# ACADEMIC INFORMATION

## REQUIRED ATTENDANCE REGULATIONS: CLASS ATTENDANCE

**Academic Information**

Class attendance at Albany State University is compulsory. Students’ grades are based on daily class participation and performance. Teachers will not administer examinations and quizzes to students who have been absent from class for reasons other than official business of the University, sickness, or emergencies such as death in immediate family, jury duty, court summons, etc. When students are absent for emergency reasons, the number of excused absences permitted should not exceed the number of credit hours awarded for the course except for the most extreme avoid- able emergencies (e.g., death of family members, jury duty, etc.). The instructor will officially certify all excused absences.

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## STATEMENT OF DISRUPTIVE AND OBSTRUCTIVE BEHAVIOR

The Board of Regents of the University System of Georgia reaffirms the policies to support fully, freedom of expression by each member of the academic community and to preserve and protect the rights of freedom of its faculty members and students to engage in debate, discussion and peaceful and non-disruptive protest and dissent. The following statement relates specifically to the problem described below. It does not change or in any way infringe upon the Board’s existing policies and practices in support of freedom

of expression and action. Rather, it is considered necessary to combat the ultimate effect or irresponsible disruptive and obstructive actions by students and faculty which destroy academic freedom and the institutional structures through which the University operates.

In recent years, a new, serious problem has appeared on many college and university campuses in the nation. Some students, faculty members and others have, on occasion, engaged in demonstrations, sit-ins, and other activities that have clearly and deliberately interfered with the regu- lar and orderly operation of the institution concerned. Typically, these actions have been the physical occupation of a building or campus area for a protracted period of time for the use of, or display of, verbal or written obscenities involving indecent or disorderly conduct.

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These actions have gone beyond all heretofore recognized bounds of meetings for discussion, persuasion, or even protest, in that: (1) acquies- cence to demands of the demonstrators is the condition for dispersal and (2) the reasonable and written directions of institutional officials to dis- perse have been ignored. Such activities thus have become clearly recognizable as an action of force, operating outside all established channels on the campus, including that of intellectual debate and persuasion which are at the very

heart of education.

The Board of Regents is deeply concerned by this problem. Under the Constitution of the State of Georgia, under all applicable court rulings and in keeping with the tradition of higher education in the United States, the Board is ultimately responsible for the orderly operation of the several institutions of the University System and the preservation of academic freedom in these institutions. The board cannot and will not divest itself of this responsibility.

For these reasons and in order to respond directly and specifically to this new problem the Board of Regents stipulates that any student, faculty member, administrator or employee, acting individually or in concert with others, who clearly obstructs or disrupts, or attempts to obstruct or dis- rupt any teaching, research, administrative, disciplinary, or public service activity, or any other activity authorized to be discharged or held on any campus of the University System of Georgia is considered by the Board to have committed an act of gross irresponsibility and shall be subject to disciplinary procedures, possibly resulting in dismissal or termination of employment.

## CAREER SERVICES

The overall mission of the Office of Career Services is to create and maintain an educational environment which complements, enhances and sup- ports the broader academic mission of Albany State University. It is of utmost importance to recognize and address the uniqueness and diversity of our students and alumni and to address proactively their career development and job search needs. This will be accomplished by providing pro- fessional advisement and the most up-to-date guidance resources available. The staff seeks to assist students and alumni with choosing career in- terest, gaining related work experience, and providing guidance in their full-time professional job search through three distinct areas:

• Self-Assessment: Career advisement and testing.

• Experiential Learning Opportunities: Shadowing and mentoring experiences, internships and cooperative education.

• Professional Employment Services: On-campus recruitment, job fairs, jobs listings, internet resources, resume referrals

and job search readiness workshops. Services also include graduate and professional school visitations, a career resource library and computer-based programs.

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## THE RIGHT TO SHARE IN POLICY MAKING

The Albany State University students have a collective right to an appropriate voice in the making of institutional policy generally affecting their social or academic affairs; however, this right is subject to the supervening responsibility of the institution to assure adequate protection for es- sential interests and policies of the institution. This collective right is recognized by the inclusion of student representation with full voting priv- ileges on all standing institutional committees. To the extent that students are foreclosed from sharing in the making of particular decisions, or kinds of decisions, the institutional policy or interest deemed to require the foreclosure will be explicitly stated. Students will always share in the formulation of standards of student conduct. The status of the University as a fully accredited member of the Southern Association of Colleges and Schools requires that caution be exercised in retaining any student who falls below the accepted academic standards. Students are reviewed each year to determine their academic status. Students are notified of extended probation and suspensions.

# DEGREE REQUIREMENTS

A candidate for the Baccalaureate degree from Albany State University must satisfy the following requirements:

1. Complete a prescribed curriculum.

2. Complete a minimum of 120 semester hours with a grade point average of at least 2.00 (C-average) or the departmental requirement.

3. Pass the Regents’ Test.

4. Complete a year in residence with a minimum of 30 semester hours.

5. Take an Exit Examination or major area examination.

## APPLICATION FOR DEGREE

A Degree Application Card should be filed when students have thirty (30) hours or less to complete for graduation. The application may be se- cured from the Registrar’s office. On this application students must indicate intended date of graduation. Students who fail to graduate as indi- cated should complete another form.

Students who complete all requirements for a degree at the close of the summer, fall or spring semester will be given a statement, upon request, certifying requirements have been completed. Credits may be certified to the State Department of Education in order that the certificates to teach may be issued at any time during the school term. Degrees will be awarded pursuant to graduation.

## COMMENCEMENT

Commencement is a part of the academic process. Therefore, students are required to be present to receive their degrees. Graduating in absentia, when students cannot attend, requires approval of an acceptable excuse from the Vice President for Academic Affairs. Requests to graduate in absentia should be sent to the Office for Academic Affairs.

## REGENTS’ TEST

An examination to assess the competency level in reading and writing of students enrolled in degree programs in the University System Institu- tions will be administered. The following statement shall be the policy of the Board of Regents of the University System of Georgia on this ex- amination.

“It is the responsibility of each institution of the University System of Georgia to assure the other institutions, and the System as a whole, that students obtaining a degree from the institution possess the basic competence of academic literacy; that is, certain minimum skills of reading and writing.” Specific information relative to Regents’ Test regulations is available in departmental offices, the Office for Academic Affairs, and the Office of the Coordinator of the Regents’ Test Program.

A special Regents’ Test Program procedure has been outlined and is designed as an alternative means of assessing the reading and writing com- petencies of foreign students whose native language is other than English and handicapped students who are physically unable to follow the Re- gents’ Test Program established by the Board of Regents.

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COLLEGE OF ARTS & HUMANITIES

**Arts & Humanities**

The College of Arts and Humanities includes the Departments of English, Modern Languages, Mass Communications, Fine Arts, History and

Political Science and Psychology, Sociology and Social Work.

Through the cooperation of several departments, the College of Arts and Humanities also offers training in the area of pre-law.

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