

Prior to July 1, 2008, Carroll University was Carroll College.

## ACADEMIC STANDING

All students are expected to maintain at least a C (2.00) grade-point average in Carroll University course work. Any student who does not maintain at least a 2.00 cumulative average in Carroll course work is subject to, following a review by the academic steering committee, academic action.

## ACCREDITATION

Carroll is accredited by the Higher Learning Commission and a member of the North Central Association. In addition, many of the academic programs are fully accredited by their individual accrediting agencies. Refer to the University Catalog (<http://www.carrollu.edu/academics/catalog.asp>) for further details.

## CALENDAR

4-1-4 plus two six-week summer sessions through Summer 1996.  
As of Fall 1996: Fall Semester (Sept-Dec); Winter Session (Jan, two or three weeks); Spring Semester (Jan-May); Summer Sessions: Summer I (three weeks); Summer II and III (six weeks each).

## CLASSIFICATION

Freshman, 0-27 credits; sophomore, 28-59 credits; junior, 60-91 credits; senior, 92 or more credits.

## COURSE NUMBERING SYSTEM

Generally lower level undergraduate courses  
100-299:  
Generally upper level undergraduate courses  
300-499:  
Above 500: Graduate Level Courses

## CREDITS/HOURS

The unit of credit is the semester hour.

## DROP/WITHDRAWAL POLICY

Students may drop one or more courses or withdraw from all courses during the first eight weeks of a semester without penalty to the GPA.

## FYS DESCRIPTION

First Year Seminar is a one semester course taken by freshmen to initiate them into the academic life of the university and introduce the intellectual ideas at the heart of liberal studies. It develops the skills of reading, writing, oral presentation, group work and information technology necessary for academic achievement at the college level. First Year Seminar was discontinued after the 2010-2011 academic year.

## CROSS CULTURAL SEMINAR

The cultural seminar, which is taken in the first semester, begins the exploration of culture through the study of one's own culture and a different culture. The course develops oral communication skills through critical reading and discussion.

## COMPUTER GENERATED TRANSCRIPT LEGEND

**ATTEMPT** Credits taken through classroom work. Used for certification of enrollment.  
**EARNED** Credits which count towards degree (QUALCR plus SATISF).  
**SATISF** Credits taken pass/fail, satisfactory/unsatisfactory, CLEP, AP, retroactive credits, credit by examination (departmental), or through prior learning.  
**QUALCR** Letter Graded Credits which have a grade-point value.  
**GRD PTS** Grade points.  
**GPA** Grade-point average: GRD PTS divided by QUALCR

## COURSE ABBREVIATIONS

ACC	Accounting	HON	Honors
ANB	Animal Behavior	HSC	Health Sciences
ANP	Anatomy and Physiology	IDS	Interdisciplinary Studies
ART	Art	IOP	Off-Campus Programs
ASC	Actuarial Sciences	IST	Interdepartmental Studies
ATH	Athletic Training	LAT	Latin
AVS	Aviation Science	LEA	Organizational Leadership
BIO	Biology	MAT	Mathematics
BUS	Business Administration	MUS	Music
CCH	Coaching	MTY	Music Therapy
CCS	Cross Cultural Seminar	NCE	New Cultural Experiences Program
CHE	Chemistry	NRS	Nursing (Carroll University)
CHL	Challenge	NUR	Nursing (Carroll/CCON)
CMP	Computational Science	OTH	Occupational Therapy
COM	Communication	PBH	Public Health
CSC	Computer Science	PED	Physical Education
ECO	Economics	PHA	Physician Assistant
EDU	Education	PHI	Philosophy
ENG	English	PHY	Physics
ENV	Environmental Science	POL	Politics
ESC	Exercise Science	PPE	Philosophy, Politics, and Economics
ESL	English as a Second Language	PSY	Psychology
EUS	European Studies	PTH	Physical Therapy
EXP	Exercise Physiology	REC	Recreation Management
FAR	Fine Arts	REL	Religion
FRE	French	RUS	Russian
FYS	First Year Seminar	SOC	Sociology
GEO	Geography	SBM	Small Business Management
GEN	General Engineering	SPA	Spanish
GER	German	SRM	Sports & Recreation Administration
GRC	Graphic Communication	SWK	Social Work
HCA	Health Care Administration	THE	Theatre Arts
HED	Health Education	WRI	Professional Writing
HIS	History	WST	Women's Studies

## DEFINITIONS OF DEGREES AND PROGRAMS

BA	Bachelor of Arts
BE	Bachelor of Music Education
BS	Bachelor of Science
BSMT	Bachelor of Science in Medical Technology
BMJ	Bachelor of Music Therapy
BSN	Bachelor of Science in Nursing
MBA	Master of Business Administration
MED	Master of Education
MOT	Master of Occupational Therapy
MPAS	Master of Science in Physician Assistant Studies
MPT	Master of Physical Therapy
MSE	Master of Software Engineering
MS	Master of Science
DPT	Doctor of Physical Therapy

## GENERAL DEGREE REQUIREMENTS

Students must earn 128 credits for the BA, BS, BME, BMY and BSN degrees. For the BSMT degree, students earned 102 credits at Carroll and successfully completed a year of clinical training elsewhere. Prior to 1967, 120 credits were required for the BA and BS and 104 credits for BSMT. Each Graduate program determines their own credit hour requirement. Refer to the University Catalog (<http://www.carrollu.edu/academics/catalog.asp>) for further details.

## GRADUATION HONORS FOR UNDERGRADUATE DEGREES

To graduate with honors a student must have completed at least 64 letter graded courses at Carroll University. The lower of the overall and Carroll GPAs are used to determine honors.

Summa Cum Laude 3.900 to 4.000  
Magna Cum Laude 3.600 to 3.899  
Cum Laude 3.400 to 3.599

Letter	Grade Point
A	4.00
AB	3.50
B	3.00
BC	2.50
C	2.00
D	1.00
F	0.00
AU	Audit
S	Satisfactory (A, AB, B, B/C, C level)
U	Unsatisfactory (D or F level)
I	Incomplete (Inc)
W	Withdrawal
IP	In progress
LB	Signifies a lab
NR	No grade submitted
NC	No credit allowed

## Repeating Coursework Graded C, D or F at Carroll University

Effective July 2011, any Carroll University credit earned with a C, D or F grade may be retaken at Carroll one time only for any given course. Both the C, D or F grade and the repeated grade will be recorded on the Carroll University transcript, but only the last grade awarded will be used in the appropriate grade point calculations. A student may not replace a Carroll University earned C, D, or F with transfer credit. Prior to July 2011 only courses graded D or F were repeatable.

## Repeating Transfer Coursework Graded C, D or F

Effective July 2011, any transfer credit with an earned C, D, or F may be retaken one time only for credit with a similar course at Carroll University or at another accredited institution as approved by the Registrar. Both the C, D or F grade and the repeated grade will be recorded on the Carroll University transcript, but only the last grade awarded will be used in the appropriate grade point calculations. Prior to July 2011 only courses graded D or F were repeatable.

## TRANSFER COURSES

Only courses accepted for transfer will appear on this transcript.

## AUTHENTICATION OF RECORD

A transcript is official when it bears the facsimile signature of the Registrar, the Carroll University seal and is dated. The background of this transcript is blue and the Registrar's signature is in red. Further authentication can be obtained by calling (262) 524-7208. If photocopied, the word COPY will appear in the background. Alteration to the transcript will result in brown stains and/or white areas.

**TO TEST FOR AUTHENTICITY:** Translucent icons of a globe MUST appear when held toward a light source. The face of this transcript is printed on blue SCRIP-SAFE® paper with the name of the institution appearing in white type over the face of the entire document.

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**ADDITIONAL TESTS:** The institutional name and the word COPY appears on alternate rows as a latent image. When this paper is touched by fresh liquid bleach, an authentic document will stain. A black and white or color copy of this document is not an original and should not be accepted as an official institutional document. This document cannot be released to a third party without the written consent of the student. This is in accordance with the Family Educational Rights and Privacy Act of 1974. If you have any questions about this document, please contact our office at (262) 524-7208. ALTERATION OF THIS DOCUMENT MAY BE A CRIMINAL OFFENSE!

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