Parking Fees/Stickers
Students must display a parking sticker from Southwest Texas Junior College. A $20.00 fee covers the fall term; $15.00 covers the spring term, and $10.00 covers either summer term. All decals expire at end of Summer II Session each year. Parking stickers are purchased from the Business Office at Southwest Texas Junior College.

Campus Regulations and Conduct
All students are expected to conduct themselves in a manner consistent with the University’s functions as an educational institution. It is also expected that all students who enroll at Sul Ross State University agree to assume the responsibilities of citizenship in the college community. Association in the community is purely voluntary, and any student may resign at any time that the student considers the obligation of membership disproportionate to the benefits. All students are subject to university authority, and those students whose conduct is not within the policies of the university rules and regulations are subject to dismissal. Failure to read publications will not excuse the student from the requirements and regulations described therein. The Student Handbook and other official University publications outline specific regulations and requirements.

Counseling Services
Students who experience personal problems that impact their academic performance are encouraged to seek professional assistance. Student Services personnel can recommend professionals who may be available. Students are encouraged to select a mental health professional with whom they feel most comfortable and any recommendation by RGC faculty or staff is informational only.

Threatening or Self Injurious Behavior
Students exhibiting severe problems that are disruptive or threatening may be required to provide an assessment and evaluation by a licensed mental health professional that the student is not a threat to themselves or others before continuing their enrollment.

Student Information
Change of information: Students who change their home address, telephone numbers, or who have gotten married or divorced after registration must notify the Office of Admissions and Records. This can be accomplished via two routes, (1) completing the Change of Information Form available in the Admissions and Records Office or (2) logging into Web for Students and updating personal information. Students are held responsible for any communication from any University official sent to them at the address last given the Office of Admissions and Records.

Emergency Alert System: In order to inform students of the existence of conditions of disaster or extreme peril to the safety of persons or property whether it be air pollution, fire, weather, or intruder alerts, a current cell phone number must be given to the Admissions Office. If your cell phone number changes you need to fill out a Change of Information form or go into Banner Self-Service and change the number.

Official email address: All students are required to maintain an @sulross.edu computer account. This account provides both an on-line identification key and a University Official Email Address. The University sends much of its correspondence solely through email. This includes policy announcements, emergency notices, event notifications, financial assistance information, course syllabi and requirements, and correspondence between faculty and students. Such correspondence is mailed only to the University Official Email Address.

Student Responsibility Statement
All students are responsible for knowing the academic regulations stated in this catalog; unfamiliarity does not constitute a valid reason for failure to fulfill them. Each student is responsible for determining eligibility to register each semester. Academically ineligible students who register without approval of the Dean of Rio Grande College will be dismissed from the University immediately.

Academic Regulations Information
The Academic Year
The academic year of the University consists of two long sessions and a summer session. Each long session is a fifteen-week semester with one week of final examinations. The summer session is divided into two terms, each five to six weeks in length. Eight-week compressed courses are offered for selected courses.
The Semester Hour
The semester hour is the basis of credit. One semester hour of credit is equivalent to one contact hour per class per week for a semester. Two to three contact hours of laboratory work are considered to be the equivalent of one hour of lecture.

Classification of Students
A student is classified according to the number of semester hours completed:
- 0-29 Freshman
- 30-59 Sophomore
- 60-89 Junior
- 90 or more Senior

Course Numbering System
The four-digit numbering system is based on the following criteria: The level of the courses is identified by the first digit as follows: freshman, 1; sophomore, 2; junior, 3; senior, 4; and graduate, 5-7. The semester credit hour is identified by the second digit. University and/or departmental codes are identified by the last two digits.

Course descriptions in the academic programs section of this catalog are followed by two numbers in parentheses. The first number refers to the number of lecture contact hours per week; the second refers to the number of laboratory contact hours per week. For example, (3-2) indicates three contact hours of lecture and two contact hours of laboratory each week.

Writing Course Information
The † symbol before the course title indicates a course that includes activities and assignments that are specifically designed to enhance the writing skills of the student enrolled. A selected number of such courses are a part of every major.

Schedule Changes
Students who desire to add or drop a course after the initial registration in any semester must complete the appropriate form. Courses may be added during the registration periods as specified in the University calendar. Courses which are dropped during the registration period will not be listed on the student’s permanent record. Courses which are dropped after the registration period through the last day to drop a course, as published in the University’s calendar, will be assigned a grade of "W." Forms for adding and dropping courses may be obtained at each College office on-line. No drop or add is considered official until the form has been processed through the Office of Admissions & Records. Students should fill out a drop/add form if they are increasing/decreasing the number of credit hours for which they are to be enrolled. Students withdrawing from school should complete a petition for withdrawal. There is no charge for withdrawing, but no withdrawal will be processed until the student has paid all tuition and fees and is not on hold for other violations.

Student Enrollment/Registration/Schedule Changes
Sul Ross State University Rio Grande College offers students the opportunity to enroll in or make changes in enrollment through an electronic on-line process. Sul Ross does not offer telephone registration. A student’s enrollment status is always available to students through the Banner self-service system at http://rgc.sulross.edu. Students are expected to be aware of their current enrollment status in each course. Procedures for registration are published in the class schedule for each long semester and the summer session. Copies of the class schedule may be obtained at each University office.

When a student completes a schedule change transaction, either adding or dropping courses, a notice will be sent to the student’s official email address (@sulross.edu) confirming the transaction. A student not receiving such a notice should contact the Office of Admissions and Records immediately to determine the cause. A student’s lack of knowledge of the student’s enrollment status will not be a sufficient cause for registration cancellation or reinstatement, waiver of fees, or other enrollment changes following the completion of the term in which the enrollment took place.
Grading System
At the end of each semester and each summer term, final grades are recorded on the student's permanent record in the Admissions and Records Office. Grades will be posted on the SRSU-RGC Web for Students at the end of each semester. Repeats on Official Academic Transcripts will only be reflected when officially reported to the Office of Admissions and Records.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Poor</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Non-grade designations</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>0</td>
</tr>
<tr>
<td>CR</td>
<td>Credit</td>
<td>0</td>
</tr>
<tr>
<td>NG</td>
<td>No Grade</td>
<td>0</td>
</tr>
<tr>
<td>PR</td>
<td>In Progress</td>
<td>0</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawed</td>
<td></td>
</tr>
</tbody>
</table>

"I" Grade (Incomplete Grade)
The grade of "I" is given by the instructor upon consultation with the student. The work to be completed and deadline for completion must be specified on the grade report to the Office of Admissions and Records. A student may have a maximum of one academic year in which to remove an "I", during which time the "I" will not be calculated in the student's grade point average. If the work is not completed by the deadline set, the "I" will be converted to an "F" and will be calculated in the student's grade point average for the semester in which the "I" was given. An incomplete grade is available to students when circumstances beyond their control prevent completion of the course.

"CR" (Credit given)
Credit given for course, but no grade given; therefore not computed in grade point average.

"NG" Grade (No Credit)
Students who do not desire college credit for a course may elect to take the course under the designation "NG" (no grade). To take a course under the "NG" designation, a student must notify the Office of Admissions and Records during registration or prior to the 12th class day. The no grade option is intended primarily for non-degree students who wish to improve their personal knowledge of a subject without receiving college credit. Students choosing the "NG" designation pay the same tuition and fees as students taking the course for credit and consequently are entitled to participate in all class activities and to receive the same student services available to other students.

"PR" Grade (In Progress)
The grade of "PR" will be assigned only for students in the second semester of the thesis course or internships or practicums. Students working on a thesis should be continuously enrolled in their departmental thesis course. Credit will be given upon completion of the graduate work. A grade of "PR" is a permanent incomplete grade, which will not be calculated in the student's grade point average, but the student must register for the course in the semester in which the work will be completed.

"W" (Withdraw)
The grade of "W" is given for courses dropped after the 12th/4th class days through the last day to drop a course with a "W" as published in the University's calendar. Students will not be permitted to drop a course or withdraw from the University after the published deadline.

Auditing a Course
Students who desire to audit a course must obtain a "Permission to Audit" slip from the Office of Admissions and Records. Students must obtain the permission of the instructor, the Chair of the Department, and the Director of Admissions and Records. Students may not audit a laboratory-type or activity course or a graduate level course. Those who audit a course do not have the privilege of participating in class in any way; they audit for the purpose of seeing or hearing only. The audit fee is $50 for each course audited. No registration for audit can be completed until the first day of classes.
Independent Study Courses

Independent studies courses offer students the opportunity to explore in greater depth topics not covered in organized courses. By their nature, independent studies courses are more open-ended and may require more hours of work on the part of students than participation in organized sections. Since faculty are not compensated for offering independent studies courses, there is no obligation that a faculty member provide such opportunities. Further, independent studies courses should be significantly different from any courses currently in the inventory of Sul Ross State University Rio Grande College. Although an independent study course may substitute for a course required in a particular degree plan, there is no requirement or guarantee that such substitution will be made. Students wishing to enroll in independent studies courses must secure the permission of the faculty member and the department chair. A detailed course of study should be prepared and submitted along with the request to the department chair for approval.

Grade Changes

An individual course grade may be changed when the involved faculty member certifies to the Director of Admissions and Records that an error was made in the original grade. The grade change must be approved by the Department Chair and the Dean. Grade changes must be submitted before the end of the next long semester after the grade was issued.

Grade Point Average

Sul Ross State University Rio Grande College utilizes the four-point grading system. The student’s grade point average is determined by dividing the total number of hours attempted into the total number of grade points received. The grade for a course is not calculated in the grade point average if the course is repeated and a grade is received. When a course is repeated, the original grade will remain on the record but will not be counted in all courses which are repeated (except those specifically described "May be repeated for credit"); the final course grade will be counted.

Academic Advising

Undeclared Majors: Students who are undecided about degree programs or majors may meet with the Associate Provost/Dean or with the Chairs of the departments, or faculty to discuss possible programs.

Faculty Advisors

Each student with a declared major is assigned a faculty advisor based on their major. New students will meet with their assigned advisor at student orientation. Returning students will contact their advisor as necessary for schedule advising. Students wishing to change their major/minor must file a "Request for Change in Major and/or Minor" form. The form may be obtained from Admissions and Records or any site secretary. Students will be assigned a new advisor based on the major. Students should contact their new advisor and schedule a meeting to discuss their new degree plan.

Maximum Course Load

The maximum course loads for the long semester and for the summer session include the total semester hours earned at all institutions and from all sources, including resident courses at Sul Ross and elsewhere, and correspondence, electronic delivery, or extension courses. The University reserves the right to refuse to accept for transfer credit any courses from other institutions which are completed concurrently with resident courses at Sul Ross or RGC when the combined total exceeds the maximum allowed for a long semester or summer session.

Long Semesters (Fall and Spring)

Undergraduates: The maximum student load for an undergraduate student who is not on probation is 21 semester credit hours. The maximum load for a student who is on probation is determined by the terms of the probation.

Graduates: A graduate student may enroll for a maximum of nine semester credit hours in a long semester, including all graduate courses or combination of graduate and undergraduate courses.

Summer Sessions

Undergraduates: The maximum course load for an undergraduate student is eight semester credit hours including one hour courses in each summer term.

Graduates: The maximum course load for a graduate student is six semester credit hours each summer term, making a total of twelve semester hours for the summer session.
Full-Time Student Status

Undergraduates: A student who, in any long term, enrolls for 12 or more hours is considered a full-time student. A student who enrolls for six or more hours in a summer term is considered a full-time student.

Graduates: Any graduate student who registers for nine or more hours in a long term, or four or more hours in a summer term is considered a full-time student. In addition, any student who is working full time on a thesis and is registered for the appropriate thesis course is classified as a full-time student.

Class Attendance Policy

Regular class attendance is important to the attainment of the educational objectives of the University. Each instructor will explain the attendance policy at the beginning of the semester or term.

Instructors may, at their discretion, drop any student who has nine absences of any type.

An absence is defined as non-attendance in 50 minutes of class; for example, non-attendance in a one and one-half hour class will constitute one and one-half absences and non-attendance in a three hour class will constitute three absences.

When a student has to miss a class due to an authorized University activity, it will be the responsibility of the student to notify the instructor of the class in advance. The department responsible for the authorized University activity will also notify instructors through the Office of Student Services by providing an explanation for the absence and list of students participating. Instructors will give students participating in an authorized University activity the opportunity to make up classwork, including tests, within a reasonable time and at the convenience of the instructor. An authorized absence does not extend the number of absences before which a student may be withdrawn.

A student who is dropped from a course for excessive absences will be notified in writing by the Office of Admissions and Records after the drop has been approved by the Associate Provost/Dean of Rio Grande College. Any student dropped for excessive absences will receive an automatic "F" in the course.

Academic Probation and Suspension

Undergraduate students
The scholastic policy on probation and suspension is designed to alert students to deficiencies in their academic progress, to encourage them to give serious attention to their study habits and goals, and to provide them with an opportunity to improve their work. A Sul Ross grade point average of 2.0 (C) must be maintained for a student to remain in good academic standing. Should a student drop to below a 2.0 grade point average or fail to make satisfactory progress, the student will be subject to suspension in accordance with the Grade Point Average Requirement Table.

Scholastic probation or suspension is determined at the end of the fall and spring semesters by calculating the grade point average based on cumulative hours attempted (excluding I, CR, Pass-Fail courses) and cumulative grade points earned on all courses taken at Sul Ross State University for which a grade of A, B, C, D or F is recorded. For transfer students, hours attempted and/or completed at other schools are added to Sul Ross hours undertaken for the purpose of (1) placement on the Grade Point Average Requirement Table below and (2) calculation of the total collegiate grade point average. An overall grade point average of 2.0, including courses taken other than at Sul Ross, is required for graduation.

Grade-Point Average Requirement Table

<table>
<thead>
<tr>
<th>Cumulative GPA for Scholastic Dismissal</th>
<th>Cumulative GPA for Scholastic Dismissal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total College</td>
<td>Less than</td>
</tr>
<tr>
<td>Undertaken</td>
<td>Less than</td>
</tr>
<tr>
<td>45-59</td>
<td>2.00</td>
</tr>
<tr>
<td>60-74</td>
<td>2.00</td>
</tr>
<tr>
<td>75 or above</td>
<td>2.00</td>
</tr>
</tbody>
</table>

No student will be suspended until after having been on probation the previous semester. The first suspension for a student will be for one long semester, the second suspension will be for two long semesters, and the third suspension will be for three years.
Students who have been placed on probation or suspension by Sul Ross State University Rio Grande College will be permitted to enroll during the summer terms to repeat courses and/or to endeavor to raise their cumulative grade point average.

Undergraduate students will be notified in writing by the Director of Admissions and Records when they are placed on probation or suspension. Students placed on academic suspension may appeal the suspension to the Undergraduate Admissions and Retention Committee. The appeal to the committee must be made in writing and received in the Office of Admissions and Records prior to the first day of registration of the semester the student wishes to enroll.

If the committee denies reinstatement, the student may then appeal in writing to the Provost and Vice President for Academic and Student Affairs.

Graduate Students—Probation and Suspension
A fully admitted graduate student whose grade point average falls below 3.0 will be placed on probation by the Director of Admissions and Records for one semester. Failure to remove any grade point deficiencies during this period may result in suspension from graduate study.

A probationally admitted graduate student whose graduate grade point average falls below 3.0 will be suspended from further graduate study.

Suspension for grade point deficiency is for two consecutive long semesters (one full summer is equivalent to a long semester) at which time the student may petition for reinstatement to probationary status. Reinstatement, if granted, carries the condition that all grades earned in subsequent graduate courses be at least a B.

To be reinstated the student must obtain written approval from the Department Chair and the Dean of Rio Grande College.

Academic Honesty Policy
The University expects all students to engage in all academic pursuits in a manner that is beyond reproach and to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. The University may initiate disciplinary proceedings against a student accused of any form of academic dishonesty, including but not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials. Academic Dishonesty includes:

1. Copying from another student's test paper, laboratory report, other report, or computer files, data listings, and/or programs, or allowing another student to copy from same.
2. Using, during a test, materials not authorized by the person giving the test.
3. Collaborating, without authorization, with another person during an examination or in preparing academic work.
4. Knowingly, and without authorization, using, buying, selling, stealing, transporting, soliciting, copying, or possessing, in whole or in part, the contents of a non-administered test.
5. Substituting for another student; permitting any other person, or otherwise assisting any other person to substitute for oneself or for another student in the taking of an examination or test or the preparation of academic work to be submitted for academic credit.
6. Bribing another person to obtain a non-administered test or information about a non-administered test.
7. Purchasing or otherwise acquiring and submitting as one's own work any research paper or other writing assignment prepared by an individual or firm. This section does not apply to the typing of a rough and/or final version of an assignment by a professional typist.
8. "Plagiarism" means the appropriation and the unacknowledged incorporation of another's work or idea in one's own written work offered for credit.
9. "Collusion" means the unauthorized collaboration with another person in preparing written work offered for credit.
10. "Abuse of resource materials" means the mutilation, destruction, concealment, theft or alteration of materials provided to assist students in the mastery of course materials.
11. "Academic work" means the preparation of an essay, dissertation, thesis, report, problem, assignment, or other project that the student submits as a course requirement or for a grade.
All academic dishonesty cases may be first considered and reviewed by the faculty member. If the faculty member believes that an academic penalty is necessary, he/she may assign a penalty, but must notify the student of his/her right to appeal to the Department Chair, the Associate Provost/Dean, and eventually to the Provost and Vice President for Academic and Student Affairs before imposition of the penalty. At each step in the process, the student shall be entitled to written notice of the offense and/or the administrative decision, an opportunity to respond, and an impartial disposition as to the merits of his/her case.

In the case of flagrant or repeated violations, the Vice President for Academic and Student Affairs may refer the matter to the Dean of Students for further disciplinary action. No disciplinary action shall become effective against the student until the student has received procedural due process except as provided under Interim Disciplinary Action.

Student Conduct and Discipline
* Consult Student Handbook pages 38-56 for current student behavior policies, expectations, actions, and appeals.

Privacy Rights of Students
Sul Ross State University Rio Grande College has adopted institutional procedures in compliance with The Family Educational Rights and Privacy Act of 1974, assuring the right of a student to review his or her educational records upon request. Students who have questions concerning these items should contact the Associate Provost/Dean in Uvalde, (830) 279-3012, or the Director of Admissions and Records in Eagle Pass, (830) 758-5006.

Confidentiality of Records
Sul Ross State University Rio Grande College procedures comply with The Family Educational Rights and Privacy Act of 1974. The Act provides students the right to review their educational records upon request. To preserve strict confidentiality of records, the University does not permit access to or release of educational records or personal information, other than directory information without the written consent of the student.

Exceptions to this restriction are limited to the following:

- Judicial subpoena of records, upon condition that the University makes a reasonable effort to notify the student in advance of the release of records; and
- Emergency situations, if knowledge of personal information is necessary to protect the health and safety of a student or other person(s).

Student information is defined as:
Student's name, degrees, certificates, or formal awards, address, e-mail address, previous institutions attended, telephone number, participation in officially recognized activities or sports, field of study, dates of attendance, and height and weight of athletes.

Students may request that the University not release their information by completing a Request for Non-Disclosure form. For more information regarding your privacy rights, contact the Office of Admissions and Records in Eagle Pass, (830) 758-5005.

Credit by Examination
Students enrolled at Sul Ross State University and prospective students may earn up to 30 semester hours college credit by examinations for acceptable scores made on the College Level Examination Program tests (CLEP). Scores on the CLEP general examinations listed below must be submitted prior to initial enrollment by students who have not attempted any previous college work. Enrolled students desiring CLEP credit should take the subject examinations. A student may receive credit only in those subjects in which he/she has not earned higher academic credit accepted by Sul Ross State University. Students may not attempt credit by examination for a course in which they have received failing grades or for a basic course in those areas in which they have acceptable college credit for more advanced courses.

A student who desires to earn credits by examination should confer with his or her major advisor before applying for permission to take an examination for credit and paying the required fees.

CLEP examinations are administered by Southwest Texas Junior College. Students wishing to seek credit through CLEP examinations should make arrangements with the Testing Center at Southwest Texas Junior College, (830) 591-7346, for times and fees for such examinations.
College Level Examination Program (CLEP)
Credit is awarded for the examinations listed below:

<table>
<thead>
<tr>
<th>General Examinations:</th>
<th>Salem State University Course and Number</th>
<th>Semester Hours Credit Awarded</th>
<th>Minimum Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition (includes essays)</td>
<td>Eng. 1301</td>
<td>3</td>
<td>500</td>
</tr>
<tr>
<td>Humanities (Literature/Fine Arts)</td>
<td>Humanities</td>
<td>6</td>
<td>500</td>
</tr>
<tr>
<td>Natural Science (Bio/Phy Sci)</td>
<td>Natural Science</td>
<td>6</td>
<td>500</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>Social Science</td>
<td>6</td>
<td>500</td>
</tr>
<tr>
<td>Subject Examinations:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American Government</td>
<td>PS 2301</td>
<td>3</td>
<td>47</td>
</tr>
<tr>
<td>American History I</td>
<td>History 1301</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>American History II</td>
<td>History 1302</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>Analysis &amp; Interpret. of Literature (includes essays)</td>
<td>Eng. 2301</td>
<td>3</td>
<td>49</td>
</tr>
<tr>
<td>College Algebra</td>
<td>Math 1305</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>Trigonometry</td>
<td>Math 1306</td>
<td>3</td>
<td>50</td>
</tr>
<tr>
<td>Trigonometry</td>
<td>Math 1401</td>
<td>4</td>
<td>45</td>
</tr>
<tr>
<td>Information Systems &amp; Computer Appl.</td>
<td>CS 1301</td>
<td>3</td>
<td>52</td>
</tr>
<tr>
<td>*Intro. to Educational Psychology</td>
<td>EDUC 3302</td>
<td>3</td>
<td>47</td>
</tr>
<tr>
<td>General Biology</td>
<td>Bio. 1401, 1402</td>
<td>8</td>
<td>46</td>
</tr>
<tr>
<td>General Chemistry</td>
<td>Chem. 1401, 1402</td>
<td>8</td>
<td>47</td>
</tr>
<tr>
<td>General Psychology</td>
<td>Psy. 1302</td>
<td>3</td>
<td>47</td>
</tr>
<tr>
<td>Human Growth &amp; Development</td>
<td>EDUC. 3304</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>Intro. Management</td>
<td>MGMT 3306</td>
<td>3</td>
<td>47</td>
</tr>
<tr>
<td>Intro. Accounting</td>
<td>ACC 2300, 2331</td>
<td>6</td>
<td>47</td>
</tr>
<tr>
<td>Intro. Business Law</td>
<td>BLAW 3310</td>
<td>3</td>
<td>47</td>
</tr>
<tr>
<td>Intro. Macroeconomics</td>
<td>Eco. 2305</td>
<td>3</td>
<td>48</td>
</tr>
<tr>
<td>Intro. Microeconomics</td>
<td>Eco. 2300</td>
<td>3</td>
<td>47</td>
</tr>
<tr>
<td>Intro. Marketing</td>
<td>MKTG 3307</td>
<td>3</td>
<td>48</td>
</tr>
<tr>
<td>Intro. Sociology</td>
<td>Soc. 2303</td>
<td>3</td>
<td>47</td>
</tr>
<tr>
<td>First Year College Spanish</td>
<td>Span. 1401, 1402</td>
<td>8</td>
<td>50</td>
</tr>
<tr>
<td>West. Civilization I</td>
<td>Hist 2301</td>
<td>3</td>
<td>46</td>
</tr>
<tr>
<td>West. Civilization II</td>
<td>Hist 2302</td>
<td>3</td>
<td>47</td>
</tr>
</tbody>
</table>

DANTES tests equivalent to the above CLEP tests will be accepted from veterans who have acceptable DANTES scores.
*For teacher education students, approval is required from the Chair, Department of Education.

Online Courses
Web courses (offered online) are not self-paced and require considerable work in order to meet requirements. Students should be prepared to devote approximately 12 hours per week to accomplish the work required for a 3-hour class (i.e. student should devote approximately the same study time for an online course as would be spent in a regular class with outside work requirements—a measure generally calculated at 3 hours outside work for each hour in class.) Students MUST have a reliable high-speed internet connection available on a regular basis for course work and other assignments whenever University computer laboratories are not open. Computer labs are open Mon.-Thurs., 8 a.m.-10 p.m., and Fri. 8 a.m.-5 p.m. University computer labs are not open on weekends and holidays, but computers are available at the SWTJC and RGC libraries. A student who fails to participate in assignments during any one work period may be subject to being withdrawn from class and given a grade of F. Students should regularly log in to their class.

Distance Education Statement
Students enrolled in distance education courses have equal access to the university’s academic support services, library resources, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should submit online assignments through Blackboard or SRSU email, which require secure login information to verify students’ identities and to protect students’ information. If the course requires students to take proctored exams or to purchase additional software or equipment that information will be
included in the course syllabi. The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.

The Graduate Record Examination
The Graduate Record Examinations are a group of standardized tests, with national norms, administered by the Educational Testing Service for the National Program of Graduate School Selection. Sul Ross State University requires all graduate students who seek full admission to submit their scores from the general portion of the examination with their admission materials. The student should take this test before enrollment, or, at the latest, during the first term of graduate study. It may be taken at any of the testing centers in the United States or abroad. Locally, the Graduate Record Examination is administered electronically by the Sylvan Learning Centers in San Antonio. Students may obtain information about the costs and times by calling the Centers at (210) 494-4357 or (210) 509-7323. Additional information and preparation booklets are available from the Director of Student Services or at the College offices. Regardless of where the student takes the GRE, the student should be certain to indicate that his/her scores are to be sent to the Office of Admissions and Records, 3107 Bob Rogers Drive, Eagle Pass, Texas 78852. Students who do not meet the GPA requirements or do not have the necessary GRE score, or have not taken the GRE, may be granted provisional admission. Successful completion of 12 hours of graduate work with a satisfactory GPA will allow students to be granted full admission. All students in the Counseling program are required to take the GRE by the end of their first semester.

If a student's performance on the examination is unsatisfactory, the graduate committee may require that the student take leveling work, take the subject test of the Graduate Record Examinations in the major field, take a comprehensive written examination, or take such other steps as the committee advises. Committee recommendations are subject to approval by the Dean.

Concurrent Enrollment/Courses from other Colleges or Universities
University policy requires that all currently admitted students must obtain the permission of their Department Chair before undertaking courses at other institutions and the transcripts must be submitted immediately following the completion of the course work. The University may, at its option, refuse to apply credit earned without specific approval to the student's degree program. Moreover, the University's maximum enrollment policy limits the amount of credit which a student may earn in a given semester from all sources. Students exceeding the maximum enrollment allowed without approval may be denied credit on the degree program for such credit. This would include CLEP credit as well as other transfer credit in Internet courses.

Sul Ross State University and Southwest Texas Junior College provide for concurrent enrollment and consortium agreements for financial assistance (see Financial Assistance). In all three cities, the buildings of Rio Grande College are within walking distance to classes at Southwest Texas Junior College. For more information, contact the Admissions Office at Southwest Texas Junior College or the Admissions and Records office on any campus of Sul Ross State University-Rio Grande College.

Transcript Services
Students may request copies of their transcripts quickly, securely, and at no cost through the National Student Clearing House transcript service (http://www.transcriptservices.org/). Transcript requests may also be addressed to the Office of Admissions and Records, Sul Ross State University Rio Grande College, 3107 Bob Rogers Drive, Eagle Pass, Texas 78852. There is no charge for transcripts, but a limit of five copies per request is enforced. Requests can be accepted over the telephone. Requests by persons other than the student will not be honored without the student's written authorization, nor can the transcript be picked up by anyone other than the student.

Library Services
The Will C. Miller Memorial Library serves Southwest Texas Junior College and SRSU/ Rio Grande College through physical locations in Uvalde, Del Rio, and Eagle Pass, and through the library web page at http://www.youseemore.com/swtjc/. Online publications, including periodicals and books, are available full-text from the library web page. Currently enrolled students have access to online library resources.

The SWTJC libraries provide computers with Internet access and Microsoft Office applications. Valid RGC ID cards are needed to use library computers. The Will C. Miller Memorial Library offers access to over 56,000 volumes on three campuses. The library maintains print subscriptions to 206 periodicals and journals and 11
newspapers. Subscriptions may vary by campus. A Periodicals Holdings List may be viewed by subject or by title.

The Bryan Wildenthal Library of SRSU at Alpine also serves RGC students through its web page at http://libbit.sulross.edu. Reference help concerning the SRSU Library resources may be obtained by using Ask a Librarian, located on the SRSU Library home page. Materials not found at the SWTJC Library may be requested from Alpine through interlibrary loan services via the SRSU Library website Interlibrary Loan link, located on the Library’s home page. RGC user IDs and passwords, necessary for accessing the Wildenthal Library online resources, are obtained by students at the time of registration for RGC classes from RGC.

TexShare cards are also available to RGC students at any of the three SWTJC libraries. These allow students to go to any participating Texas library to use materials.

Check the SWTJC Library website, http://www.youseemore.com/swtjc/, for hours at each location. For more information, call the Del Rio Library at 830-775-1563, the Eagle Pass Library at 830-758-4107, or the Uvalde Library at 830-591-7367.

Credit for Military Service and Service School Courses
Sul Ross State University utilizes the American Council on Education’s Guide to the Evaluation of Education Experiences in the Armed Services in evaluating and awarding credit for military service and service school courses. Veterans and service personnel may submit requests for credit as follows:

1. Veterans should submit to the Office of Admissions and Records DD Form 214, “Armed Forces of the United States Report of Transfer or Discharge” for consideration of two semester hours of credit for Physical Education Activity classes. To be eligible for consideration, the veteran must have served on active duty at least one year.
2. Service personnel currently on active duty should submit to the Office of Admissions and Records DD Form 295, “Application for the Evaluation of Educational Experiences During Military Service,” certified by a military education officer, in order to have service school courses evaluated.
3. Air Force personnel desiring credit for vocational certificates earned through the Community College of the Air Force (CCAF) should request the CCAF to send an official transcript to the Office of Admissions and Records.

The total amount of undergraduate credit which may be awarded for all categories of military service, service school courses, CLEP, and collegiate organization courses is thirty semester hours. Questions concerning graduate credit should be directed to the Office of Admissions and Records.

Credit for Non-Collegiate Organization Courses
Sul Ross State University will consider granting limited credit for the successful completion of courses conducted by a non-collegiate organization. For this purpose, the University will follow the general recommendations of the American Council on Education as outlined in “A Guide to Educational Programs in Non-collegiate Organizations.” The maximum amount of college credit awarded will vary according to individual circumstances, but the total undergraduate credit for such courses, for military service, and for CLEP or DANTES may not exceed thirty semester credit hours. Questions concerning graduate credit should be directed to the Office of Admissions and Records. In order for the non-collegiate organizations’ courses to be considered these procedures must be followed:

1. The student must request the sponsoring organization submit a transcript, certificate, or statement to the Office of Admissions and Records verifying that the courses have been successfully completed.
2. The student must enroll in Sul Ross State University and successfully complete one long semester or one summer session of at least twelve semester hours work before credit for the non-collegiate organization’s courses will be awarded.
3. Where possible, credit will be given for Sul Ross State University courses which are equivalent to those completed. The Office of Admissions and Records will determine the equivalencies. In all cases, credit will be awarded on the basis of one semester hour for each fifteen hours of classroom lecture contact, or one semester hour for each thirty hours of laboratory work, or one semester hour for not less than forty-five hours of vocational shop instruction.
4. Credit awarded for non-collegiate organization course work may or may not be utilized to satisfy requirements in the major or minor fields, depending on the evaluation of individual needs by the academic administration of the University. Such decisions will be made in consultation with the student.

Cooperative Military Programs/Service Members Opportunity Colleges
Sul Ross State University has been designated as an institutional Member of Service Members Opportunity Colleges (SOC), a group of over 400 colleges and universities providing voluntary postsecondary education to
members of the military throughout the world. As an SOC member, Sul Ross State University recognizes the unique nature of the military lifestyle and has committed itself to easing the transfer of relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training and experiences when such actions are consistent with general University requirements stated elsewhere in this Catalog. Recognition will be given to educational experiences obtained in the Armed Services which are consistent with general University policies regarding admission procedures, transfer credit from other colleges and universities, and courses completed through the United States Armed Forces Institute (USAFL), The College Level Examination Program (CLEP), and Defense Activity for Traditional Educational Support (DANTES), which are equivalent to CLEP credit awarded. SOC has been developed jointly by educational representatives of each of the Armed Services, the Office of the Secretary of Defense, and a consortium of thirteen leading national higher education associations. It is sponsored by the American Association of State Colleges and Universities (AASCU) and the American Association of Community and Junior Colleges (AACJC).

**Required Texas Core Curriculum**

Satisfactory completion of the Texas Core Curriculum is prescribed by the legislature and the Texas Higher Education Coordinating Board for all recipients of a bachelor's degree granted by any public institution of higher education in the State of Texas. The Texas Core Curriculum establishes requirements in nine Foundational Component Areas. Since SRSU-RGC offers only upper level and graduate coursework, no specific courses are prescribed. Any student designated by any Texas public institution of higher education as "core complete" will be considered to have met the core curriculum requirements for any bachelor degree offered by SRSU-RGC.

Students who have met any of the Foundational Component Areas as designed by a Texas public institution of higher education will similarly have met that area for any bachelor degree offered through SRSU-RGC. All other students, including those with coursework from private or out-of-state institutions of higher education, will be evaluated on a case-by-case basis.

SRSU-RGC partners with Southwest Texas Junior College, an institution which offer a full range of courses to satisfy the requirements of the Texas Core Curriculum. Students are encouraged to complete the Texas Core Curriculum before transferring to SRSU-RGC. Students who have not completed the Texas Core Curriculum will be required to develop a plan to complete the requirement in consultation with their academic advisor. Students may also be required to complete departmental requirements depending on the program or major selected. In some cases departmental requirements may satisfy Core Curriculum requirements if students plan ahead properly.

The 42 hour required Texas Core Curriculum includes the following **Foundational Component Areas**:

**Communication (6 SCH)**

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

**Mathematics (3 SCH)**

Courses in this category focus on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday situations.

**Life and Physical Sciences (6 SCH)**

Courses in this category focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

**Language, Philosophy & Culture (3 SCH)**

Courses in this category focus on how ideas, values, beliefs, and other aspects of culture express and affect human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures.

**Creative Arts (3 SCH)**

Courses in this category focus on the appreciation and analysis of creative artifacts and works of the human imagination. Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art.

**American History (6 SCH)**

Courses in this category focus on the consideration of past events and ideas relative to the United States, with the option of including Texas history for a portion of this component area. Courses involve the interaction among individuals, communities, states, the nation, and the world, considering how these interactions have contributed to the development of the United States and its global role.