



**GENERAL INFORMATION**  
**UNDERGRADUATE CATALOG**  
**2014–2015**

#### NOTICE OF NONDISCRIMINATION

**Southern Methodist University will not discriminate in any employment practice, educational program or educational activity on the basis of race, color, religion, national origin, sex, age, disability, genetic information or veteran status. SMU's commitment to equal opportunity includes nondiscrimination on the basis of sexual orientation and gender identity and expression. The Office of Institutional Access and Equity has been designated to handle inquiries regarding the nondiscrimination policies and may be contacted at Southern Methodist University, Dallas TX 75275;**







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# OFFICIAL UNIVERSITY CALENDAR

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ACADEMIC YEAR 2014–2015

[www.smu.edu/registrar/academic\\_calendar.asp](http://www.smu.edu/registrar/academic_calendar.asp)

This calendar includes a list of religious holidays for use in requesting excused absences according to University Policy 1.9. For religious holidays not listed, students should contact the Office of the Chaplain. Graduate programs in the Cox School of Business, the Perkins School of Theology, the Dedman School of Law and the Department of Dispute Resolution and Counseling within the Simmons School of Education and Human Development have different calendars.

## Fall Term 2014

April 7–25, Monday–Friday: Enrollment for fall 2014 continuing students for all undergraduates and for graduates in Dedman College, Lyle and Meadows.

May, July, August – TBA: Academic Advising, Enrollment and Orientation confer-

Fall Term 2014 (continued)

November 13, Thursday: Last day for December graduation candidates to change grades of Incomplete.

November 14–15, Friday–Saturday: Homecoming Weekend.

November 21, Friday: Students should file for May graduation. The last day to file is January 25, 2015.

November 25, Tuesday: Last day to withdraw from the University.

November 26, Wednesday: No classes.

November 27–28, Thursday–Friday: Thanksgiving holiday. University closed.

December 3–8, Wednesday–Monday: No final examinations or unscheduled tests/papers.

December 4, Thursday: Last day for oral/written examinations for December graduate degree candidates.

December 8, Monday: Last day of classes.

December 9–10, Tuesday–W TD n6,4-cember 9c11 or unschedT fonber 9c11 or unschedT fod

J Term at SMU-in-Taos (continued)

- January 5, Monday: First day of classes.  
January 14, Wednesday: Last day of classes, including examinations.  
January 15, Thursday: Departure of students.

Spring Term 2015

November 3–January 23, Monday–Friday: Enrollment for spring 2015 continuing students for all undergraduates and graduates in Dedman College, Lyle and Meadows.

January – TBA: Academic Advising, Enrollment and Orientation conferences for new first-year and transfer undergraduate students. Additional information about AARO is available from New Student Programs, Student Life Office, [www.smu.edu/newstudent](http://www.smu.edu/newstudent), 214-768-4560.

- January 1, Thursday: New Year's Day. University closed.  
January 13, Tuesday: Residence halls officially open at 9 a.m.  
January 16, Friday: First day of classes.  
January 19, Monday: Birthday of Martin Luther King, Jr. University closed.  
January 23, Friday: Last day to enroll, add courses or drop courses without a grade record. Also, last day to file for May graduation.  
February 3, Tuesday: Last day to declare pass/fail, no credit or first-year repeated course-grading options. Also, last day to request an excused absence for the observance of a religious holiday.  
February 22, Sunday: Early intervention grades due for first-year undergraduate students.  
March 9–15, Monday–Sunday: Spring break.  
March 24, Tuesday: Midterm grades due for first-year and sophomore students.  
March 31, Tuesday: 60 percent point of the term th at federal financial aid has been earned if a student officially withdraws from SMU; prior to this date, a partial calculated return to federal programs will be required.  
April 3, Friday: Good Friday. University closed.  
April 5, Sunday: Easter Sunday.  
March 30, Monday:

### Spring Term 2015 (continued)

April 29–May 4, Wednesday–Monday: No final examinations or unscheduled tests or papers.

April 30, Thursday: Last day for oral/written examinations for graduate students who are May degree candidates.

May 4, Monday: Last day of classes.

May 5, Tuesday: Reading day.

May 6–12, Wednesday–Tuesday: Examinations. (No examinations scheduled for Sunday.)

May 13, Wednesday: Residence halls officially close for nongraduating students.

May 15, Friday: Baccalaureate.

May 16, Saturday: Commencement.

May 17, Sunday: Residence halls officially close for graduating seniors.

### May Interterm 2015

Note: Some areas of instruction may offer a limited number of selected courses during the May term, May 13–30. Each May term course may have unique start and end dates within the May 13–30 term to accommodate the particular needs of the course.

#### May Term at SMU in Dallas 2015

Classes meet 4 hours a day, Monday–Friday.

May 14, Thursday: First day of classes.

May 15, Friday: Last day to enroll or add courses. Also, last day to declare pass/fail, no credit or first-year repeated course-grading options.

May 25, Monday: Memorial Day. University closed.

May 26, Tuesday: Last day to drop a course or withdraw from the University.

May 29, Friday: Last day of classes, including examinations.

June 4, Thursday: Last day to file for August graduation.

Note: Students planning to complete their degree requirements during the May term should complete an Application for Candidacy to Graduate (via the Student Center) for August degree conferral. Specific information is available from the student's academic degree counselor.

#### May Term at SMU-in-Taos 2015

Note: The following dates are applicable only for SMU-in-Taos. Permission of the SMU-in-Taos program is required for all enrollments.

May 13, Wednesday: Travel day and arrival of students, 2–6 p.m.

May 14, Thursday: First day of classes.

May 29, Friday: Examinations.

May 30, Saturday: Departure of students.

Summer Term 2015





## Major Religious Holidays

(August 2014–August 2015)

The following list of religious holidays is for use in requesting excused absences according to University Policy 1.9. For religious holidays not listed, the instructor or supervisor may contact the Office of the Chaplain.

### Christian

Christmas: December 25, 2014

Easter Sunday: April 5, 2015

Good Friday: April 3, 2015  
2015

Easter Sunday (Orthodox): April 12,

### Hindu

Janmashtami: August 17, 2014

Diwali:

# COURSE ABBREVIATIONS

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Code	College/School	Description
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Code	College/School	Description
HRTS	Dedman	Human Rights
HUM	Dedman	Humanities
INS	Cox	Insurance
INTL	Dedman	International Studies
ITAL	Dedman	Italian
ITOM	Cox	Information Technology/Operations Management
JAPN	Dedman	Japanese
JOUR	Meadows	Journalism
KNW	N/A	Ways of Knowing (UC)
LAAM	Dedman	Latin American Studies
LATN	Dedman	Latin
MATH	Dedman	Mathematics
MDVL	Dedman	Medieval Studies
ME	Lyle	Mechanical Engineering
MKTG	Cox	Marketing
MNO	Cox	Management and Organizations
MPED	Meadows	Music Pedagogy
MPSY	Meadows	Music Psychology
MREP	Meadows	Music Repertoire
MSA	Meadows	

# DESCRIPTION OF THE UNIVERSITY

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## THE VISION OF SOUTHERN METHODIST UNIVERSITY

To create and impart knowledge that will shape citizens who contribute to their communities and lead their professions in a global society.

## THE MISSION OF SOUTHERN METHODIST UNIVERSITY

Southern Methodist University will create, expand and impart knowledge through teaching, research and service, while shaping individuals to contribute to their communities and excel in their professions in an emerging global society. Among its faculty, students and staff, the University will cultivate principled thought, develop

Offering only a handful of degree programs at its 1915 opening, the University presently awards baccalaureate degrees in more than 80 programs through five undergraduate schools and a wide variety of graduate degrees through those and one professional school.

Of the 10,929 students enrolled for the 2013 fall term, 6,357 were undergraduates and 4,572 were graduate students. The fulltime equivalent enrollment was 6,271 for undergraduates and 3,176 for graduate students.

Nearly all the students in SMU's first class came from Dallas County, but now 50 percent of the University's undergraduate student body comes from outside Texas. In a typical school year, students come to SMU from every state; from more than 100 foreign countries; and from all races, religions and economic levels.

Undergraduate enrollment is 51 percent female. Graduate and professional enrollment is 42 percent female.

A majority of SMU undergraduates receive some form of financial aid. In 2013–2014, 75 percent of first-year students received some form of financial aid, and 35 percent of first-year students received need-based financial aid.

Management of the University is vested in a Board of Trustees of civic, business and religious leaders – Methodist and non-Methodist. The founders' first charge to SMU was that it become not necessarily a great Methodist university, but a great university .

#### ACADEMIC ACCREDITATION

Southern Methodist University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award bachelor's, master's, professional and doctoral degrees. Students should contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Southern Methodist University. Note: The commission is to be contacted only if there is evidence that appears to support an institution's significant noncompliance with a requirement or standard.

Individual academic programs are accredited by the appropriate national professional associations.

In Dedman College, the Department of Chemistry is accredited annually by the Committee on Professional Training of the American Chemical Society, and the Psychology Department's Ph.D. program in clinical psychology is accredited by the American Psychological Association.

The Cox School of Business is accredited by AACSB International, the Association to Advance Collegiate Schools of Business (777 South Harbour Island Boulevard, Suite 750, Tampa, Florida 33602-5730; telephone number 813-769-6500). The Cox School was last reaccredited by AACSB International in 2012.

The Dedman School of Law is accredited by the American Bar Association. The ABA conducted its inspection in 2012, and the Dedman School of Law was reaccredited in 2013.

In the Linda and Mitch Hart eCenter, The Guildhall at SMU's Master of Interactive Technology is accredited by the National Association of Schools of Art and Design for two specializations in art creation and level design.

The Lyle School of Engineering undergraduate programs in civil engineering, computer engineering, electrical engineering, environmental engineering and mechanical engineering are accredited by the Engineering Accreditation Commission of ABET, [www.abet.org](http://www.abet.org). The undergraduate computer science program that awards the

degree Bachelor of Science is accredited by the Computing Accreditation Commission of ABET. The undergraduate computer science program that awards the degree Bachelor of Arts is not accredited by a Commission of ABET. ABET does not provide accreditation for the discipline of management science.

In the Meadows School of the Arts, the art and art history programs are accredited through the National Association of Schools of Art and Design, the Dance Division is accredited by the National Association of Schools of Dance, the Music Division is accredited by the National Association of Schools of Music, the music therapy program is approved by the American Music Therapy Association, and the theatre program is accredited by the National Association of Schools of Theatre.

Perkins School of Theology is accredited by the Commission on Accrediting of the Association of Theological Schools in the United States and Canada (10 Summit Park Drive, Pittsburgh, Pennsylvania 15275-1110 phone 412-788-6505) to award M.Div., M.A.M., M.S.M., M.T.S. and D.Min. degrees.

Accredited programs in the Simmons School of Education and Human Development include the teacher education undergraduate and graduate certificate programs, which are accredited by the State Board of Educator Certification and the Texas Education Agency. The undergraduate program is approved annually by TEA. The SBEC and the TEA also accredit the M.Ed. in educational leadership's Accelerated School Leadership Program and the M.Ed. in educational leadership with urban specialization. The M.S. in counseling program meets the licensure standards of the Licensed Professional Counselors State Board and the Licensed Marriage and Family Therapist State Board. The Learning Therapist Certificate Program is accredited by the International Multisensory Structured Language Education Council.

# ADMISSION TO THE UNIVERSITY

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## SOUTHERN METHODIST UNIVERSITY GENERAL ADMISSIONS POLICY

Consistent with its vision and mission, SMU seeks to enroll students who have the potential for academic success and who will enrich the collegiate community. The rich variety of perspectives SMU seeks are those that result from differences in racial, ethnic, linguistic, socio-economic, geographic, educational and religious backgrounds; different life experiences, and talents in the arts or athletics. It is the policy of SMU to examine individually each prospective student's application for admission to determine the nature and extent of the applicant's potential to succeed and to enrich the community. Through financial support, SMU endeavors to ensure that cost of attendance will not be a barrier to achieving its goal of a diverse community.

All first-year students, regardless of intended major, enter the University as SMU Pre-Majors, and they are advised through the University Advising Center. Students normally qualify for entry into a major and specific degree program during their sophomore year. Admission into any undergraduate degree program requires the completion of minimum academic standards determined by the school in which the program is based. The specific requirements for admission into each of SMU's undergraduate schools are outlined in the admission section of that school's information in this catalog.

### FIRST-YEAR ADMISSION CRITERIA

Selection of applicants is based on several criteria: the high school curriculum, academic performance in the classroom, grade pattern, rank in class (if available), SAT and/or ACT scores, counselor and teacher recommendations, essay, behavioral record and extracurricular activities. Although no specific cutoff is applied to any single measure, generally a student who has both accomplished a strong academic record and exhibited a variety of noteworthy and personal achievements will contribute and benefit most from the SMU experience. Matriculation to the University is contingent upon continuing academic achievement and completion of the high school diploma. The Admission Committee may rescind offers of admission for students whose academic, extracurricular or behavioral records are not consistent with information presented in the application for admission. As an independent institution, SMU has no limits on enrollment based solely on geography or distinctions in tuition, fees or other costs based on the home state of the student. The University welcomes applicants without regard to race, color, religion, national origin, sex, sexual orientation, age, disability or veteran status.

#### High School Curriculum

High school curricula, including curricular rigor, academic performance in the classroom, elective choices and senior-year course load, are considered in the admission review. Applicants should submit high school records with a minimum of 15 or more academic units. The recommended distribution for a minimum program is as follows: four units of English, three units of mathematics (algebra 1, plane geometry, algebra 2), three units of science (including two units of laboratory science), three units of social science and two units of a second language (a two-year sequence). American Sign Language may be used to satisfy the second language requirement.



Engineering applicants should have completed four years of math (including higher-level math beyond algebra 2) and a year each of chemistry and physics. Note: Students who are most successful in the admission process present credentials well in excess of the minimum requirements.

#### Home School Criteria

Home school and distance learning applicants are expected to complete the equivalent of the high school curriculum as outlined above and submit SAT and/or ACT scores. In addition, students must submit the Common Application Home School Supplement form, which demonstrates mastery of English, math and science in the home school curriculum and documents that the student has fulfilled their home state's requirements for high school graduation. A checklist of the home school requirements is available at [www.smu.edu/admission/apply\\_home\\_school.asp](http://www.smu.edu/admission/apply_home_school.asp). In addition to these requirements, three SAT subject exams (to include English, literature, math and science) are encouraged for students who have taken the majority of high school coursework at home. Home-schooled students are eligible for federal student aid for college if they have "completed a secondary school education in a home school setting that is treated as a home school or private school under State law" [Section 484(d)(3) of the Higher Education Act of 1965].

#### Application Timetable for First-Year Students

All prospective students must complete the application for admission and submit a \$60 nonrefundable application fee. Fee waivers are available for students who have demonstrated financial need. First-year applicants are reviewed on the admissions calendar as follows:

Application Deadline: November 1

Early Decision 1 (binding)

Early Action (nonbinding)

Notification Date: By December 31

Application Deadline: January 15

Early Decision 2 (binding)

Regular Decision (nonbinding)

Notification Date: By April 1

Note: The priority deadline for merit scho

Students can obtain additional information about the College Board and its tests (SAT, SAT subject tests, TOEFL) by contacting their high school counselors or by contacting the College Board at [www.collegeboard.org](http://www.collegeboard.org). Students can request further information about the ACT exam from their high school counselors or the ACT National Office at [www.act.org](http://www.act.org).

#### Performing Arts Auditions/Visual Arts Consideration

In addition to meeting general University admission criteria, all first-year and transfer students who intend to major in the performing arts of dance, music or theatre must also satisfy a performance audition requirement as part of the admission process to the University. Students wishing to pursue the B.F.A. or B.A. in art must submit a portfolio of their work for faculty review to the Meadows School through the SlideRoom digital portfolio system ([www.smu.slideroom.com](http://www.smu.slideroom.com)). Information regarding audition and portfolio requirements and dates may be obtained by contacting the Office of Recruitment, Meadows School of the Arts, Southern Methodist University, Dallas TX 75275-0356; phone 214-768-3217. For students entering in the fall term, the audition and/or portfolio review is both an admission review and a review for artistic scholarships.

Students in the performing and visual arts must be admitted through the Office of Undergraduate Admission and also through the Meadows School of the Arts. Admission through the audition or portfolio review process does not guarantee admission to the University.

Performance auditions must be completed by the final published national or campus audition date, which normally is no later than March 15 prior to the entering fall term. Submission deadlines for art portfolios correspond with deadlines for SMU application submissions. Current deadlines are available on the Meadows School website at [www.smu.edu/meadows](http://www.smu.edu/meadows). Transfer students entering degree programs within the Dance Division or Theatre Division may do so only in the fall term. Transfer students in the Division of Dance normally enter in the fall term; spring admission may be offered in exceptional cases. While music students may be considered for fall or spring, entry in the fall is encouraged as course sequencing for transfer students beginning in the spring could delay graduation.

#### Reserving a Place

All admitted students are required to submit a nonrefundable \$685 deposit and orientation fee. Admitted students who did not apply under a binding decision plan must submit this deposit by the May 1 deadline to reserve a place in the class. Students admitted under a binding decision plan will be notified of their deposit deadline when they are admitted. This deposit includes the nonrefundable housing deposit and matriculation and orientation fees. All first-year and second year students must live on campus unless permission is granted to live at [lfuil5212\(d\)-518\(d\)n-4.2\(y3 Tw 4.3](mailto:lfuil5212(d)-518(d)n-4.2(y3 Tw 4.3)

an International Baccalaureate exam and a college course covering the same subject matter; i.e., the course equivalency will only be awarded once. Credit by examination granted at SMU is considered resident credit.

An official copy of test results must be sent from the testing agency to the University Registrar's Office for credit. To facilitate advising and enrollment, students should submit their official scores no later than the first day of class.

AP Examination	Scores	Credits Awarded	Course(s) Credited
American History	4, 5	6 hours	HIST 2311, 2312
Art	4, 5	3 hours	ASDR 1300, ASPH 1300, or ASPT 1300 (student's choice)
Art History	4, 5	6 hours	ARHS 1303, 1304
Biology	4, 5	8 hours	BIOL 1401, 1402
Chemistry	4, 5	8 hours	CHEM 1303/1113, 1304/1114
Computer Science A, AB	4, 5	3 hours	CSE 1341
Economics:			
Macro	4, 5	3 hours	ECO 1312
Micro	4, 5	3 hours	ECO 1311
English Lng/C or Lit/C	4, 5	6 hours	DISC 1311, 1312
Environmental Science	4, 5	3 hours	GEOL 1315
European History	4, 5	6 hours	HIST 2365, 2366
Government:			
American	4, 5	3 hours	PLSC 1320
Comparative	4, 5	3 hours	PLSC 1340
Human Geography	4, 5	3 hours	HUM 10XX (3 hours)
Languages (Lng or Lit):			
Chinese Lng/Culture	4, 5	16 hours	CHIN 1401, 1402, 2401, 2402
French	4, 5	16 hours	FREN 1401, 1402, 2401, 2455
German	4, 5	14 hours	GERM 1401, 1402, 2311, 2312
Italian	4, 5	16 hours	ITAL 1401, 1402, 2401, 2402
Japanese Lng/Culture	4, 5	16 hours	JAPN 1401, 1402, 2401, 2402
Latin	4, 5	14 hours	LATN 1401, 1402, 2311, 2312
Spanish	4, 5	15 hours	SPAN 1401, 1402, 2401, 2302
Mathematics:			
Calculus AB	4, 5	3 hours	MATH 1337
Calculus BC	3 if AB subscore of 4	3 hours	MATH 1337
Calculus BC	4	3 hours	MATH 1337
Calculus BC	5	6 hours	MATH 1337, 1338
Music Theory	4, 5	6 hours	FETC 10XX (6 hours)
Physics:			
Physics B	4, 5	6 hours	SCI 10XX (6 hours)
Physics C (Mech)	4, 5	3 hours	PHYS 1303
Physics C (E&M)	4, 5	3 hours	PHYS 1304
Psychology	4, 5	3 hours	PSYC 1300
Statistics	4, 5	3 hours	STAT 2331
World History	4, 5	3 hours	HUM 10YY (3 hours)

#### Notes

B Physics does not award placement credit for labs.

B Students enrolled in courses at SMU for which AP credit has previously been awarded will have the AP credit rescinded, and the grade in the course will count toward the student's SMU GPA. Students

### College-Level Examination Program

SMU gives credit for CLEP subject examinations based on the specified minimum scores below:

CLEP Exam	Score (out of 80)	Credits Awarded	Course Credited
American Literature	60	3 hours	ENGL 3346
English Literature	60	3 hours	ENGL 3341
Macro Economics	60	3 hours	ECO 1312
Micro Economics	60	3 hours	ECO 1311

### SMU Departmental Examinations

SMU also awards credit for departmental examinations offered in a variety of disciplines. Such SMU credit may not transfer automatically to other universities. Credit for examinations awarded by other institutions will not transfer to SMU.

**World Languages.** All students whose native language is English are required to take a language placement examination. Scores on these examinations determine the world language competency of entering students so that they may be placed in classes appropriate to their level of achievement and degree program. Students may not enroll in a course below the level of their placement. When the student has successfully completed the course with a grade of C or above, the student will retroactively earn up to 16 term hours of University credit for the preceding courses in the beginning and intermediate levels of the language sequence. Students must enroll in the world language courses for a letter grade (not pass/fail) for the course to serve as a basis for granting retroactive credit. Language courses taken at other institutions cannot be used as a basis for granting retroactive credit. Although students may earn retroactive credit in more than one language, the maximum aggregate credit involving more than one language allowed to count toward graduation is 16 term hours.

**Physics.** The Physics Department offers placement exams for PHYS 1303 and 1304. The placement exam, which must be taken in the first term that the student enrolls at SMU, is based on the final exam in the PHYS 1303 and 1304 courses. The department does not allow test credit for labs (e.g., PHYS 1105, 1106, 4211). The essential element of the lab is the hands-on experience; therefore, substitutes will not be accepted.

**Mathematics.** Math credit exams are offered for the courses listed below and must be taken prior to initial enrollment. Calculators are not permitted on these exams, except for MATH 1307. Students interested in credit exams for courses beyond this level may contact the Mathematics Department.

- MATH 1307 (3 credits) Introduction to Mathematical Sciences
- MATH 1309 (3 credits) Introduction to Calculus for Business/Social Sciences  
(suggested preparation = one full year of high school calculus)
- MATH 1337 (3 credits) Calculus I  
(suggested preparation = one full year of high school calculus)
- MATH 1338 (3 credits) Calculus II

**Computer Science.** The Computer Science and Engineering Department offers a credit exam for CSE 1341 Principles of Computer Science I that must be taken prior to initial enrollment.

### International Certificate Programs

SMU grants credit for the successful completion of the international certificate programs listed below. In certain cases, departmental examinations may be required as a part of the evaluation process.

1. The International Baccalaureate. Six to eight credits will be awarded for scores of

### Concurrent Dual Credit/College Programs

Students may receive credit for college courses taken prior to graduation from high school if the courses meet the criteria for transfer work outlined in the Transfer Admission Criteria section of this catalog. Official college transcripts are required for

A final high school transcript or GED high school equivalency test results should be sent to the address above to confirm world language and math background. A high school transcript, including SAT or ACT scores, is required when less than 30 transferable hours have been earned. SAT or ACT exam results will not be required of students for whom five or more years have lapsed since high school or high school equivalent.

#### Transfer Credit

Regardless of the number of transferable credits completed elsewhere, University policy requires that of the 122 minimum required term hours required for a degree, at least 60 hours must be SMU credits. That is, they must be earned in SMU courses, SMU credits or SMU-approved international programs.

No transfer credit is given for any correspondence course or work completed at a school that is not regionally accredited. Only grades of C- or better in comparable courses are transferable to SMU for accepted students. Vocational-technical courses, courses below college level, credit by examination earned at another college or university, and PE activity courses in excess of two hours do not transfer. For courses not taught at SMU locations or in SMU-approved international programs, free-elective transfer credit may be awarded for appropriate courses completed with a grade of C- or better at regionally accredited colleges or universities that meet SMU's academic standards.

All attempted hours and earned grade points will be used to calculate the transferable GPA for transferable courses, even if those courses have been repeated. For repeated courses with grades of C- or above, only the first attempt completed with a grade of C- or better will be awarded credit. A grade of W (Withdrawn) will not be used to calculate the transferable GPA. A grade of

has such an agreement. Because of the importance of this information, SMU accepts evaluations only from the following agencies of proven reliability:

AACRAO  
One Dupont Circle, NW, Suite 520  
Washington DC 20036  
Telephone: 202-293-9161  
Fax: 202-872-8857  
Email: [info@aacrao.org](mailto:info@aacrao.org)  
[www.aacrao.org](http://www.aacrao.org)

Foreign Credentials Service of America  
1910 Justin Lane  
Austin TX 78757-2411  
Telephone: 512-459-8428

Josef Silny & Associates Inc.  
7101 SW 102 Avenue  
Miami FL 33173  
Telephone: 305-273-1616  
Fax: 305-273-1338  
Email: [info@jsilny.com](mailto:info@jsilny.com)  
[www.jsilny.com](http://www.jsilny.com)

World Education Services Inc.  
P.O. Box 745 Old Chelsea Station  
New York NY 10113-0745  
Telephone: 212-966-6311



### Reserving a Place

All degree-seeking admitted transfer students wishing to enroll at SMU are required to submit a \$420 transfer orientation and matriculation deposit to reserve a place in the academic program. This \$420 deposit should be sent to the Office of Admission. Space can be guaranteed only to those students who have submitted the deposit by the deadline noted in the acceptance packet. Note: This \$420 deposit is nonrefundable. Students seeking financial aid should wait until they receive their financial aid award before submitting a deposit.

Note that admitted transfer students cannot enroll at SMU until their final transcript has been received and evaluated for transferability and a Good Standing Form has been received from their last institution. For this reason, transfer students entering for the fall term are discouraged from attending the second summer term at their current institution before matriculation to SMU.

### Housing Deposit

Housing accommodations are offered on a space-available basis for new transfer students who are 20 or older. Transfer students who are 17–19 years old live on campus unless permission is granted to live at home by the dean of Residence Life and Student Housing. Housing links will be sent to interested transfer students once the student has been accepted and has sent a nonrefundable deposit of \$520, which includes a \$100 housing deposit, to the Office of Admission.

ships if their application is complete by the January 15 deadline. Some academic scholarships require an SAT or ACT for consideration. Transfer international applicants will be considered for all transfer scholarships for which they are eligible,

ices facilitates the application process, an academic dean or the Committee on Academic Appeals determines reinstatement.

A student who has already earned an undergraduate degree at SMU and is seeking an additional undergraduate degree must apply for reactivation if the student has not attended SMU for two or more regular (fall, spring) terms.

Returning students are strongly advised to apply for reactivation or reinstatement at least 60 days prior to the start of the term of re-entry. Returning students should note that separate applications exist for financial aid and residence halls and that they should contact these offices as early as possible. The deadline for filing this application and supporting materials for domestic students is five business days prior to the first day of classes of the term of re-entry. International applicants must apply at least two weeks prior to the term of re-entry; however, they are encouraged to apply at least 90 days in advance in order to facilitate the immigration process. In addition, the availability of academic advising and courses may be limited immediately prior to and at the beginning of the term.

All students who return to SMU after any period of nonenrollment must forward official transcripts from each college or university attended since last enrolled at SMU. If the last term of enrollment at SMU was prior to fall 2000, official transcripts from each college or university attended prior to SMU also must be forwarded to the Division of Enrollment Services.

Students should be aware of specific policies regarding transfer courses taken after matriculation to SMU (see Transfer Courses From Other Institutions in the Academic Records and General and Enrollment Standards section of this catalog). In addition, each college within SMU has specific policies regarding reinstatement, reactivation, transfer credit and statute of limitations, so students should refer to their school's section of this catalog for that information.

they have been vaccinated against bacterial meningitis. The documentation must show evidence that a meningitis vaccine



Any outstanding debts to the University that do not include Title IV funds will be deducted from the credit balance prior to issuing a refund. All other debts should be paid directly by the student.

A student whose University account is overdue or who in any other manner has an unpaid financial obligation to the University will be denied the recording and certification services of the Office of the Registrar, including the issuance of a transcript or diploma, and may be denied readmission until all obligations are fulfilled. The Division of Enrollment Services may stop the registration, or may cancel the completed registration, of a student who has a delinquent account or debt, and may assess all attorney's fees and other reasonable collection costs (up to 50 percent) and charges necessary for the collection of any amount not paid when due. Matriculation in the University constitutes an agreement by the student to comply with all University rules, regulations and policies.

Arrangements for financial assistance from SMU must be made in advance of registration and in accordance with the application schedule of the Division of Enrollment Services, Financial Aid. A student should not expect such assistance to settle delinquent accounts.

#### REFUNDS FOR WITHDRAWAL FROM THE UNIVERSITY

Note:

## PAYMENT PLAN OPTIONS

### SMU Monthly Payment Plan

The SMU TuitionPay Payment Plan administered by Sallie Mae allows term charges to be paid in monthly installments. Students can enroll in a payment plan at [www.tuitionpaymentplan.com/smu](http://www.tuitionpaymentplan.com/smu). Sallie Mae consultants are available at 877-279-6092 to answer questions or help with the online enrollment process.

Annual payment plans are available in 12-month, 10-month and eight-month formats. Term payment plans are available in four-month, five-month and six-month formats. The summer payment plan is three months.

### SMU Prepayment Plan

The SMU Prepayment Plan (a single payment up front for all terms) allows families to avoid the effects of tuition and fee increa

# STUDENT FINANCIAL AID

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## SCHOLARSHIPS, GRANTS AND OTHER AID

For many SMU students, scholarships and other aid make the cost of attending this distinguished private university no more taxing – and often less so – on their families' financial resources than attending a public university.

SMU strives to provide the financial assistance required for an undergraduate education to any student who is offered admission and who has been determined to have need for such assistance by the Division of Enrollment Services, Financial Aid.

More than 72 percent of all students receive some form of financial aid. SMU has a generous program of merit-based scholarships and grants. Students seeking to participate in federal work-study and student and parent loan programs must file the Free Application for Federal Student Aid at [www.fafsa.gov](http://www.fafsa.gov).

Certain special SMU scholarship and grant programs offer awards to the following types of students:

- B Entering first-year, transfer and continuing students with high academic achievement or with talent in the arts.
- B National Merit finalists and certain International Baccalaureate Diploma recipients.
- B Dependent children and spouses of ordained United Methodist ministers engaged in full-time, church-related vocations.
- B Texas residents.

Primary consideration for merit scholarships and need-based financial aid will be given to the following:

1. Entering first-year students who



Additional information is available from Division of Enrollment Services, Southern Methodist University, PO Box 750181, Dallas TX 75275-0181; 214-768-3417; [enrol\\_serv@smu.edu](mailto:enrol_serv@smu.edu); [www.smu.edu/financial\\_aid](http://www.smu.edu/financial_aid) .

## RESIDENCE ACCOMMODATIONS

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The mission of the Department of Residence Life and Student Housing is to advance the goals and objectives of the University by creating residential communities that empower residents to value learning, citizenship and leadership. To support SMU's mission, goals and objectives, RLSH develops and sustains the residence halls and

furnished with extra-long twin size beds, dressers, desks, chairs, and closets or wardrobes for clothes. Each student is expected to furnish a pillow, bed linens, bed covers, bedspread, towels, mattress pad and study lamp.

#### Upperclass, Graduate Student and Family Halls

Several residential facilities are designated for upperclass students (sophomores and above), graduate students and students with families (married couples with or without children, or single parents with children). Moore Hall and Daniel House feature apartment-style accommodations for upperclass students. The Service House is a small, upperclass hall with a thematic focus of community service run in conjunction

# ACADEMIC RECORDS AND GENERAL AND ENROLLMENT STANDARDS

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## Transcript Service

A transcript is an official document of the permanent academic record maintained by the University Registrar's Office. The permanent academic record includes all SMU courses attempted, all grades assigned, degrees received and a summary of transfer hours accepted. Official transcripts and certifications of student academic records are issued by the University Registrar's Office for all students. Copies of high school records and transfer transcripts from other schools must be requested from the institutions where the coursework was taken.

Transcripts are \$12.25 per copy. Additional copies in the same request mailed to the same address are \$3.50. Additional copies mailed to different addresses are \$12.25 a copy. PDF transcripts are \$16.00 per email address and are available only for students who attended after summer 1996.

Note: No incomplete or partial transcripts, including only certain courses or grades, are issued.

Transcripts cannot be released unless the student has satisfied all financial and other obligations to the University. Instructions for requesting a transcript to be mailed or picked up on campus are available at [www.smu.edu/registrar](http://www.smu.edu/registrar) ("Transcript Requests" link). A student may request his or her official transcript through the online Access.SMU Student Center. Requests are processed through the National Student Clearinghouse. Telephone and email requests are not accepted. Students or their specified third party can pick up their transcripts at the University Registrar's Office, 101 Blanton Student Services Building. Transcripts may be delayed pending a change of grade, degree awarded or term grades.

SMU is permitted, but not required, to disclose to the parents of a student any information contained in the education records of the student if the student is a dependent as defined in the Internal Revenue Code.

Transcripts may be released to a third party as specified by the student on the Student's Consent for SMU to Release Information to Student's Specified Third Party form accessible at [www.smu.edu/LegalDisclosures/FERPA/Forms](http://www.smu.edu/LegalDisclosures/FERPA/Forms).

Note: Chapter 675, S.B. 302. Acts of the 61st Texas Legislature, 1969 Regular Session, provides as follows: Section I. No person may buy, sell, create, duplicate, alter, give or obtain; or attempt to buy, sell, create, duplicate, alter, give or obtain a diploma, certificate, academic record, certificate of enrollment or other instrument which purports to signify merit or achievement conferred by an institution of education in this state with the intent to use fraudulently such document or to allow the fraudulent use of such document. Section II. A person who violates this act or who aids another in violating this act is guilty of a misdemeanor and upon conviction is punishable by a fine of not more than \$1,000 and/or confinement in the county jail for a period not to exceed one year.

## Veterans

The University Registrar's Office certifies veterans each term for their benefits under federal programs, including the Yellow Ribbon Program. Most academic programs at SMU qualify for U.S. Department of Veterans Affairs benefits, making an SMU education accessible and affordable. Veterans are required to provide specific documents before they can be certified with the VA's Veterans Benefits Administration. Specific information regarding the certification process is available from the University Registrar's Office at [www.smu.edu/registrar](http://www.smu.edu/registrar) ("Veterans Affairs" link).

## Final Examinations

Final course examinations shall be given in all courses where they are appropriate, must be administered as specified on the official examination schedule and shall not be administered during the last week of classes. Exceptions to the examination schedule may be made only upon written recommendation of the chair of the department sponsoring the course and with the concurrence of the dean of that school, who will allow exceptions only in accordance with guidelines from the Office of the Provost.

Dedman College of Humanities and Sciences. Majors in Dedman College must have the approval of the dean to enroll for more than 18 credit hours.

Cox School of Business. B.B.A. students may enroll for more than 18 hours per term provided their cumulative GPAs (SMU, all-college and business) are 2.000 or higher to show satisfactory progress toward completion of the degree.



### Transfer Courses From Other Institutions

Credit may be awarded for college courses a student takes prior to matriculation at SMU, including courses a student takes before graduating from high school, if the courses meet the criteria for transfer work outlined in the Admission to the University, Transfer Admission Criteria section of this catalog. Credit may be denied for educational reasons. Once students have matriculated at SMU, they may transfer no more than 30 hours to SMU from accredited colleges and universities.

To ensure in advance that a course taken at another college or university will transfer and that proper cred

Each student is personally responsible for complying with enrollment procedures and for ensuring the accuracy of his or her enrollment. Students are expected to confirm the accuracy of their enrollment each term. Students who discover a discrepancy in their enrollment records after the close of enrollment for the term should immediately complete an Enrollment Discrepancy Petition. Petitions are to be submitted to the appropriate academic dean's office or records office within six months of the term in which the discrepancy appeared; contact information for submission of an Enrollment Discrepancy Petition can be viewed on the University Registrar's Office website at [www.smu.edu/EnrollmentDiscrepancy](http://www.smu.edu/EnrollmentDiscrepancy). Petitions submitted later than six months after the discrepancy may not be considered.

#### Schedule Changes

The deadline for adding courses, dropping courses without grade record and changing sections for each enrollment period is listed on the Official University Calendar ([www.smu.edu/registrar](http://www.smu.edu/registrar)). Students are encouraged to seek assistance from their advisers when considering whether to add or drop a course. A student may drop a course with a grade of W (Withdraw) through approximately midterm by using the student Access.SMU Self-Service. The specific deadline is listed on the Official University Calendar.

After the deadline date on the Official University Calendar, the student may not drop a class. All schedule changes must be processed by the deadline date specified on the Official University Calendar. Note: Schedule changes are not complete for official University record purposes unless finalized in the University's Office.

**Student-Athletes.** Students must consult with the Athletic Compliance Office prior to dropping a course. In the consultation, the student will review the effects the drop might have on his or her athletic participation and financial aid. After the consultation, the Athletic Compliance Office will update the student's Access.SMU Self-Service record to allow the student to process the drop, if necessary. The consultation is advisory; it does not guarantee that the student will be able to drop the course. For more information, contact the Athletic Compliance Office at (972) 261-7846 or visit [www.smu.edu/athletics/compliance](http://www.smu.edu/athletics/compliance).

### Withdrawal From the University

Note: Policies on refunds for withdrawal from the University are found in the Financial Information section of this catalog and in the

1. Classroom recitation and participation are restricted; availability of course handouts, tests and other materials is restricted; no grade is assigned and no credit is recorded; no laboratory privileges are included.
2. The individual's name does not appear on class rosters or grade rosters.
3. Regular admission and enrollment procedures are not conducted for auditors.
4. The audit fee is nonrefundable. Undergraduate students enrolled full time for any given term (12 hours for fall and spring, six hours per summer session, or 12 hours for the full summer term) may audit one three-hour course at no charge.
5. If credit is desired, the course must be enrolled for and repeated as a regular course, and the regular tuition must be paid.

#### No-Credit Enrollment

Enrollment for no credit is accomplished in the conventional manner of enrollment, with regular admission and enrollment procedures being required. The student pays the regular tuition and fees, participates in class activities, and receives the grade of NC upon completion of the coursework. The student must indicate in writing no later than the 12th day of classes (the fourth day of classes in summer sessions; the second day of classes in intersession terms) that he or she wishes to take a course for no credit. Permission of the instructor or department is required for this type of enrollment, and the student is listed on class rolls. This enrollment is different from audit enrollments, for which no enrollment or grade is recorded.

SMU Abroad students should also see the Grade Options for Courses Taken on SMU Abroad Programs section of this catalog.

#### Class Attendance

Regular class attendance is required. The instructor of each class announces at the beginning of the course policies regarding the effect of class attendance on the stu-



### Interpretation of Course Numbers

Each SMU course has a four-digit course number. The first number indicates the general level of the course.

1000–1999	First-year
2000–2999	Sophomore
3000–3999	Junior
4000–4999	Senior
5000–5999	Senior or Graduate
6000–9999	Graduate

The second digit specifies the number of credit hours; exceptions are noted below.

Digit	Credit Hours
0	0, .5 or 10–15
1	1 or 1.5

The third and fourth digits are used to make the course number unique within the department.

### GRADE POLICIES

A student's grades are available to him or her through Access.SMU Student Center.

#### Grade Scale

The grade of a student in any course is determined by the instructor of the course. The following grades are authorized for recording on the student's official undergraduate academic record maintained by the University Registrar's Office.

Grades	Description	Grade Points per Term Hour
A	Excellent Scholarship	4.000
A-	Excellent Scholarship	3.700
B+	Good Scholarship	3.300
B	Good Scholarship	3.000
B-	Good Scholarship	2.700
C+	Fair Scholarship	2.300
C	Fair Scholarship	2.000
C-	Fair Scholarship	1.700
D+	Poor Scholarship	1.300
D	Poor Scholarship	1.000
D-	Poor Scholarship	0.700
F	Fail	0.000
P, CR	Pass, Credit	*
I	Incomplete	*
NC	No Credit Received	*
X	No Grade Received in Registrar's Office	*
WP/W	Withdrawal Passing/Withdraw	*

Note: Asterisks denote grades not included in a student's GPA.







Academic standing, as determined by the initial grade, stands. Students are cautioned that for some purposes, such as admission into an academic program, both grades or only the initial grade may be used.

#### Regular Repeat

In all other cases, students will be allowed to repeat courses according to the following rules: Both the initial and the second grades will be recorded on the student's permanent academic record. Both grades will be included in the calculation of the GPA and in the determination of academic probation, suspension, dismissal, honors and graduation. Only the repeated course and not the initial credit hours count toward the number of hours needed for graduation.

The courses a student can repeat are determined by the school of record:

Dedman College of Humanities and Sciences. Students can repeat courses in which the original grade was D+ or below. Other requests to repeat courses can be made by petition in consultation with the academic adviser/department through the Dedman Office of Records and Academic Services.

Cox School of Business. Students can repeat only those courses in which the original grade was a D+ or below.

Lyle School of Engineering. Students can repeat courses in which the original grade was a C- or below. Such courses can be repeated only once.

Meadows School of the Arts. Students can repeat courses in which the original grade was a C- or below. Such courses can be repeated only once.

Simmons School of Education and Human Development. Students majoring in applied physiology and sport management can repeat a course once in which the original grade was a D+ or below. Students in the Department of Teaching and Learning must repeat a required teacher education course if they earn below a grade of C. All other undergraduate students in the Simmons School may repeat a course once if the original grade was a C- or below.

#### Pass/Fail Option

Students may take one course per term on a pass/fail basis. The maximum total credit with a grade of Pass that may count toward a degree is 12 hours. In addition to these courses, students may take up to four additional PRWII courses beyond the courses required for their degree requirements. Only one additional PRWII course may be taken per term. These additional PRWII courses are graded on a pass/fail basis only and do not count toward the minimum hours for a student's degree requirements or toward the one pass/fail course per term limitation.

A student must indicate intention to take a course pass/fail no later than the 12th day of classes (the fourth day of classes in summer sessions; the second day of classes in intercession terms) by filing a form available in the academic dean's office. Students participating in SMU Study Abroad should review the deadlines under Grade Options for Courses Taken on SMU Abroad Programs. After the declaration of intent, students may not change their pass/fail declaration back to a letter grade. If a department grades a course pass/fail for all students by departmental policy, a declaration by the student is not required. A failed course cannot be repeated on a pass/fail basis, except for those courses designated as pass/fail-only courses.

Students should consult with their advisers before declaring the pass/fail option for any course, as some courses may not be taken pass/fail. In general, elective

courses may be taken on a pass/fail basis. With the exception of courses only offered on a pass/fail basis, courses required to fulfill the University Curriculum may not be taken pass/fail. Courses in the academic majors and minors also are excluded; however, in some programs, courses may be taken pass/fail after the minimum program requirements have been met. SMU schools may have different pass/fail policies for major and minor courses; students should see the academic requirements in each school's section of this catalog for information on pass/fail grading. There may also be other courses required to meet certain professional accreditation standards or entrance requirements, such as teacher preparation and preprofessional studies, that may not be taken pass/fail by a particular student. The departments or advisers concerned with these requirements will make these exclusions known to the students.

Under the pass/fail option, pass (P) grades are A, B and C (including C-); failing (F) grades are D+, D, D- and F. A student who declares pass/fail is not entitled to know the regular letter grade, and a pass/fail grade cannot be changed to a regular letter grade (or vice versa) after the pass/fail grade has been assigned. The grade of P is not calculated in the GPA, although the credit hours are included in the total number of hours earned. The grade of F is calculated in the GPA.

#### Grade Appeals

A student who feels that an assigned grade is other than the grade earned must first discuss the matter with the course instructor to determine if the discrepancy is caused by error or misunderstanding. At the time of the initial discussion, the student may be asked to provide a written petition requesting the change of grade.

A student who is not satisfied by the instructor's decision on a request for a grade change, and who maintains that the original grade was capriciously or unfairly determined, may appeal to the chair of the department in which the course was offered (or, in the case of a nondepartmental course, to a faculty agent designated by the dean of the school offering the course). After discussing the matter with the student, and bearing in mind that the final authority in matters of academic judgment in the determination of a grade rests with the course instructor, the chair (or faculty agent) will consult with the course instructor, who will subsequently report to the student the disposition of the appeal.

A student who is not satisfied by the disposition of the appeal may appeal the decision to the dean of the school offering the course. The dean will take action as he or she deems appropriate. A student may appeal the dean's decision to the provost. In their actions, the dean and the provost must respect the principle that the determination of a grade rests with the course instructor.

#### Grade Forgiveness

SMU's policy for omitting courses from a student's GPA is found under Academic Forgiveness in the General Policies section of this catalog.



### Leave of Absence

A leave of absence is a temporary leave from the University – a kind of “time out” – that may be necessary during an academic career. Students may elect to take leaves of absence for a variety of reasons, including 1) medical reasons due to accident or illness, 2) family crises or other personal situation that requires an extended absence from school, 3) financial issues that may take time to resolve, and 4) academic difficulties that may best be handled by taking time to refocus on college work.



## SMU Pre-Majors

**Academic Probation.** For SMU Pre-Majors, once a student's cumulative SMU GPA falls below 2.000, the student is placed on academic probation at the beginning of the next enrolled term (fall, spring or summer). The student has the next two enrolled regular terms (fall, and spring) and the first summer term following the probation start date to raise his or her cumulative SMU GPA to at least a 2.000. A student has the opportunity to enroll only for one summer term while on academic probation. The summer term must be at SMU. A student on academic probation cannot enroll in any intersession terms: J Term (January), May term or August term.

When the student is placed on academic probation because his or her cumulative SMU GPA is below 2.000, then the student will be assigned to a designated probation counselor. Before beginning his or her next term at SMU, the student will be required to complete a self-assessment and share this self-assessment with the probation counselor, who will then work with each student to determine the appropriate academic interventions. These academic interventions can include, but are not limited to, the following:

1. Re-evaluation of course enrollments and pre-major objectives.
2. Biweekly academic counseling sessions with the probation counselor (or his or her designee).
3. Enrollment in courses, such as HDEV 1110 O.R.A.C.L.E. or HDEV 1111 Success Strategies, aimed at improving academic performance.
4. Appropriate medical and/or psychological assessment-evaluation, including assessment-evaluation as to the need for drug or alcohol education.
5. Participation in tutoring and/or study skills workshops.

The student will sign a contract that stipulates the agreed-upon academic interventions.

**Academic Suspension.** If a student does not achieve a cumulative SMU GPA of at least a 2.000 according to the stipulations stated above, then he/she will be placed on academic suspension. A student is suspended effective the first day of the next term (fall, spring or summer), and the suspension period includes a minimum of one regular term (fall or spring). Credits earned at another college or university during a term of suspension may not be applied toward an SMU degree. A grade point deficiency must be made up at SMU.

A student may petition to the University Committee on Academic Petitions for an additional, consecutive probationary term if the term GPA during the student's probationary period indicates academic improvement and if the student has undergone all academic recovery efforts agreed upon in the contract with the probation counselor.

As soon as possible after the student is placed on academic suspension, the student should contact the probation counselor if he/she has any desire or intent to seek reinstatement after the period of academic suspension. The probation counselor will work with the student to determine appropriate conditions that the student should satisfy to be eligible for reinstatement. These conditions might include the completion of coursework with a certain minimum GPA; however, reinstatement is not guaranteed.

**Academic Reinstatement.** A student who has been academically suspended once may apply for academic reinstatement to the University. Reinstatement to the University is not guaranteed. A student is not eligible to request reinstatement until the end of the time period of academic suspension. The request for reinstatement should be submitted to the University Committee on Academic Petitions, which will make a decision on the request. Ordinarily, the decision whether to grant reinstatement will be based primarily on whether the student has satisfied the conditions set out for the period of academic suspension.

A student who is reinstated after academic suspension has two regular enrolled terms (fall and spring) in which to earn a cumulative SMU GPA of at least a 2.000. A student will return on academic probation and may not be reinstated for a summer term. Students who do not earn a cumulative SMU GPA of at least a 2.000 within two regular terms (fall and spring) after having been academically suspended will be permanently dismissed.

**Academic Dismissal.** A second suspension is final, resulting in dismissal from the University with no possibility of readmission.

#### Dedman College of Humanities and Sciences

**Academic Probation.** Students who have a declared major in Dedman College and whose cumulative SMU GPA falls below 2.000 are placed on academic probation. Academic probation is for a minimum of one regular term (excluding interterms and summer sessions). The dean may impose special conditions in exceptional probationary situations. Students are removed from academic probation status when they achieve a cumulative GPA of 2.000 or higher.

**Academic Suspension.** Declared Dedman students whose cumulative GPA remains below 2.000 in any regular term following a term of academic probation will be suspended. Suspension is for a minimum of one term, not counting interterms or summer sessions. Credits earned at another college or university during a term of suspension may not be applied toward an SMU degree. A grade point deficiency must be made up through enrollment at SMU.

Students who have been suspended from another school on campus are also subject to suspension from Dedman College.

**Reinstatement on Probation Following Suspension.** Students who have been suspended once may apply for reinstatement to the University, but reinstatement is not guaranteed. In certain cases, prescribed conditions, including the completion of coursework elsewhere, must be met before a student will be approved for reinstatement. Students who have been reinstated to the University following suspension remain on probation and are normally allowed two regular terms within which to make up their academic deficiencies and return to good standing. However, special conditions for the first term may be set in individual cases.

**Academic Dismissal.** A second suspension is final, resulting in dismissal from the University with no possibility of readmission.

#### Cox School of Business

**Academic Probation.** A student will be placed on academic probation for one regular term following the term in which the SMU term, cumulative or business GPA falls below 2.000. The business GPA is effective at nine business credits earned. A student on probation must enroll for a minimum of nine hours and a maximum of 12 hours in the term of probation, will not be allowed to enroll for an internship or





such performance. Each petition is considered individually on its own merits. After consideration of the petition and perhaps after a personal interview, the student may

Academic Petitions and Waivers

Petitions and/or requests for waivers concerning University requirements, graduation requirements and the evaluation of tr

Convocation, although their degrees will not be conferred until August. Students may also participate in departmental or school ceremonies following the University commencement according to the policies of the departments or schools.

An All-University December Commencement Convocation is held each year for students completing degree requirements during the fall term. Students who completed degree requirements during the previous summer session may also participate. Students on schedule and enrolled to complete all degree requirements during the following J Term (January) intersession may also participate in this ceremony, although their degrees will not be conferred until May.

## UNIVERSITYWIDE REQUIREMENTS

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In keeping with the University's educational mission, all undergraduates are required to complete a program of study that emphasizes the values of what historically has been known as a liberal education – namely, learning to read, write and think critically and acquiring a basic understanding of human society in all its dimensions. The courses and experiences included in this program of study provide a solid and broad education that will equip students to compete and adapt to the rapidly changing contemporary world and complement more focused study in the major.

All undergraduate students who enter the University in the 2014–2015 academic year will complete all requirements of the University Curriculum. The University Curriculum is the vehicle through which SMU ensures that all undergraduates meet



## Quantitative Foundation

Quantitative reasoning refers to the ability to understand

of the required UC Proficiencies and Experiences. The list of UC Pillars courses available each term can be accessed at [www.smu.edu/registrar](http://www.smu.edu/registrar).

#### Creativity and Aesthetics

To develop an understanding of and appreciation for the creative impulse in a variety of artistic, cultural and historical contexts, graduates of SMU will be able to

## Proficiencies and Experiences

To prepare SMU graduates for both career development and lifelong learning, the University Curriculum requires all undergraduate students to develop and refine writing, quantitative reasoning, oral communication and information literacy skills beyond the introductory level provided through Foundations courses. The University Curriculum also encourages all undergraduates to apply curricular knowledge to the diverse, global communities in which they will live and work. The following UC Proficiencies and Experiences, required of all undergraduate students, may be met through credit-bearing coursework or approved, noncredit activities that have been identified as meeting that requirement.

### Writing

In addition to Discernment and Discourse coursework, all students will take two WRIT courses in which they compose coherent, well-supported and carefully edited essays and reports suitable for a range of different audiences and purposes.

### Quantitative Reasoning

In addition to Quantitative Foundations coursework, all students will take one QR course in which quantitative reasoning skills are central to course content, delivery and evaluation.

### Information Literacy

All students will take two IL courses in which they learn how to select and use the appropriate research methods and search tools for needed information and how to evaluate sources for quality of information for the given information need.

### Oral Communication

All students will learn how to select and use appropriate forms of evidence in a public presentation, design verbal messages to suit particular audiences and purposes, and use visual cues to enhance a public presentation. Students can use both coursework and sustained, reflected upon activities to fulfill the University Curriculum's two OC requirements.

### Community Engagement

All students will learn how to demonstrate the analytical and practical skills necessary for engaged, informed citizenship by applying academic learning to address specific needs in a community. Students can use both coursework and sustained, reflected upon activities to fulfill the University Curriculum's one CE requirement.

### Human Diversity

All students will be able to demonstrate an understanding of the historical, cultural, social or political conditions of identity formation and function in human society, with respect to race, ethnicity, gender or societies in the developing world. Students can use both coursework and sustained, reflected upon activities to fulfill the University Curriculum's one HD requirement.



## Global Engagement

All students will engage with other societies and cultures, demonstrating an understanding of the material culture, underlying

6. Students may petition for an individual exception to a UC requirement, typically by requesting consideration of a course transferred from another regionally accredited institution. All UC student petitions for substitution must include concrete assessment evidence that the proposed alternative course or experience satisfies the specific Student Learning Outcomes associated with the requirement. The petition is then vetted by the student's academic adviser and reviewed by SMU departments where appropriate before it is submitted to the associate dean for the Office of the University Curriculum or the assistant dean for the University Curriculum for approval consideration. Appeals may be made to the Committee on Academic Petitions.
7. Probation and suspension rules related to the Foundations components of the University Curriculum are as follows:
  - a. Academic Probation

BA student who enters SMU directly from high school or enters SMU with fewer than 24 transfer hours will be placed on academic probation if he or she fails to complete either the Discernment and Discourse sequence or the Quantitative Foundation requirement of the University Curriculum after the completion of 60 units earned as cumulative credit.

B Students must be continuously enrolled in the appropriate Discernment and Discourse course each term until completion of the Foundations requirement. Students who do not enroll in the appropriate DISC course each term will be subject to academic probation. However, certain students who begin their writing requirements with DISC 1313 may defer their initial enrollment for one term, if approved by the associate dean for general education in consultation with the director of the Discernment and Discourse Program. Students may not drop these courses; if they do, the grade will be changed to a grade of F.
  - b. Academic Suspension

BA student who enters SMU directly from high school or enters SMU with fewer than 24 transfer hours will be a candidate for academic suspension if he or she fails to complete either the Discernment and Discourse sequence or the Quantitative Foundation requirement of the University Curriculum after the completion of 75 units earned as cumulative credit.

# EDUCATIONAL FACILITIES

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## ALTSHULER LEARNING ENHANCEMENT CENTER

The A-LEC is devoted to helping students become more independent, self-confident and efficient learners. In addition, its mission is to help students respond effectively to specific academic challenges, to articulate and attain their own educational goals, and to succeed at any level of the undergraduate curriculum.

Each year, approximately 32–35 percent of SMU's undergraduate students participate in A-LEC programs, courses and services including 61 percent of all first-year students and 52 percent of all first- and second-year students. All A-LEC services are available at no cost to full-time undergraduate students. Some services are available by appointment; others are available on a drop-in basis. Students may be referred to the A-LEC by their advisers, faculty or resident assistant, but most students choose

SMU LIBRARIES

[www.smu.edu/libraries](http://www.smu.edu/libraries)

Service to Southern Methodist University students, faculty and staff is the primary

The Hamon Arts Library, adjoining the south side of the Owen Arts Center of the Meadows School of the Arts, provides resources for the study of art history, communications, dance, film, music, theatre and visual art. With more than 200,000 volumes of books, sound recordings and video recordings, the library's collections support the Meadows curriculum and are particularly strong in European and American arts. The library also provides conference room facilities; group au-



## Business Library

[www.cox.smu.edu/bic](http://www.cox.smu.edu/bic)

The Business Library of the Cox School of Business is located in room 150 of the Maguire Building. This library is open to all students regardless of major. The mission of the library is to provide the SMU community with authoritative business information, regardless of format; support the integration of information and technology into the curriculum; and act as a center for research and development for state-of-the-art information technology applications in the business education field.

New Mexico offers a multiplicity of research opportunities for both natural and social scientists. Pot Creek Pueblo, located on the fort's property, is one of the largest prehistoric archaeological sites in the Taos region.

#### MUSEUM

The Meadows Museum, founded by the late philanthropist Algur H. Meadows and located at 5900 Bishop Boulevard, houses one of the finest and most comprehensive collections of Spanish art in the world, as well as selected masterpieces of modern European sculpture, from Rodin and Maillol to David Smith and Claes Oldenburg. The permanent collection of more than 670 objects includes paintings, sculpture, decorative arts and works on paper from the Middle Ages to the present. Artists represented include El Greco, Velázquez, Ribera, Zurbarán, Murillo, Goya, Picasso and Miró. The Meadows Museum hosts a regular program of loan exhibitions each year in its temporary exhibition galleries and sponsors an active program of public lectures, tours, films, concerts and symposia, as well as children's art programs and



# OFFICE OF INFORMATION TECHNOLOGY

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The Office of Information Technology is responsible for providing computing and

## ACADEMIC PROGRAMS

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SMU offers degrees in five undergraduate and graduate schools and three graduate professional schools: the Dedman College of Humanities and Sciences, the Edwin L. Cox School of Business, the Dedman School of Law, the Linda and Mitch Hart eCenter, the Bobby B. Lyle School of Engineering, the Algur H. Meadows School of the Arts, the Joe and Lois Perkins School of Theology, and the Annette Caldwell Simmons School of Education and Human Development. The University offers a range of distinguished graduate and professional programs, but since its beginnings in 1915, SMU has particularly committed itself to the concept of a liberal arts undergraduate education. All SMU undergraduate degree programs reflect this commitment by encouraging students to combine broad, interdisciplinary inquiry with in-depth study in a particular field of interest.

### PREFACE TO THE CURRICULUM

SMU's philosophical basis for the undergraduate curriculum is the steadfast belief that the liberal arts found and inform all the goals of higher education. The Master Plan of 1963 articulates the University's educational commitment as follows: "The essence of the educational philosophy which undergirds the Master Plan is that professional studies must rise from the solid foundation of a basic liberal education. The aim of this University, in other words, is to educate its students as worthy human beings and as citizens, first, and as teachers, lawyers, ministers, research scientists, businessmen, engineers, and so on, second. These two aims – basic and professional education, general and special, cultural and vocational (in the best sense) – will not be separated in the program of this University. It is this University's belief that they should not be, for the well-educated person is indeed a whole human being. His or her intelligence and practical interests interact in all of his or her major activities. The courses and teaching of Southern Methodist University will be so designed that these general and special aims are carried out concurrently and in relation to each other. In this way, it is SMU's aim that every graduate be truly a well-educated person."

SMU undergraduate students choose from among 104 degrees in 92 fields offered by the five undergraduate schools. In addition, recognizing the increasingly fluid nature of knowledge, SMU requires students to take courses in both disciplinary and inter- or multi-disciplinary studies.

The undergraduate curriculum at SMU seeks to accomplish two interrelated goals: to provide a carefully constructed educational experience to be shared and valued by all undergraduates, and to offer students the opportunity to explore a wide variety of frontiers and vistas that will challenge and encourage further intellectual investigation not only during their years on campus but also for the rest of their lives. With these goals in mind, SMU has developed an undergraduate curriculum to reflect the depth and breadth of its educational objectives.

## BACCALAUREATE DEGREE PROGRAMS

### Dedman College of Humanities and Sciences

Bachelor of Arts

Bachelor of Humanities

Bachelor of Science

Bachelor of Social Sciences

### Cox School of Business

Bachelor of Business Administration

### Lyle School of Engineering

Bachelor of Science

Bachelor of Science in Civil Engineering

Bachelor of Science in Computer Engineering

Bachelor of Science in Electrical Engineering

Bachelor of Science in Environmental Engineering

Bachelor of Science in Mechanical Engineering

### Meadows School of the Arts

Bachelor of Arts

Bachelor of Fine Arts

Bachelor of Music

### Simmons School of Education and Human Development

Bachelor of Science

(emphasis in applied physiology and enterprise or emphasis in sport management)

For the degrees available in specific fields of study, students should consult the appropriate school's section in this catalog.

## HONORS PROGRAMS

[www.smu.edu/univhonors](http://www.smu.edu/univhonors)

The University offers a variety of honors and distinction programs to encourage scholastic achievement and creativity among its very best students.

The University Honors Program, the largest of these programs, is open to students in all majors and is designed to prepare honors students to meet the challenges of rapid change and take advantage of the possibilities this dynamic world presents. To this end, the program emphasizes the values of a liberal arts education, namely, the ability to read, write and think critically, and the acquisition of a basic understanding of human society in all its dimensions. Along with these time-honored objectives, the program provides exceptional opportunities for international study and the exploration of topics across disciplines.

course offerings explore the way different disciplines raise questions and construct knowledge about the human experience.

In addition to the first-year honors humanities sequence of DISC 2305 and DISC 2306, students also take at least three honors seminars (Pillars courses or interdisciplinary Ways of Knowing courses) from among the honors offerings.

In the senior year, the honors experience culminates with a senior capstone project or thesis (for most students, done within the major), along with a one-credit course that brings students together in small peer groups in which 15 students and the professor discuss the process of writing and/or constructing this substantive project. Before the end of the final term, each student will publicly present his or her work to the honors community.

The University Honors Program creates an intellectual community of students and faculty that extends beyond the classroom. Beginning with several orientation activities designed specifically for honors students, special events throughout the year provide additional occasions for coming together. Honors students and faculty are encouraged to attend dinners, programs, seminars and book discussions that

the University level (the University Honors Program) and the departmental level. Depending on the major, students take a series of honors courses and seminars in their departments or divisions. Many departments and divisions also offer internships and research programs to upperclass students majoring in their fields. Such activities provide practical experience and specialized training within the major. Students completing honors or distinction programs within their departments or

#### Lyle School of Engineering

Computer Science and Engineering Electrical Engineering	Successful completion of a senior thesis course, independent research project approved by the academic adviser, defense of the thesis through a public presentation and oral examination before a faculty committee, and a 3.500 major GPA.
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#### Meadows School of the Arts

Art History	Individual research project, defended before a committee.
Communication Studies	A total of 6 hours of COMM honors courses and an honors thesis.
Film and Media Arts	Thesis project.
Journalism	A total of 6 hours of honors journalism and an honors thesis.

#### Simmons School of Education and Human Development

Applied Physiology, Sport Management and Wellness	Departmental distinction program.
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### ENGAGED LEARNING

[www.smu.edu/engagedlearning](http://www.smu.edu/engagedlearning)

SMU recognizes that students enhance their academic experiences when they actively engage in research, service, internships and other creative, entrepreneurial activities related to their studies. Through Engaged Learning, students learn beyond the classroom as they bring their disciplinary training and intellectual capital to bear on real-world issues in real-world settings and cultivate professional skills related to their chosen fields.

Students can either develop their own independent learning projects or participate in engaged learning activities offered by departments, offices and programs throughout the University. Students who are working on capstone-level projects have the opportunity to submit them to count as Engaged Learning projects. Such projects are student-driven, linked to the students' education and exceed regular classroom work. SMU supports Engaged Learning projects through a grants program and notes project titles on students' transcripts under the heading "Engaged Learning, SMU's most prestigious undergraduate engagement program."

Projects typically span two academic years. Students apply during the annual November 15–February 15 application cycle or during the senior thesis cycle August 15–September 30. They work on their projects through the summer and fall, present their findings at the Engaged Learning Symposium held in the term of graduation and turn in project reports, suitable for publication, by April 15 for May graduates or November 30 for December graduates. The Office of Engaged Learning provides structure and guidance throughout.

More information about Engaged Learning is available on the website or from the Engaged Learning staff ([engagedlearning@smu.edu](mailto:engagedlearning@smu.edu)).

### ACADEMIC ADVISING FOR SMU PRE-MAJORS

Through the University Advising Center, every student entering SMU as a first-year or premajor transfer student collaborates with a professional academic adviser.

gress Reports provide students with detailed information concerning completion of degree requirements. The Advising Center, which is located on the fourth floor of the Blanton Student Services Building, has received national recognition for its innovative programs and outstanding staff.

#### ACADEMIC ADVISING FOR MAJORS

After completing 24 term hours and meeting other program admission requirements, students transfer their records to an adviser in the school that houses their major field of study. Those who elect study in the humanities, sciences or social sciences enter Dedman College of Humanities and Sciences. Others, depending on their qualifications and interests, may enter the Cox School of Business, Lyle School of Engineering, Meadows School of the Arts, or Simmons School of Education and Human Development. The University requires students to qualify for and declare a major upon completion of 75 term hours, including credit by examination and transfer work. Upon declaration of a major in one of the schools, students work with a major adviser in that school.

#### ENGLISH AS A SECOND LANGUAGE PROGRAM

[www.smu.edu/esl](http://www.smu.edu/esl)

Students whose first language is not English may encounter special challenges as they strive to function efficiently in the unfamiliar culture of an American university setting. Dedman College offers the following ESL resources to students from all schools and departments of SMU. Students may apply on the ESL website.

More information about the ESL Program is available on the website or from the director, John E. Wheeler ([jwheeler@smu.edu](mailto:jwheeler@smu.edu)).

#### The Courses (ESL)

ESL 1001 (0). ESL COMMUNICATION SKILLS. The goal of this course is to improve ESL students' oral and aural interactive skills in speaking, giving presentations, pronunciation, listening, and American idiomatic usage so that they may become more participatory in their classes and integrate more readily with their native English-speaking peers. It is designed to meet the needs of undergraduate and graduate students who may be fully competent in their field of study yet require specialized training to effectively communicate in an American classroom setting. The course is free of charge, noncredit bearing, and transcribed as pass or fail.

methods, and a final research project. The course is free of charge, noncredit bearing, and transcribed as pass or fail. Prerequisite:



Students may study abroad as soon as the first summer of their undergraduate career. Rising sophomores, juniors and seniors may apply for summer or term programs abroad. Study abroad in the final senior term is not recommended. Transfer students normally must complete one te

SMU-in-Bali: Arts, Culture and Music. This arts immersion program offers a course on the arts, culture and history of Bali, and electives in hand drumming/ethnic percussion, Balinese dance and photojournalism.

SMU-in-China: Language. This linguistic and cultural immersion program in Beijing, China, is designed for native English speakers. The program offers beginning, intermediate and advanced Chinese, and enhances basic language skills, with a focus on language proficiency.

SMU-in-Costa Rica: Spanish Language and Latin-American Culture. This intensive Spanish program is held at the National State University in Heredia. Language learning is reinforced with students' daily exchanges with their Costa Rican families.

SMU-in-Germany: Culture, History and Music. This program is held in Weimar, Germany. Knowledge of German is not required. Course offerings enable students to study the language, history, culture and music of Germany.

SMU-in-Italy: Arts and Culture. Students live and study in Orvieto. Courses include topics such as the art and architecture of Italy, drawing, and myth and thought in the ancient world. Courses are taught in English.

SMU-in London: Arts.

world and the West, and the other focuses on the history of France. Students live in an international student dorm. Knowledge of French is not required.

SMU-in-South Africa: Culture and Literature. This program is held at the University of KwaZulu-Natal in Durban. Course offerings include the history of South Africa and a unique musical theatre production. Students live with students from the university, with whom they also work on the musical, and travel on excursions throughout the Durban area.

Internships: China. Cox B.B.A. students participate in a professional internship with a company working globally in China and receive business credit.

Internships: London Business. Cox B.B.A. students participate in a professional internship and earn business and political science course credit.

Internships: London Communications. Meadows communications, advertising, journalism, and film and media students participate in a professional internship and receive internship and political science course credit.

Internships: Sydney. This program is open to all majors. Students participate in a professional internship, take two courses and receive internship and political science course credit.

#### SMU Abroad Programs During the Academic Year

SMU-in term programs in Australia, Denmark, Spain and Switzerland offer students the opportunity to enroll directly in SMU-approved courses taught at four of SMU's partner institutions. Students apply directly to SMU Abroad for admission and placement in SMU-in term programs. No application to the foreign university is required.

SMU-in-Australia. Students enroll for the fall or spring at Curtin University in Perth, Western Australia, during that university's regular terms (spring: February to June; fall: July to November). The university offers a full curriculum, with particular strengths in business and engineering sciences. Students participate in a community service program or an internship and study alongside their Australian peers.

SMU-in-Copenhagen. Through the Danish Institute for Study Abroad, students

## SMU-Approved Term Programs





## CONTINUING AND PROFESSIONAL EDUCATION

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The Office of Continuing and Professional Education provides noncredit courses that address different cultural, scholarly, personal and professional topics for the community, a practice that has been part of the SMU tradition since 1957. CAPE offers a selection of courses for open enrollment each fall, spring and summer term. Additional information is available at [www.smu.edu/cape](http://www.smu.edu/cape).

Personal Enrichment. CAPE classes – historically, Informal Courses for Adults – are generally short sessions on topics for enjoyment and reflection. Courses offered

## STUDENT AFFAIRS

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The vice president for student affairs oversees programs, services and activities that complement students' academic pursuits and promote their development, success and cocurricular learning. The Division of Student Affairs includes the Department of Student Programs and Development, the Department of Residence Life and Stu-





is defined as intentionally or knowingly helping or attempting to help another to violate any provision of the Honor Code. Fabrication is defined as intentional and unauthorized falsification or invention of any information or citation in an academic exercise.

Suspected cases of academic dishonesty may be handled administratively by the appropriate faculty member in whose class the alleged infraction occurred or referred to the Honor Council for resolution. Suspected violations reported to the

## Conduct Review Process

Clear disciplinary procedures are an important part of the mission of SMU as an educational institution. The intent of the system of due process at SMU is to be educational and not merely punitive for students. The goal continues to be to produce quality citizens. The purpose of the conduct review process is to encourage personal responsibility.

Depending on the degree of misconduct, a student may be subject to sanctions ranging from an informal warning to expulsion from the University. In addition, a student may be assigned educational sanctions designed to promote personal growth and development. Should a student be asked to leave the University, he or she



sorority. More details on fraternity and sorority programming and recruitment are available from the Fraternity and Sorority Life Office or the website.

## STUDENT CENTER

Hughes-Trigg Student Center

[www.smu.edu/htrigg](http://www.smu.edu/htrigg)

Hughes-Trigg Student Center is the hub of student life at SMU, bringing together members of the University community with emphasis on the pursuit of educational programs, student activities and services. The center is fully accessible and features important services and resources to meet the daily needs of students, faculty, staff and visitors. These include a 500-seat theatre, a multipurpose ballroom, a 100-seat high-tech forum, 18 meeting rooms and the offices of various organizations and departments. In addition, the facility houses an art gallery, a 24-hour computer lab, a commuter lounge and several retail operations. Students may study in comfortable public lounge areas, snack or dine in the Mane Course, conduct small or large meetings, send faxes, practice the piano or get the latest information on special events. Open from early morning until late evening, the center provides cultural, social and educational programs and resources to foster personal growth and enrich cultural, social, educational and recreational experiences. More than a building, Hughes-Trigg is “the living room of the campus.”

## STUDENT MEDIA

The student media experience at SMU is one that offers aspiring media professionals the opportunity to work and learn in a fully converged news operation that combines print, online and broadcast platforms. Editors, writers and photographers of the Daily Campus, SMU's independent newspaper, work together with directors and videographers of SMU-TV, the student-run broadcast journalism program, to share content and produce timely and compelling packages for a shared news website at [www.smudailycampus.com](http://www.smudailycampus.com). SMU student media opportunities also include the student yearbook, Rotunda ([www.smurotunda.com](http://www.smurotunda.com)), which has chronicled the life and times on The Hilltop since 1915.

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## VETERANS SERVICES

The Division of Student Affairs provides a coordinator of veteran support and services through the Office of the Dean of Student Life. The coordinator helps veterans navigate the campus community and connect with available resources on campus and in the greater Dallas community. A chartered student organization, U.S. Military Veterans of SMU (SMU MilVets), meets regularly to provide support to fellow veterans and to participate in fundraisers, care package drives, tailgating on the Boulevard during football games and other activities during the school year. In addition, the University Registrar's Office certifies veterans each term for their benefits under federal programs and the Office of Financial Aid works to provide individual aid packages. More information regarding services and benefits for veterans is available at [www.smu.edu/veterans](http://www.smu.edu/veterans).

## WOMEN'S CENTER

[www.smu.edu/womenscenter](http://www.smu.edu/womenscenter)

The Women's Center for Gender and Pride Initiatives of Southern Methodist University empowers students within the University to increase awareness and understanding of gender equity issues by eliminating barriers, diminishing prejudices and creating a supportive climate and space for all. Through advocacy, information, referral services and leadership experiences, the Women's Center provides a safe haven for students struggling with issues of injustice and oppression. Student organizations advised here include the Women's Interest Network, Campus YWCA, Women in Science and Engineering, and Spectrum, the lesbian, gay, bisexual, transgender and ally organization. Also housed in the Women's Center is the SMU Women's Symposium ([www.smu.edu/womsym](http://www.smu.edu/womsym)), which is part of The Education of Women for Social and Political Leadership series, established in 1966. The center provides an informal, homelike atmosphere where members of the SMU community can meet.

## OFFICE OF THE CHAPLAIN AND RELIGIOUS LIFE

[www.smu.edu/chaplain](http://www.smu.edu/chaplain)

In cooperation with the Department of Residence Life and Student Housing, the

program that provides SMU undergraduate students with the foundation for a suc-



enroll in SHIP, after they have enrolled for classes, by selecting the “Health Insurance” button on the “Student Center” component of Access.SMU. A domestic student who already has private health insurance coverage must waive SHIP coverage to avoid automatic enrollment into the plan and thereby have the semiannual premium charge applied to his or her University account. Waivers will not be accepted nor will changes be made after the deadline each term. For more information and instructions on how to WAIVE or ELECT coverage, students should visit the website [www.smu.edu/healthinsurance](http://www.smu.edu/healthinsurance). Students who elect SHIP for the fall term will automatically be re-enrolled in mid-December unless the insurance office receives notification of the desire to waive for spring. Note: Health insurance is separate from the student Health Center fees and is paid for separately.

**Pharmacy.** A complete pharmacy with registered pharmacists is open from 8:30 a.m. to 5 p.m., Monday through Friday. Many prescription plans are accepted, and the pharmacy will transmit pharmacy claims to a student’s insurance company if provided with the student’s pharmacy benefits information.

**X-ray and Laboratory Services.** X-ray and laboratory tests are available for nominal fees. All X-rays are interpreted by a radiologist.

**Immunizations.** All students (undergraduate, graduate, part-time and full-time, to include international and IEP/ESL students) are required to have an SMU medical history form on file in the SMU Health Center before registration. To comply with SMU policy, all students must also submit to the Health Center immunization records that provide proof of immunization against measles, mumps and rubella. These MMR immunizations must be documented by a physician, public health record, military health record or school health record. Students will not be allowed to register without immunization compliance.

Effective January 1, 2012, Texas state law requires that all new students under the age of 30 must provide documentation demonstrating they have been vaccinated against bacterial meningitis. The documentation must show evidence that a meningitis vaccine or booster was given during the five-year period preceding and at least 10 days prior to the first day of class of the student’s first term. Students should provide the documentation at least 10 days before the first day of class. Students seeking exemption from this requirement due to health risk or conscience, including religious belief, should see the second page of the SMU medical history health form. More information is found under Final Matriculation to the University in the Admission to the University section of this catalog.

Students are encouraged to check their Access.SMU account for immunization status. Immunizations are available at the Health Center. Health history forms are available on the Health Center’s website at [www.smu.edu/healthcenter](http://www.smu.edu/healthcenter).

**Class Absence Due to Illness.** Students should schedule appointments with physicians at times when they do not have classes. The Health Center does not issue excuses from classes for illness. Students should refer to the Health Center website ([www.smu.edu/healthcenter](http://www.smu.edu/healthcenter)) for the Class Absence Policy.

**Notification of Parents.** Students are encouraged to call one or both parents when ill. Parents or guardians will be notified in cases of life-threatening illnesses. The Health Center staff may not speak to parents without the student’s permission.

**Health Service Records.** All health service records are confidential. A copy of medical records may be released to a physician only with a written release by the student. Records are not made available to parents, SMU administrators, faculty or staff without the student’s written consent.

Counseling and Psychiatric Services. CAPS provides psychiatric evaluation, crisis intervention and group/individual/couples psychotherapy for students. All interviews are conducted on a voluntary and confidential basis. There is no charge to

RECREATIONAL SPORTS

canoeing. SMU OA also manages the SMU Climbing Center, the indoor climbing and bouldering facility, and the Portable Challenge and Team Development course.

**Mustang Band.** Founded in 1917, the Mustang Band was named the “Best College Marching Band” in Texas in Kirk Dooley’s *Book of Texas Bests*. Long known as “the hub of SMU spirit,” the band represents the University at football and basketball games, produces the Pigskin Revue during Homecoming and performs at special University- and community-related events. Membership is open to all SMU students

## RIGHT TO KNOW

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Southern Methodist University is pleased to provide information regarding academic programs, enrollment, financial aid, public safety, athletics and services for

- c. Terms and conditions under which students receiving Federal Direct Loan or Federal Direct Perkins Loan assistance may obtain deferral of the repayment of the principal and interest of the loan for
  - i. Service under the Peace Corps Act;
  - ii. Service under the Domestic Volunteer Service Act of 1973; or
  - iii. Comparable service as a volunteer for a tax-exempt organization of demonstrated effectiveness in the field of community service.
- d. The requirements for return of Title IV grant or loan assistance.
- e. Enrollment status of students participating in SMU study abroad programs,

7. Campus Police: [www.smu.edu/srk](http://www.smu.edu/srk); [www.smu.edu/pd](http://www.smu.edu/pd)  
SMU Police Department, Patterson Hall  
214-768-1582  
Southern Methodist University's Annual Se