ECON 1110D - Principles of Macroeconomics
  - MATH 1190D - Business Calculus
  - COMM 1010D - Introduction to Communication (exempt from grade of C or higher rule)
  - BCIS 2610D - Introduction to Computers in Business
  - ACCT 2010D - Accounting Principles I (Financial Accounting)
  - ACCT 2020D - Accounting Principles II (Managerial Accounting)
  - DSCI 2710D - Data Description and Analysis with Spreadsheets
3. **Accounting Duplication Policy:** Accounting courses may not be taken more than twice whether at UNT Dallas or at another college or university. If the required grade is not made by the second attempt, the student cannot be an Accounting major. Students may not retake certain Accounting courses once they have completed (with a grade of C or better) a course for which it is a prerequisite.
4. **Advanced Accounting GPA Policy:** Accounting majors must have a 2.5 GPA in all ACCT 3000 and ACCT 4000 level courses taken at UNT Dallas or their equivalent taken at other colleges and universities. If this GPA is not met, the student will be required to retake the most recent Accounting course.
5. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement.

### Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective to be taken only if needed; please see your advisor for options.*

*{ } Denotes “double-dip” courses which count for both core and major*

### First Year

Fall (15 hours)

### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

## **Second Year**

Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

### **ACCT 2010D - Accounting Principles I (Financial Accounting)**

3 hours **TCCNS Number:** (2301 or 2401)

External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Spring (15 hours)

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)

(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

### **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

### **MGMT 3330D - Communicating in Business**

3 hours Development of interpersonal business communication skills in the following areas: group communication, written communication (collaborative writing and business letters, memorandums and reports), oral communication (business presentations, meetings and interviews), and listening. The following topics are also addressed: international communication and electronic communication technology. Satisfies the Communication requirement of the University Core Curriculum.

### **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students

may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

## Third Year

Fall (15 hours)

### **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

### **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

### **MGMT 3830D - Operations Management**

3 hours Management of production emphasizing industrial enterprises; production objectives; design and improvement of processes, work methods, and physical facilities; use of measurements and standards; production planning and control; quality control; budgetary and cost control; materials management. Prerequisite(s): DSCI 2710D.

### **ACCT 3110D - Intermediate Accounting I**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part I). Topics vary but typically include: standard setting; the accounting cycle including data accumulation, adjustments and preparation of financial statements; and valuation. There is a focus on the recognition, measurement and disclosure of revenue; inventory and cost of sales; and plant assets. Prerequisite(s): ACCT 2010D and ACCT 2020D with a grades of C or better ; ECON 1100D and ECON 1110D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

### **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

Spring (15 hours)

### **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

## **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

## **MGMT 4660D - International Management Perspectives**

3 hours A comprehensive framework is used to study the management of multinational operations in cross-cultural environments with a focus on the decisions that managers must make. Topics include strategic planning, organization, human resources, operations management, entrepreneurship and ethics.

## **ACCT 3270D - Cost Accounting**

3 hours Accounting in manufacturing operations; cost concepts and classifications; cost accounting cycle; accounting for materials, labor and burden; process cost accounting; budgeting; standard costs; cost reports; direct costing and differential cost analysis. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better ; ECON 1100D and ECON 1110D; BCIS 2610D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

## **ACCT 3120D - Intermediate Accounting II**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part II). Topics vary but typically include analysis of recognition, measurement and disclosure of: equity investments, financing activities (bonded debt, leases, pensions), income taxes, stockholders' equity, specialized reporting problems and cash flow. Prerequisite(s): ACCT 3110D; ACCT 3405D, if required for degree program; must have a 3.0 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

## **Fourth Year**

Fall (16 hours)

## **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

## **ACCT 4100D - Accounting Systems**

3 hours Introduction to technology/accounting information systems and their interface with processes and process re-engineering. Application of systems development life cycle to the engineering of accounting information systems. Emphasis on auditing system security and integrity. Coverage of project management and accounting systems development. Practical experience with a commercial accounting package. Prerequisite(s): ACCT 3120D is a Corequisite; must have a 3.0 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another

college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

### **ACCT 4300D - Federal Income Taxation**

3 hours A comprehensive introduction to the U.S. federal income tax system. Emphasizes the taxation of individuals but many topics also apply to business entities. Coverage includes technical tax rules and motivations behind these rules, as well as tax planning opportunities and limitations. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better. This course may not be taken more than twice at UNT or at another college or university.

### **ACCT 3405D - Professional Development**

1 hour Enables students to develop knowledge, skills, and attitudes necessary to function effectively and succeed in the business world. Topics covered include how to dress for success, confidence and motivation, self-assessment, handling conflict and stress, personal and business ethics, dining etiquette, resume writing, professional certification opportunities, job search and interviewing, and the necessity for continuous self-improvement. In addition to faculty instruction, topics are covered by using former students and other guest lecturers from business, industry and government to expose students to career enhancing opportunities and to provide valuable insights from first-hand experiences. Prerequisite(s) : ACCT 2020D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

### **BCIS 4660D - Decision Systems Design**

3 hours Investigates model-based approaches to the design of decision systems for business and industry. Prerequisite(s): BCIS 3610D; ACCT 2020D and ACCT 2030 with grades of C or better; CSCI 1110 or equivalent; MSCI 3710 or MSCI 3870; 2.7 UNT GPA (2.7 transfer GPA if no courses taken at UNT); a grade of C or better in each previously taken BCIS and MSCI course, or consent of department.

- Gen. Elective^

Spring (15 hours)

### **BUSI 4940D - Business Policy**

3 hours Enterprise management integrating the functional areas of business administration into a realistic approach to business problems; applying principles to complex problems at the executive level. Prerequisite(s): completion of all other business foundation courses with a grade of C or better and senior standing. To be taken during the last semester of course work.

### **ACCT 4400D - Auditing Professional Responsibilities**

3 hours Introduction to auditing and the professional responsibilities of a career in any specialty of the accounting profession. Topics include the legal and ethical responsibilities of accountants; professional auditing standards; the acquisition, evaluation and documentation of audit evidence; reports on the results of the engagement. Prerequisite(s): ACCT 3120D and ACCT 4100D; BLAW 3430D. Must have a 2.5 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university.

- Gen. Elective^
- ECON3XXXD-XXXD
- Gen. Elective^

# Entrepreneurship, BBA

Requirements for the Bachelor of Business Administration degree with a professional field in Entrepreneurship include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Business Administration degree.
2. **Pre-Business Requirements:** Students must have completed at least 45 credit hours of the pre-business program to be admitted into the major. Enrollment in upper-division courses is restricted until the following courses are complete with a C or above and a cumulative 2.7 UNT Dallas GPA.
  - ENGL 1313D - Computer Assisted College Writing I
  - ENGL 1323D - Computer Assisted College Writing II
  - ECON 1100D - Principles of Microeconomics
  - ECON 1110D - Principles of Macroeconomics
  - MATH 1190D - Business Calculus
  - COMM 1010D - Introduction to Communication (exempt from grade of C or higher rule)
  - BCIS 2610D - Introduction to Computers in Business
  - ACCT 2010D - Accounting Principles I (Financial Accounting)
  - ACCT 2020D - Accounting Principles II (Managerial Accounting)
  - DSCI 2710D - Data Description and Analysis with Spreadsheets
3. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement

## Suggested Academic Plan

*This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.*

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective to be taken only if needed; please see your advisor for options.*

*{ } Denotes “double-dip” courses which count for both core and major*

### First Year

Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy,

industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

## **Second Year**

Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

### **ACCT 2010D - Accounting Principles I (Financial Accounting)**

3 hours **TCCNS Number:** (2301 or 2401)

External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Spring (15 hours)

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)

(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

### **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

### **MGMT 3330D - Communicating in Business**

3 hours Development of interpersonal business communication skills in the following areas: group communication, written communication (collaborative writing and business letters, memorandums and reports), oral communication (business presentations, meetings and interviews), and listening. The following topics are also addressed: international communication and electronic communication technology. Satisfies the Communication requirement of the University Core Curriculum.

### **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Third Year

Fall (15 hours)

### **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

## **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

## **MGMT 3820D - Management Concepts**

3 hours Management philosophy; planning, organizing and controlling; entrepreneurial processes; organizational performance; structure and design. Includes an overview of organization theory and strategic management.

## **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

## **MGMT 3880D - Business Ethics and Social Responsibility**

3 hours A study of ethical behaviors crucial to personal and corporate success in organizations. Codes of ethics, theoretical models and managerial behavior serve as the foundation to investigate ethics and, in turn, social responsibility associated with firm theory. Various stakeholder interest and demands are analyzed as an important theme during the course.

Spring (15 hours)

## **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

## **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

## **MGMT 3850D - Entrepreneurship**

3 hours Initiation of new ventures and approaches to growth of existing firms through opportunity recognition, innovation and change. Emphasizes developing effective entrepreneurial skills and behaviors. Includes preparation of a comprehensive business plan. Open to non-business majors.

## **ACCT 3270D - Cost Accounting**

3 hours Accounting in manufacturing operations; cost concepts and classifications; cost accounting cycle; accounting for materials, labor and burden; process cost accounting; budgeting; standard costs; cost reports; direct costing and

differential cost analysis. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better ; ECON 1100D and ECON 1110D; BCIS 2610D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

- General Elective^

## Fourth Year

Fall (15 hours)

### **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

### **MGMT 4660D - International Management Perspectives**

3 hours A comprehensive framework is used to study the management of multinational operations in cross-cultural environments with a focus on the decisions that managers must make. Topics include strategic planning, organization, human resources, operations management, entrepreneurship and ethics.

### **MGMT 3860D - Human Resource Management**

3 hours An introduction to personnel management. Topics include employment, placement and personnel planning, training and development; compensation and benefits; health, safety and security; and employee and labor relations. Open to non-business majors.

### **FINA 4400D - Financial Markets and Institutions**

3 hours Studies in the operations, mechanics and structure of the U.S. financial system. Topics include commercial banking, non-bank financial institutions, money and capital markets, the impact of monetary policy on financial institutions and markets, and an introduction to the international financial system. Prerequisite(s): FINA 3770D with a grade of C or better.

- General Elective^

Spring (15 hours)

### **BUSI 4940D - Business Policy**

3 hours Enterprise management integrating the functional areas of business administration into a realistic approach to business problems; applying principles to complex problems at the executive level. Prerequisite(s): completion of all other business foundation courses with a grade of C or better and senior standing. To be taken during the last semester of course work.

### **MGMT 4860D - Organizational Design and Change**

3 hours Organizational design is a primary management tool for organizing business processes and developing organizational capabilities. The course focuses on developing an understanding of the basics of organizational design,

how to utilize organizational design principles to manage change, and how to keep the design aligned with the needs of the firm and the demands to which it must respond. The design and development effort includes study of organizational structures, the basic work patterns of the organization, organizational cultures, managerial roles, and the use of teams.

- MGMT 470D\*

## **MGMT 4220D - Field Study in Entrepreneurship**

3 hours Course provides students with hands-on opportunities to apply business concepts. Students may work to develop strategic plans, comprehensive business plans, feasibility analysis or funding proposals. In addition, students apply business principles of entrepreneurship to problems related to opportunity analysis, capital funds acquisition, managerial issues and other business requirements such as new product development or planning expansion.

Prerequisite(s): MGMT 3330D, MGMT 3720D, MGMT 3850D, MKTG 3650D, FINA 3770D and MSCI 3710 or consent of department.

- General Elective^

## **Finance, BBA**

Requirements for the Bachelor of Business Administration degree with a professional field in Finance include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Business Administration degree.
2. **Pre-Business Requirements:** Students must have completed at least 45 credit hours of the pre-business program to be admitted into the major. Enrollment in upper-division courses is restricted until the following courses are complete with a C or above and a cumulative 2.7 UNT Dallas GPA.
  - ENGL 1313D - Computer Assisted College Writing I
  - ENGL 1323D - Computer Assisted College Writing II
  - ECON 1100D - Principles of Microeconomics
  - ECON 1110D - Principles of Macroeconomics
  - MATH 1190D - Business Calculus
  - COMM 1010D - Introduction to Communication (exempt from grade of C or higher rule)
  - BCIS 2610D - Introduction to Computers in Business
  - ACCT 2010D - Accounting Principles I (Financial Accounting)
  - ACCT 2020D - Accounting Principles II (Managerial Accounting)
  - DSCI 2710D - Data Description and Analysis with Spreadsheets
3. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement

## **Suggested Academic Plan**

**This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.**

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective to be taken only if needed; please see your advisor for options.*

*{ } Denotes "double-dip" courses which count for both core and major.*

## First Year

Fall (15 hours)

### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

## **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

## **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

## **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

## **Second Year**

Fall (15 hours)

## **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

## **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

## **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

## **ACCT 2010D - Accounting Principles I (Financial Accounting)**

3 hours **TCCNS Number:** (2301 or 2401)

External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Spring (15 hours)

## **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)

(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

## **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

## **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

## **MGMT 3330D - Communicating in Business**

3 hours Development of interpersonal business communication skills in the following areas: group communication, written communication (collaborative writing and business letters, memorandums and reports), oral communication (business presentations, meetings and interviews), and listening. The following topics are also addressed: international communication and electronic communication technology. Satisfies the Communication requirement of the University Core Curriculum.

## **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making

in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

## Third Year

### Fall (15 hours)

#### **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

#### **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

#### **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

#### **ACCT 3110D - Intermediate Accounting I**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part I). Topics vary but typically include: standard setting; the accounting cycle including data accumulation, adjustments and preparation of financial statements; and valuation. There is a focus on the recognition, measurement and disclosure of revenue; inventory and cost of sales; and plant assets. Prerequisite(s): ACCT 2010D and ACCT 2020D with a grades of C or better ; ECON 1100D and ECON 1110D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

- Gen. Elective^

### Spring (15 hours)

#### **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

#### **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

### **FINA 4300D - Liquidity and Working Capital Management**

3 hours Analyzing issues related to corporate liquidity problems and solutions related to the management of short-term assets and liabilities. Prerequisite(s): FINA 3770D with a grade of C or better.

### **ACCT 3120D - Intermediate Accounting II**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part II). Topics vary but typically include analysis of recognition, measurement and disclosure of: equity investments, financing activities (bonded debt, leases, pensions), income taxes, stockholders' equity, specialized reporting problems and cash flow. Prerequisite(s): ACCT 3110D; ACCT 3405D, if required for degree program; must have a 3.0 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

or

### **ACCT 3270D - Cost Accounting**

3 hours Accounting in manufacturing operations; cost concepts and classifications; cost accounting cycle; accounting for materials, labor and burden; process cost accounting; budgeting; standard costs; cost reports; direct costing and differential cost analysis. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better ; ECON 1100D and ECON 1110D; BCIS 2610D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

### **FINA 4200D - Investments**

3 hours First course for the individual investor. Idea of investment value; necessary prerequisites for an investment program; policies; economic and industry factors; introduction to security analysis and valuation; operation of security markets; security laws. Prerequisite(s): FINA 3770D and ACCT 2020D and ACCT 2030 or equivalent with grades of C or better.

## **Fourth Year**

Fall (15 hours)

### **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

### **FINA 4400D - Financial Markets and Institutions**

3 hours Studies in the operations, mechanics and structure of the U.S. financial system. Topics include commercial banking, non-bank financial institutions, money and capital markets, the impact of monetary policy on financial institutions and markets, and an introduction to the international financial system. Prerequisite(s): FINA 3770D with a grade of C or better.

### **REAL 2100D - Principles of Real Estate**

3 hours **TCCNS Number:** (1301)

A survey of real estate principles, including real estate market, financial, investment and legal analysis. Home ownership and real estate investment for personal benefit are emphasized.

### **FINA 4310D - Valuation and Financial Decisions**

3 hours This course develops a conceptual valuation framework for investment, capital structure and dividend decisions. Each is examined for its impact on the risk return characteristics of the firm. In addition, long-term financing decisions are discussed. Prerequisite(s): FINA 3770D with a grade of C or better.

- Gen. Elective^

Spring (15 hours)

### **BUSI 4940D - Business Policy**

3 hours Enterprise management integrating the functional areas of business administration into a realistic approach to business problems; applying principles to complex problems at the executive level. Prerequisite(s): completion of all other business foundation courses with a grade of C or better and senior standing. To be taken during the last semester of course work.

### **FINA 4500D - International Finance**

3 hours International and regional financial institutions and arrangements; balance of payments, theory, adjustments and impact on world trade; role of commercial and central banks in financing international flow; financing exports and imports; the instruments and markets of foreign exchange; determination of exchange rates. Prerequisite(s): FINA 3770D with a grade of C or better.

### **REAL 4300D - Real Estate Investments**

3 hours Analysis of real estate investments during the origination, operation and termination phases. Primary emphasis is on financial feasibility and cash-flow analysis. Prerequisite(s): REAL 2100D and FINA 3770D, or consent of department.

- 3XXXD-4XXXD Bus. Elec.
- Gen. Elective^

## **General Business, BBA**

Requirements for the Bachelor of Business Administration degree with a professional field in General Business include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Business Administration degree.
2. **Pre-Business Requirements:** Students must have completed at least 45 credit hours of the pre-business program to be admitted into the major. Enrollment in upper-division courses is restricted until the following courses are complete with a C or above and a cumulative 2.7 UNT Dallas GPA.
  - ENGL 1313D - Computer Assisted College Writing I
  - ENGL 1323D - Computer Assisted College Writing II
  - ECON 1100D - Principles of Microeconomics
  - ECON 1110D - Principles of Macroeconomics
  - MATH 1190D - Business Calculus
  - COMM 1010D - Introduction to Communication (exempt from grade of C or higher rule)
  - BCIS 2610D - Introduction to Computers in Business
  - ACCT 2010D - Accounting Principles I (Financial Accounting)
  - ACCT 2020D - Accounting Principles II (Managerial Accounting)
  - DSCI 2710D - Data Description and Analysis with Spreadsheets
3. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement

## Suggested Academic Plan

**This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.**

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective to be taken only if needed; please see your advisor for options.*

*{ } Denotes “double-dip” courses which count for both core and major*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

#### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

## Second Year

Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

### **ACCT 2010D - Accounting Principles I (Financial Accounting)**

3 hours **TCCNS Number:** (2301 or 2401)

External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Spring (15 hours)

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)

(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

### **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

- Gen. Elective^

### **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

## Third Year

### **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

### **MGMT 3330D - Communicating in Business**

3 hours Development of interpersonal business communication skills in the following areas: group communication, written communication (collaborative writing and business letters, memorandums and reports), oral communication (business presentations, meetings and interviews), and listening. The following topics are also addressed: international communication and electronic communication technology. Satisfies the Communication requirement of the University Core Curriculum.

### **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

## **MGMT 3850D - Entrepreneurship**

3 hours Initiation of new ventures and approaches to growth of existing firms through opportunity recognition, innovation and change. Emphasizes developing effective entrepreneurial skills and behaviors. Includes preparation of a comprehensive business plan. Open to non-business majors.

## **MGMT 3880D - Business Ethics and Social Responsibility**

3 hours A study of ethical behaviors crucial to personal and corporate success in organizations. Codes of ethics, theoretical models and managerial behavior serve as the foundation to investigate ethics and, in turn, social responsibility associated with firm theory. Various stakeholder interest and demands are analyzed as an important theme during the course.

Fall (15 hours)

Spring (15 hours)

## **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

## **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

- General Elective^

## **MGMT 3860D - Human Resource Management**

3 hours An introduction to personnel management. Topics include employment, placement and personnel planning, training and development; compensation and benefits; health, safety and security; and employee and labor relations. Open to non-business majors.

## **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

Fourth Year

Fall (15 hours)

## **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

### **FINA 4400D - Financial Markets and Institutions**

3 hours Studies in the operations, mechanics and structure of the U.S. financial system. Topics include commercial banking, non-bank financial institutions, money and capital markets, the impact of monetary policy on financial institutions and markets, and an introduction to the international financial system. Prerequisite(s): FINA 3770D with a grade of C or better.

### **MGMT 4660D - International Management Perspectives**

3 hours A comprehensive framework is used to study the management of multinational operations in cross-cultural environments with a focus on the decisions that managers must make. Topics include strategic planning, organization, human resources, operations management, entrepreneurship and ethics.

- 3xxxD Bus Elective
- 4xxxD Bus Elective

Spring (15 hours)

### **BUSI 4940D - Business Policy**

3 hours Enterprise management integrating the functional areas of business administration into a realistic approach to business problems; applying principles to complex problems at the executive level. Prerequisite(s): completion of all other business foundation courses with a grade of C or better and senior standing. To be taken during the last semester of course work.

### **MKTG 4520D - Marketing Channels and Strategic Partnerships**

3 hours An examination of strategic issues involved in managing marketing channels. Topics include channel design, supply chain management and the external channels environment. Marketing channel strategy is extended to the use of strategic alliances and other collaborative distribution relationships for global competitive advantage. Special attention is afforded to resource and technology interdependencies, exchange governance and relationship benchmarking. Prerequisite(s): MKTG 3650D.

### **REAL 2100D - Principles of Real Estate**

3 hours **TCCNS Number:** (1301)

A survey of real estate principles, including real estate market, financial, investment and legal analysis. Home ownership and real estate investment for personal benefit are emphasized.

- 4xxxD Bus Elective
- Gen. Elective^

## **Organizational Behavior and Human Resources Management, BBA**

Requirements for the Bachelor of Business Administration degree with a major in Organizational Behavior & Human Resources Management include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Business Administration degree.
2. **Pre-Business Requirements:** Students must have completed at least 45 credit hours of the pre-business program to be admitted into the major. Enrollment in upper-division courses is restricted until the following courses are complete with a C or above and a cumulative 2.7 UNT Dallas GPA.
  - ENGL 1313D - Computer Assisted College Writing I
  - ENGL 1323D - Computer Assisted College Writing II
  - ECON 1100D - Principles of Microeconomics
  - ECON 1110D - Principles of Macroeconomics
  - MATH 1190D - Business Calculus
  - COMM 1010D - Introduction to Communication (exempt from grade of C or higher rule)
  - BCIS 2610D - Introduction to Computers in Business
  - ACCT 2010D - Accounting Principles I (Financial Accounting)
  - ACCT 2020D - Accounting Principles II (Managerial Accounting)
  - DSCI 2710D - Data Description and Analysis with Spreadsheets
3. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement

## Suggested Academic Plan

**This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.**

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective to be taken only if needed; please see your advisor for options.*

*{ } Denotes “double-dip” courses which count for both core and major*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

## **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

## **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

## **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

Spring (15 hours)

## **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

## **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

## **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

## **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

## **Second Year**

Fall (15 hours)

## **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

## **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

## **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

## **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

## **ACCT 2010D - Accounting Principles I (Financial Accounting)**

3 hours **TCCNS Number:** (2301 or 2401)

External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Spring (15 hours)

## **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)

(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

### **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

### **MGMT 3330D - Communicating in Business**

3 hours Development of interpersonal business communication skills in the following areas: group communication, written communication (collaborative writing and business letters, memorandums and reports), oral communication (business presentations, meetings and interviews), and listening. The following topics are also addressed: international communication and electronic communication technology. Satisfies the Communication requirement of the University Core Curriculum.

### **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

## **Third Year**

Fall (15 hours)

### **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

### **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

### **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

### **MGMT 3860D - Human Resource Management**

3 hours An introduction to personnel management. Topics include employment, placement and personnel planning, training and development; compensation and benefits; health, safety and security; and employee and labor relations. Open to non-business majors.

- Gen. Elective^

Spring (15 hours)

### **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

### **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

### **MGMT 3830D - Operations Management**

3 hours Management of production emphasizing industrial enterprises; production objectives; design and improvement of processes, work methods, and physical facilities; use of measurements and standards; production planning and control; quality control; budgetary and cost control; materials management. Prerequisite(s): DSCI 2710D.

### **MGMT 4180D - Workplace Health and Safety**

3 hours Problems of occupational safety and health (OSHA) workers' compensation, unemployment compensation, industrial security and environmental risk management. Open to non-business majors.

### **MGMT 4660D - International Management Perspectives**

3 hours A comprehensive framework is used to study the management of multinational operations in cross-cultural environments with a focus on the decisions that managers must make. Topics include strategic planning, organization, human resources, operations management, entrepreneurship and ethics.

## Fourth Year

Fall (15 hours)

### **MGMT 3850D - Entrepreneurship**

3 hours Initiation of new ventures and approaches to growth of existing firms through opportunity recognition, innovation and change. Emphasizes developing effective entrepreneurial skills and behaviors. Includes preparation of a comprehensive business plan. Open to non-business majors.

### **MGMT 3880D - Business Ethics and Social Responsibility**

3 hours A study of ethical behaviors crucial to personal and corporate success in organizations. Codes of ethics, theoretical models and managerial behavior serve as the foundation to investigate ethics and, in turn, social responsibility associated with firm theory. Various stakeholder interest and demands are analyzed as an important theme during the course.

### **MGMT 4300D - Recruitment, Selection and Placement**

3 hours Recruitment, selection and placement of employees in an organization. Test validation and other selection techniques relative to EEO, ADA and AAP laws. Recruiting, selecting and placing a culturally diverse work force.

### **MGMT 4890D - Legal Aspects of Employment Practices**

3 hours Current legislation and its impact on human resources policy and practices.

### **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

Spring (15 hours)

### **BUSI 4940D - Business Policy**

3 hours Enterprise management integrating the functional areas of business administration into a realistic approach to business problems; applying principles to complex problems at the executive level. Prerequisite(s): completion of all other business foundation courses with a grade of C or better and senior standing. To be taken during the last semester of course work.

### **MGMT 4840D - Compensation and Benefits Administration**

3 hours Wage and salary administration in public and private organizations; determinants of general wage and salary levels and structures; total compensation systems; interrelationship among employee performance, intrinsic and extrinsic rewards, perceived equitable payments, and employee satisfaction. Open to non-business majors.

### **MGMT 4470D - Leadership**

3 hours An in-depth course on leadership. Students are provided practical tools and methods of leadership that will apply to a variety of organizational structures. Students gain insights about their own personalities, skills, ethics, values and beliefs as they relate to leading others, and have the opportunity to discuss and debate a number of leadership topics.

- Gen. Elective^
- Gen. Elective^

## Bachelor of Science

### Accounting Control Systems, BS

Requirements for the Bachelor of Science degree with a major in Accounting Control Systems include the following.

1. **Hours Required and General/College Requirements:** A minimum of 121 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Business Administration degree.
2. **Pre-Business Requirements:** Students must have completed at least 45 credit hours of the pre-business program to be admitted into the major. Enrollment in upper-division courses is restricted until the following courses are complete with a C or above and a cumulative 2.7 UNT Dallas GPA.
  - ENGL 1310D - College Writing I
  - TECM 2700D - Technical Writing
  - ECON 1100D - Principles of Microeconomics
  - ECON 1110D - Principles of Macroeconomics
  - MATH 1190D - Business Calculus
  - BCIS 2610D - Introduction to Computers in Business
  - ACCT 2010D - Accounting Principles I (Financial Accounting)
  - ACCT 2020D - Accounting Principles II (Managerial Accounting)
  - DSCI 2710D - Data Description and Analysis with Spreadsheets
3. **Accounting Duplication Policy:** Accounting courses may not be taken more than twice whether at UNT Dallas or at another college or university. If the required grade is not made by the second attempt, the student cannot be an Accounting major. Students may not retake certain Accounting courses once they have completed (with a grade of C or better) a course for which it is a prerequisite.
4. **Advanced Accounting GPA Policy:** Accounting majors must have a 2.5 GPA in all ACCT 3000 and ACCT 4000 level courses taken at UNT Dallas or their equivalent taken at other colleges and universities. If this GPA is not met, the student will be required to retake the most recent Accounting course.
5. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement.

## Suggested Academic Plan

**This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.**

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective; please see your advisor for options.*

*{ } Denotes “double-dip” courses which count for both core and major course list.*

First Year

Fall (15 hours)

### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

### **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

Spring (15 hours)

### **TECM 2700D - Technical Writing**

3 hours **TCCNS Number:** (2311)

Expository writing, especially for science, pre-engineering and business students. May be substituted for ENGL 1320 in some programs; students should consult advisers in their majors

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

## **Second Year**

Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)

From colonial origins through the Civil War.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)

Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

### **ACCT 2010D - Accounting Principles I (Financial Accounting)**

3 hours **TCCNS Number:** (2301 or 2401)

External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Spring (15 hours)

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)

(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

### **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

### **MGMT 3330D - Communicating in Business**

3 hours Development of interpersonal business communication skills in the following areas: group communication, written communication (collaborative writing and business letters, memorandums and reports), oral communication (business presentations, meetings and interviews), and listening. The following topics are also addressed: international communication and electronic communication technology. Satisfies the Communication requirement of the University Core Curriculum.

### **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students

may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

## Third Year

Fall (15 hours)

### **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

### **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

- General Elective^

### **ACCT 3110D - Intermediate Accounting I**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part I). Topics vary but typically include: standard setting; the accounting cycle including data accumulation, adjustments and preparation of financial statements; and valuation. There is a focus on the recognition, measurement and disclosure of revenue; inventory and cost of sales; and plant assets. Prerequisite(s): ACCT 2010D and ACCT 2020D with a grade of C or better ; ECON 1100D and ECON 1110D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

### **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

Spring (16 hours)

### **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

### **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

### **MGMT 4660D - International Management Perspectives**

3 hours A comprehensive framework is used to study the management of multinational operations in cross-cultural environments with a focus on the decisions that managers must make. Topics include strategic planning, organization, human resources, operations management, entrepreneurship and ethics.

### **ACCT 3270D - Cost Accounting**

3 hours Accounting in manufacturing operations; cost concepts and classifications; cost accounting cycle; accounting for materials, labor and burden; process cost accounting; budgeting; standard costs; cost reports; direct costing and differential cost analysis. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better ; ECON 1100D and ECON 1110D; BCIS 2610D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

### **ACCT 3120D - Intermediate Accounting II**

3 hours An in-depth study of the process of preparing and presenting financial information about an entity for outside users (Part II). Topics vary but typically include analysis of recognition, measurement and disclosure of: equity investments, financing activities (bonded debt, leases, pensions), income taxes, stockholders' equity, specialized reporting problems and cash flow. Prerequisite(s):ACCT 3110D; ACCT 3405D, if required for degree program; must have a 3.0 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

### **ACCT 3405D - Professional Development**

1 hour Enables students to develop knowledge, skills, and attitudes necessary to function effectively and succeed in the business world. Topics covered include how to dress for success, confidence and motivation, self-assessment, handling conflict and stress, personal and business ethics, dining etiquette, resume writing, professional certification opportunities, job search and interviewing, and the necessity for continuous self-improvement. In addition to faculty instruction, topics are covered by using former students and other guest lecturers from business, industry and government to expose students to career enhancing opportunities and to provide valuable insights from first-hand experiences. Prerequisite(s) : ACCT 2020D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

## **Fourth Year**

Fall (15 hours)

### **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

## **ACCT 4100D - Accounting Systems**

3 hours Introduction to technology/accounting information systems and their interface with processes and process re-engineering. Application of systems development life cycle to the engineering of accounting information systems. Emphasis on auditing system security and integrity. Coverage of project management and accounting systems development. Practical experience with a commercial accounting package. Prerequisite(s): ACCT 3120D is a Corequisite; must have a 3.0 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

## **ACCT 4300D - Federal Income Taxation**

3 hours A comprehensive introduction to the U.S. federal income tax system. Emphasizes the taxation of individuals but many topics also apply to business entities. Coverage includes technical tax rules and motivations behind these rules, as well as tax planning opportunities and limitations. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better. This course may not be taken more than twice at UNT or at another college or university.

- 4XXXD Bus Elective^

## **BCIS 4660D - Decision Systems Design**

3 hours Investigates model-based approaches to the design of decision systems for business and industry. Prerequisite(s): BCIS 3610D; ACCT 2020D and ACCT 2030 with grades of C or better; CSCI 1110 or equivalent; MSCI 3710 or MSCI 3870; 2.7 UNT GPA (2.7 transfer GPA if no courses taken at UNT); a grade of C or better in each previously taken BCIS and MSCI course, or consent of department.

Spring (15 hours)

## **ACCT 4140D - Advanced Accounting Principles**

3 hours Problems connected with income determination and equity accounting, and consolidated statements; domestic and foreign branches, and international accounting; statement of affairs; fiduciaries; actuarial science. Prerequisite(s): ACCT 3120D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

## **ACCT 4400D - Auditing Professional Responsibilities**

3 hours Introduction to auditing and the professional responsibilities of a career in any specialty of the accounting profession. Topics include the legal and ethical responsibilities of accountants; professional auditing standards; the acquisition, evaluation and documentation of audit evidence; reports on the results of the engagement. Prerequisite(s): ACCT 3120D and ACCT 4100D; BLAW 3430D. Must have a 2.5 GPA in all ACCT 3000 and ACCT 4000 courses taken at UNT or their equivalent taken at other colleges and universities to take this course. This course may not be taken more than twice at UNT or at another college or university.

## **ACCT 4270D - Advanced Cost Accounting**

3 hours Nature, measurement and analysis of accounting data appropriate to managerial decision making, and comprehensive budgeting; statistical cost estimation; cost-volume-profit analysis; gross profit analysis; application of probability to cost control; capital planning. PERT-cost. Prerequisite(s): ACCT 3270D with a grade of C or better. This course may not be taken more than twice at UNT or at another college or university.

- ECON 3XXXD-4XXXD

## MGMT 3830D - Operations Management

3 hours Management of production emphasizing industrial enterprises; production objectives; design and improvement of processes, work methods, and physical facilities; use of measurements and standards; production planning and control; quality control; budgetary and cost control; materials management. Prerequisite(s): DSCI 2710D.

## Criminal Justice, BS

Requirements for the Bachelor of Science degree with a major in Criminal Justice include the following:

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Science degree.
2. **Major Requirements:** 54 hours, including 48 hours in criminal justice and 15 hours of advanced criminal justice elective courses.
3. **Minor Requirements:** A minor requires at least 18 hours in a given subject, including 6 hours of advanced work. Specific course sequences for a minor are determined by the department offering the minor. A minor is not required **BUT** recommended in Psychology; Sociology or Human Services Management Leadership (HSML)
  - a. **Psychology:**
    - PSYC 1630D - General Psychology I
    - PSYC 1650D - General Psychology II
    - PSYC 2580D - Health Psychology
    - PSYC 3480D
    - PSYC 3620D - Developmental Psychology
    - PSYC 4610D - Abnormal Psychology
  - b. **Sociology:**
    - SOCI 1510D - Introduction to Sociology
    - SOCI 4000D
    - SOCI 4260D - Topics in Sociology
    - SOCI 4340D - Social Psychology and Behavior in the Social Environment
    - SOCI 4540D - Race and Ethnic Minorities
    - SOCI 4870D
  - c. **HSML:**
    - HSML 3000D - Human Service in the Nonprofit Sector
    - HSML 4000D - Introduction to Financial Management for Nonprofit Organizations
    - HSML 4700D - Program Planning and Evaluation
    - HSML 4620D - Topics in Human Services
    - RHAB 3100D
    - RHAB 3250D
4. **Supporting Course Requirements:**
  - SOCI 1510D - Introduction to Sociology
  - TECM 2700D - Technical Writing
  - BCIS 2610D - Introduction to Computers in Business
  - PSYC 1630D - General Psychology I
5. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement

6. **GPA Requirements:** All students entering the Criminal Justice program must have a cumulative grade point average of at least 2.0 or otherwise be in good academic standing.

## Suggested Academic Plan

**This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.**

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective to be taken only if needed; please see your advisor for options.*

*{ } Denotes "double-dip" courses which count for both core and major*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

#### **SOCI 1510D - Introduction to Sociology**

3 hours **TCCNS Number:** (1301)

Social and cultural basis for human behavior; impact of societal groups and organizations on personal identity, feelings and actions; influence on the self in relation to the family, peer groups, social classes, religion and social institutions. Satisfies arts and sciences core social science requirements. Required of all sociology majors. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

#### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

#### **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)

A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory.

Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses.

Satisfies the Mathematics requirement of the University Core Curriculum.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **CJUS 2100D - Crime and Justice in the United States**

3 hours **TCCNS Number:** (CRIJ 1301)

This course examines the societal responses to people and organizations that violate criminal codes; discusses the history, development, organization and philosophy of the justice process; and analyzes the complex inter-relationships between the major components of the criminal justice system (police, courts and corrections). Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum. (Same as SOCI 2100D.)

Second Year

Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)  
From colonial origins through the Civil War.

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)  
(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)  
Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **CJUS 2600D - Diversity Issues in Criminal Justice**

3 hours Critically examines race, gender and other diversity issues within the U.S. criminal justice system. Topics of emphasis include the importance of diversity issues in the development, organization and operation of the criminal justice system. Satisfies the Cross-cultural, Diversity and Global Studies requirement of the University Core Curriculum.

Spring (15 hours)

### **TECM 2700D - Technical Writing**

3 hours **TCCNS Number:** (2311)  
Expository writing, especially for science, pre-engineering and business students. May be substituted for ENGL 1320 in some programs; students should consult advisers in their majors

### **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)  
From the Civil War to the present.

### **CJUS 3201D - Criminal Law**

3 hours This course examines general and statutory bases and theories of criminal law and jurisprudence. Prerequisite(s): CJUS 2100D or equivalent.

### **PSYC 1630D - General Psychology I**

3 hours Nature of psychology with emphases on the study of personality development, decision making, reactions to frustration, mental health, and how the individual interacts with and is influenced by others. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

### **CJUS 3300D - Police Systems**

3 hours This course focuses on the role and function of police in contemporary society, the problems arising between citizens and police from the enforcement of laws, the limitations of police in a democratic society and the methodologies used by the police to be a more effective component of the justice system. Prerequisite(s): CJUS 2100D or equivalent.

## Third Year

### Fall (15 hours)

### **CJUS 3400D - Correctional Systems**

3 hours This course focuses on prisons and jails. It examines the goals and history of punishment; the death penalty; the composition and social organization of jail and prison populations; bail, detention, sentencing and classification; institutional management and the conflicts between rehabilitation and punishment. Prerequisite(s): CJUS 2100D or equivalent. (Same as SOCI 3460D.)

### **CJUS 3700D - Ethical Issues in Criminal Justice**

3 hours A study of ethical issues facing the criminal justice system. Problems confronting police, the courts and the juvenile and correctional systems are addressed. Prerequisite(s): CJUS 2100D or equivalent.

- CJUS Elective
- Gen. Elective
- Gen. Elective

### Spring (15 hours)

### **CJUS 3600D - Criminology**

3 hours This course provides an overview of the major criminological perspectives and an examination of the social, political and intellectual milieu within which each developed. The course focuses on the multi-disciplinary nature of criminological thought. Prerequisite(s): SOCI 1510D, PSYC 1630D and CJUS 2100D or equivalents.

### **CJUS 4200D - Criminal Procedure**

3 hours An examination of the constitutional and statutory bases and judicial interpretations of the procedures governing the administration of criminal justice. Prerequisite(s): CJUS 2100D and CJUS 3201D or equivalents

- CJUS Elective

- Gen. Elective
- Gen. Elective

## Fourth Year

### Fall (15 hours)

#### **CJUS 4700D - Research Methods in Criminal Justice**

3 hours Examines research methodology in criminal justice. Special emphasis is placed on methods and techniques for conducting research in criminal justice, including the relationship between theory and research, the nature of causation, research designs and techniques, conceptualization and measurement, operationalization, sampling, and ethical issues. Prerequisite(s): senior standing and a minimum of 18 hours in criminal justice, with 12 hours from the criminal justice core.

#### **CJUS 4500D - Administration of Criminal Justice Agencies**

3 hours The study of principles and practices of administration and their application to criminal justice agencies. Special focus on the relationship of theoretical administrative concepts and practical criminal justice problems. Prerequisite(s): CJUS 2100D and 9 hours of upper-division criminal justice courses or equivalents.

- CJUS Elective
- Gen. Elective
- Gen. Elective

### Spring (15 hours)

#### **CJUS 4901D - Senior Seminar: Criminal Justice and Public Policy**

3 hours The examination of the problems and issues involved in forming and implementing criminal justice policy in the United States. This course represents the final capstone experience for the student. Prerequisite(s): senior standing and at least 18 hours of criminal justice, with 12 hours from the criminal justice core.

- CJUS Elective
- CJUS Elective
- Gen. Elective
- Gen. Elective

## **Logistics and Supply Chain Management, BS**

Requirements for the Bachelor of Science degree with a major in Logistics & Supply Chain Management include the following.

1. **Hours Required and General/College Requirements:** A minimum of 120 semester hours, of which 42 must be at the 3000 level or above (advanced), and fulfillment of degree requirements for the Bachelor of Business Administration degree.
2. **Pre-Business Requirements:** Students must have completed at least 45 credit hours of the pre-business program to be admitted into the major. Enrollment in upper-division courses is restricted until the following courses are complete with a C or above and a cumulative 2.7 UNT Dallas GPA.
  - ENGL 1313D - Computer Assisted College Writing I

- ENGL 1323D - Computer Assisted College Writing II
  - ECON 1100D - Principles of Microeconomics
  - ECON 1110D - Principles of Macroeconomics
  - MATH 1190D - Business Calculus
  - COMM 1010D - Introduction to Communication (exempt from grade of C or higher rule)
  - BCIS 2610D - Introduction to Computers in Business
  - ACCT 2010D - Accounting Principles I (Financial Accounting)
  - ACCT 2020D - Accounting Principles II (Managerial Accounting)
  - DSCI 2710D - Data Description and Analysis with Spreadsheets
3. **Internship Requirement:** A paid internship is required for the LSCM degree. Eligibility is based on approval from the LSCM department and fulfilling GPA and major course requirements. Credit is not given for past or current experience. See advisor for more information.
  4. **Other Requirements:** Students who have courses that “double-dip,” which count for both core and major, may be required to take additional electives to meet the 120 semester hour requirement.

## Suggested Academic Plan

**This is a suggested academic plan. Students may make adjustments and consult the current Undergraduate Catalog for course prerequisites.**

*\*Denotes classes that satisfy a requirement where there may be other class choices available, please see your advisor for full course list.*

*^ Denotes general Elective; please see your advisor for options.*

*{ } Denotes “double-dip” courses which count for both core and major course list.*

### First Year

#### Fall (15 hours)

#### **ENGL 1313D - Computer Assisted College Writing I**

3 hours Writing as a means of critical thinking, with emphasis on the process of perfecting the essay through the writing of several drafts in the English computer classroom. No computer experience required. May be substituted for ENGL 1310D.

#### **PSCI 1040D - American Government: Laws and Institutions**

3 hours **TCCNS Number:** (GOVT 2301)

U.S. and Texas constitutions, federalism, local government, institutions, civil rights and civil liberties. Satisfies legislative requirement of a course emphasizing U.S. and Texas constitutions. PSCI 1040 must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.

#### **MATH 1100D - College Algebra**

3 hours Quadratic equations; systems involving quadratics; variation, ratio and proportion; progressions; the binomial theorem; inequalities; complex numbers; theory of equations; determinants; partial fractions; exponentials and logarithms. Prerequisite(s): two years of high school algebra and one year of geometry, and consent of department. A

grade C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses. Satisfies the Mathematics requirement of the University Core Curriculum.

### **ART 1300D - Art Appreciation for non-art majors**

3 hours **TCCNS Number:** (ARTS 1301)

Introduction to basic concepts and vocabularies of the visual arts worldwide, designed to expand aesthetic growth and involvement with the visual world. For non-art majors only. Satisfies the Visual and Performing Arts requirement of the University Core Curriculum.

### **ECON 1100D - Principles of Microeconomics**

3 hours **TCCNS Number:** (2302)

Business organization and market economy; theory of the firm; techniques of economic analysis in current economic problems; comparative economic systems. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum.

Spring (15 hours)

### **ENGL 1323D - Computer Assisted College Writing II**

3 hours Continuation of ENGL 1313D. Study of the relationship between writing and research. Emphasis on the process of perfecting the essay through the writing of several drafts in the freshman computer laboratory. Prerequisite(s): ENGL 1313D or equivalent. May be substituted for ENGL 1320.

### **PSCI 1050D - American Government: Process and Policies**

3 hours **TCCNS Number:** (GOVT 2302)

Political parties, elections, interest groups, mass media, public opinion and public policy. PSCI 1050 or PSCI 1060D fulfills the remaining 3 hours of the legislative requirement for 6 hours of government.

### **MATH 1190D - Business Calculus**

3 hours Differential and integral calculus with emphasis on applications to business. Prerequisite(s): two years of high school algebra and consent of department ; or MATH 1100D with grade of C or better.

### **CHEM 1360D - Context of Chemistry**

3 hours Fundamentals of chemistry for students who are not science majors. Applications of chemistry to its role in the world. Topics include historical and philosophical development of modern chemistry, the environment, energy, industrial and economic development, modern materials, popular perspectives of chemistry. May not be counted toward a major or minor in chemistry. Includes laboratory. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **ECON 1110D - Principles of Macroeconomics**

3 hours **TCCNS Number:** (2301)

Principles of economic organization and growth in modern, industrial society; money and banking, monetary and fiscal policy; determinants of national income and business fluctuations. Satisfies the Social and Behavioral Sciences requirement of the University Core Curriculum

## Second Year

Fall (15 hours)

### **BIOL 1132D - Environmental Science**

3 hours (3;2) Interdisciplinary approach to understanding basic concepts in environmental science including critical scientific thought, biodiversity, resource management, pollution, global climate change, resource consumption and population growth. Emphasis on how these concepts affect and are affected by human society. Includes laboratory. May not be counted towards a major or minor in biology. May be used to satisfy a portion of the Natural Sciences requirement of the University Core Curriculum.

### **HIST 2610D - United States History to 1865**

3 hours **TCCNS Number:** (1301)  
From colonial origins through the Civil War.

### **ENGL 2210D - Masterpieces of world literature from the Ancients Through the Early Renaissance**

3 hours **TCCNS Number:** (2332)  
Prerequisite(s): three semester hours of freshman-level English or equivalent credit. Satisfies the Humanities requirement of the University Core Curriculum.

### **BCIS 2610D - Introduction to Computers in Business**

3 hours **TCCNS Number:** (BCIS 1301, 1305, 1401 or 1405 or COSC 1301)  
A study of the introductory concepts of computing in business; basic computer components, computer history and programming. Prerequisite(s): MATH 1100D.

### **ACCT 2010D - Accounting Principles I (Financial Accounting)**

3 hours **TCCNS Number:** (2301 or 2401)  
External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process. Prerequisite(s): ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

Spring (15 hours)

### **COMM 1010D - Introduction to Communication**

3 hours **TCCNS Number:** (SPCH 1311)  
(1;0;2) Examination of how communication principles and skills influence our understanding of current social problems such as global climate crisis, health care, and poverty. Focus on communication and community engagement includes experiential learning with community partners. Oral communication skills and collaborative group building skills are emphasized. Satisfies the Communication requirement of the University Core Curriculum.

## **HIST 2620D - United States History Since 1865**

3 hours **TCCNS Number:** (1302)

From the Civil War to the present.

## **DSCI 2710D - Data Description and Analysis with Spreadsheets**

3 hours Collection, description and analysis of numerical data. Data presentation, tables, charts and graphs, descriptive statistics, analysis of time series and index numbers, sampling techniques and distributions, estimation, confidence intervals, with applications in quality control and productivity.

## **MKTG 3010D - Professional Selling**

3 hours Professional selling principles and practices for business applications. Principles of communication, listening, selling yourself and a business sales model. Students develop and present two sales presentations. Satisfies the COBA business foundation communication requirement. Open to all majors. Satisfies the Communication requirement of the University Core Curriculum.

## **ACCT 2020D - Accounting Principles II (Managerial Accounting)**

3 hours **TCCNS Number:** (2302)

A study of the use of accounting information for business decision making. Topics include : cost behavior analysis, cost-volume-profit relationships, and the identification of costs relevant to the decision making process. Students are introduced to various cost system designs, standard costs, variable costing, operational budgeting, and decision making in decentralized businesses. Prerequisite(s): ACCT 2010D with a grade of C or better ; ECON 1100D; MATH 1100D (or higher). This course may not be taken more than twice whether at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.

## **Third Year**

Fall (15 hours)

## **DSCI 3710D - Business Statistical Analysis Using Spreadsheets**

3 hours Statistical inference for means and proportions, analysis of variance, correlation, simple and multiple regression. Extensive use of cases and spreadsheets. Prerequisite(s): DSCI 2710D with a grade of C or better; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D.

## **BCIS 3610D - Basic Information Systems**

3 hours Theory, capabilities, applications, benefits, liabilities and economics of business computer information systems. Using the computer to solve business problems. Management information systems and computer-based decision support emphasized. Use of standard support application packages. Prerequisite(s): BCIS 2610D.

## **BLAW 3430D - Legal and Ethical Environment of Business**

3 hours Historical, economic, political and ethical bases of contracts and sales, including the Uniform Commercial Code, and the impact of regulatory agencies on business enterprise. Prerequisite(s): PSCI 1040D and PSCI 1050D, or equivalent.

- General Elective^

### **LSCM 3960D - Logistics and Supply Chain Management**

3 hours Analysis and design of logistics and supply chain systems. Topics include transportation, warehousing, inventory control, materials handling and packaging, and plant and warehouse locations within and between firms. Emphasis on concepts and practices that provide firms with a competitive advantage. Prerequisite(s): Junior standing.

Spring (15 hours)

### **DSCI 3870D - Management Science**

3 hours Introduction to operations research for business decision making. Spreadsheet methods are used to evaluate the following: deterministic models; allocation problems, linear programming, sequencing and scheduling, and network models. Prerequisite(s): DSCI 2710D or consent of instructor; ACCT 2010D and ACCT 2020D with grades of C or better; ECON 1100D and ECON 1110D; MATH 1100D; MATH 1190D or equivalent.

### **MKTG 3650D - Foundations of Marketing Practice**

3 hours Survey of marketing concepts and practices and overview of the range of activities performed by marketing managers. Topics include the identification of market opportunities, strategic marketing planning, product/service development and management, price setting and management, establishing and managing distribution channels, and structuring promotional programs. Prerequisite(s): junior standing.

- General Elective^

### **LSCM 4360D - Global Alliances and International Supply Chain Management**

3 hours Supply chain and alliance strategy in the multi-national firm: materials management, international sourcing and distribution, importing/exporting procedures. International carrier management and operations. Prerequisite(s): LSCM 3960D.

### **LSCM 4560D - Business Transportation Management**

3 hours Principles of transportation covering the role of transportation systems; environmental and economic impacts; modal components; managerial and economic aspects of the various modes, with applications to both domestic and international operations.

Fourth Year

Fall (15 hours)

### **LSCM 4530D - E-Logistics in Supply Chain Management**

3 hours Comprehensive inquiry into the role of e-commerce in collaborative distribution and logistics relationships. Special attention is afforded to resource and technology interdependencies, exchange governance mechanisms and relationship management bench-marking. Emphasis is given to the tools for creating value in the supply chain.

## **FINA 3770D - Finance**

3 hours Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets. Prerequisite(s): completion of pre-business requirements, including ACCT 2010D and ACCT 2020D or equivalent with grades of C or better, or consent of department.

## **LSCM 4800D - Logistics Internship**

3 hours Supervised work in a job related to student's career objective. Pass/no pass only. Prerequisite(s): LSCM 3960D and LSCM 4560D. Must be within two long semesters of graduation at the time of the internship and have approval of the department chair or internship director.

## **MGMT 3830D - Operations Management**

3 hours Management of production emphasizing industrial enterprises; production objectives; design and improvement of processes, work methods, and physical facilities; use of measurements and standards; production planning and control; quality control; budgetary and cost control; materials management. Prerequisite(s): DSCI 2710D.

## **ACCT 3270D - Cost Accounting**

3 hours Accounting in manufacturing operations; cost concepts and classifications; cost accounting cycle; accounting for materials, labor and burden; process cost accounting; budgeting; standard costs; cost reports; direct costing and differential cost analysis. Prerequisite(s): ACCT 2010D and ACCT 2020D with grades of C or better ; ECON 1100D and ECON 1110D; BCIS 2610D; and MATH 1190D or MATH 1400D or MATH 1710D. This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite..

Spring (15 hours)

## **MGMT 3720D - Organizational Behavior**

3 hours Individual behavior in formal organizations. Cases, lectures and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences.

- Gen. Elective^

## **LSCM 4860D - Advanced Logistics Management**

3 hours Application of logistics decision-making tools and skills as they apply to inventory, transportation, and warehouse management. Course stresses hands-on application of analytical tools useful in logistics; analysis of the characteristics of logistics system elements and their interrelationships within a company; developing skills to analyze technical logistics problems; and developing executive-level communications skills leading to the concise statement of problems and proposed solutions. Prerequisite(s): LSCM 3960D. Capstone course to be taken during the last term / semester of course work.

## **MGMT 4810D - Purchasing and Materials Management**

3 hours From original planning through delivery of finished products; purchasing, inventory control, receiving, stores, production control, traffic and materials handling.

## **MKTG 4520D - Marketing Channels and Strategic Partnerships**

3 hours An examination of strategic issues involved in managing marketing channels. Topics include channel design, supply chain management and the external channels environment. Marketing channel strategy is extended to the use of strategic alliances and other collaborative distribution relationships for global competitive advantage. Special attention is afforded to resource and technology interdependencies, exchange governance and relationship benchmarking.

Prerequisite(s): MKTG 3650D.