

# The Bulletin

## BULLETIN OF TUFTS UNIVERSITY 2020-2021

### PRESIDENTS OF TUFTS UNIVERSITY

#### **Anthony P. Monaco**

President, 2011–present

Acting President, 1905–1906

President, 1906–1912

#### **Lawrence S. Bacow**

President, 2001–2011

Emeritus, 2011–present

#### **Reverend Elmer Hewitt**

#### **Capen**

President, 1875–1905

#### **John DiBiaggio**

President, 1992–2001

Emeritus, 2001–present

#### **Reverend Alonzo Ames**

#### **Miner**

President, 1862–1875

#### **Jean Mayer**

President, 1976–1992

Chancellor, 1992–1993

#### **John Potter Marshall**

Acting President, 1861–1862

#### **Burton Crosby Hallowell**

President, 1967–1976

#### **Reverend Hosea Ballou II**

President, 1853–1861

#### **Leonard Chapin Mead**

Acting President, 1966–1967

Through this bulletin, announcement is made of the general rules, regulations, fees, and schedules in effect as of the date of publication. This bulletin is for informational purposes only and does not constitute a contract between the university and any applicant, student, or other party. The university reserves its right to make changes, without notice, in any course offerings, requirements, policies, regulations, dates, and financial or other information contained in this bulletin. Published by the Trustees of Tufts University, Medford, Massachusetts 02155. Printed in the USA.

#### **Nils Yngve Wessell**

Acting President, 1953

President, 1953–1966

#### **Leonard Carmichael**

President, 1938–1952

#### **George Stewart Miller**

Acting President, 1937–1938

#### **John Albert Cousens**

Acting President, 1919–1920

President, 1920–1937

#### **Hermon Carey Bumpus**

President, 1914–1919

#### **William Leslie Hooper**

Acting President, 1912–1914

#### **Reverend Frederick William**

Hamilton

## School of Arts and Sciences

### COLLEGE OF LIBERAL ARTS

### GRADUATE SCHOOL OF ARTS AND SCIENCES

## School of Engineering

## University College

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# About Tufts University

International, student-centered, Tufts University is dedicated to academic rigor and interdisciplinary research that addresses the most critical issues facing our world. Rooted in the best traditions of learning and scholarship, Tufts is committed to educating tomorrow's global leaders in all disciplines and fields through innovation in its teaching and research.

Since its founding in 1852 by members of the Universalist Church, Tufts has grown from a small liberal arts college into a nonsectarian university of approximately 10,800 students on four campuses. The trustees of Tufts College voted to make Tufts coeducational in 1892, and the first women were graduated in 1896. Although women applied to Tufts almost immediately after its founding in 1852, they were denied admission until the 1890s. With the founding of Jackson College for Women in 1910—named for Cornelia Maria Jackson, the benefactor who did the most to promote women's education at Tufts—women's education gained security at the institution.

At Tufts, creating excellence in education is forged through a philosophy that is forward-thinking, imaginative, and responsive to the fast-paced evolution of technology, politics, the sciences, our global society, and the arts.

## **Our Schools**

The largest division of the university is the Faculty of Arts, Sciences, and Engineering. This division comprises the College of Liberal Arts, the School of Engineering, the Graduate School of Arts and Sciences, the College of Special Studies, and Summer Session. The university's graduate and professional schools are the Fletcher School of Law and Diplomacy, the School of Medicine, the School of Dental Medicine, the Cummings School of Veterinary Medicine, the Gerald J. and Dorothy R. Friedman School of Nutrition Science and Policy, and the Sackler School of Graduate Biomedical Sciences.

The schools are located on Tufts' campuses in Medford/Somerville, Boston, and North Grafton, Massachusetts. Students may also study at the Tufts European Center, located in an eleventh-century monastery in Talloires, France. Tufts is also affiliated with the New England Conservatory of Music, providing joint graduate and undergraduate programs and flexible cross-registration.

## **The Undergraduate Experience**

Undergraduate study is on Tufts' Medford/Somerville campus, situated on a hill about five miles northwest of Boston. It is a tranquil New England setting within easy access by subway and bus to the cultural, social, and entertainment resources of Boston and Cambridge.

Tufts is a student-centered institution, where support for students' personal and academic development is embedded into the organization and ethos of the university. The Faculty of Arts, Sciences, and Engineering is committed to scholarship of the highest order and teaching of exacting quality, while equally dedicated to providing a friendly, open, and intellectually rich and stimulating environment. This environment is one of the reasons Tufts is one of the most highly competitive universities in the country.

Tufts has programs abroad in Britain, Chile, China, France, Germany, Ghana, Hong Kong, Japan, and Spain. More than 40 percent of undergraduates choose to spend their junior year abroad to add a strong international dimension to their education. This experience adds to the international flavor of the Tufts campus when they return for their senior year.

More than 98 percent of enrolling students expect to pursue graduate or professional studies, and annually Tufts students are the recipients of such prestigious academic awards as Fulbright, Truman, Goldwater, and Beinecke scholarships and fellowships.

### **Accreditation of Tufts University**

Tufts University is a privately endowed institution founded in 1852 and has been accredited by the New England Association of Schools and Colleges (NEASC) and Commission on Institutions of Higher Education (CIHE) since 1929, and its accreditation by NEASC encompasses the entire institution. Tufts underwent a comprehensive evaluation in March 2013 and was accredited by the Commission in September 2013. The NEASC accepted The University's Fifth Year interim report in May 2018. NEASC establishes and maintains high standards of educational excellence through self-evaluation and peer review. Institutions demonstrating that they meet these standards are accredited and thus members of NEASC. The CIHE, recognized by the U.S. Department of Education, is one of seven accrediting commissions that provide accreditation regionally.

Some programs and degrees at Tufts have been accredited by additional specialist agencies:

- B.A./M.A. in Art History, accredited by the National Association of Schools of Art and Design's (NASAD) Commission on Accreditation
- B.S. in Biomedical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Chemistry, accredited by the American Chemical Society.
- B.S. in Chemical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Civil Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Computer Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Electrical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Environmental Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Mechanical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Computer Science, accredited by the Computing Accreditation Commission of ABET, <http://www.abet.org>.
- M.A. and Ed.S. in School Psychology, accredited by the National Association of School Psychologists (NASP) and the Massachusetts Department of Elementary and Secondary Education.
- Studio Art Certificate (post-baccalaureate), accredited by the National Association of Schools of Art and Design's (NASAD) Commission on Accreditation.
- Studio Art Diploma, accredited by the National Association of Schools of Art and Design's (NASAD) Commission on Accreditation.
- M.A.T. in Art Education (grades PreK–8 and 5–12), accredited by the Massachusetts Department of Elementary and Secondary Education (DESE) and National Association of Schools of Art and Design's (NASAD) Commission on Accreditation.

- M.A. in Art History and Museum Studies, accredited by the National association of Schools of Art and Design's (NASAD) Commission on Accreditation.
- M.A. in German with Teacher Licensure, accredited by the Massachusetts Department of Elementary and Secondary Education.
- M.A.T. in Elementary STEM, accredited by the Massachusetts Department of Elementary and Secondary Education.
- M.A.T. in Middle and High School, accredited by the Massachusetts Department of Elementary and Secondary Education.
- B.F.A., M.F.A. Studio Art accredited by the National Association of Schools of Art and Design's (NASAD) Commission on Accreditation.
- Professional Entry Level Master's Degree in Occupational Therapy, accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA).
- M.A. in Urban and Environmental Policy and Planning, accredited by the Planning Accreditation Board (PAB).
- Dental Education, accredited by the Commission on Dental Accreditation (CODA) of the American Dental Association.
- Medical Education, accredited by the Liaison Committee on Medical Education(LCME) of the American Medical Association and the Association of American Medical Colleges.
- Master of Public Health, accredited by the Council on Education for Public Health (CEPH).
- Physician Assistant Program (Master of Medical Science), accredited by the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA).
- Doctor of Veterinary Medicine, accredited by American Veterinary Medical Association (AVMA).

The Tufts University Police Department has been accredited by the Massachusetts Police Accreditation Commission.

# Financial Information

## Expenses and Policies

All undergraduate students (with the exception of those in the [R.E.A.L. program](#)) are expected to carry a full course load unless they are granted a reduction as a result of serious, documented medical problems. The minimum full-time load is 12 semester hours; students will need to take an average of 15 semester hours each term to graduate on time. A typical first-year student in residence at Tufts during the 2020–2021 academic year may expect the following expenses:

|  |                  |
|--|------------------|
| <b>Tuition</b>   | <b>\$59,560</b>  |
| <b>Residence hall</b>  | <b>\$8,516</b>   |
| <b>Meal plan</b>   | <b>\$7,114</b>   |
| <b>Health service and student activity fees</b>                | <b>\$1,302</b>   |
| <b>Books, supplies, and miscellaneous expenses (estimated)</b> | <b>\$2,508</b>   |
| <b>Total for year (estimated w/o books)</b>                    | <b>\$76,492*</b> |

Medical Insurance costs \$3,465\* for the year if the student is not covered by a comparable plan of their own. International students are required to be covered by the insurance plan through Tufts.

\*The charges listed above are subject to change.

## Part-Time Tuition Billing

Undergraduate students who have been approved for part-time status (including R.E.A.L. students) by their Advising Dean or have entered a program being billed per credit will be billed tuition corresponding to the number of registered credits for the semester.

| Program   | Rate Per Credit |
|---|-----------------|
| BFA Students who matriculated prior to Fall 2017  | \$1,998         |
| Undergraduates in Arts, Science & Engineering (including Combined Degree students earning a BA/BFA or BS/BFA) | \$2,481         |

## Tuition

Tufts undergraduate tuition is a comprehensive fee that covers basic charges for instruction, costs of registration, most laboratory supplies, and other incidental items or services.

## Campus Housing

All first-year and sophomore students are required to live in university housing or recognized fraternities or sororities, and to purchase a meal plan. Commuting students pay no residence hall fee and are not required to purchase a meal plan.

## Meal Plans

Students select a meal plan or JumboCash in accordance with university requirements. JumboCash allows students to make purchases at all on-campus dining locations (Carmichael and Dewick-MacPhie Dining Centers, Hodgdon Food-on-

the-Run, Hotung Café, Commons Marketplace, Brown and Brew Coffee House, Tower Café at Tisch Library, Pax et Lox Glatt Kosher Deli, Mugar Café, and The Rez), as well as the bookstore, Campus Center Info Booth, vending machines, and on-campus washers and dryers; to pay fines at the Tisch and Ginn Libraries; and to purchase parking permits or lost IDs at Public Safety Administrative Services. JumboCash can also be used to pay for printing and copying in campus libraries and computer centers. JumboCash may be used at 15 off-campus restaurants for dining in, take-out, or delivery (where available), as well as at a drug store and two convenience stores (alcohol, tobacco products, lottery tickets, and gift cards excluded). Dining Services is located at 89 Curtis Street, Somerville. For more information, contact 617-627-3566, e-mail: [tuftsdining@tufts.edu](mailto:tuftsdining@tufts.edu), visit the [Tufts Dining](#) website.

## **Health Service**

The Health Service fee is mandatory and non-waivable and covers the cost of running a comprehensive outpatient health service and counseling center. The fee covers unlimited primary care and walk-in visits to the [Health Service](#), access to the [Counseling and Mental Health Service](#), and an annual flu shot if available for those who desire inoculation. Laboratory tests, prescribed medications, and consultation with on-campus medical specialty consultants are not covered by the health service fee. Students who do not purchase the optional medical insurance are required to demonstrate that they have other medical insurance. Details regarding the fee and deadlines for waiving the insurance are available at [online](#).

## **Fees**

All students are required to pay the student activity fee, which is proposed by the student government. Accepted students must pay an enrollment deposit, which is applied to tuition for the first year.

## **Housing Charges**

Room assignments are made for the full academic year. The campus housing room rates set by the Board of Trustees will appear on the resident student's bill in two parts, identified as the housing commitment fee and the room charge. The housing commitment fee is nonrefundable at the time a student selects a room, has a proxy select a campus room on their behalf, or otherwise accepts a room assignment from the [Office of Residential Life and Learning](#). The housing commitment fee is only refundable when:

- a) the student is placed on required leave or withdrawal by the university, or
- b) the student, subsequent to selecting a room, is admitted to a study abroad program. In such cases the student must file an electronic study abroad leave of absence form online via [SIS](#). Students in both Tufts and non-Tufts study abroad programs must notify the Residential Life Office in Harleston Hall, within ten (10) days of acceptance—no later than April 15 for fall semester housing cancellation and November 15 for spring semester housing cancellation. The room charge portion of a student's bill will be equal to the room rate for the student's assignment, less the \$750 housing commitment fee.

Room selection for spring-only applicants is held during the first week of December. Once a spring-only room assignment has been selected by the student (or their proxy), or an assignment is offered and accepted, the student is subject to the housing commitment fee.

Questions may be directed to the Office of Residential Life and Learning, Tufts University, Medford, Massachusetts 02155, 617-627-3248, fax 617-627-3929, e-mail: [residentiallife@tufts.edu](mailto:residentiallife@tufts.edu), or visit the [Office of Residential Life and Learning](#) website.

## **Payment of Bills**

All currently enrolled students are billed electronically through the Tufts eBill system. Information on Tufts eBill can be found at <http://go.tufts.edu/mybill>. Students are required to pay tuition, fees, room, and board prior to the start of each

semester. Bills for the fall semester must be paid by the first week in August; spring semester bills are due and payable in early December. The amount billed is reduced by any financial aid awarded by or sent to the university on behalf of the student for the semester. Payment in full (after deduction for financial aid) must be made before each term either by check, e-payment, wire transfer or enrolling in the monthly payment plan. Detailed information about the payment plan is sent to returning students beginning in April and incoming students in May/June.

Fall semester charges do not include those incurred for courses an applicant must take to become fully qualified for admission. Charges will not be reduced when courses are accepted for transfer credit.

All university charges are collected by Student Financial Services. Without waiting for receipt of a formal bill, payments for tuition, fees, room and board are to be made to Tufts on or before the due date for the semester. Checks should be made payable to the Trustees of Tufts College.

If full payment has not been received, or financial arrangements have not been agreed upon by the specified due date, a late payment fee will be assessed monthly.

In compliance with S2248 PL 115-407 Section 103, veterans and eligible dependents who have notified Tufts that they are using VA educational benefits such as the Post 9/11 GI Bill will not be imposed a late fee, be denied access to facilities, or receive another penalty due to a late payment of tuition and/or fees from the VA directly to Tufts. This applies if payments have not been received within 90 days of the beginning of the term and applies only to the amount of the expected VA payment.

The following actions will take place should a student fail to meet his or her financial obligations to the university for outstanding student loans or balances on his or her student account: the student may be denied access to university dining services; will not be allowed to access library resources; will be denied registration privileges; will not be issued an official transcript; and will be denied an on-campus room selection for an upcoming semester.

### **Late Payment of Tuition and Fees**

Any student whose indebtedness to Tufts University remains unpaid after the designated payment due dates may be deprived of the privileges of the Tufts University. Reinstatement is possible only after all charges have been paid. Additionally, Students who leave the Tufts University with an amount due on their student account and who fail to make acceptable payment arrangements to bring their account current, may be referred to a collection agency.

It is understood that if Tufts University refers a defaulted account balance to a third party for collection, a collection fee may be assessed and will be due in full at the time of the referral to the third party. The collection fee may be calculated at the maximum amount permitted by applicable law, but not to exceed 40% of the amount outstanding. For purposes of this provision, the third party may be a debt collection company or an attorney. If a lawsuit is filed to recover an outstanding balance, the student shall also be responsible for any costs associated with the lawsuit such as court costs or other applicable costs. It is also understood that a delinquent account may be reported to one or more of the national credit bureaus.

### **Covid-19**

By registering at Tufts University, students acknowledge and agree that Tufts University reserves the right, in its sole discretion, to modify its educational, extracurricular and other programs for its students at any time, including without limitation, its right to provide any of the educational and extracurricular programs remotely. Tuition and mandatory fees have been set regardless of the method of instruction and will not be refunded in the event instruction or programs occur remotely for any part of the Academic Year for any reason.

## **Tuition Insurance**

Due to the many uncertainties surrounding COVID-19, students and their families are strongly encouraged to explore tuition insurance. For more information about tuition insurance, see <https://students.tufts.edu/financial-services/billing/my-bill/payment-options>.

## **Financial Aid**

We understand that many people have experienced changes in their financial circumstances as a result of COVID-19. Tufts remains committed to providing financial aid to its students in need. If you or your family has experienced a change in your financial circumstances due to illness, job loss or other event, please contact the Financial Aid office so that we can update your aid profile.

|  |                    |  |   |
|--|--------------------|--|---|
| Arts & Sciences<br>Engineering         | Medford/Somerville | <a href="https://students.tufts.edu/student-affairs/student-code-conduct">https://students.tufts.edu/student-affairs/student-code-conduct</a><br><a href="https://students.tufts.edu/sites/default/files/Student-Code-of-Conduct-7-9-19.pdf">https://students.tufts.edu/sites/default/files/Student-Code-of-Conduct-7-9-19.pdf</a> | Policies Regarding Student Behavior (p. 8) – FOR COVID UPDATE<br><br>Administrative, Financial Withdrawal (pp.3-4)<br>-FOR TUITION REFUND |
| Graduate School (A&S) – Ph.D. Students | Medford/Somerville | <a href="https://asegrad.tufts.edu/sites/default/files/Ph.D.-Student-Handbook-2019-2020.pdf">https://asegrad.tufts.edu/sites/default/files/Ph.D.-Student-Handbook-2019-2020.pdf</a>  | Academic Policies (p. 6); Sections discussing residence requirements and leave of absences – FOR COVID UPDATE                             |
| Fletcher School                        | Medford/Somerville | <a href="https://sites.tufts.edu/fletcherconnect/studenthandbook/">https://sites.tufts.edu/fletcherconnect/studenthandbook/</a><br><a href="https://sites.tufts.edu/fletcherconnect/files/2019/05/Student-Handbook-2019-2020.pdf">https://sites.tufts.edu/fletcherconnect/files/2019/05/Student-Handbook-2019-2020.pdf</a>         |   |

## **Part-Time Tuition Refund for Dropped Courses**

Undergraduate part-time students will be allowed to switch courses until the add deadline at no cost. After the add deadline, dropping or withdrawing from courses will result in a prorated tuition refund based on the number of credits being dropped and the date of the drop. Prorated charges will follow the same published schedule for withdrawals and leaves.

## **Administrative/Financial Withdrawal**

If a student's account remains unsettled beyond the billing due date, subsequent bills will be issued reflecting monthly late payment charges. If the student's account remains unsettled after the first day of classes, the student may be subject to withdrawal from the university.

Students are strongly encouraged to communicate with [Student Financial Services](#) as soon as they encounter personal or financial difficulties so that the university may help identify possible solutions and alternatives for meeting individual needs.

## **Withdrawal/Leave Tuition Refund Policy**

Students who elect to take a leave of absence or withdraw or who are required to withdraw will receive a tuition refund in accordance with the following schedule, based on the effective date of the leave.

### **Fall 2020 Semester**

| <b>Date of Withdrawal</b>       | <b>% Tuition Charge Cancelled</b> |
|---------------------------------|-----------------------------------|
| September 7, 2020               | 100%                              |
| September 8 to 21, 2020         | 90%                               |
| September 22 to 28, 2020        | 80%                               |
| September 29 to October 5, 2020 | 60%                               |
| October 6 to 12, 2020           | 40%                               |
| October 13 to 19, 2020          | 20%                               |

### **Spring 2021 Semester**

| <b>Date of Withdrawal</b> | <b>% Tuition Charge Cancelled</b> |
|---------------------------|-----------------------------------|
| January 31, 2021          | 100%                              |
| February 1 to 14, 2021    | 90%                               |
| February 15 to 21, 2021   | 80%                               |
| February 22 to 28, 2021   | 60%                               |
| March 1 to 7, 2021        | 40%                               |
| March 8 to 14, 2021       | 20%                               |

The student is responsible for any unpaid charges and must make arrangements to pay this balance prior to leaving Tufts. Any outstanding balance will result in a hold on the release of any transcripts until paid in full.

Tuition refunds for part-time students will be prorated based on the number of registered credits and the effective date of the leave/withdrawal.

### **Campus Housing Charges**

Campus housing charges will be refunded based on the above prorated tuition schedule for the semester. The date of withdrawal from housing will be based on the date that the room has been vacated and the room key returned to residential facilities. The housing commitment fee is nonrefundable.

### **Meal Plan Charge**

Students wishing to cancel their meal plan after the cutoff date, the third Friday after classes begin, will be assessed 50 percent of the prorated refund amount.

### **Other Charges**

Other fees and charges such as the health service fee, the student activity fee, library or traffic fines, and traffic or parking citations are not refunded or prorated after the beginning of the academic year. If a student is enrolled in the optional medical insurance plan, both the charge and the plan benefits remain in place through the end of the contract period. A student enrolled for only one semester will be charged the full student activity fee and health service fee.

### **Financial Aid**

Information regarding all student loans can be found on the Tufts University [Financial Aid](#) website. This information includes student loan terms and conditions set forth by the University, the Federal Government, and additional details regarding the financial aid application process, types of aid, and scholarships. For specifics on a University loan, please review the terms and conditions set forth in the loan document.

Students intending to use VA benefits such as the Post 9/11 GI Bill must notify Student Services of their intention to use their benefit before the beginning of the term by providing a Certificate of Eligibility and a request for certification.

# School of Arts and Sciences

## Mission Statement

Broadly recognized as one of the premier liberal arts colleges within a research university, the School of Arts and Sciences at Tufts University educates students for transformational leadership in communities around the world. Tufts's tradition of innovation dates to the school's founding in 1852. Today, a multidisciplinary and experiential approach defines scholarship and teaching. Faculty and students use the curricular framework of the arts and sciences to address the great intellectual and social challenges of the twenty-first century.

The school has a distinctive style. Excellence in scholarship and teaching are the school's highest priorities; translating inquiry and research into action is a defining theme. The Faculty of Arts and Sciences, the largest of Tufts's nine schools, explores collaborative research opportunities across the university's professional schools and around the world. More than 5,000 students at the undergraduate and graduate levels represent a broad range of intellectual, creative, and personal attributes. The creation of new knowledge in traditional and emerging disciplines, a dedication to globalism and active citizenship, a commitment to humanitarianism and diversity in its many forms, and a belief that intellectual discourse and discovery serve the common good are deeply held ideals.

## College of Liberal Arts

The [College of Liberal Arts](#) offers two degrees, the Bachelor of Arts (or Bachelor of Science option) and the Bachelor of Fine Arts. Students admitted to the College of Liberal Arts are admitted specifically into the Bachelor of Arts degree program or the Bachelor of Fine Arts degree program. This section will describe the degree requirements and academic policies for the Bachelor of Arts (or Bachelor of Science) degree, while the degree requirements and academic policies for the Bachelor of Fine Arts will be described in a separate section.

### Requirements for Degrees

For students entering the College of Liberal Arts, the degree of Bachelor of Arts or Bachelor of Science is awarded after four years (eight semesters) of full-time study and with successful completion of 120 semester hours. A cumulative average of C- (1.67) or higher is required for graduation. No more than two courses, of no more than 8 semester hours, may consist of fieldwork or internships. No more than 15 semester hours may consist of online courses. Due to the extraordinary pedagogical changes resulting from the COVID-19 pandemic, Tufts online courses taken in Spring 2020, Summer 2020, and Fall 2020 will not be counted toward the limit of 15 semester hours of Tufts online courses. Up to two semesters of full-time study after matriculation at Tufts may be spent at other approved four-year institutions or on approved foreign study programs. The exception to this is students who transfer to Tufts as juniors. (See Residence Requirement in the General Information section for details.)

Three-fourths of all semester hours (equivalent to 90 semester hours) taken at Tufts with standard grading must be completed with a grade of C- or better. Due to the exceptional pass/fail policy enacted in Spring 2020 and extending into Fall 2020, courses taken EP/F during that semester will count toward the required 90 semester hours of standard grading. There is no rigid program of courses that must be taken by every student. Students are regarded as individuals, and each student is encouraged to pursue a course of study appropriate to his or her training, experience, aptitudes, and plans for the future. Within a framework designed to ensure both breadth and depth in intellectual development, there is a broad range of choice. Students work with their advisors to select those courses best suited to their particular needs and interests.

Each student selects courses to fulfill the foundation and distribution requirements. All courses used to fulfill these requirements must be taken for a letter grade, not pass/fail. A grade of D- or above is passing. Also, a grade of D- or above will fulfill foundation and distribution requirements.

### **Foundation Requirements**

The faculty recognizes the following elements as basic to any program leading to a bachelor's degree in liberal arts, whatever a student's particular interests may be. First, an educated person in our society must be able to write coherent English and must be able to apply that writing ability to the critical analysis of information and ideas in any field. Second, the study of another language and of foreign cultures is indispensable to a liberal education; such study provides a basis for locating oneself within a larger cultural and international context. Courses in college writing, foreign language and culture, and world civilizations constitute the foundation of a liberal arts education at Tufts.

The foundation requirements should be met early in a student's college career, so that these courses may serve as a foundation for later work. In some cases, a single course may be used toward fulfillment of both a foundation and a distribution requirement, or two different foundation requirements (e.g., culture and world civilization), but not all three.

#### **1. Writing**

Two semesters of college writing are normally required for graduation in liberal arts. In general, students should begin this requirement in the first year. Many students take English 1 (Expository Writing) in the first semester and, in the second semester, English 2 (College Writing Seminar) or Philosophy 2. Students for whom English is a second language may take English 3 with consent of the instructor. A Philosophy 2 class transferred from another college will not count for English 2 or 4. Students may not count Philosophy 2 as English 2 if taken before or at the same time as English 1.

*Courses taken toward fulfillment of this requirement must be taken for letter grades, except English 3, which is pass/fail. Given the extraordinary pedagogical changes made in the middle of the Spring 2020 and extended into the Fall 2020 semester, students were allowed to take courses on an exceptional pass/fail basis. Students may use Spring 2020 and Fall 2020 courses in which they received an exceptional pass (EP) toward fulfillment of this requirement.*

There are also other alternatives for satisfying the college writing requirement. In summary, the requirement may be satisfied in any of the following ways:

- Exemption from the entire requirement by attaining a score of five on the Advanced Placement Test in English Language and Composition or English Literature and Composition; a score of seven on the Higher-Level International Baccalaureate; or an A on the A-Level or AS-Level exams in Language, Language and Literature, or General Paper.
- Exemption from the first half of the requirement by attaining one of the following: a score of four on the Advanced Placement Test in English Language and Composition or English Literature and Composition, a score of six on the Higher-Level International Baccalaureate, seven at the Subsidiary Level, or a B on the A-Level or AS-Level exams in Language, Language and Literature, or General Paper. Students so exempted from the first half of the requirement must complete English 2 or Philosophy 2.
- Satisfactory completion of English 1 or 3 and of English 2, English 4, or Philosophy 2.
- Completion of English 1 with a grade of A or A- (resulting in exemption from the second half of the requirement). This exemption does not apply to writing courses equivalent to English 1 that were taken at another college.

#### **2. Foreign Language/Culture Option**

This foundation requirement has two parts. First, every student must satisfy a basic language requirement, demonstrating knowledge of a language other than English through the third-semester college level. The second part of the requirement may be satisfied in several different ways. Students may take advanced courses in the same foreign language or they may undertake study of a second language. Students are offered the alternative of studying a foreign culture through courses taught in English.

### **PART I. Basic Language Requirement**

Every student must demonstrate competence in a second language through the third-semester college level. Language competence may be determined on the basis of a placement examination taken at Tufts, or test scores specified on the equivalency chart on page 44. Entering students who do not demonstrate the required level of competence must take college language courses until that level is reached. A grade of D-or above is passing. Given the extraordinary pedagogical changes made in the middle of the Spring 2020 and extended into the Fall 2020 semester, students were allowed to take courses on an exceptional pass/fail basis. Students may use Spring 2020 and Fall 2020 courses in which they received an exceptional pass (EP) toward fulfillment of this requirement. American Sign Language may be used to fulfill this option.

### **PART II. Continued Language Study/Culture Option**

After the basic language requirement has been satisfied, the student has four options.

1. To continue study in the foreign language used to fulfill Part I through the sixth semester level (e.g. French 22).
2. To complete courses through the third college semester level (e.g., Spanish 1, 2, and 3) in a language different from the one used to satisfy Part I.
3. To complete three courses, at least 9 semester hours, dealing with a single culture or designated cultural area, either the same as or different from the language used to fulfill Part I. All three courses must deal with the same culture area. For purposes of this requirement, a foreign culture is defined as having non-English speaking origins. Anglo-American, English, Anglo-Irish, and Anglo-Australian cultures do not qualify, but Aboriginal Australian, Celtic, and African-American, Latino/a, and Asian American, for example, do to the degree that they are discrete from the Anglo-American tradition. At least one of the three culture courses, adding up to at least 3 semester hours, must focus on the region of origin. For instance, a student choosing the East Asian and Diasporas culture area must take at least one course rooted in East Asia.
4. To continue studying the language used to fulfill Part I for one or two semesters, then culture courses in that same culture area. For example, a student who has completed four semesters of foreign language study may choose to complete Part II by taking two culture courses (at least 6 semester hours) in the same culture area as that of the language studied. Travel or residence in another country, while admittedly educational, may not be applied toward fulfillment of the culture option. Courses accepted for transfer from other colleges or universities may be used upon approval.

*Students wishing to submit courses that are not pre-approved must petition the Academic Review Board; forms are available under Student Forms on the student services home page at <http://go.tufts.edu/registrar>.*

Option for students fluent in a language not taught at Tufts:

Students who attended a school through grade ten where all instruction was in a language other than English may be exempted from both parts of the foreign language requirement. Students who attended a school through grade twelve where all instruction was in a language other than English may be exempted through the eighth semester level required for the International Relations major. These students should contact their Advising Dean. No credit is awarded for these options.

Students who can speak, read, and write proficiently in a language other than English that is not taught at Tufts, but who attended high school with English as the language of instruction, will receive information prior to the start of each semester about the opportunity to be evaluated through the University of Pennsylvania Language Center. No credit is awarded for this option. TOEFL and IELTS exam scores cannot be used in fulfillment of the foreign language requirement.

### **3. World Civilizations**

The world civilizations requirement is at least 3 semester hours, normally a single course, focusing on an in-depth study of a non-Western civilization or civilizations, or the interaction of non-Western and Western civilizations with equal attention given to both. The definition of the non-Western world is considered to include Africa, Asia, the Middle East, the Caribbean, Latin America, and selected indigenous cultures of Oceania and North America. The course or courses taken in fulfillment of the world civilizations requirement may be used to fulfill the culture option or that distribution requirement for which the course would normally be appropriate, but not both.

For courses that are not pre-approved, a petition form is available under Student Forms at <http://go.tufts.edu/registrar>.

### **Distribution Requirements**

The faculty holds that a student enrolled in any program leading to a liberal arts degree must demonstrate a reasonable acquaintance with each of the following five areas of inquiry: the humanities, the arts, the social sciences, the natural sciences, and the mathematical sciences.

- A student must take at least six semester hours in each area.
- No more than 3 courses, of any number of semester hours, may be from the same department or program.
- At least 3 semester hours in each area must come from credits earned after matriculation.
- No single course may be used in more than one distribution area. For example, a history course may be counted as either a humanities or a social science requirement, but not both.
- Courses used in the foundation requirement or as part of the concentration (major) may also be used to fulfill distribution requirements (with some exceptions noted below).
- Students who began the BA/BFA program, but chose not to complete the BFA can use Studio Art courses graded with CR to fulfill Arts distribution requirements.

Several Tufts departments offer courses in statistics. Students may take more than one statistics course for academic credit. Students majoring in fields that require statistics should check with their department to find out which are acceptable for the major.

Special restrictions apply to ExCollege courses. Approval of the Academic Review Board must be obtained in all cases. Only one ExCollege course, no matter how many semester hours, may be used to fulfill a distribution requirement. Those courses graded pass/fail may not be used to satisfy any distribution requirement.

### **Summary Sheet of Requirements**

A grade of D- or above will fulfill foundation and distribution requirements. Given the extraordinary pedagogical changes made in the middle of the Spring 2020 and extended into the Fall 2020 semester, students were allowed to take courses on an exceptional pass/fail basis. Students may use Spring 2020 and Fall 2020 courses in which they received an exceptional pass (EP) toward fulfillment of foundation and distribution requirements.

### **Foundation Requirements**

#### **1. WRITING**

- 1)
- 2)

#### **2. FOREIGN LANGUAGE/CULTURE OPTION**

Part I: Competence equivalent to three semesters of college language courses.

- 1)
- 2)
- 3)

Part II: Competence equivalent to three semesters of college language courses, or culture option. (Fulfill a, b, or c.)

- 4)
- 5)
- 6)
  - a. Continue in the first language for three more semesters
  - b. Three semesters in a second language
  - c. Culture option—there are two ways to fulfill the culture option:
    1. Continue through the fourth or fifth semester of the language used to fulfill Part I, and take one or two courses in the same culture area as that language.
    2. Take three courses related to a single culture either the same as or different from the language taken to fulfill Part I. One course must focus on the region of origin.

### 3. WORLD CIVILIZATIONS

- 1)

*This course may also be used toward a culture OR a distribution requirement, but not both.*

#### **Distribution Requirements**

##### 1. HUMANITIES

- 1)
- 2)

##### 2. ARTS

- 1)
- 2)

##### 3. SOCIAL SCIENCES

- 1)
- 2)

##### 4. NATURAL SCIENCES

- 1)
- 2)

##### 5. MATHEMATICAL SCIENCES

- 1)
- 2)

#### **Concentration (Major) Requirement**

The object of the concentration (or major) requirement is to provide the student with an integrated and thorough program of study in a well-developed field of learning. Most students satisfy the concentration requirement within established academic departments and programs, selected from among those listed below. An alternative program, called the Interdisciplinary Studies major, is available to students with unique academic interests not clearly encompassed by the established fields of concentration. All courses used toward fulfillment of the concentration requirement must be taken for letter grades. Given the extraordinary pedagogical changes made in the middle of the Spring 2020 and extended into the Fall 2020 semester, students were allowed to take courses on an exceptional pass/fail basis. Students may use Spring 2020 and Fall 2020 courses in which they received an exceptional pass (EP) toward fulfillment of concentration requirements.

Students are expected to choose their major and to have a faculty advisor in the major field during the second semester of the sophomore year. With the assistance of the faculty advisor, the student plans a concentration program of ten or more courses as specified by the major department. In some cases, the student must complete prerequisite courses in addition to those that constitute the concentration program.

A major is a coherent group of at least 10 courses, amounting to at least 30 semester hours, defined by a department or program. For students with more than one major, no more than 5 courses, and no more than 15 semester hours, used to fulfill the requirements for one major may be used to satisfy the requirements for any other major. For courses taught in a foreign language beyond the third-year level of instruction, however, up to 80 percent of the semester hours used to fulfill the requirements for one major may also be used to satisfy the requirements for another major. Departments and programs may further restrict the amount of overlap between majors. Students who wish to complete two sets of major requirements are urged to continue to design such programs with minimal course overlap.

Certain majors are only available as co-majors. All co-majors must be accompanied by a primary, stand-alone major. Students may not have a second co-major in place of a primary, stand-alone major.

### **Interdisciplinary Studies Major**

(See also Center for Interdisciplinary Studies)

The [Interdisciplinary Studies major](#) offers students the opportunity to create a self-designed, individual concentration that draws on courses from at least two of the following six areas of study: humanities, arts, social sciences, natural sciences, mathematics (quantitative), and engineering.

Students proposing an Interdisciplinary Studies major must have a high degree of initiative and self-discipline. The Interdisciplinary Studies major consists of an integrated program of at least ten courses, adding up to at least 30 semester hours. The program requires a two-semester thesis or honors thesis (for eligible students) or a substantial project comparable in scope to a thesis, including a written component. A student who wishes to pursue an Interdisciplinary Studies major must submit a detailed application by the spring of their sophomore year describing the planned program of study. The student selects an advisory committee of three faculty members who support the application, including representatives from three departments in at least two of the six areas listed above. At least two of the committee members must be full-time members of the Arts and Sciences faculty with the rank of lecturer or above; at least one of the committee members must be a tenured or tenure-track member of the Arts and Sciences faculty. In consultation with this advisory committee, the student develops a rationale for the major, selects courses, and outlines the thesis plan. The proposal is reviewed for approval by the Center for Interdisciplinary Studies (CIS) Board or its designated subcommittee.

*Note: No more than 6 semester hours used to fulfill another major may be used toward the Interdisciplinary Studies major; students may not triple major if one major is in Interdisciplinary Studies.*

For specific information and application guidelines visit the CIS website: <http://cis.tufts.edu/>.

### **Departmental, Interdepartmental, and Program Concentrations**

Africana Studies

Environmental Studies

American Studies

Film and Media Studies

Anthropology

French

Applied Mathematics

German Language and Literature

|                                 |  |
|---------------------------------|--|
| Applied Physics                 | German Studies                                   |
| Arabic                          | Greek  |
| Archaeology                     | Greek and Latin Studies                          |
| Architectural Studies           | History  |
| Astrophysics                    | History of Art                                   |
| Biochemistry                    | Interdisciplinary Studies                        |
| Biology                         | International Literary and Visual Studies        |
| Biomedical Sciences             | International Relations                          |
| Biopsychology                   | Italian Studies                                  |
| Biotechnology                   | Japanese   |
| Chemical Physics                | Judaic Studies                                   |
| Chemistry                       | Latin  |
| Child Study & Human Development | Latin American Studies                           |
| Chinese                         | Mathematics                                      |
| Civics                          | Middle Eastern Studies                           |
| Classics                        | Music  |
| Cognitive and Brain Sciences    | Philosophy                                       |
| Community Health                | Physics  |
| Computer Science                | Political Science                                |
| Drama                           | Psychology                                       |
| Earth and Ocean Sciences        | Religion   |
| Economics                       | Russian  |
| Economics/Quantitative          | Russian and East European Studies Science        |
| Education                       | Technology, and Society Sociology                |
| Engineering Psychology          | Spanish  |
| English                         | Women's, Gender, and Sexuality Studies<br>(WGSS) |

The degree of Bachelor of Arts or Bachelor of Science is conferred on all students who complete this program. Students whose major concentration is applied mathematics, applied physics, astrophysics, biochemistry, biology, biopsychology, chemical physics, chemistry, cognitive and brain sciences, computer science, engineering psychology, environmental studies, geological sciences, geology, mathematics, physics, psychology, psychology/clinical, and quantitative economics are eligible to receive a Bachelor of Science or Bachelor of Arts degree. Students in all other majors will receive a Bachelor of Arts degree. Students whose multiple majors make them eligible for either a Bachelor of Arts degree or a Bachelor of Science degree may choose between the two when completing their graduation packet. With the exception of students in the BA/BFA program, students with multiple majors will only earn one degree. A student's degree is determined by their primary major. If the primary major only awards a Bachelor of Arts degree but the secondary major offers a Bachelor of Science degree, then the student would need to switch their primary and secondary majors if they wanted to earn a Bachelor of Science.

#### **Additional Graduation Requirements**

Other courses to complete the 120 semester hours required for graduation may be selected without restriction. Students should be guided in their choice by the purpose of promoting breadth as well as depth in intellectual development. In planning their programs of study, students should keep in mind that a good general education in the humanities, the arts, the sciences, mathematics, and the social sciences is a distinguishing characteristic of members of all the established professions. Faculty advisors are ready at all times to aid and counsel in making decisions.

Seniors must file a graduation packet the semester prior to their expected date of graduation.

### **Undergraduate Minor Programs**

A minor is a coherent group of four or more courses, carrying 15 or more semester hours. Minors are optional and in no way replace the field of concentration. The object of a minor program is to present students with the basic concepts in a single scholarly discipline or interdisciplinary area, including an introduction to appropriate methodologies and ways of thinking about the subject. There is a wide variety of minors offered within Arts and Sciences. Not all departments and programs have minors, so students should consult department and program websites for additional information.

A student may have any number of majors and minors. All courses used in fulfillment of a minor must be taken for a grade (not pass/fail). Given the extraordinary pedagogical changes made in the middle of the Spring 2020 and extended into the Fall 2020 semester, students were allowed to take courses on an exceptional pass/fail basis. Students may use Spring 2020 and Fall 2020 courses in which they received an exceptional pass (EP) toward fulfillment of minor requirements. No more than two courses used for any minor, regardless of the number of semester hours they carry, may be used toward a foundation or distribution requirement, or toward a major or another minor. Students may not complete a major and a minor, or two majors, or two minors from the same department or program unless the department or program explicitly permits it.

### **Pass/Fail Option**

Within the limits stated below, students may elect to have their grades in certain courses recorded simply as pass or fail. The purpose of this option is to encourage students to extend their academic interests; it is not designed as a safety valve to permit students to carry unrealistic academic loads. The instructor is not aware if the student has elected to take the course with pass/fail grading. A student will be graded as usual throughout the course, with final grades transcribed by the registrar into pass (if D- or better) or fail. A pass does not affect the grade point average; a failing grade is averaged into the grade point average. A course that has been taken using the pass/fail grading option and for which the student earned a pass may not be repeated for credit. If a class that has been taken pass/fail is later needed for a major requirement that was not anticipated, the student may submit a petition request to his or her Advising Dean to have the originally assigned grade restored.

In a program of 120 semester hours, students are normally required to take at least 90 semester hours under standard grading; the pass/fail option may be applied to any courses in excess of 90 semester hours, with the exceptions stated elsewhere in this section.

Transfer students and those students who transfer credit to Tufts from programs at other institutions must complete three-fourths of the semester hours they take at Tufts under standard grading subject to the stated quality requirement. The pass/fail option may be applied to courses in the remaining one-fourth of the program, with the exceptions stated below.

No distinction is made between regular courses that a student elects to take under pass/fail grading and those courses that may only be taken pass/fail.

All decisions with respect to the pass/fail option must be made within the first ten weeks of any term. After ten weeks, the student must complete a course under the grading system then in force or withdraw from the course. Once a course grading method is changed to pass/fail it cannot be reverted to standard grading. For liberal arts students, only electives may be taken pass/fail; courses taken to fulfill the foundation, distribution, concentration, and minor requirements may not be taken pass/fail.

Due to the extraordinary pedagogical changes made in the middle of the Spring 2020 and extended into the Fall 2020 semester, students were allowed to take courses on an exceptional pass/fail basis. Exceptional pass (EP) encompasses all grades from A+ through D-. An exceptional pass does not affect the grade point average; a failing grade is averaged into the grade point average. Courses taken under the EP/F grading method, for which a student has earned an exceptional

pass, cannot be repeated for credit. Students who elect EP/F grading will not be able to later request reversion to the letter grade. Students may use Spring 2020 and Fall 2020 courses in which they received an exceptional pass to fulfill the foundation, distribution, concentration, and minor requirements. Additionally, courses taken EP/F in Spring 2020 and Fall 2020 will count toward the required 90 semester hours of standard grading. For transfer students, courses taken EP/F in Spring 2020 and Fall 2020 will count toward the three-fourths of semester hours they take at Tufts under standard grading.

#### **Dean's List**

Each semester, students who have been enrolled in a minimum of 12 semester hours, received letter grades in at least 12 semester hours, with no work incomplete , and earned a minimum grade point average of 3.40 in the College of Liberal Arts will be placed on the Dean's List in recognition of their academic achievement. An indication of Dean's List status will be placed on their permanent record. Students in the combined-degrees program with the New England Conservatory of Music whose total course load equals 12 semester hours or more will be awarded Dean's List honors at both institutions if they meet Dean's List GPA requirements for the course work taken at each institution. Students in the BFA/BA combined-degrees program with Tufts/School of the Museum of Fine Arts whose total course load equals 12 semester or more will be awarded Dean's List honors if they meet Dean's List GPA requirements at Tufts.

#### **Degrees with Honors**

For determination of eligibility for Latin Honors, a student's cumulative grade point average (GPA) will mean the cumulative average of all grades earned at Tufts. Grades in courses taken at institutions other than Tufts shall not be used to calculate GPA, nor shall they be used to satisfy Latin Honors requirements for the number of A's earned in a major. Exceptions to this rule are: courses taken through cross-registration, Tufts domestic exchange programs, and Tufts programs abroad. (See also: Thesis Honors Program.) Advanced placement scores are not interpreted as grades.

Distinction (*cum laude*) is conferred at commencement on liberal arts students who achieve a record of at least 5 grades of A or A-, in courses adding up to at least 15 semester hours, in satisfying their concentration requirements for one of their majors, including related fields, and whose cumulative GPA is 3.50 or higher.

High distinction (*magna cum laude*) may be conferred at commencement on liberal arts students who achieve a record of at least 6 grades of A or A-, in courses adding up to at least 18 semester hours, in satisfying their concentration requirements, including related fields, and whose cumulative GPA is 3.65 or higher. The department must vote to confirm high distinction.

Highest distinction (*summa cum laude*) may be conferred at commencement on liberal arts students who achieve a record of at least six grades of A or A-, in courses adding up to at least 18 semester hours, in satisfying their concentration requirements, including related fields, and whose cumulative GPA is 3.80 or better. Students must further satisfy any requirements stated by their major department or program for highest distinction, which will be confirmed by a vote of that faculty. Finally, summa cum laude is awarded only by special vote of the entire faculty, recognizing extraordinary achievement in the breadth, as well as the depth, of the student's intellectual development. Students whose record includes a serious disciplinary infraction will not normally be eligible for summa cum laude honors. Exceptions to this policy can be made only after disclosure by the Dean of Student Affairs of the details of the infraction and subsequent vote by the faculty.

#### **Phi Beta Kappa**

Founded at the College of William and Mary in Virginia on December 5, 1776, Phi Beta Kappa is the highest national academic honor for students in the liberal arts. There are chapters of Phi Beta Kappa at 283 colleges and universities. Delta Chapter of Massachusetts at Tufts University was established on September 7, 1892, and women became eligible from the time of their acceptance at Tufts. Although second-semester juniors and all seniors will be considered without any action on their part, students can be recommended for election to Phi Beta Kappa by their

major departments or programs or by individual professors. Election is determined by the student's cumulative average together with his or her program: the courses selected in the field(s) of concentration and in fulfilling the foundation and distribution requirements, the general nature and difficulty of the program, its breadth and depth, the student's progress in the program, and the use of the pass/fail option.

### **Thesis Honors Program**

The Thesis Honors Program allows students to pursue a program of independent study leading to a senior thesis, counting as two courses normally within the major. A student may only write one thesis; a student in a dual-degree program may write one thesis for each bachelor's degree, normally not in the same year. In some fields, the thesis may take the form of a creative project or research experience. The principal purpose of the program is to give special impetus to the development of self-reliance, individual initiative, habits of critical analysis, and correlation of knowledge. Departments and programs are responsible for establishing specific guidelines for senior theses. Intensive specialization in a field of knowledge may be considered an appropriate corollary in some cases, depending on the student's individual approach and the particular area of investigation. Students pursuing a major in Interdisciplinary Studies or a CIS thesis are eligible for thesis honors.

Since this is an honors program, the opportunity to write a thesis is normally restricted to students whose names have appeared on the Dean's List at least two times before their senior year. Students may take on an honors thesis with one semester on the Dean's List if they have transferred to Tufts or have received special permission from their major department or program. Application should be made no later than the end of the junior year. The student is responsible for finding an advisory committee. While three members are recommended, the committee may have two members, one of whom may be outside the student's major department. The advisory committee is normally chaired by a member of the student's major department or by the primary faculty advisor in the case of a major in Interdisciplinary Studies. The committee will direct the student's reading and research or other creative work and will guide the student in preparing for a qualifying examination in the area of investigation. All such programs will include two one-semester courses for the thesis. Students who would like to be recommended for degrees with honors by departments or programs that require a thesis should be aware that a thesis within their own department or program is required and a CIS thesis will not usually count as a substitute.

A student who plans to write a thesis must submit a Senior Honors Thesis Candidate form by the first week in October of the senior year. The form is located under [Student Forms](#) on the student services home page.

The thesis may be of a creative, critical, or historical nature, or may embody critical analysis of the results of experiments carried out by the student under supervision. Its subject and scope will be agreed upon in advance by the student and sponsor and approved by the committee. The completed thesis will be presented for consideration no later than two weeks before the last day of classes of the student's final semester.

Each candidate for a degree with thesis honors is required to undergo examination on the thesis and on the principal area of investigation (or major concentration). The specific character of the examination is determined by each department or advisory committee and may be oral, written, or both.

The department or advisory committee is empowered to determine the level of thesis honors to be awarded, basing its recommendation on an evaluation of the thesis. Degrees are designated Bachelor of Arts or Bachelor of Science, with highest thesis honors, with high thesis honors, or with thesis honors. (Thesis honors will be indicated on the student's transcript, but not on the diploma.) Students who, in the judgment of the department or advisory committee, have not attained the standards required for a thesis honors designation, but whose work is worthy of a degree, are recommended for the Bachelor of Arts or Bachelor of Science degree subject to the general regulations. Students who, in the judgment of the department or advisory committee, have attained the standards required for a thesis honors

designation may also receive the degree summa cum laude, magna cum laude, or cum laude, in accordance with the procedures governing degrees with distinction.

For answers to frequently asked questions and a style sheet, visit the website  
<https://students.tufts.edu/academic-advice-and-support/academic-advising/what-we-offer/senior-honors-thesis>.

### **Internship Programs**

Internships provide juniors, seniors, and in some cases sophomores with the opportunity to apply various types of knowledge and skills in a field-based situation. Two internship programs are available: internships for academic credit and internships that award transcript notation but no academic credit.

Internships for academic credit in a wide range of fields are offered by some departments and programs. Students granted internships for academic credit must register for a relevant course and have a faculty advisor on campus as well as professional supervision at their workplace. They also complete and submit an internship agreement at the time they register for the course. All agreements must be signed no later than the add deadline of the semester. Participants are expected to demonstrate in a written project the learning that has taken place on the job by placing the work experience in an academic context. A minimum of twelve hours of work each week or 150 hours for the semester is required, and only two internship courses, adding up to no more than 8 semester hours, are normally accepted toward a degree. No credit is granted retroactively for these activities, and the two internships may not be done in the same semester. Students may develop their own field placement programs, but, all new proposals must be submitted to the appropriate department for approval. Tufts does not accept transfer credits for internships.

Students may also participate in the All-College Internship Program, which awards transcript notation but no academic credit. A faculty advisor is not needed to participate in this program because there is no academic component, but students do receive official recognition of their work on their transcript. Students register for the internship in the Career Center by the second week of classes, spend a minimum of 100 hours over the course of the semester at the site, and complete an evaluation form at the close of the semester. Internships cannot be filed retroactively, and students may receive no more than two notations on their transcript.

### **Auditing**

Tufts undergraduates may audit a class only with permission of the instructor. The student will not be registered for the class, no credit will be received, and there will be no record of the audit on the student's transcript. Only students currently enrolled at Tufts in the semester may audit. The student is expected to attend class regularly, but the exact character of each audit must be determined by the instructor at the beginning of the semester. The student may not submit papers, take exams, or participate in any form of evaluation of performance. Auditing for credit is possible through the ExCollege. (See the ExCollege website for Auditing for Breadth.)

### **Cross-Registration**

Tufts undergraduate students may enroll in each of the following institutions during the fall and spring semesters: Boston College, Brandeis University, and Boston University. Online classes may not be cross-registered. Qualifying students must be enrolled full time and be in good academic standing in their home institution. The course must be taken for credit and may not be taken pass/fail. There is no exchange of fees, and both semester hours and grades are recorded at the home institution. Only one cross-registered course at the above institutions may be taken per semester. Cross-registration is not allowed during Summer Session. Normally, Tufts students are limited to a total of two courses taken in departments for which there is no Tufts equivalent (e.g., business). Tufts students are subject to the requirements of the course taken at the host institution, including attendance.

Any student from the above institutions wishing to take a course at Tufts University is subject to the same rules as the resident Tufts University students. One course per fall and spring semester for up to twenty enrollments per institution may be taken at the Tufts University Medford, Boston, and Grafton campuses. This does not include classes being held at the School of the Museum of Fine Arts.

Tufts students may also cross-register for courses at certain schools within the university, with permission of the course instructor and the registrar of the relevant school.

For questions and forms, contact Student Services at 617-627-2000 or email [studentservices@tufts.edu](mailto:studentservices@tufts.edu).

**Domestic Exchange and Off-Campus Programs**

Tufts offers one-semester student exchanges with Swarthmore College. Juniors in good standing may participate. For the Swarthmore exchange program, students pay all charges to their home institution; there is no exchange of fees. The semester hours and grades earned in the exchange program by Tufts students are recorded on the Tufts transcript.

# Bachelor of Fine Arts

The College of Liberal Arts offers two degrees: The Bachelor of Fine Arts (BFA) and the Bachelor of Arts/Science (BA/BS). Students matriculate specifically into the BFA degree program, the BA/BS degree program, or the 5-year Combined BFA + BA/BS program. This section describes the degree requirements and academic policies for the BFA degree.

## Degree Requirements

Students at the School of the Museum of Fine Arts at Tufts earn their BFA degree after completing 8 full-time semesters in residence, 120 Semester Hour Units (SHUs) of coursework including 76 SHUs of Studio Art (~19 full-day studio courses), and 44 SHUs of non-studio distribution requirements (~15 courses).

| <b><i>Non-Studio Distribution Requirements</i></b> | <b><i>42 credits/SHUs total</i></b> |
|--|-------------------------------------|
| Art History  | 15 credits/SHUs (5 courses)         |
| English I & II                                     | 6 credits/SHUs (2 courses)          |
| Humanities   | 3 credits/SHUs (1 course)           |
| Social Science                                     | 3 credits/SHUs (1 course)           |
| Language/Culture                                   | 3 credits/SHUs (1 course)           |
| Science/Technology                                 | 3 credits/SHUs (1 course)           |
| Electives  | 9 credits/SHUs (3 courses)          |

## ***Studio Requirements***

|            |  |
|------------|--|
| Studio Art | 76 credits/SHUs (~ 19 full-day studio courses) |
|------------|--|

## ***Open Electives***

|                      |                |
|----------------------|----------------|
| Studio or non-studio | 2 credits/SHUs |
|----------------------|----------------|

The SMFA features a self-directed curriculum that allows individual artists to develop their own path. We encourage students to pursue a course of study appropriate to their experience and interests. Students work with their advisors to select those courses best suited to their needs and goals during the registration period each fall and spring.

## ***Writing Requirement***

Two semesters of college writing are normally required for graduation with a BFA. In general, students should complete this requirement in the first year. Most students do so by taking English 1 (Expository Writing) in the first semester and, in the second semester, English 2 (College Writing Seminar) or Philosophy 2. Students for whom English is a second language may take English 3 with consent of the instructor. A Philosophy 2 class transferred from another college will not count for English 2 or 4. Students may not count Philosophy 2 as English 2 if taken before or at the same time as English 1. Courses taken toward fulfillment of this requirement must be taken for letter grades, except English 3, which is pass/fail.

There are also other alternatives for satisfying the college writing requirement. In summary, the requirement may be satisfied in any of the following ways:

- Exemption from the entire requirement by attaining a score of five on the Advanced Placement Test in English Language and Composition or English Literature and Composition; a score of seven on the Higher-Level International Baccalaureate; or an A on the British A-Level or AS-Level exams in Language,

Language and Literature, or General Paper.

- Exemption from the first half of the requirement by attaining one of the following: a score of four on the Advanced Placement Test in English Language and Composition or English Literature and Composition, a score of six on the HigherLevel International Baccalaureate, seven at the Subsidiary Level, or a B on the British A-Level or AS-Level exams in Language, Language and Literature, or General Paper. Students so exempted from the first half of the requirement must complete English 2 or Philosophy 2.
- Satisfactory completion of English 1 or 3 and of English 2, English 4, or Philosophy 2.
- Completion of English 1 with a grade of A or A- (resulting in exemption from the second half of the requirement). This exemption does not apply to writing courses equivalent to English 1 that were taken at another college.

#### ***Art History***

BFA students must complete 15 SHUs of art history coursework (5 courses). In their first semester, BFA students generally complete one (1) Art History course, most often Introduction to Visual and Material Studies. Students may satisfy the Art History requirement with any courses with the BFA Art History course attribute in the online [Student Information System \(SIS\)](#).

#### ***Language/Culture***

Students may complete the Language/Culture requirement using one course of foreign language study or one course about a specific culture. Tufts language placement exams cannot waive this requirement. All courses that satisfy the Language/Culture requirement have the BFA Language/Culture attribute online in the Student Information System (SIS).

#### ***Social Science***

Social science courses focus on the study of human behavior and societal institutions. They typically take an empirical approach. All courses that satisfy the Social Science requirement have the “BFA Social Science” attribute online in the Student Information System (SIS).

#### ***Humanities***

Humanities courses focus on cultural, literary, historical, and philosophical questions. They rely on close reading, interpreting, and critical analyses of various expressions of human experience and thought. All courses that satisfy the Humanities requirement have the “BFA Humanities” attribute online in the Student Information System (SIS).

#### ***Science/Technology***

Science / Technology courses investigate the basic mechanisms and rules that deal with matter and energy. They may also use quantitative and symbolic reasoning to examine ideas derived from our perceptions of the natural world. All courses that satisfy the Science/Technology requirement have the “BFA Science/Technology” attribute online in the Student Information System (SIS).

#### ***Electives***

Any 3-credit non-studio, non-physical education course may count as an elective. Students may complete elective courses “Pass/Fail.” BFA students may include up to one (1) additional Art History course toward this requirement.

## **Undergraduate Minor Programs for BFA students**

The BFA is a unique and comprehensive degree program in fine arts, and as an interdisciplinary program, it is not limited by what would normally be considered a “concentration” or “major.” Although “Studio Art” appears as a “major” on Tufts BFA student records, BFA students may not select any other major, unless they have been officially admitted to the BA/BFA Combined Degree Program. BFA students are encouraged to create their own programs and explore themes in their coursework. To this end, a BFA student may complete any of the Liberal Arts minors or any one of the Engineering minors open to Liberal Arts students. A minor is a coherent group of 4 or more courses, carrying 15 or more SHUs. No more than two courses, regardless of SHUs, used toward the minor may be used toward the BFA History of Art requirement, Studio Art requirement, or BFA Distribution requirement. BFA students may complete any minor that does not significantly overlap with the BFA core requirements. Because the BFA degree is in Studio Art, BFA students may not minor in “Studio Art” or any minor substantially similar to Studio Art, unless explicitly permitted by the SMFA in conjunction with the department or program. Such permissions will be published in advance, with course requirements described, to guide students and advisors on how to avoid prohibited overlaps. All courses used to fulfill a minor must be taken for a letter grade (not Pass/Fail grading option), with the exception applying to no more than two SMFA Studio Art courses taken for Credit/No Credit if that is how the course is normally graded for BFA students.

## **Cross-Registration**

Cross-registration allows SMFA students to take courses at other institutions during the academic year. Students do not pay additional tuition or fees for cross-registered courses. Tufts records both SHUs and grades. Students may not cross-register during Summer Session.

### ***ProArts Consortium***

The ProArts Consortium is a group of seven visual and performing arts schools in the Boston area: Berklee College of Music, Boston Architectural College, The Boston Conservatory at Berklee, Emerson College, Massachusetts College of Art and Design, New England Conservatory, and The SMFA at Tufts. As a result of the COVID-19 global pandemic, Tufts students will not be eligible to participate in the ProArts program during the fall 2020 semester, eligibility for spring 2021 will be determined at a later date.

After the first semester of their program, full-time undergraduate SMFA students may cross-register for studio art courses through the ProArts Consortium. Students may cross-register for a maximum of two studio courses worth up to 4 SHU's total in a given semester. ProArts studio art courses count toward a student's review board eligibility. Students may take only studio art courses through ProArts. Find more information about the ProArts Consortium at:

[www.proarts.org](http://www.proarts.org).

### ***Boston University, Brandeis University, and Boston College***

Up to twenty undergraduate Tufts students may cross-register for in-person courses at Boston College, Brandeis University, and Boston University. Students must be in good academic standing and enrolled full time. Students must take the course for credit and cannot take it pass-fail. Students may take up to one cross-registered course at the above institutions per semester. Tufts students may take up to two courses in departments for which Tufts has not equivalent (e.g., business). Tufts students are subject to the requirements of the course taken at the host institution, including attendance. If students cross-register for a studio art course, the credits will count toward the student's review board eligibility.

## **Studio Internships**

Full-time and part-time students may earn studio credit for hands-on, professional visual arts work experience outside the SMFA at Tufts. This encourages advanced students to become familiar with the professional arts community in a

variety of traditional, new visual media, and community-engaged practices.

Students may receive credit for internships after they have been a student at SMFA at Tufts for at least two semesters. To receive studio credit for an internship, students must register for their internship as a course through the Career Center. Students may register for 2 or 4 SHU's during the fall and spring semesters and 2, 4 or 6 SHU's during the summer semester, depending on the number of hours committed to the internship. Internship credits count toward a student's review board eligibility in the fall and spring semesters.

SMFA students who want to pursue an internship should consult with the Career Advisor for the Arts through the Career Center. The Career Center organizes informational meetings at the start of each semester to educate students about procedures and details of the program. The Career Center generates local and national internship opportunities. The Career Advisor for the Arts works with individual students to guide them toward appropriate internship(s), help them complete the application process, and offer supervision and evaluation.

## **Grading**

### ***Studio Courses***

Studio courses at SMFA at Tufts use a Credit/No Credit grading system. Students will earn a grade of "CR" for credit if they complete the course requirements and or a grade of "NC" for No Credit if they do not complete the course requirements. CR and NC grades do not affect a students' GPA but NC grades may impact a students' academic standing.

### ***Non-Studio Courses***

Students must complete courses that satisfy non-studio distribution requirements under the traditional letter grading system. Students will pass the course and meet distribution requirements with a grade of D- or above.

### ***Pass/Fail Option***

Students may elect to record their grades in certain courses as pass or fail. Students are graded as usual throughout the course. The registrar will transcribe final grades into pass (if D- or better) or fail. A pass has no impact on the grade point average, but a fail will be calculated into students' grade point average. Students must make all decisions with respect to the pass-fail option within the first 10 weeks of any term. After ten weeks, the student must complete a course under the chosen grading system or withdraw from the course.

BFA students must take non-studio distribution requirements for a letter grade apart from electives and English 3. If a student passes a course graded on a pass/fail basis, they may not repeat the course for credit. If a student takes a course pass/fail and then learns they need the course for a distribution requirement, they may submit a petition to their academic dean to restore the originally assigned grade.

### ***Repeating Studio Courses***

Students may take introductory studio courses once for credit and may take intermediate and advanced studio courses twice for credit.

### ***Dean's List***

BFA students are not eligible for Dean's List because studio classes are completed on a credit/no credit basis.

## **Review Boards**

The SMFA's pedagogy is based on the idea that the development of an artistic practice is an organic and fluid process, one that requires self-direction and intense mentorship. The Review Board is at the center of this unique pedagogical philosophy.

During Review Boards, students talk about their work from the semester with faculty and peers, which highlights the explicit and implicit relationships between the individual works presented. The Review Board helps students explore and articulate their artistic direction, evaluates their needs and achievements, and helps students plan their development as an artist. We urge you to use the critical feedback you will receive on your work. If you have questions about the review board experience and preparation, please do not hesitate to speak with your faculty, peers or members of the SMFA Advising team.

### ***Review Board Participation***

Students must have a Review Board at the end of each semester in which they attempted 7 or more SHU's of studio coursework. Each student signs up for a time slot where two instructors and two peer reviewers evaluate the student's work. The student participates fully in the review board and is encouraged to bring an artist's statement. After the Review Board, each reviewer provides a written evaluation, which is kept in a student's review board file.

Review Boards take place during the exam period at the end of the semester and run through the entire exam schedule, so students should not plan travel until after the review board schedule is finalized and they have received their review board assignments.

### ***Peer Reviewing***

In addition to attending their own Review Board, all students scheduled for a Review Board must review two other students' Review Boards. By reviewing their peers, students hone their conceptual and evaluative skills as an artist.

Peer reviewers must:

- Participate in two (2) Peer Review sessions
- Arrive at least 15 minutes before their assigned student reviewing time to receive specific board assignments
- Remain at their assigned board for the entirety of the session;
- Submit constructive, considerate, and thoughtful peer reviews to <https://tuftsstudentservices.tfaforms.net/45> within 24 hours of your peer review time;
- Obtain faculty signatures and turn in their completed student reviewing verification form when finished to the Student Services Office.

Students are only assured a peer review assignment at their assigned time. If students arrive more than 15 minutes late for their assigned peer reviewing time, they are marked as absent and may not review the board. If students miss their assigned peer review time, they may "stand by" for another assignment at another time. Students must be present 15 minutes before a scheduled review board to remain eligible for a stand-by assignment. We will assign student reviewers to a board up to 15 minutes past the board start time and each board may have up to three (3) peer reviewers.

### ***Missed Review Boards***

If students fail to complete any of the above requirements, they may be penalized with:

- Academic Warning
- Academic Probation, which may result in the loss of financial aid (applies if student is already on academic warning)
- Requirement to withdraw from the university for one semester (applies if student is already on academic probation)
- Permanent academic withdrawal from the program (i.e. removed from the school; applies if student was required to withdraw from the university in the previous semester)

If a student who misses a review board (as a reviewer or reviewee) has a medical excuse or a documented emergency, by the Assistant Dean of Student Affairs at the SMFA or the Associate Dean for Undergraduate Advising at the SMFA may excuse them from their review board obligations. The student must make up the board no later than early in the next term the student is enrolled in the case of their own review board, and peer reviewing by the end of the next term.

### ***Invited Guests***

Guests may be welcome at the discretion of the faculty reviewers of a given Review Board. To preserve the integrity of the critique, faculty have the right to ask any guests to leave the Review Board and invited guests are observers only. Guests must be cleared with faculty reviewers 2 business days before a scheduled board.

### **Academic Standing**

#### **Satisfactory Academic Progress Requirements**

- BFA students must receive a minimum of 75% of SHUs attempted each semester and maintain a cumulative grade point average of C- (1.67) or better.
- Grades of Incomplete (INC) will be considered “SHU’s not earned.” Two or more grades of INC within a given semester constitutes unsatisfactory progress.
- Grades of W will also be considered “credit not earned” for the purposes of satisfactory academic progress. Grades of W do not factor into a student’s GPA.

#### ***Failure to Make Satisfactory Academic Progress***

*Academic Warning:* Students in good standing who do not make satisfactory academic progress as defined above during any semester will receive an Academic Warning. Students who make satisfactory academic progress for the semester in which they are on Academic Warning will return to good standing.

*Academic Probation:* Students who fail to make satisfactory academic progress as defined above for a semester in which they are on an Academic Warning will be placed on Probation. Students on Probation may still enroll at SMFA at Tufts but they cannot receive federal financial aid. Students on Probation may appeal to retain financial aid one time during their academic career. Students must submit appeals and supporting documentation to the Financial Aid Office for review and approval. Students who make satisfactory academic progress for the semester in which they are on Academic Probation will return to good standing.

Students on Probation must meet with the Associate Dean of Undergraduate Advising for the SMFA at Tufts before registering for classes to develop an academic plan that will allow students to return to good academic standing and complete the program.

*Required to Withdraw (1 semester):* Students who fail to make satisfactory academic progress for a semester in which they are on Probation will be required to withdraw for 1 semester. A student who returns after a required withdraw will return on a probationary status. Students who petition for reentry should consider their readiness to resume academic studies.

*Permanent Academic Withdrawal:* If a student returns to Tufts after a required withdrawal, they must remain in good standing from that point forward. If the student meets the criteria for academic probation in any ensuing semester, they may be permanently withdrawn from the university as determined by the SMFA Committee on Academic Standing.

### **Pre-Matriculation Credits**

#### ***Studio Art Credits/SHUs***

BFA students may earn studio art pre-matriculation credits. Students with scores of 4 or 5 on the Studio Art Advanced Placement exam or scores of 6 or 7 on the Studio Art International Baccalaureate will receive 4 SHUs toward their studio

art requirement. Students may transfer up to 38 SHUs of studio art credit, which includes credits from high school examinations and transfer coursework.

#### ***Non-Studio Credits/SHUs***

Students may receive up to 6 SHUs of pre-matriculation credit toward non-studio distribution requirements. Students earn these credits from certain scores on Advanced Placement, SAT II examinations, and IB/A-level examinations. If a student has additional scores beyond the two allowed courses, the scores may count toward requirement exemptions. Students may receive up to 21 SHUs of non-studio pre-matriculation credits and transfer credits.

#### **Transfer Credit**

BFA students may transfer up to 38 SHUs of studio art credits and 21 SHU's of non-studio coursework from other approved institutions. Students may transfer Community College credits earned before they matriculate at Tufts University. After they matriculate at Tufts, students may transfer credit only from accredited 4-year institutions. Students may earn transfer credit for courses in which they earn a C or better.

#### ***Studio Transfer***

Students may transfer undergraduate visual art coursework for studio art credit. Students who have completed college-level coursework in music and or theater/performance may earn up to 24 SHUs of studio art transfer credit on a case-by-case basis. These courses appear on the student's transcript as transfer credit.

#### ***Non-Studio Transfer***

Transfer courses must fulfill the distribution requirements of the BFA program and must include a total of 42 contact hours of instruction or more. Transfer courses are not graded and have no impact on GPA. Students should provide final transcripts and course descriptions from previous institutions. In some cases, students may need to provide additional back-up material such as course syllabi or accreditation. Online coursework cannot be transferred into the BFA or the Combined Degree programs.

#### ***Summer Transfer Credit***

BFA students can take courses at other accredited 4-year colleges or universities during summer sessions. Students may transfer a maximum of 15 SHU's of non-studio coursework and 12 SHU's studio coursework from summer coursework.

Students may take a maximum of 9 SHUs of non-studio coursework and 6 SHUs of studio coursework per summer session. Students who wish to take courses elsewhere during the summer and have them transfer in toward their degree requirements must complete the Transfer of Credit process in SIS to seek course content approval from the appropriate department.

#### ***Online Credit***

Students can only take online courses at Tufts. No more than 2 of the 14 non-studio courses may consist of Tufts online courses.

#### ***Study Abroad***

Students may spend up to two semesters of full-time study at other approved four-year institutions or on approved foreign study programs.

### **Additional Graduation Requirements**

#### ***Graduation Petition***

To complete their program and earn their degree, students file the "BFA Degree Sheet" with the Student Services Office

by the published deadlines in fall. Students may graduate in May, August (for requirements completed over the summer), and February (for requirements completed during the fall semester). The Commencement Ceremony is held once in May; students who graduated in the preceding February are invited to participate in that years' Commencement ceremony.

***Participation Status***

Students who have not completed all degree requirements may participate in commencement ceremonies as a participant only if they 10 SHU's or fewer left to complete. Students who walk-only in the spring ceremonies will earn their degrees in August after they complete their degree requirements.

# Graduate School of Arts and Sciences

The [Graduate School of Arts and Sciences](#) is the academic unit responsible for all post-baccalaureate degree programs and certificate programs offered through the School of Arts and Sciences. The advanced degrees offered are the master of arts, master of science, master of fine arts, master of arts in teaching, master of public policy, educational specialist, doctor of occupational therapy, and doctor of philosophy. The Graduate School of Arts and Sciences also partners with other Tufts schools and several Boston area colleges and universities to offer joint and dual degrees, including juris doctorate, master of public health, and master of business administration.

Through its doctoral programs, the Graduate School of Arts and Sciences aims to advance knowledge and to develop intellectual leaders in selected areas of the natural sciences, social sciences, and humanities. In order to encourage the close association of doctoral candidates and faculty, the number of programs offered is relatively small and the number of students admitted to each is limited. Through its wide variety of master's level programs, the school provides students with a focused education and specific skills to further their professional careers.

Please refer to the individual department sections of this bulletin to obtain further details on specific programs offered at the Graduate School. The Graduate School of Arts and Sciences [website](#) and a specific departmental website will provide more information on program offerings. [The Graduate Student Handbook](#) should be referenced for information on the policies specific to graduate students.

## Admission

Graduate program and application information is available [online](#). The application must be accompanied by a nonrefundable application fee. The fee is waived if the applicant is a current Tufts undergraduate, graduate, or certificate student. The admission deadlines and requirements vary by program, as do the scholarship packages.

## Reserving Graduate-Level Courses While an Undergraduate

Tufts undergraduate students may reserve graduate-level courses taken prior to completion of their baccalaureate degree that are not needed for completion of those degree requirements. *In order for a course to be held for graduate study it must be a graduate-level course and the grade earned must be a B- or better.* Through arrangement with the registrar, these courses are designated on the transcript and may be applied toward a master's degree at Tufts or elsewhere.

Undergraduate students must complete the appropriate [paperwork](#) in order to reserve courses for graduate education.

## Combined Bachelor's/Master's Degrees Program

The College of Liberal Arts and the Graduate School of Arts and Sciences (GSAS) offer [combined degrees programs](#) through select departments. The combined degrees program is one way of recognizing the increasing number of undergraduates entering college with exceptional preparation in certain areas. In this program students can enroll in bachelor's and master's degree programs with the goal of completing both in five years. Students seeking admission to the program should consult their undergraduate major advisor, their Associate Dean in Dowling Hall, and their prospective graduate advisors before applying to the graduate school.

Combined degree students are required to complete the undergraduate degree requirements and graduate before moving into the master's portion of their program. Students who do not receive their bachelor's degree by August of their senior year must continue to enroll as an undergraduate and pay undergraduate tuition.

Four years of undergraduate tuition and the entire tuition for the master's degree are required.

Admission to the combined degrees program is typically during the junior year. Therefore For a list of participating programs are available [online](#).

### **Certificate Programs**

A number of advanced certificate programs are offered through the Graduate School of Arts and Sciences. Each program consists of a coherent set of credit-bearing courses in an emerging or rapidly evolving field. The certificate can serve as a credential for professional advancement or as an intermediate step toward a master's degree. More information is available [online](#).

# School of Engineering

## Mission Statement

### A Unique Learning Environment

The Tufts University School of Engineering offers a rigorous engineering education in a unique environment that blends the intellectual and technological resources of a world-class research university with the strengths of a top-ranked liberal arts college. Our size and educational philosophy support a distinctive sense of community, a diversity of perspectives, and a student-centric learning environment. Engineering curricula across a wide spectrum of majors emphasize project-based learning, the nurturing of leadership skills, and cultivation of creativity through innovative design. Close partnerships with Tufts' cadre of excellent undergraduate, graduate, and professional schools, coupled with a long tradition of collaboration, provide a strong platform for interdisciplinary education and scholarship. Proximity to a thriving Boston metropolitan area facilitates close relationships with local industry and research labs, student internship and employment opportunities, and the committed engagement of seasoned practitioners in the school professoriate.

### Mission

- To educate engineers committed to the innovative and ethical application of science and technology in addressing the most pressing societal needs
- To develop and nurture twenty-first-century leadership qualities, perspectives, and skills in our students, faculty, and alumni
- To develop and disseminate transformational new knowledge and technologies that further the well-being and sustainability of society
- To provide national leadership in enhancing the role and visibility of the engineering profession in the education of our youth and the development and implementation of public policy

## School of Engineering Information

### Undergraduate Programs

The School of Engineering offers sixteen undergraduate programs leading to a Bachelor of Science. These are:

- Bachelor of Science in Biomedical Engineering (BSBME)†
- Bachelor of Science in Chemical Engineering (BSCHBE)†
- Bachelor of Science in Civil Engineering (BSCE)†
- Bachelor of Science in Computer Engineering (BSCPE)†
- Bachelor of Science in Computer Science (BSCS)\*
- Bachelor of Science in Data Science (BSDS)
- Bachelor of Science in Electrical Engineering (BSEE)†
- Bachelor of Science in Engineering – program in Architectural Studies (BSE-Arch)
- Bachelor of Science in Engineering – program in Environmental Health (BSE-EH)
- Bachelor of Science in Engineering (BSE)
- Bachelor of Science in Engineering Physics (BSEP)
- Bachelor of Science in Engineering Sciences (BSES)
- Bachelor of Science in Environmental Engineering (BSEVE)†
- Bachelor of Science in Human Factors (BSHFE)
- Bachelor of Science in Mechanical Engineering (BSME)†
- Bachelor of Science (BS)

\*Accredited by the Computing Accreditation Commission of ABET, <http://www.abet.org>.

†Accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>

As described in the Accreditation section of this Bulletin, Tufts University is accredited by the New England Association of Schools and Colleges (NEASC) and Commission on Institutions of Higher Education (CIHE). Several of the

undergraduate programs offered within the School of Engineering are specifically accredited through the Computing Accreditation Commission (CAC) or Engineering Accreditation Commission (EAC) of ABET, <http://www.abet.org>. Students wishing to be recognized as practicing professionals, especially those who wish to become registered professional engineers, are strongly encouraged to pursue an ABET-CAC or ABET-EAC accredited degree. Whereas these ABET-CAC and ABET-EAC accredited programs are the most structured, the School of Engineering also offers several, more flexible degree options for students interested in general engineering, engineering science, data science, engineering physics, human factors, architecture, and environmental health. In addition, students may pursue an individualized program of study leading to the Bachelor of Science with no major.

#### DEGREE REQUIREMENTS

All degrees offered within the School of Engineering have the same set of nine requirements. The School of Engineering uses course attributes to identify courses that can be used to satisfy the specific credit requirements in requirements i-v. Attributes include SOE-Engineering, SOE-Computing, SOE-Mathematics, SOE-Natural Sciences, and SOE-HASS. The SOE-HASS attribute is used to generally identify courses in the humanities, arts, and social sciences that are approved for students pursuing a degree program offered within the School of Engineering. The School also uses SOE-HASS-Humanities and SOE-HASS-Social Sciences attributes to identify approve coursework in each of these areas.

Degree programs offered within the School of Engineering require at least 120 SHU of coursework comprising:

- i. At least 30 SHU of coursework having attribute SOE-Engineering or SOE-Computing<sup>†</sup>
- ii. At least 30 SHU of coursework having attribute SOE-Mathematics or SOE-Natural Sciences
- iii. At least 24 SHU of coursework having attribute SOE-HASS
- iv. At least 3 SHU of coursework having attribute SOE-HASS-Humanities
- v. At least 3 SHU of coursework having attribute SOE-HASS-Social Sciences
- vi. Introductory Writing as English 1 or English 3
- vii. Introductory Engineering as Engineering 1
- viii. Introductory Computing as either Engineering Science 2 or Computer Science 11
- ix. Major Requirement for the selected program of study (determined by the department offering the degree program)

<sup>†</sup> Programs accredited by the EAC of ABET require at least 45 SHU of engineering topics consistent with the EAC general and program-specific accreditation criteria.

The School publishes degree requirements that apply based on the year of matriculation. A complete listing of requirements (i.e., school requirements plus the details of the major requirement) may be found online at <http://go.tufts.edu/engineeringdegreesheets>.

#### Prematriculation Credits

Students are limited to 27 semester hours of prematriculation credit toward their degree. Prematriculation credit may not be used to satisfy the minimum requirements for coursework in the humanities and social sciences. Students must complete at least 3 SHU of coursework having attribute SOE-HASS-Humanities and at least 3 SHU of coursework having attribute SOE-HASS-Social Sciences as a part of their program of study subsequent to matriculation.

#### Second Majors

Students pursuing a major within the School of Engineering may undertake a second major with the consent of the respective department in the College of Liberal Arts or the School of Engineering. To do so, the student must notify the department of the second major at least one semester before graduation. No more than half the semester hours used to fulfill one major requirement may be used to satisfy the requirement for a second or subsequent major requirement in the School of Engineering or concentration requirement in the College of Liberal Arts. Students following the Bachelor of Science in engineering and the Bachelor of Science in engineering science are considered to have engineering and engineering science, respectively, as majors and may participate in second-major programs. Students following the Bachelor of Science with no major may not participate second-major programs.

#### Minor Programs

In addition to completing the courses for the major requirement, undergraduates may elect to enroll in a minor program in the College of Liberal Arts or the School of Engineering. All courses used in fulfillment of the minor program must be taken for a grade. Students may receive no more than two minors. Students following the Bachelor of Science with no major may not

receive minors. Minors currently offered in the School of Engineering may be viewed at <http://go.tufts.edu/EngineeringMinors>.

#### **Dean's List**

Each semester, students who have been enrolled with a minimum of 12 semester hours, received letter grades in a minimum of 9 semester hours, completed every course in which they were enrolled with no work incomplete, and earned the minimum grade point average of 3.2 will be placed on the Dean's List in recognition of their academic achievement. An indication of Dean's List status will be placed on their permanent record.

#### **Pass-Fail Option**

The spirit of the pass-fail option is to encourage academic exploration. A maximum of 8 courses taken under pass-fail grading may be counted toward a degree in the school of engineering pass-fail credits may not be applied toward the SHU requirements for SOE-Engineering + SOE-Computing and SOE-Mathematics + SOE-Natural Sciences. In addition, ENG 1, EN1, ES2, and COMP11 may not be taken pass-fail. Courses that fulfill a major requirement may not be taken pass-fail unless specifically excepted by the program description as recorded in the Bulletin. Normally, no more than one course per semester may be taken pass-fail. No distinction is made between regular courses that students elect under the pass-fail grading and those courses in which grading is pass-fail. Refer to the academic calendar for deadlines. After the deadline, the only choices are to complete a course under the existing grading system or to withdraw for the remainder of the term. Forms are available at <http://students.tufts.edu/registrar/student-forms>.

Due to the extraordinary pedagogical changes made in the middle of the Spring 2020 and extended into the Fall 2020 semester, students were allowed to take courses on an exceptional pass/fail basis. Exceptional pass (EP) encompasses all grades from A+ through D-. An exceptional pass does not affect the grade point average; a failing grade is averaged into the grade point average. Courses taken under the EP/F grading method, for which a student has earned an exceptional pass, cannot be repeated for credit. Students who elect EP/F grading will not be able to later request reversion to the letter grade.

Due to the exceptional pass/fail policy enacted in spring 2020 and extending into fall 2020, courses taken EP/F during that semester will count toward a student's degree requirements.

#### **Grade Requirements**

For graduation, grades of C- or better are required in 67 percent of the semester hours submitted for the degree. It is expected that grades of C- or better will be earned in at least 75 percent of the semester hours taken in the concentration. Courses taken EP/F in the spring 2020 and fall 2020 semesters will count toward the grades of C- or better.

#### **Degrees with Honors**

Distinction (cum laude) is conferred at commencement on deserving students who earned an academic average of 3.20 or higher.

High distinction (magna cum laude) is conferred at commencement on deserving students who have an academic average of 3.50 or higher.

Highest distinction (summa cum laude) is conferred at commencement to deserving students who have a cumulative grade point average of 3.80 or higher.

These nominations are approved by a special vote of the faculty.

The above criteria may be replaced by special evaluation of the Tufts academic record if substantial transfer credit is submitted in fulfillment of the degree requirements, or if the degree program is of unusual duration. Students whose permanent record includes a serious disciplinary infraction will not normally be eligible for degrees with honors.

#### **Tau Beta Pi**

Tau Beta Pi, the national engineering honor society, founded in 1885, affords engineering students the same recognition

for high scholastic achievement and exemplary character as is provided for liberal arts students in Phi Beta Kappa. The Tufts chapter is designated as Delta Chapter of Massachusetts.

### **Thesis Honors Program**

The Thesis Honors Program allows students to pursue a program of independent study usually leading to a senior thesis and a qualifying examination. The principal purpose of the program is to give special impetus to the development of self-reliance, individual initiative, habits of critical analysis, and correlation of knowledge. Students pursuing a Center for Interdisciplinary Studies (CIS) thesis are eligible for thesis honors. Because this is an honors program, admission is normally restricted to students whose names have appeared on the Dean's List at least two times before their senior year. Students may take on an honors thesis with one semester on the Dean's List if they have transferred to Tufts or have received special permission from their department. The application process should be completed during the junior year, including the summer of the senior year. The student is responsible for finding an advisory committee (one principal advisor who is a full-time faculty member in the School of Engineering, and at least one other full-time faculty member from the faculty of Arts, Sciences, and Engineering, or industry expert). Admission to the program requires formation of an advisory committee, consent of the student's advisor, and approval of either the student's major department or, in the case of a CIS thesis, the CIS Board. The membership of the advisory committee and the title of the thesis must be registered with the Academic Resource Center.

The advisory committee will be chaired by a full-time faculty member in the School of Engineering. Exceptions to this rule may be made at the discretion of the department chair for the student's major. The committee will direct the student's reading and research or other technical work, and will guide the student in preparing for a qualifying examination in the area of investigation. All such programs will include six semester hours (with at least 3 semester hours toward the concentration elective). The thesis should be of quality comparable to a paper publishable in a peer-reviewed journal. Its subject and scope will be agreed on in advance by the student and sponsor and approved by the committee.

The completed thesis will be presented for consideration no later than two weeks before the last day of classes of the student's final semester.

Each candidate for a degree with thesis honors is required to undergo examination on the thesis and on the principal area of investigation. The specific character of the examination is determined by each advisory committee and may be oral, written, or both. After the defense, a final copy of the thesis, in electronic form, should be submitted to the Tisch Library archive.

The advisory committee is empowered to determine the level of thesis honors to be awarded, basing its recommendation on an evaluation of the thesis. Degrees are designated bachelor of science with highest thesis honors, with high thesis honors, or with thesis honors. (Thesis honors will be indicated on the student's transcript, but not on the diploma.) Students who, in the judgment of the advisory committee, have not attained the standards required for a thesis honors designation, but whose work is worthy of a degree, are recommended for the bachelor of science degree subject to the general regulations. Students who, in the judgment of the advisory committee, have attained the standards required for a thesis honors designation may also receive the degree summa cum laude, magna cum laude, or cum laude, in accordance with the procedures governing degrees with distinction.

After the defense, a final copy of the thesis should be submitted to the Digital Collections and Archives (DCA). The DCA will accept thesis submission electronically as an alternative to submitting a bound paper copy. Please contact the DCA for more information on how to submit your thesis. For important information about guidelines and deadlines, as well as advice and support for writing a thesis, visit

<https://students.tufts.edu/academic-advice-and-support/academic-advising/what-we-offer/senior-honors-thesis>.

### **Undergraduate Internship Programs**

Internships provide undergraduate students with the opportunity to apply their education and skills directly toward a field-based situation, with an off-site organization.

Many internships are paid positions that are performed on a full-time basis over the summer months, or for approximately ten to fifteen hours a week during the semester. These internships may be awarded transcript notations

without any academic credit.

Students may receive credit toward degree requirements for which the following conditions must be met: the internship proposal is approved in advance by the department, a faculty mentor has supervisory and technical control of any work that receives credit, and a written report is submitted that will be evaluated by the faculty mentor and the outside institution supervisor.

Engineering students are encouraged to pursue curricular and extra-curricular work experiences, but each engineering student is limited to enroll in 3 SHU of internship, at most, totaled over the undergraduate program. For an international engineering student to engage in Curricular Practical Training (CPT), the student must be registered for a co-op or be enrolled in a one-or-more credit internship concurrent with the CPT experience. Undergraduate international students who wish to participate in the CPT program should contact the International Center.

The Office of Engineering Internship helps qualified engineering students identify potential internship opportunities.

#### **Combined Bachelor's/Master's Degrees Program**

The School of Engineering offers exceptional engineering students the option of pursuing a combined bachelor of science and master of science degree (B.S.-M.S.) as a thesis or non-thesis program.

Students seeking admission to the program must submit an application by March 1<sup>st</sup> of their junior year. Admission to the program requires (1) a minimum cumulative GPA (through the fall semester of the junior year) of 3.60 for the B.S.-M.S. program, and (2) acceptance by the department in which the student intends to complete the master's portion of the program. Applicants not meeting the GPA requirement will still be considered and reviewed by the department. Two graduate-level courses are allowed to count toward the master's degree requirements as long as they carry the designation of the department in which the master's portion of the combined degree program is to be completed. Combined-degree students must pay four years of undergraduate tuition and two semesters of graduate tuition (plus continuation fees as applicable).

Combined-degrees students are required to fulfill all the requirements of the bachelor's degree program and graduate before moving into the master's portion of their program. Students who do not receive their bachelor's degree by August of their senior year must continue to enroll as an undergraduate and pay undergraduate tuition.

# **University College**

## **Mission Statement**

[University College](#) was established to facilitate the development of university-wide degree and non-degree programs for matriculated students and to offer educational programs that reach new non-matriculated student populations, including pre-K through high school students, working professionals, and lifelong learners. Established in November 2018 by a vote of the Board of Trustees as the successor to the College of Special Studies, University College is committed to Tufts' mission as a student-centered research university by seeking to extend access to Tufts' high-quality education to those for whom a full-time, residential degree in a traditional discipline is not the right option. Dedicated to serving students at all points in their educational journey, University College collaborates with all of the schools and faculties of Tufts University to offer learning experiences that complement and expand the reach of their degrees, certificates, and research. Today, University College is responsible for [Summer Session](#), [Short-term Abroad](#), [Courses at Tufts](#), [Winter Term](#), [Tufts Pre-College Programs](#), and Lifelong Learning and the [Osher Lifelong Learning Institute at Tufts](#).

## **Courses at Tufts**

[Courses at Tufts](#) allows high school students, visiting undergraduate and graduate students, working professionals, and others to enroll in select courses across the many schools of Tufts. These courses will allow students of all ages to accelerate their career, to consider a new degree or certificate program, or simply to expand their knowledge of particular disciplines. Courses at Tufts offerings span the academic year, the Summer Session, and the Winter Term.

## **Summer Session**

Summer Session takes place through the months of May, June, July, and August and includes a wide range of educational opportunities. Summer study allows Tufts students to take courses that fulfill core requirement outside the space of the academic year, enables them to tackle difficult work in a concentrated manner, or offers the chance to explore new and interesting topics. Summer Session is likewise open to visiting non-degree students as well as high school students through a slate of pre-college programs. In addition to regular courses, Summer Session offers workshops and special course formats across the schools of Tufts University.

## **Short-Term Abroad**

[Short-term Abroad](#) programs allow students to travel and learn in short, intensive programs – usually for credit – without interrupting their regular academic year plan. Students currently may choose programs in the Summer Term with destinations throughout Europe.

## **Winter Term**

University College's pilot [Winter Term](#) in January 2020 included the Tufts Campaign School with Tisch College, and workshops through the School of the Museum of Fine Arts; it is now a resource for the creation of a range of innovative offerings on campus, online, or through study abroad.

## **Tufts Pre-College Programs**

[Tufts Pre-College Programs](#) offer high-achieving high school students the opportunity to experience a Tufts-quality education and get a head start on their college career. Students may take select courses year-round through Courses at Tufts for High Schoolers and in the Summer Session or participate in one of our many cohort programs ranging

from the semester-long Tufts Research Experience program, the 6-week Tufts College Experience summer program, and our 2- to 3- week summer Intensives.

### **Lifelong Learning**

University College oversees the [Osher Lifelong Learning Institute](#), which serves intellectually curious 50+ adults through a wide range of in-person and online educational and social programs, including lectures, interactive study groups, special-interest clubs, and more, all offered in an inclusive and welcoming, pressure-free environment. UC's Lifelong Learning offerings are expanding to include short courses and certificates in the areas of career retraining and life skills and enrichment.

# General Undergraduate Information

## Undergraduate Policies

### Academic Residence Requirement

The university requires eight semesters of full-time study for the baccalaureate degree for all undergraduates. After matriculating at Tufts, a student may spend no more than two semesters of full-time study at other approved institutions or on approved external study abroad programs. Ordinarily, four semesters of the undergraduate's course of study must be taken at Tufts University's home campus. Up to two semesters may be spent in a Tufts-related program, either foreign or domestic. Normally, students will be in full-time residence at Tufts for the final two semesters. Transfer students must spend at least four full-time semesters at Tufts or on Tufts Programs Abroad. Candidates for certain combined bachelor's degrees (liberal arts/engineering combined degrees and the program with New England Conservatory) must complete their programs in no fewer than ten full-time semesters. Candidates for the BA/BFA program at the SMFA at Tufts must complete their program in no fewer than eight full time semesters.

Given the extraordinary circumstances of the COVID-19 pandemic, the ASE faculty have decided to waive the eight-semester academic residence requirement for any matriculated undergraduate who enrolls at Tufts in Fall 2020. Matriculated Tufts undergraduates who attempt full-time enrollment at Tufts in Fall 2020 will be exempt from the eight-semester academic residence requirement going forward. This means that, effective Spring 2021, students may opt for early degree completion or to enroll on a part-time basis after at least six semesters of full-time enrollment. Early completion of the degree will entail that all other degree requirements have been satisfied. (For further information and limitations for certain student populations such as transfer students and students enrolled in combined degree programs, see <https://students.tufts.edu/academic-advice-and-support/academic-advising/residency-requirement>).

All students must earn at least 60 semester hours at Tufts or on Tufts-run global programs (Tufts Programs Abroad or other credit-bearing short-term programs through Tufts Global Education). Pre-matriculation credits received from certain standardized examinations (such as Advanced Placement) are not considered Tufts credits for this purpose.

Matriculated students may transfer courses only from accredited four-year colleges and universities. No online courses or internships will be accepted for transfer. Due to the extraordinary pedagogical changes resulting from the COVID-19 pandemic, the policy prohibiting students from transferring in online coursework will be waived for courses taken in Spring 2020, Summer 2020, and Fall 2020. The policy prohibiting matriculated students from transferring in community college coursework will also be waived for courses taken in Spring 2020, Summer 2020, and Fall 2020.

Students earning the equivalent of 5 (credit-bearing) courses, adding up to at least 17 semester hours, from pre-matriculation credits and/or Tufts summer session courses (including Tufts-run summer abroad programs) may elect to use these semester hours in fulfillment of one semester of residence. Students earning the equivalent of 9 such courses, adding up to at least 32 semester hours, may elect to use them in fulfillment of two semesters of residence. Pre-matriculation credits are defined as credits earned from certain scores on Advanced Placement and SAT examinations, IB and A-level examinations, as well as credits earned from approved college courses taken prior to matriculation at Tufts or at any four-year college or university. Courses taken during summer school at other institutions do not count toward the residence requirement.

Completion of a specified number of credits does not in itself constitute an undergraduate education. Students need time to reflect on and absorb knowledge. Four years of full-time study in an academic environment provide the opportunity to explore a varied curriculum at a reasonable pace; to interact with and learn from fellow students representing a variety of national, ethnic, religious, and racial backgrounds; to be enriched by study in a foreign country; and to survey the cultural, recreational, and educational opportunities of Boston and New England.

### Graduation Dates

Tufts awards undergraduate degrees three times during the year: May, August, and February. The only commencement ceremony is held in May.

### **Transfer Students**

Transfer students are entitled to the same advanced placement credits and exemptions from foundation requirements as students who enter Tufts as first-year students, with the same stipulation that transfers may not receive credit for a course covering essentially the same material as that for which advanced placement credit is granted.

Transfer students with eligible scores on the [SAT and Advanced Placement Tests, IB and A-levels](#) should have official records of their scores sent to Student Services before orientation. Such credits will be approved only on the basis of official test records and not a transcript from the student's previous institution.

Students transferring from other institutions must spend a minimum of four full-time semesters at Tufts or on Tufts Programs Abroad and must complete at least half the semester hours (60 semester hours for BA/BS degrees, 60 or more semester hours for engineering, depending on degree program, 38 semester hours of studio coursework and 21 semester hours of non-studio coursework for BFA toward their degree at Tufts or on Tufts Programs Abroad. Pre-matriculation credits received from certain standardized examinations (such as Advanced Placement and international diplomas) are not considered Tufts credits for this purpose.

### **Transfer of Credit from Other Institutions**

In order to receive transfer credit from another accredited institution, a student must have received a grade of C- or better. Transferred credits are entered in the Tufts record without the grade and do not count toward the Tufts GPA. Students may transfer from other institutions no more than the equivalent of sixty semester hours for both the College of Liberal Arts and the School of Engineering. Tufts does not accept transfer credits for internships nor for online courses.

A matriculated student may take courses at other accredited four-year colleges and universities and receive credit for them toward a Tufts degree by obtaining approval in advance from the relevant department through SIS. Courses taken at a community college after a student has matriculated at Tufts are not accepted for transfer. Due to the extraordinary pedagogical changes resulting from the COVID-19 pandemic, the policy prohibiting students from transferring in online coursework will be waived for courses taken in Spring 2020, Summer 2020, and Fall 2020. The policy prohibiting matriculated students from transferring in community college coursework will also be waived for courses taken in Spring 2020, Summer 2020, and Fall 2020. Students will also be allowed to transfer in coursework completed with a "pass" or equivalent from institutions that adopted a mandatory pass/fail grading scheme in Spring 2020 only.

Up to two semesters of full-time study after matriculation at Tufts may be spent at other approved four-year institutions or on approved foreign study programs. Students who transferred to Tufts must spend a minimum of four full-time semesters at Tufts or on a Tufts Programs Abroad. Students attending summer schools (other than Tufts Summer Session) are normally allowed to transfer no more than twelve semester hours in one summer, nor more than a cumulative total of twenty semester hours toward a Tufts degree after matriculation.

Students who plan to complete a full-time semester elsewhere must attempt the equivalent of twelve or more semester hours to have it qualify as a full-time semester. All students planning to transfer credits earned while on leave from Tufts at other institutions should begin the process by first discussing their plans with their Advising Dean. Applied courses in music and dance, such as performance ensembles and lessons, are not normally accepted for transfer.

A course taken at a school using the quarter system will transfer according to the rule that one quarter hour is  $\frac{2}{3}$  of a semester hour; the resulting semester-hour value will be rounded to the nearest integer. For example, a 3-quarter-hour course counts as 2 semester hours (as  $3 \times \frac{2}{3} = 2$ ); a 4-quarter-hour course counts as 3 semester hours (as  $4 \times \frac{2}{3} = 2\frac{2}{3}$ , rounded to 3). If planning to use a quarter-system course toward a major, students should check with the department first.

### **Resumed Education for Adult Learners (R.E.A.L.)**

The Resumed Education for Adult Learners (R.E.A.L.) program is open to students 24 years of age and older. This unique undergraduate program meets the need for greater academic flexibility in the education of older students, including veterans, and students who are married or are parents. It is open to those who have some college experience, with recent coursework a requirement. The R.E.A.L. program is particularly receptive to prospective students who have assumed

leadership roles in local community affairs as well as to residents of Medford and Somerville. Students in the program are enrolled in regular undergraduate courses and pursue a course of study leading to a college degree in liberal arts or engineering, for which they are expected to fulfill existing requirements, with the exception of the residence requirement. The R.E.A.L. program admits students for both the fall and spring semester of the academic year. For more information about the program, please call the Office of Undergraduate Admissions, located in Bendetson Hall, at 617-627-3170, or call the co-directors, Carmen Lowe or Kendra Barber, at 617-627-2000.

#### **Registration Information**

Registration for courses is done through SIS online. Students register for courses in November for the coming spring term and in April for the next fall term. It is critical that students register for courses during this time. Failure to register or file the appropriate leave of absence could result in administrative withdrawal from the University. Students taking a leave of absence, including a leave to study abroad on an external program, must do so through SIS.

Registration will reopen during winter and summer breaks. Students will be able to register for any open classes, drop any classes, and sign up for the waitlist during this period. Please note that the waitlist will be active throughout this time. If a student drops a course, then the first waitlisted student will be rolled into the course. The ability to add courses online will remain open for the first two weeks of the term. Once the add period is over, students who wish to enroll in a course must get the instructor's approval and the instructor will need to submit an enrollment correction form to Student Services.

First-year students (not transfer students) are able to drop courses online through the end of the tenth week of classes only in their first semester of study. Second semester first-year students, sophomores, juniors, and seniors are able to drop courses online through the end of the fifth week of classes; these students may withdraw from a course via [SIS](#) through the end of the tenth week of classes. The grade of W (withdrawn) will appear on the transcript, but does not affect a student's cumulative grade point average. After these deadlines, students must complete the course work and receive the appropriate grade. Exact dates vary from year to year and students should check the relevant Academic Calendar. Summer session has different deadlines, found on the summer session website.

#### **Pre-matriculation Credits**

Pre-matriculation credits are defined as credits earned from certain scores on Advanced Placement and SAT Subject examinations, scores on examinations, from the IB and A-levels as well as credits earned from college courses taken prior to matriculation at Tufts or any four-year accredited college or university. These scores and their equivalencies have been determined by the individual departments and are listed below. Liberal Arts students may apply toward their degree pre-matriculation credit amounting to at most five courses, regardless of the number of semester hours. Engineering students may apply toward their degree pre-matriculation credit amounting to at most twenty-seven semester hours. Credits earned prior to matriculation via Tufts Summer Session are not included in this limit. For Liberal Arts students, at least 3 semester hours in each distribution area must come from credits earned after matriculation. If the student chooses to take a course that is equivalent to a pre-matriculation credit received, and passes, then the pre-matriculation credit will be removed from the student's record. Students do not need to take the next level course in order to keep the pre-matriculation credit (except where stated). If they wish to make any changes, they may do so by completing the appropriate form under [Student Forms](#).

Students who took college classes while still in high school may request transfer of credit for those courses online through SIS on the Student Services web page. Credit is awarded only for courses taken at a college with regularly enrolled college students. Some colleges offer their courses at nearby secondary schools for classes composed entirely of secondary school students; credit is not awarded for these courses. Also, students requesting such credit must provide a letter from their principal or guidance counselor stating that the course was not used to complete requirements for the high school diploma. Students must submit [Prior Institution Verification Forms](#) from the institution where they completed the course and from a representative from their high school (typically a guidance counselor) to confirm that the course was taken on a college or university campus and the majority of students in the course were candidates for a degree at that college or university.

Tufts does not grant credit for the IB or A-levels as a whole; rather, credit is awarded for each approved subject examination passed at an appropriate level.

**Tufts Exam Equivalency Chart**  
**Liberal Arts & Engineering 2020-2021 Academic Year**

| SUBJECT      | EXAM    | SCORE | CREDIT | EQUIVALENT | NOTES                                 |
|--------------|---------|-------|--------|------------|---------------------------------------|
| Anthropology | A-level | A, B  | 3.0    | ANTH 10    |                                       |
|              | IB/HL   | 6, 7  | 3.0    | ANTH 10    |                                       |
| Art History  | AP      | 5     | 0.0    | FAH 1 / 2  |                                       |
| Biology      | AP      | 5     | 5.0    | BIO AP     | Equivalent to BIO 13 or BIO 14        |
|              | A-level | A, B  | 5.0    | BIO AC     | Equivalent to BIO 13 or BIO 14        |
|              | IB/HL   | 6, 7  | 5.0    | BIO AC     | Equivalent to BIO 13 or BIO 14        |
| Chemistry    | AP      | 5     | 10.0   | CHEM 1 & 2 | Lose credit if CHEM 11 & 12 are taken |
|              |         | (5)   | 5.0    | CHEM 1     | If CHEM 2 or 12 is taken at Tufts     |
|              | A-level | A     | 10.0   | CHEM 1 &2  | Lose credit if CHEM 11 & 12 are taken |
|              |         | (A)   | 5.0    | CHEM 1     | If CHEM 2 or 12 is taken at Tufts     |
|              |         | B     | 5.0    | CHEM 1     | Lose credit if CHEM 11 is taken       |
|              | IB/HL   | 7     | 10.0   | CHEM 1 & 2 | Lose credit if CHEM 11 & 12 are taken |
|              |         | (7)   | 5.0    | CHEM 1     | If CHEM 2 or 12 is taken at Tufts     |
|              |         | 6     | 5.0    | CHEM 1     | Lose credit if CHEM 11 is taken       |

| SUBJECT          | EXAM    | SCORE   | CREDIT | EQUIVALENT | NOTES  |
|------------------|---------|---------|--------|------------|--|
| Chinese          | AP      | 5       | 0.0    | CHNS 4     |  |
|                  |         | 4       | 0.0    | CHNS 3     |  |
|                  | SAT     | 760–800 | 4.0    | CHNS 22    |  |
|                  |         | 710–750 | 0.0    | CHNS 21    |  |
|                  |         | 660–700 | 0.0    | CHNS 4     |  |
|                  |         | 600–650 | 0.0    | CHNS 3     |  |
|                  |         | 490–590 | 0.0    | CHNS 2     |  |
|                  |         | 410–480 | 0.0    | CHNS 1     |  |
| Classics         | A-level | A, B    | 3.0    | CLS AC     |  |
|                  | IB/HL   | 6, 7    | 3.0    | CLS AC     |  |
| Computer Science | AP      | 4, 5    | 3.0    | COMP 5     | Either COMP A or CSP exam                      |
|                  |         |         |        |            | Counts as free elective for EN students        |
|                  |         |         |        |            | Only one course credit if both exams are taken |
|                  | A-level | A, B    | 3.0    | COMP 5     | Counts as free elective for EN students        |
|                  | IB/HL   | 6, 7    | 3.0    | COMP 5     | Counts as free elective for EN students        |
| Drama/Theater    | A-level | A, B    | 3.0    | DR AC      |  |
|                  | IB/HL   | 6, 7    | 3.0    | DR AC      |  |

| SUBJECT               | EXAM    | SCORE | CREDIT | EQUIVALENT | NOTES   |
|-----------------------|---------|-------|--------|------------|---|
| Economics             | AP      | 5     | 3.0    | EC AP      | Students should enroll in EC 5                          |
|                       |         | 5/5   | 7.0    | EC 5 & AP  | If both Macro and Micro AP                              |
|                       | A-level | A, B  | 7.0    | EC 5 & AC  |   |
|                       | IB/HL   | 6, 7  | 7      | EC 5 & AC  |   |
| English               | AP      | 5     | 3.0    | ENG 1/2    |   |
|                       |         | 4     | 3.0    | ENG 1      |   |
|                       | A-level | A     | 3.0    | ENG 1/2    |   |
|                       |         | B     | 3.0    | ENG 1      |   |
|                       | IB/HL   | 7     | 3.0    | ENG 1/2    |   |
|                       |         | 6     | 3.0    | ENG 1      |   |
|                       | IB/SL   | 7     | 3.0    | ENG 1      |   |
| General Paper Exam    |         | A     | 3.0    | ENG 1/2    |   |
|                       |         | B     | 3.0    | ENG 1      |   |
| Environmental Science | AP      | 4, 5  | 3.0    | BIO 7      | Counts as free elective for EN students                 |
|                       | A-level | A, B  | 3.0    | BIO 7      | Counts as free elective for EN students                 |
|                       | IB      | 6, 7  | 3.0    | BIO 7      | Both HL & SL<br>Counts as free elective for EN students |
| Film                  | IB-HL   | 6, 7  | 3.0    | FMS 30     |   |

| SUBJECT | EXAM    | SCORE   | CREDIT | EQUIVALENT | NOTES               |
|---------|---------|---------|--------|------------|---------------------|
| French  | AP      | 5       | 4.0    | FR 21      |                     |
|         |         | 4       | 0.0    | FR 4       |                     |
|         |         | 3       | 0.0    | FR 3       |                     |
|         | SAT     | 770–800 | 4.0    | FR 22      |                     |
|         |         | 720–760 | 0.0    | FR 21      |                     |
|         |         | 660–710 | 0.0    | FR 4       |                     |
|         |         | 590–650 | 0.0    | FR 3       |                     |
|         |         | 500–580 | 0.0    | FR 2       |                     |
|         |         | 420–490 | 0.0    | FR 1       |                     |
|         | A-level | A       | 4.0    | FR 21      |                     |
|         |         | B       | 0.0    | FR 4       |                     |
|         | IB/HL   | 7       | 4.0    | FR 21      |                     |
|         |         | 6       | 0.0    | FR 4       |                     |
|         |         | 5       | 0.0    | FR 3       |                     |
|         | IB/SL   |         | 0.0    |            | Take placement exam |
|         | FB      | 12-20   | 4.0    | FR 122     |                     |

| SUBJECT | EXAM | SCORE   | CREDIT | EQUIVALENT | NOTES |
|---------|------|---------|--------|------------|-------|
| German  | AP   | 5       | 4.0    | GER 21     |       |
|         |      | 4       | 0.0    | GER 4      |       |
|         |      | 3       | 0.0    | GER 3      |       |
|         | SAT  | 770–800 | 4.0    | GER 22     |       |
|         |      | 720–760 | 0.0    | GER 21     |       |
|         |      | 660–710 | 0.0    | GER 4      |       |
|         |      | 600–650 | 0.0    | GER 3      |       |
|         |      | 490–590 | 0.0    | GER 2      |       |
|         |      | 410–480 | 0.0    | GER 1      |       |
|         | IB   | 7       | 4.0    | GER 21     |       |
|         |      | 6       | 0.0    | GER 4      |       |
|         |      | 5       | 0.0    | GER 3      |       |
| Hebrew  | SAT  | 770–800 | 4.0    | HEB 22     |       |
|         |      | 720–760 | 0.0    | HEB 21     |       |
|         |      | 660–710 | 0.0    | HEB 4      |       |
|         |      | 600–650 | 0.0    | HEB 3      |       |
|         |      | 490–590 | 0.0    | HEB 2      |       |
|         |      | 410–480 | 0.0    | HEB 1      |       |

| SUBJECT         | EXAM    | SCORE   | CREDIT | EQUIVALENT | NOTES                            |
|-----------------|---------|---------|--------|------------|----------------------------------|
| History         | AP      | 4, 5    | 3.0    | HIST AP    | A max of 6.0 credits are awarded |
|                 | A-level | A, B    | 3.0    | HIST AC    |                                  |
|                 | IB/HL   | 6, 7    | 3.0    | HIST AC    |                                  |
| Human Geography | AP      | 5, 4    | 3.0    | ANTH AP    |                                  |
| Italian         | AP      | 5       | 0.0    | ITAL 4     |                                  |
|                 |         | 4       | 0.0    | ITAL 3     |                                  |
|                 |         | 3       | 0.0    | ITAL 2     |                                  |
|                 | SAT     | 770–800 | 4.0    | ITAL 22    |                                  |
|                 |         | 720–760 | 0.0    | ITAL 21    |                                  |
|                 |         | 660–710 | 0.0    | ITAL 4     |                                  |
|                 |         | 590–650 | 0.0    | ITAL 3     |                                  |
|                 |         | 500–580 | 0.0    | ITAL 2     |                                  |
|                 |         | 420–490 | 0.0    | ITAL 1     |                                  |
|                 | IB/HL   | 7       | 4.0    | ITAL 21    |                                  |
|                 |         | 6       | 0.0    | ITAL 3     |                                  |
|                 | IB/SL   |         |        |            | Take placement exam              |

| SUBJECT        | EXAM    | SCORE   | CREDIT | EQUIVALENT  | NOTES                                 |
|----------------|---------|---------|--------|-------------|---------------------------------------|
| Latin          | AP      | 4, 5    | 3.0    | LAT 3       |                                       |
|                |         | 3       | 0.0    | LAT 3       |                                       |
|                | SAT     | 720–800 | 3.0    | LAT 21      |                                       |
|                |         | 620–710 | 0.0    | LAT 3       |                                       |
|                |         | 480–610 | 0.0    | LAT 2       |                                       |
|                | IB/HL   | 6, 7    | 3.0    | LAT 3       |                                       |
| Mathematics AB | AP      | 5       | 3.0    | MATH 32     |                                       |
|                |         | 4       | 3.0    | MATH 32     | No credit for engineering students    |
| Mathematics BC | AP      | 5       | 6.0    | MATH 32, 34 |                                       |
|                |         | 4       | 3.0    | MATH 32     |                                       |
| Mathematics    | A-level | A       | 3.0    | MATH 34     | Math 32 only for engineering students |
|                |         | B       | 3.0    | MATH 32     |                                       |
|                | IB/HL   | 6, 7    | 3.0    | MATH 32     |                                       |
| Further Math   | IB/SL   | 7       | 3.0    | MATH 14     | No credit for engineering students    |
| Music          | AP      | 5       | 0.0    | n/a         | See department for placement          |
|                | A-level | A, B    | 3.0    | MUS AC      | See department for placement          |
|                | IB/HL   | 6, 7    | 3.0    | MUS AC      | See department for placement          |

| SUBJECT           | EXAM    | SCORE | CREDIT | EQUIVALENT | NOTES   |
|-------------------|---------|-------|--------|------------|---|
| Philosophy        | A-level | A     | 3.0    | PHIL AC    | Knowledge and Inquiry Exam                              |
|                   |         | A, B  | 3.0    | PHIL 2     |   |
|                   | IB/HL   | 6, 7  | 3.0    | PHIL AC    |   |
| Physics 1         | AP      | 4,5   | 5.0    | PHY 1      | No credit for engineering students                      |
| Physics 2         | AP      | 5     | 5.0    | PHY 2      | No credit for engineering students                      |
| Physics B         | AP      | 4,5   | 5.0    | PHY 1      | No credit for engineering students                      |
| Physics C (M)     | AP      | 4,5   | 5.0    | PHY 11     | Lose credit if PHY 1 is taken                           |
| Physics C (E)     | AP      | 5     | 5.0    | PHY 12     |   |
| Physics A-Level   | A-level | A     | 5.0    | PHY 2      | No credit for engineering students                      |
|                   |         | B     | 5.0    | PHY 1      | No credit for engineering students                      |
| Physics IB/HL     | IB/HL   | 7     | 5.0    | PHY 2      | No credit for engineering students                      |
|                   |         | 6     | 5.0    | PHY 1      | No credit for engineering students                      |
| Political Science | AP      | 4, 5  | 3.0    | PS AP      | Only one credit is awarded even if both exams are taken |
|                   | A-level | A, B  | 3.0    | PS AC      | Cannot be used toward the major                         |
|                   | IB/HL   | 6, 7  | 3.0    | PS AC      | Cannot be used toward the major                         |
| Psychology        | AP      | 4, 5  | 3.0    | PSY 1      |   |
|                   | A-level | A, B  | 3.0    | PSY 1      |   |
|                   | IB/HL   | 6, 7  | 3.0    | PSY 1      |   |

| SUBJECT   | EXAM    | SCORE   | CREDIT | EQUIVALENT | NOTES |
|-----------|---------|---------|--------|------------|-------|
| Sociology | A-level | A, B    | 3.0    | SOC 1      |       |
|           | IB/HL   | 6, 7    | 3.0    | SOC 1      |       |
| Spanish   | AP      | 5       | 0.0    | SPN 4      |       |
|           |         | 4       | 0.0    | SPN 3      |       |
|           |         | 3       | 0.0    | SPN 2      |       |
|           |         | 2       | 0.0    | SPN 1      |       |
|           | SAT     | 770–800 | 4.0    | SPN 22     |       |
|           |         | 720–760 | 0.0    | SPN 21     |       |
|           |         | 660–710 | 0.0    | SPN 4      |       |
|           |         | 590–650 | 0.0    | SPN 3      |       |
|           |         | 500–580 | 0.0    | SPN 2      |       |
|           |         | 420–490 | 0.0    | SPN 1      |       |
|           | IB/HL   | 7       | 4.0    | SPN 21     |       |
|           |         | 6       | 0.0    | SPN 3      |       |
|           |         | 5       | 0.0    | SPN 2      |       |
|           | IB/SL   | 6, 7    | 0.0    | SPN 2      |       |
|           |         | 5       | 0.0    | SPN 1      |       |

| SUBJECT     | EXAM    | SCORE | CREDIT | EQUIVALENT | NOTES                                   |
|-------------|---------|-------|--------|------------|---|
| Statistics  | AP      | 4, 5  | 3.0    | MATH 21    | Counts as free elective for EN students |
|             | A-level | A, B  | 3.0    | MATH 21    | Counts as free elective for EN students |
|             | IB/HL   | 6, 7  | 3.0    | MATH 21    | Counts as free elective for EN students |
| Studio Art  | AP      | 4,5   | 4.0    | SMFA AP    |   |
|             | A-level | 6, 7  | 4.0    | SMFA AC    |   |
|             | IB/HL   | 6, 7  | 4.0    | SMFA AC    |   |
| Visual Arts | IB/HL   | 6, 7  | 4.0    | SMFA AC    |   |

**Key:**

AP = Advanced Placement

AC = Accelerated Credit

A-Level=British Certificate of Education

FB = French Baccalaureate (French language only)

IB/HL = International Baccalaureate

Higher Level

IB/SL = International Baccalaureate

Subsidiary Level

**Please note:** If a student elects to take the equivalent course at Tufts, the exam credit will be removed upon completion of the course. A student will be awarded credit for the highest level achieved in a single language, even if multiple tests were taken. This applies only to scores for which departments award credit.

### **Standardized Exam Equivalencies**

If a student completes a course at Tufts for which a pre-matriculation credit was awarded, the pre-matriculation credit will be removed from the student's record.

A student will be awarded pre-matriculation credit for one course equivalent to the highest level achieved in a single language, even if multiple tests were taken in that language. This applies only to scores for which departments award credit.

Health professions graduate programs, such as medical and dental schools, will generally expect actual college science courses with laboratory on the transcript.

### **Academic Standing/Satisfactory Progress Toward the Degree**

Determination of a student's academic status is made by the faculty Committee on Academic Standing. The committee reserves the right to make decisions on an individual student's academic progress.

**Academic Alert:** A student will be sent an academic alert at the end of any semester in which the student earned fewer than 12 semester hours but more than 4, and/or failed one course of any semester hour value. Incompletes are not earned credits. The student's advisor and parents or guardians will be notified. No transcript notation will be made.

**Academic Probation:** A student will normally be placed on academic probation by the Committee on Academic Standing at the end of any semester in which the student earned 4 semester hours or fewer and/or a semester GPA lower than 2.0 and/or failed to make satisfactory progress as defined by number of credits earned at the end of any semester beyond their first semester. Satisfactory academic progress for each semester is defined by the number of semester hours listed below (see table). Incompletes are not earned credits. If put on academic probation, the student will no longer be in good academic standing, and notification of this status will be sent to the student's advisor and parents or guardians. The probation status will also be recorded on the student's unofficial transcript. To return to good academic standing, in the following semester a student must complete a minimum of 12 semester hours and earn a minimum term GPA of 2.0. An additional grace period may be allowed for the student to make satisfactory progress toward their degree as defined by the number of semester hours earned (see table). Students on academic probation who do not meet these criteria will either remain on academic probation or will be required to withdraw for one semester.

**Required Academic Withdrawal:** If a student's academic performance in any subsequent semester meets the criteria for academic probation, then the student will normally be required to withdraw for one semester.

### **Summary:**

- Academic Alert: 5-11 semester hours and/or failed one course of any semester hour value. In good academic standing; student, advisor, and parents/guardians notified; no transcript notation.
- Academic Probation: 0-4 semester hours and/or term GPA 0–1.99 and/or failed to make satisfactory progress as defined by the number of semester hours earned at the end of any semester beyond their first semester. No longer in good academic standing; student, advisor, and parents/guardians notified; notation on unofficial transcript.
- Required Academic Withdrawal for one semester: Credits and GPA meet the criteria of academic probation for any subsequent semester. No longer in good standing; student, advisor, and parents/guardians notified; notation on unofficial transcript.

**Permanent Academic Withdrawal:** A student who returns from having been required to withdraw for a semester and meets the criteria for academic probation in any semester after the return will be subject to a permanent academic withdrawal, determined by the Committee on Academic Standing.

**Satisfactory Progress Toward the Degree:** Undergraduates will be alerted by their Advising Dean if they are not earning adequate semester hours to make satisfactory progress toward the degree. Satisfactory progress is defined by the number of semester hours completed by the end of each semester, as follows:

|            | Fall | Spring |
|------------|------|--------|
| First-year | 12   | 24     |
| Sophomore  | 39   | 54     |
| Junior     | 70   | 86     |
| Senior     | 102  | 120    |

#### **Approved Part-time Enrollment**

Permission to enroll as a part-time student may be granted to students in the Resumed Education for Adult Learners Program and those who have completed eight semesters of full-time study. Students seeking to go part time after completing the residence requirement should see their Advising Dean at the beginning of their final full-time semester. Part-time enrollment must be determined no later than the day before the first day of the semester. Part-time students who drop courses beginning on the first day of classes are held to the prorated refund schedule.

#### **Reduced Course Load (Disability Related)**

In some instances, health needs and other disabilities may also merit a reduced course load; determination for this is made by the Student Accessibility and Academic Resource (StAAR) Center. Students must file a petition in advance of the semester for which it is requested and work with the staff of the StAAR Center and their Advising Dean to effect a change to their program. Please see the [StAAR Center website](#) for complete details and procedures: <http://students.tufts.edu/student-accessibility-services>. Students are considered to be making satisfactory progress if they complete all courses with a 2.0 term GPA. A Reduced course load is 3-11 semester hour units.

#### **Grades**

The standing of the student in each subject is expressed by one of the following letters:

- A Superior work
- B Meritorious work
- C Satisfactory work
- D Unsatisfactory work but allowable for credit, subject to the restrictions specified under the requirements for graduation. Some departments disallow credit toward the concentration requirement.
- P Passing work (D- or better): for courses taken under the pass-fail option, and for selected courses offered only pass-fail by departments. Grade point average is not affected.
- F Failure: No credit is received. A grade of F is averaged into the grade point average.

#### **No-grade status**

- I Incomplete: An indication by the instructor that more time will be allowed to complete the requirements for the course. An incomplete may be awarded only if the student has done substantial work in the course, the instructor judges the reasons for granting incomplete status to be valid, and the instructor determines that the work can be completed in the time specified on the incomplete form. Instructors are encouraged to consult with a student's Advising Dean prior to awarding an incomplete. The instructor is responsible for specifying on the incomplete form the reason for the incomplete grade and the conditions that must be satisfied for the awarding of a grade. A copy of this form must be submitted to the student's Advising Dean at the time final grades are reported. It is the responsibility of the student to request an incomplete before the required work is due. If an incomplete is granted, all work in the course must be completed six weeks into the following semester (fall or spring only), but students are encouraged to complete the work before the start of the next semester. The instructor may set an earlier or later deadline than the standard six weeks and the student must abide by that deadline. The work will be evaluated without prejudice, and a grade should be submitted two weeks after the work is received by the instructor. A course not completed by the designated time will either remain a permanent incomplete or be assigned an appropriate grade (such as an F) by the instructor.
- W Withdrawn: An indication that a student has been permitted to withdraw from a course after the fifth week of a semester (tenth week for first semester first-year students), but no later than the tenth week of the semester.

**CR** Credit: Credit is received, but is not included in the grade point average.

**NG** No Grade: The instructor has no current knowledge of the student listed on the grade sheet.

To compute the average of a student's grades, each course grade of A is counted as 4.00; B, 3.00; C, 2.00; D, 1.00; F, 0. B+, C+, and D+ count 0.333 more; A-, B-, C-, and D- count 0.333 less. The grade score for each course is multiplied by the number of semester hours of the course, and the sum of these weighted scores is divided by the total number of semester hours. The result is computed to three decimal places; semester and cumulative averages are rounded to two decimal places.

Although a grade of F is averaged into the GPA, those semester hours do not count towards graduation. For example, if a student has earned A- in a 3-semester hour course, B+ in a 4-semester hour course, B+ in a 3-semester hour course, and

$$\begin{aligned} \text{B in a 5-semester hour course, that student's average grade for the term is: } & \frac{(3.667 \times 3) + (3.33 \times 4) + (3.33 \times 3) + (3.0 \times 5)}{3+4+3+5} \\ = 3.289, \text{ which is then rounded to 3.29.} \end{aligned}$$

If a student has earned A in each of three 3-semester hour courses and F in another 3-semester hour course, that student has completed 9 semester hours toward graduation and the average grade for the term is:

$$\frac{(4 \times 3) \times 3 + (0 \times 3)}{3+3+3+3} = 3.0.$$

#### **Changes in Course Grades: Statute of Limitations**

Effective education requires timely and objective evaluation of students' academic work, using clear, standard, fair, and public criteria. Such standards should be listed in the course syllabus. While criteria differ across disciplines and faculty, and while the ultimate responsibility for setting standards and evaluating performance rests with departments and faculty, submitted grades are final and not subject to negotiation. Exceptions should be limited to correcting clerical and calculation errors, and correcting deviations from stated criteria. Of course, students do have the right to know the basis for a grade, and faculty should be open to that post-semester conversation. Following such a conversation, undergraduates who believe that an error or deviation remains may appeal to the department chair or program director and, if necessary, subsequently to a dean of the faculty in Ballou Hall.

Any request for a change in a course grade must be made to the course instructor no later than six weeks into the following regular semester.

#### **Repeated Courses**

Students who receive a failing grade for a course may repeat the course and receive degree credit if a passing grade is earned the second time. Both grades remain on the transcript, and both the F and the passing grade are calculated into the cumulative average. Students may choose to repeat a course after receiving a D+, D, or D-. Both the original and the repeated courses and grades will appear on the transcript. The credit value of the original course will be removed, but the full impact of the grades of both the original and repeated courses will be calculated into the cumulative grade point average. The repeated course, if passed, will receive the full credit value.

Students who earn a grade of C- or above for a course may choose to repeat the course for a variety of reasons. Degree credit and cumulative average will reflect only the first passing grade earned in the course; record of the repeat and subsequent grade will appear on the transcript, but the grade will not be calculated into the grade point average.

Some studio art classes and performance classes in dance and music may be repeated for credit. See department for details. Similarly, physical education skills courses may be repeated for credit. A total of 4 such courses, up to 8 semester hours, may be taken for credit; additional such courses will appear on the transcript with no credit. Creative writing classes at the introductory level may be taken twice in each genre (fiction, poetry, journalism). Creative writing classes in fiction and poetry at the intermediate level may also be taken twice for credit. Journalism and Nonfiction Writing at the intermediate level may be taken only once each.

A course that has been taken using the pass/fail grading option, and for which the student earned a pass, may not be repeated for credit.

### **Extra Courses**

Liberal arts students may register for a maximum of 18 semester hours each semester; liberal arts students in the combined BA or BS/BFA program may register for a maximum of 21 semester hours each semester; first-year, first-semester engineering students may register for a maximum of 18 semester hours; all other engineering students may register for a maximum of 21 semester hours. To add an additional credit, students must petition their Advising Dean for permission beginning on the first day of each semester, but not before. Such permission is rarely granted to engineering students or to first-year liberal arts students.

### **Missed Classes**

Students should make themselves aware of each professor's attendance policy. Students who must miss a class because of an illness should submit the online short-term illness form, available through SIS. Students are encouraged to speak with the professor directly about missed work since illness does not automatically excuse this. Students should consult their Advising Dean in Dowling if they are missing more than a few classes due to illness. As the academic calendar is constructed, religious holy days are not the sole factor in determining days on which classes are held or suspended. It is the policy of the faculty, however, that students be encouraged to observe their appropriate religious holy days; that instructors strive to facilitate this by allowing absence from classes for such purposes and by trying to ensure that no examinations, written reports, oral reports, or other mandatory class assignments are scheduled for or due on holy days; and that instructors provide ample opportunities for such students to make up work missed on such occasions without penalty.

### **Study Abroad (Semester or Year)—Tufts Programs Abroad**

Students are encouraged to study abroad under one of the established programs sponsored by Tufts University. (See Tufts Programs Abroad.) In order to undertake a semester or year of study abroad during junior year, students must declare their 'Intent to Register' by the stated deadline in sophomore year (please see the Tufts Global Education website for details). To apply to a Tufts Program Abroad, students must plan a program relevant to their degree program at Tufts, secure in advance the approval of their advisor, and meet the requirements of the program to which they are applying. (For further information on program requirements and eligibility, see [tufts-global-education](#).) Among other requirements, students participating in Tufts Programs Abroad must be in good academic and disciplinary standing from the time of application through participation in the program. In order to have a semester of study away from Tufts count as one of the eight semesters of full-time study required for graduation, a student must attempt the equivalent of 12 or more semester hours.

### **Study Abroad (Semester or Year)—External Programs**

In order to undertake a semester or year of study abroad during junior year, students must declare their 'Intent to Register' by the stated deadline in sophomore year (please see the Tufts Global Education website for details). To participate in external study abroad, students must plan a program relevant to their degree program at Tufts and must secure in advance the approval of their advisor and of Tufts Global Education. Transfer credit toward the Tufts degree will be accepted only from students who are in good academic and disciplinary standing at the time of enrollment in the foreign program. A list of pre-approved external programs is available online. In order to have a semester of study away from Tufts count as one of the eight semesters of full-time study required for graduation, a student must attempt the equivalent of 12 or more semester hours. To meet the costs of administrative procedures connected with study at other institutions, students studying on an external program abroad will be charged a fee.

### **Study Elsewhere in the United States**

To study elsewhere in the United States, students must take a leave of absence from Tufts and must secure in advance the approval of their advisor and their Advising Dean. Approved courses will be transferred from four-year, accredited colleges or universities if the student earns grades of C- or better. Students must get courses approved for transfer from the relevant department at Tufts through [SIS](#). Tufts does not accept online classes or internships for transfer. In order to have a semester of study away from Tufts count as one of the eight semesters of full-time study required for graduation, a student must attempt the equivalent of 12 or more semester hours. To meet the costs of administrative procedures connected with study at other institutions, students studying elsewhere will be charged a fee.

### **Leaves of Absence and Transfers**

Undergraduates are allowed up to four semesters away from campus, total, in the course of completing their degrees. This includes personal leave, semesters of required withdrawal, or absences without formal leave. The limit of four semesters does not include study abroad, leave for domestic Study Elsewhere, leave for military or religious service, or medical leave. After a leave or another absence, of any type or length, students must confer with the Advising Deans in order to return. A student who exceeds the limit of four semesters away from campus must apply for reinstatement.

Students considering a leave of absence or transferring to another school must consult their Advising Dean and complete the online leave of absence form, available through SIS. The [Residential Life and Learning Office](#) must be notified if a housing contract has been signed. There is a penalty for failing to notify the Residential Life and Learning Office by certain deadlines (consult the Residential Life and Learning Office). Students receiving financial aid should also notify [Financial Services](#). International students must contact the International Center for information on visa status. Students taking a personal leave of absence with a plan to return to Tufts should consult their Advising Dean if they intend to take classes elsewhere while on leave.

For deadlines to request a leave, please visit: <https://students.tufts.edu/student-affairs/health-wellness-and-safety/leaves-absence/personal-leave>.

### **Medical Leaves:**

Students taking a Medical Leave of Absence leave campus in order to fully attend to health-related issues. This type of leave is recommended if a student finds it difficult to productively or safely manage the demands of their academics and campus life due to a health concern. Tufts University is committed to supporting students on medical leave and as they prepare for their transition back to Tufts. Making a decision to take a leave from the University may be a difficult one. The University strongly encourages students considering their options to consult and seek support from the staff in the Dean of Student Affairs Office and their Advising Dean at any time during the semester.

Understanding the financial and academic implications of any leave is important. The full policy is available on our website. Please know that your Advising Dean, or graduate faculty advisor and appropriate Dean of Students staff member will help you navigate this process.

Notification of intention to request re-entry must be submitted in writing or via email to the Office of the Dean of Student Affairs by the deadlines noted online: <https://students.tufts.edu/student-affairs/what-we-help/your-health-wellness-and-safety/leaves-absence/return-medical-leave>.

### **Academic Ethics**

A university is a community of individuals interested in the search for an understanding of knowledge. Absolute honesty on the part of every college student is and always shall be an integral part of the plan of higher education at Tufts University. Examples of academic dishonesty include plagiarism, handing in one paper for two or more courses without the knowledge and consent of the instructors involved, dishonesty on examinations, and the purchase of papers to be submitted in a course.

Certain fundamental principles for the acknowledgement of sources apply to all fields and to all levels of work. The use of source materials of any kind (including the Internet) in the preparation of essays or laboratory reports must be fully and properly acknowledged. In a paper or laboratory report, a student is expected to acknowledge any expression or idea that is not their own. In submitting the paper, the student is stating that the form and content of the essay or report, in whole and in part, represent their own work, except where clear and specific reference is made to other sources. Even where there is not conscious intention to deceive, the failure to make appropriate acknowledgement may constitute plagiarism. Any quotation—even of a phrase—must be placed in quotation marks and the precise source stated in a note or in the text; any material that is paraphrased or summarized and any ideas that are borrowed must be specifically acknowledged. A thorough rewording or rearrangement of an author's text does not release the student from these responsibilities. All sources that have been consulted in the preparation of the essay or report should be listed in the bibliography.

Allegations of student academic misconduct are reported to the Office of the [Dean of Student Affairs](#). Students have the

right to review the complaint of academic misconduct made against them and to reply in writing. Students also have the right to appeal disciplinary decisions to the Committee on Student Life (CSL) according to the policies set forth in [Tufts University Student Judicial Process](#).

Consequences for academic dishonesty include disciplinary probation, suspension, or expulsion. Instructors are required to follow the grading guidelines outlined in the Academic Integrity Handbook. For more information, please refer to the [Academic Integrity Handbook](#), available online.

### **Privacy**

The federal Family Educational Rights and Privacy Act of 1974 (FERPA) gives each Tufts student access to his or her educational records, the right to correct inaccuracies in the records and the right to control distribution. Since September 11, 2001, the Department of Education has stated that a college must provide (absent a request) information it reasonably believes will assist law enforcement officials in investigating or preventing terrorist activities. In addition, there are exceptions in the statute, such as a subpoena, that allow Tufts to release student records even if the student objects. A description of your rights under the act, the location of records pertaining to you, and the procedures for requesting access and invoking your right to control access appears on the Student Affairs website: <http://students.tufts.edu/student-affairs/student-life-policies/student-handbook>.

Please note: Only [directory information](#) is made available to the public. Directory information includes whether a student is in attendance at the university and the student's local telephone number and email address. Students may request that directory information not be released to anyone by adjusting their [privacy in SIS](#). Such requests are subject to the exemptions provided by certain policies, including FERPA and the Patriot Act of 2001. Students should verify implementation of their request by calling Student Services. A change in phone number, along with updating your privacy settings in SIS, is suggested as the best way to ensure privacy.

### **Nondiscrimination Policy**

Tufts University is committed to the fundamental principle of equal opportunity and equal treatment for every prospective and current employee and student in their education and employment. It is the policy of the university not to discriminate on the basis of race; color; national or ethnic origin; age; religion; disability; sex; gender; sexual orientation; gender identity or expression, including a transgender identity; genetics; status as a veteran; retaliation (for filing a complaint or raising a concern about any of the above categories); and any other characteristic protected under federal or state law, including Title IX. This equal opportunity protection applies in the administration of Tufts University's educational policies, admissions policies, employment policies, scholarship and loan programs, and athletic or other university-sponsored programs. The University expects all Tufts employees, students and community members to join with and uphold this commitment. For more information or to file a complaint of discrimination, contact the Office of Equal Opportunity and Affirmative Action at 617-627-3298 or visit <http://oeo.tufts.edu>.

# Combined-Degrees Programs

## Combined Five-Year Liberal Arts/Engineering Program

For most students entering college, the choice between liberal arts and engineering is a clear-cut matter. For some students, however, the choice is quite difficult. For the latter, both the professional flavor and occupational orientation of the engineering programs, on the one hand, and the variety of course selection in the liberal arts curriculum, on the other, have strong appeal. At Tufts, it is possible for students to secure the advantages of both types of education under the combined five-year program.

With a normal course load in each of 10 semesters, students may complete the degree requirements in both engineering and liberal arts. The five-year program includes two fields of major concentration, one in liberal arts and one in engineering. The plan has particular appeal for engineering students who wish to secure a more liberal arts education than is possible in a four-year engineering curriculum and for liberal arts students who desire a strong technological background.

Two degrees are awarded on completion of the program. Both degrees are awarded only on completion of the entire program; a student may not receive one degree earlier, even if the requirements for that degree have been met. Students who start a five-year program, but decide within two years not to continue, may complete the degree requirements for either engineering or liberal arts in the usual period of four years.

Students may apply for and be admitted to the combined five-year program only after entrance to Tufts. Because the program requires careful planning, students are encouraged to apply as early as possible. Five-year students are required to confer with their faculty advisors at the beginning of each semester to make certain that the courses that have been selected constitute a proper program. Five-year students must complete a minimum of forty-six courses and fulfill the foundation, distribution, and concentration requirements of both engineering and liberal arts. Within the School of Engineering, the B.S. degree may not be used as part of this program, except for the engineering psychology (human factors) program.

## Dual-Degrees Program with New England Conservatory of Music

Tufts University and New England Conservatory of Music have by agreement instituted a full five-year program leading to a Bachelor of Arts or Bachelor of Science degree from Tufts and a Bachelor of Music degree from the Conservatory. It is designed for students who wish to pursue studies in a musical instrument, voice, composition, music history, and theory without giving up the academic disciplines of a liberal arts degree. Admission to this dual-degree program is generally gained by simultaneous application to both institutions. Students in the program will complete a minimum of 72 semester hour units at Tufts; will be in full-time residence for ten semesters; and will meet the foundation, distribution, and concentration requirements stipulated by the School of Arts and Science. Students are also expected to complete 82 credit hours at NEC. Prospective students are requested to address their questions to the Dean of Enrollment Services, Office of Admission, New England Conservatory of Music, 290 Huntington Avenue, Boston, Massachusetts 02115, or Undergraduate Education at Tufts University.

## Combined Degree BFA & BA/BS Program with SMFA at Tufts

Students in the combined degree BFA & BA/BS program will be in full-time residence for a minimum of 8 semesters; will complete a minimum of 96 semester hour units of non-studio coursework and 76 semester hour units of studio art coursework. The non-studio distribution requirements for the BFA are satisfied by students completing 15 SHUs in art history, as well as the distribution, foundation and concentration requirements for their BA or BS degree, with the exception of their Arts Distribution requirement, which is satisfied by studio coursework taken towards their BFA degree. There are instances where students may use courses to satisfy multiple requirements in close consultation with their advisor. Normally, the majority of the non-studio work is taken on the Tufts Medford/Somerville campus, and most of the studio art courses are taken at the SMFA.

## **Combined Bachelor's/Master's Degrees Program with the School of Engineering**

(SEE SCHOOL OF ENGINEERING FOR DESCRIPTION.)

### **Combined Bachelor's/Master's Degrees Program with the College of Liberal Arts**

The College of Liberal Arts and the Graduate School of Arts and Sciences (GSAS) offer combined degrees programs through select departments. The combined degrees program is one way of recognizing the increasing number of undergraduates entering college with exceptional preparation in certain areas. In this program students can enroll in bachelor's and master's degree programs with the goal of completing both in five years. Students seeking admission to the program should consult their undergraduate major advisor, their Associate Dean in Dowling Hall, and their prospective graduate advisors before applying to the graduate school.

Combined degree students are required to complete the undergraduate degree requirements and graduate before moving into the master's portion of their program. Students who do not receive their bachelor's degree by August of their senior year must continue to enroll as an undergraduate and pay undergraduate tuition.

Four years of undergraduate tuition and the entire tuition for the master's degree are required.

Admission to the combined degrees program is typically during the junior year. Therefore, students interested in the program should discuss with their advisors early in their academic career to facilitate program planning. A student may elect to withdraw from the program at any time by filing the appropriate petition. For a list of participating programs, please go to <https://asegrad.tufts.edu/academics/combined-degree-programs>. Interested students should contact participating departments and programs for the most up-to-date curriculum information.

### **Combined Bachelor's/Master's in Public Health (M.P.H.) Degrees Program**

(<http://admissions.tufts.edu/academics/special-degree-paths/early-admission-to-tufts-profe/>.)

### **Combined-Degrees Program with The Fletcher School of Law and Diplomacy**

The combined-degree program is offered jointly by the undergraduate schools (Arts and Sciences or Engineering) and The Fletcher School. It offers an opportunity for a limited number of highly qualified Tufts undergraduates to earn both the bachelor's degree in their selected major and the Master of Arts in Law and Diplomacy (MALD) degree. A total of 16 Fletcher courses (48 SHUs) are required for the MALD degree. As many as four of these courses (12 SHUs) may be used in fulfilling requirements for the BA/BS degree. Degrees are conferred upon completion of requirements for each portion of the program; that is, a bachelor's degree will be conferred once the BA/BS requirements are completed and a master's degree will be conferred once the MALD requirements are completed. Students may not begin their three full-time Fletcher semesters until they have earned their bachelor's degree. A student who has any remaining credits for the bachelor's degree will remain enrolled in A&S, and pay tuition to A&S until their degree is completed.

Typically, the program lasts six years (12 semesters) and will not reduce the time usually required to pursue the two degrees separately. An undergraduate who is able to complete the AS&E eight-semester residency requirement by December of senior year may be able to complete the combined-degree program in five and a half years. Interested students should consult their undergraduate Advising Dean about this program.

Fletcher courses may be taken over a period of up to three years. The student must be a full-time Fletcher student during at least three semesters. While matriculated at Fletcher, students will pay Fletcher tuition and may receive Fletcher financial aid.

After being admitted to Fletcher, combined-degree students may take up to four Fletcher courses (12 SHUs) while still registered in AS&E and have these courses count toward the 16 courses (48 credits) required for the Fletcher degree. Fletcher courses taken through cross-registration before starting the combined-degree program are not eligible for Fletcher credit. Cross-registration for courses at Harvard or at other institutions in the greater Boston area will not be approved until the student has completed at least eight Fletcher courses (24 credits), including those taken while still an undergraduate.

No more than four Fletcher courses (12 SHUs) can be taken each semester, but students still completing undergraduate requirements may take a combination of Fletcher and undergraduate classes totaling 16 SHUs or fewer. The student's program must be coordinated in such a fashion as to satisfy both the Fletcher and undergraduate requirements.

#### Admissions

Students may apply for the combined-degree program once they have completed and received grades for 80 SHUs. All BA/BS-MALD applicants are required to participate in an on-campus evaluative Fletcher admissions interview. Once admitted, students may begin taking Fletcher courses at the start of the following semester, whether it begins in January or September. The application deadline for January enrollment is October 15. The application deadline for September enrollment is January 10.

Additional information about the Fletcher admissions process and financial aid can be found on the Fletcher website at [www.fletcher.tufts.edu](http://www.fletcher.tufts.edu).