College of Arts & Sciences

Description
Mark E. Button, Ph.D., Dean, Professor of Political Science
June Griffin, Ph.D., Associate Dean for Undergraduate Education, Professor of Practice of English
Kirk Dombrowski, Ph.D., Associate Dean for Research and Partnerships, John Bruhn Professor of Sociology
Priscilla Hayden-Roy, Ph.D., Associate Dean for Faculty, Cather Professor of Modern Languages & Literatures
John Osterman, Ph.D., Associate Dean for Academic Programs, Associate Professor of Biological Sciences
Alecia Kimbrough, Ph.D., Assistant Dean for Business and Finance and Staff
Jodi Holt, M.A., Director of Recruitment
Christina Fielder, M.A., Senior Director of Advising and Student Success

For additional information or questions, contact:

Christina Fielder
Sr. Director of Advising and Student Success
107 Oldfather Hall
PO Box 880330
Lincoln, NE 68588-0330
402-472-4190

Mission
In the College of Arts and Sciences (CAS), our passion drives discovery and creative activity. Our research and teaching engage multiple disciplines, foster many different ways of perceiving our surroundings, and pursue multiple paths for exploring the world. We push ourselves and our students to think deeply and broadly—to integrate ideas from the humanities, social sciences, and natural sciences—in ways that lead to innovation and prepare us for the challenges that tomorrow will bring. Together we cherish the diversity of people, cultures, and ideas in Nebraska and throughout our interdependent world.

College Admission
The entrance requirements for the College of Arts and Sciences, including any of the majors or minors offered through the college, are the same as the UNL General Admission Requirements. In addition to these requirements, the College of Arts and Sciences strongly recommends a third and fourth year of one foreign language in high school. Four years of high school coursework in the same language will fulfill the College of Arts and Sciences' language requirement. It will also allow students to continue language study at a more advanced level at UNL and provide more opportunity to study abroad.

Transfer Students
To be considered for admission as a transfer student, Nebraska resident or nonresident, students must have an accumulated average of C (2.0 on a 4.0 scale) and a minimum C average in the last semester of attendance at another college. Transfer students who graduated from high school January 1997 and after must also meet the UNL General Admission Requirements. Those transfer students who graduated before January 1997 must have completed in high school 3 years of English, 2 years of the same foreign language, 2 years of algebra, and 1 year of geometry.

Transfer students who have completed less than 12 credit hours of college study must also submit either their ACT or SAT scores.

Ordinarily, hours earned at a similarly accredited college or university are applicable to the UNL degree. The College, however, will evaluate all hours submitted on an application for transfer and reserves the right to accept or reject any of them, based upon its exclusion and restriction policies. Sixty (60) is the maximum number of hours the University will accept on transfer from a two-year college or international institution. Transfer credit in the major or minor must be approved by the departmental advisor on a Request for Substitution Form to meet specific course requirements, group requirements, or course level requirements in the major or minor. A minimum of 30 hours, including at least half of the hours in the major field, must be completed at the University regardless of the number of hours transferred.

Readmitted Students
UNL students who choose not to take courses for more than two consecutive terms must reapply to UNL. Students readmitted to the College of Arts and Sciences will follow the requirements stated in the catalog for the academic year of readmission and re-enrollment as a degree-seeking student in the College. Newly readmitted students must meet with their academic advisor in order to enroll in courses. In consultation with advisors, a student may choose to follow a catalog for any academic year in which they are admitted to and enrolled as a degree-seeking student at UNL in the College of Arts and Sciences. Students must complete all degree requirements from a single catalog year. Beginning in 1990-1991, the catalog which a student follows for degree requirements may not be more than 10 years old at the time of graduation.

Admission Deficiencies/Removal of Deficiencies
Students must remove admission deficiencies for entrance requirements in geometry and foreign language as soon as possible and before graduating from the College of Arts and Sciences. For questions and more information, students should consult their assigned academic advisor.

Geometry
A deficiency of one year of geometry can be removed by taking high school geometry courses through an approved independent study program or by completing a geometry course from an accredited community college or a four-year institution. Neither of these options will count for degree-applicable college credit. The geometry deficiency will also be fulfilled for students who complete both MATH 106 Calculus I and MATH 107 Calculus II.

Language
Students must complete the second semester of a first-year language sequence to clear the deficiency and the second semester of the second-year language sequence to complete the college graduation requirement in language.

Advising
Academic and Career Advising Center
The Academic and Career Advising Center in 107 Oldfather Hall is the undergraduate hub for CAS students in all majors. Centrally located and easily accessed, students encounter friendly, knowledgeable people who are eager to help. Students visit the Advising Center in 107 Oldfather Hall to:

Math
MATH 106 Calculus I
MATH 107 Calculus II
• Choose or change their major, minor, or degree program.
• Check in on policies, procedures, and deadlines.
• Get a college approval signature from the Dean’s representative, Sr. Director of Advising and Student Success.

While the assigned academic advisor should be the student's primary contact, there are daily walk-ins from 12-3 where a general academic advisor can answer a quick question. In addition, the CAS Career Coaches are located here. They help students explore majors and minors, gain experience, and develop a plan for life after graduation. Not sure where to go or who to ask? The Advising Center team can help.

**Assigned Academic Advisors**

Academic advisors are critical resources dedicated to students’ academic, personal, and professional success. Every CAS student is assigned an academic advisor based on their primary major. Since most CAS students have more than just a single major, it is important to get to know the advisor for any minors or additional majors. Academic advisors work closely with the faculty to provide the best overall support and the disciplinespecific expertise.

Assigned advisors are listed in MyRED (https://its.unl.edu/myunl) and their offices may be located in or near the department of the major for which they advise or in the Academic and Career Advising Center. Students who have declared a pre-health or pre-law area of interest will also work with advisors in the Exploratory and Pre-Professional Advising Center (Explore Center) in 127 Love South, who are specially trained to guide students preparing to enter a professional school.

For complete and current information on advisors for majors, minors, or pre-professional areas, contact the Arts and Sciences Academic and Career Advising Center, 107 Oldfather Hall, 402-472-4190, http://cas.unl.edu/advising.

**Career Coaching**

The College believes that Academic + Experience = Opportunities and encourages students to complement their academic preparation with real-world experience, including internships, research, education abroad, service, and leadership. Arts and sciences students have access to a powerful network of faculty, staff, and advisors dedicated to providing information and support for their goals of meaningful employment or advanced education. Arts and sciences graduates have unlimited career possibilities and carry with them important career competencies—communication, critical thinking, creativity, context, and collaboration. They have the skills and adaptability that employers universally value. Graduates are not only prepared to effectively contribute professionally in the real world, but they have a solid foundation to excel in an increasingly global, technological, and interdisciplinary world.

Students should contact the career coaches in the Arts and Sciences Academic and Career Advising Center in 107 Oldfather Hall, or their assigned advisor, for more information. The CAS career coaches help students explore career options, identify ways to build experience, and prepare to apply for internships, jobs, or graduate school, including help with resumes, applications, and interviewing.

**Academic Programs & Policies**

**Course Exclusions & Restrictions**

For transfer students, course exclusions and restrictions will be enforced upon evaluation of transfer credits by the College.

<table>
<thead>
<tr>
<th>Exclusions</th>
</tr>
</thead>
<tbody>
<tr>
<td>No credit toward the degree will be granted for the following:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Basic or Vocational Skills Courses Including:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driver training education</td>
</tr>
<tr>
<td>Aviation or pilot training</td>
</tr>
<tr>
<td>Industrial arts (including courses concerned primarily with manual skills, tools, machines, or industrial processes and design) ¹</td>
</tr>
<tr>
<td>Computer literacy – any introduction computer course training in DOS, word processing, spreadsheets, data base management, or other business software packages.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-College Level ²</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faith/Religion</td>
</tr>
<tr>
<td>No credit is given for courses advocating the belief, thought, or practice of a particular faith or religion.</td>
</tr>
<tr>
<td>C- or D Grades from International Transcripts</td>
</tr>
<tr>
<td>No credit is given for international coursework (including education abroad) with a grade of C- or D.</td>
</tr>
<tr>
<td>¹ For example at UNL: ALEC 101, ALEC 103, ALEC 104, ALEC 109, ALEC 122, ALEC 201, ALEC 203, ALEC 204, ALEC 205, ALEC 242, ALEC 340</td>
</tr>
<tr>
<td>² For example at UNL: MATH 100A</td>
</tr>
</tbody>
</table>

**RESTRICTIONS**

Courses in the following areas may be counted toward the degree within the following limits:

- 15 hours of C- and D grades transferred from domestic colleges outside UNL ¹
- 60 hours from a community college or international institution
- 16 hours of applied music lessons and/or music ensemble
- 4 hours activity PE or athletic practice
- 12 hours total from any combination of the following areas:
  - First Aid and Emergency Health Care ²
  - Orientation, Career Planning, Study Skills ³
  - Military Science, Naval Science, or Aerospace Studies ⁴
- 15 hours athletic coaching or sport theory
- 9 hours of ESL coursework as follows:
  - No more than 3 hours from ENGL 186, ENGL 187, or ENGL 188
  - No more than 6 hours from ENGL 140, ENGL 141, ENGL 142, ENGL 143, ENGL 144, ENGL 145, or ENGL 146

¹ The C- and D grades cannot apply to majors or minors. All C- and D grades transferred from UNO or UNK can be applied to the degree, but not toward majors or minors. International credit with grades equivalent to C- or D will not be validated by departments in the College of Arts and Sciences or applied to its degrees.

² For example at UNL: FITN 160, FITN 170

³ For example at UNL: AECN 100, ASCI 107, ASCI 181, BIOL 101, BIOS 100, BSAD 111, BSAD 222, BSAD 333, BSAD 444, CASC 200, CASC 140, CASC 150, CASC 160, CHEM 101, CSCE 10, CYAF 150, EDPS 150, ENGL 143, FDST 107, MBIO 101, NRES 101, NUTR 150, RAIK 10, RAIK 40, PSYC 100, TEAC 210, TLMT 127
This restriction does not apply to ACE certified courses, upper-level courses required in an existing major or minor, or courses cross-listed between Military Science, Naval Science, or Aerospace Studies and CAS departments.

Duplicate Credit Exclusions
Credit towards the degree may be earned in only one from each group of courses listed below. There may be additional exclusions referenced in course listings within the catalog.

BIOS 313 Molecular Microbiology Laboratory
or BIOS 314 Microbiology Laboratory
CHEM 105 Chemistry in Context I
or CHEM 106 General Chemistry I
or CHEM 111 Chemistry for Engineering and Technology
or CHEM 112 Fundamental Chemistry I
or CHEM 119 Today's Chemistry in Education

CHEM 251 Organic Chemistry I
& CHEM 261 Organic Chemistry II
CHEM 471 Physical Chemistry
or CHEM 481 Physical Chemistry I
ECON 200 Economic Essentials and Issues
or ECON 211 Principles of Macroeconomics
& ECON 212 and Principles of Microeconomics

ECON 215 Statistics
or CRIM 300 Applied Statistics and Data Processing in the Public Sector
or EDPS 459 Statistical Methods
or STAT 218 Introduction to Statistics

FREN 201 Second-Year French I
& FREN 202 and Second-Year French II
or FREN 210 Accelerated Second-Year French

GEOL 100 Introduction to Geology
or GEOL 101 Dynamic Earth
or GEOL 101 Honors: Physical Geology
or GEOL 103 Evolution of the Earth

GERM 201 Second-Year German I
& GERM 202 and Second-Year German II
or GERM 210 Accelerated Second-Year German

MATH 101 College Algebra
& MATH 102 and Trigonometry
or MATH 103 College Algebra and Trigonometry
MATH 104 Applied Calculus
or MATH 106 Calculus I

MATH 440 / CSCE 440 Numerical Analysis I
or MECH 48 Numerical Methods in Engineering

PHYS 141 / PHYS 141H Elementary General Physics I
or PHYS 151 Elements of Physics

PHYS 151 Elements of Physics
or MSYM 10 Physical Principles in Agriculture and Life Sciences

SOCI 205 Introduction to Social Research Methods
or CRIM 251 Research Methods

SOCI 311 Sociology of Juvenile Delinquency

or CRIM 337 Juvenile Delinquency

SOCI 474 Deviance and Social Control
or CRIM 413 Sociology of Deviant Behavior

SPAN 101 Beginning Spanish I
& SPAN 102 and Beginning Spanish II
or SPAN 110 Accelerated Beginning Spanish

SPAN 201 Second-Year Spanish I
& SPAN 202 and Second-Year Spanish II
or SPAN 210 Accelerated Second-Year Spanish

SPAN 203 Intensive Conversation
& SPAN 204 and Intensive Writing
or SPAN 220 Intensive Spanish for the Professions

SPAN 303 Advanced Reading and Conversation
& SPAN 304 and Advanced Writing and Conversation
or SPAN 300 Advanced Writing and Reading for Comprehension
or SPAN 300 Advanced Writing and Reading for Comprehension.
Special Course for Heritage Speakers of Spanish
or SPAN 300 Advanced Reading, Writing and Conversation:
Emphasis on Translation and Interpretation

Retroactive Credit in Mathematics or Modern Language
A limited amount of retroactive credit in language or math may be available to students who had the opportunity to take classes and be successful at a higher level than their peers, and who are continuing on in their study in these areas.

Department of Mathematics Requirements and Policy
A student who takes MATH 107 or MATH 107H at UNL as their first math course at the postsecondary level and earns a C, P, or better upon first attempt is eligible for credit for MATH 106. Similarly, a student who takes MATH 208 or MATH 208H at UNL as their first math course at the postsecondary level and earns a C, P, or better upon first attempt is eligible for credit for MATH 106 and MATH 107. The faculty advisor can approve giving credit for MATH 208 provided there is documented evidence that the student has actually had the material presented at a college level and the student earns a C, P, or better in an advanced course that depends on the material. Retroactive credit for a course is only available if the student doesn’t already have an equivalent AP exam score or previous college credit for the course; retroactive credit is available for at most two courses.

Department of Modern Languages and Literatures Requirements and Policy
A student who takes their first college modern language course at UNL at the 202 level or higher and earns a grade of C, P, or better upon first attempt is eligible for retroactive credit for up to two prior courses. Retroactive credit for a course is only available if the student doesn’t already have an equivalent AP exam score or previous college credit for the course. Retroactive credit is typically available only in languages taught and studied through the student’s high school.

Process for Requesting Retroactive Credit
To apply for retroactive credit in math or modern language, students may obtain and submit a request form through the College of Arts and Sciences Academic and Career Advising Center in 107 Oldfather Hall. The form can be submitted in advance of earning a qualifying grade in the first course or after a grade has been earned. Upon completion and grade report from the first math or modern language course, eligibility will be verified. The Advising Center will inform the student of the final decision on the request via e-mail and the retroactive credit will be awarded and
recorded as “Other Credit” on the unofficial transcript. There is no cost for the credit hours which are applicable to your UNL degree requirements, but they are not graded. If the student transfers to another institution, retroactive credit may or may not be accepted according to the policy of the transfer institution.

Credit by Examination
Through study or experience that parallels a University of Nebraska–Lincoln course, a regularly enrolled University student may feel prepared to pass an examination on the course content of a specific course for credit in that course. Examination for credit through UNL departments may be taken only by currently enrolled students. A student is not permitted to receive credit by examination in a course which is a prerequisite for a course already taken, unless the course and its prerequisites cover essentially different subject matter.

Permission to pursue credit by examination must be granted by both the academic department and the College of Arts and Sciences. Students should follow these steps:

1. Obtain an Application for Credit by Examination at Husker Hub or the Office of the University Registrar. Current enrollment in the University will be verified.
2. Consult with the chair of the course department. Secure approval signatures from both the chair and the instructor of the course who will conduct the examination.
3. Consult with the Sr. Director of Advising and Student Success in Academic and Career Advising Center, 107 Oldfather Hall, for college approval.
4. Present the application to the instructor who will give the examination and report the results on the Application for Credit by Examination and send the form to the Admissions Office, Alexander Building, 402-472-0130.

The University also gives credit for completion of examinations through programs like College Level Examination Program (CLEP), Advanced Placement (AP) Program, International Baccalaureate (IB) Program, and more. See http://creditevaluation.unl.edu for current policies and equivalencies.

Dual Degrees
Dual Matriculation in Arts and Sciences
College of Arts and Sciences students may have multiple majors attached to one degree, either bachelor of arts or bachelor of science, and therefore dual matriculation within the College should not be necessary. Most majors within the College can be earned through either degree using the same requirements. However, there are some majors that are only offered through a B.S. (BIOC, CHEM, MBIO, METR) and some that have different requirements in the major based on whether a student is pursuing a B.A. or B.S. (CHEM, GEOL, MATH, PHYS). Students seeking multiple majors from a combination of these programs must do so under B.S. requirements only.

Dual Matriculation in Arts and Sciences and another UNL College
A student pursuing a bachelors degree from another college at UNL may earn the bachelor of science or bachelor of arts degree from the College of Arts and Sciences by completing all degree requirements for the arts and sciences degree, in addition to all degree requirements for the degree in another UNL college. This typically requires a student to earn a total of more than 120 hours. Students should plan to graduate with both degrees at the same time unless given permission to split graduation dates.

UNL Graduates Pursuing a Second UNL Degree
A graduate who holds a bachelor of arts degree from the College of Arts and Sciences may earn the bachelor of science degree by completing at least an additional 30 credit hours of coursework. A graduate who holds a bachelor of science degree from the College of Arts and Sciences may earn the bachelor of arts degree by completing at least an additional 30 credit hours of coursework. A graduate who holds a bachelors degree from another UNL college may earn the bachelor of science or bachelor of arts degree from the College of Arts and Sciences by completing at least an additional 30 credit hours of coursework. All degree requirements must be completed for the new arts and sciences degree.

Transfer Students with a Non-UNL Degree
A transfer student who has received a bachelor's degree from another institution must complete at least 30 credit hours at UNL in addition to transfer credit. Specifically, at least half of their major coursework must be completed at UNL, including 6 hours at the 300 or 400 level. For the upper-level degree requirement, at least 15 of the 30 hours of 300- or 400-level credit must be completed at UNL. The student must complete all degree requirements for the arts and sciences degree.

Inter-college Majors
With the College of Fine and Performing Arts: A student in the College of Arts and Sciences pursuing a bachelor of arts degree with a major in arts and sciences may also complete a bachelor of arts major in the College of Fine and Performing Arts. Reciprocally, a student in the College of Fine and Performing Arts pursuing a bachelor of arts degree with a fine and performing arts major may also complete another major in the College of Arts and Sciences. The student must complete all degree requirements in the home college and the requirements of the major in the visiting college. Because students using the College of Fine and Performing Arts as their home college will not be earning a degree from the College of Arts and Sciences, they may not be eligible for arts and sciences scholarships and aid.

With the College of Journalism and Mass Communications: A student in the College of Journalism and Mass Communications pursuing a bachelor of journalism degree may also complete another major in the College of Arts and Sciences. The student must complete all degree requirements in the College of Journalism and Mass Communications and the requirements of the arts and sciences major. Because students will not be earning a degree from the College of Arts and Sciences, they may not be eligible for arts and sciences scholarships and aid.

With the College of Education and Human Sciences: A student in the College of Education and Human Sciences pursuing a bachelor of science in teaching learning and teacher education with a secondary education endorsement, may complete a major in the College of Arts and Sciences by permission of the College of Education and Human Sciences. The additional major in the College of Arts and Sciences should be directly related to their endorsement area. The student must complete all degree requirements in the College of Education and Human Sciences and the requirements of the arts and sciences major. Because students will not be earning a degree from the College of Arts and Sciences, they may not be eligible for arts and sciences scholarships and aid.

Honors Program
The College of Arts and Sciences encourages qualified students to participate in the University Honors Program. In addition, several departments of the College of Arts and Sciences offer special honors
sections of regular freshman courses to meet the needs of students with superior preparation in those subjects.

CAS Inquire
This selective program offers high-performing students opportunities to talk with college-thought leaders, connect with other inquisitive students, and engage important ideas through an interactive and multidisciplinary series of public lectures and private seminars exploring emerging topics of broad societal interest.

CAS Inquire students will play a leadership role in planning, organizing, and facilitating the program in future years and will enjoy additional benefits. To apply, first-year students may submit an application or may be nominated by a faculty member for consideration.

Student Recognition
Dean's List
The College recognizes students for academic achievement during the fall and spring semesters by placement on the College's Dean's List. To qualify for the College of Arts and Sciences Dean's List, students must complete 12 credit hours of graded coursework (courses must be started and completed in one semester) by the census date of the grade reports and attain a minimum semester grade point average of 3.700. The following do not qualify as part of the 12 credit hours: Pass/No Credit credit, transfer hours, removals of incompleteds, and grade changes submitted after the census grade reports.

Degrees with Distinction
In recognition of outstanding academic excellence, the College recommends the bachelor's degree With Distinction, With High Distinction, and With Highest Distinction. The recommendations are made by the Committee on Student Academic Distinction, Awards, and Appeals. To be recommended for distinction, candidates must fulfill the specific criteria for Highest Distinction, High Distinction, or Distinction, in addition to all of the general criteria and procedures applicable to all distinction classifications.

Information regarding specific criteria and forms are available in 107 and 1223 Oldfather Hall and can also be found on the College website at http://cas.unl.edu/distinction.

College Scholarships
The College of Arts and Sciences Dean's Office, in conjunction with the College Committee on Academic Distinction and Awards for Students and the program advisor (when appropriate), chooses recipients for College scholarships. This group also recommends students for certain scholarships awarded by the Office of Scholarships and Financial Aid. To be considered for any college scholarships, the Scholarship Application for Current Undergraduate Students must be completed. The application is only available online in MyRED from November to February 1st each academic year.

Many of the College scholarships require demonstrated financial need. To provide information regarding financial need, the Free Application for Federal Student Aid (FAFSA), found at www.fafsa.ed.gov (http://www.fafsa.ed.gov), must be completed. A complete list of the scholarships awarded by the College and further information about the college scholarship process can be found on the college website at http://cas.unl.edu/scholarships-information.

Departmental Scholarships
There are numerous awards and scholarships earmarked for specific majors, all of which are administered individually by the departments in the College of Arts and Sciences. To find out which scholarships you might be eligible for and the procedures for applying, please contact the appropriate department for information.

University Scholarships
The Office of Scholarships and Financial Aid administers numerous funds. Consideration for these scholarships is based on submission of the Scholarship Application for Current Undergraduate Students. This is an online application that can be found in MyRED from early November until February 1 each year.

Other Scholarships and Fellowships

There are many national and international fellowship competitions. Visit the Office of Fellowships website (http://unl.edu/fellowships) for more information.

International Study/Education Abroad
International Opportunities
The College encourages students to study abroad as part of their University experience. The University participates in exchange and several formal education abroad programs worldwide. Departments and faculty in the College of Arts and Sciences are actively involved as sponsors, teachers, and leaders in several education abroad programs. The Education Abroad Office (110 Love Library South) can arrange for individuals to earn University credit for study at foreign universities. The Education Abroad Office helps students find opportunities to study, intern, research, and do service learning abroad. Visit http://educationabroad.unl.edu.

Senior Check/Degree Audit
Graduation Requirements
Students are expected to develop a clear understanding of degree requirements and to plan their course of study with their assigned academic advisor. Students should access their Degree Audit via MyRED at least once each term to review degree requirements and progress toward graduation. It is the student's responsibility to make sure their Degree Audit accurately reflects their current College and program of study. Students who believe their Degree Audit has errors or omissions should address these concerns with their assigned academic advisor. It is important to resolve these matters as soon as possible to avoid a delay in graduation.

Each student with MyRED access must submit an online Application for Graduation via MyRED. See below for specific application deadlines. Students submitting an electronic Application for Graduation via MyRED will be billed a $25.00 per degree fee on their student account. The Application for Graduation and required $25.00 fee are good only for the term marked on the application. Neither the application nor the fee are transferable to another term. If a student submits an Application for Graduation and pays the $25.00 fee for a specified term but does not complete their degree requirements in that term, they will need to reapply to graduate in a future term and incur another $25.00 fee.

Commencement ceremony information will be emailed to all degree applicants approximately one month before graduation. Each student who has applied for graduation must submit an online Commencement Attendance Form via MyRED, which will be available when the informational email is distributed. Only those students who have applied for graduation will have the application accepted, and fulfilled all degree
requirements as of the last day of the academic term may participate in the commencement ceremony for that term. Because the University of Nebraska–Lincoln has a commencement for each term, ceremony participation is allowed only in the term during which the student has properly and timely applied for graduation and fulfilled degree requirements.

- The fourth Friday in January for May graduation
- The second Friday in June for August graduation
- The second Friday in September for December graduation

**Classification of Students**

**Freshman Standing.** A student has freshman standing through the first 26 semester hours of credit.

**Sophomore Standing.** A student has sophomore standing after completing between 27-52 semester hours of credit.

**Junior Standing.** A student has junior standing after completing between 53-88 semester hours of credit.

**Senior Standing.** A student has senior standing after completing at least 89 semester hours of credit.

**Substitutions and Waivers**

Special requests concerning degree programs, including inquiries about exceptions to degree requirements, waivers, and substitutions, must be approved at the College level, in addition to the any specific department offering the program (major, minor, or certificate). Consult with your assigned academic advisor first to identify the appropriate contacts for approval.

**Catalog to Use**

Students must fulfill the requirements stated in the catalog for the academic year in which they are first admitted to and enrolled as a degree-seeking student at UNL. In consultation with advisors, a student may choose to follow a subsequent catalog for any academic year in which they are admitted to and enrolled as a degree-seeking student at UNL in the College of Arts and Sciences. Students must complete all degree requirements from a single catalog year. Beginning in 1990-1991, the catalog which a student follows for degree requirements may not be more than 10 years old at the time of graduation.

**ACE Requirements**

Consistent with the mission and values of the University, ACE is based on a shared set of four institutional objectives and ten student learning outcomes. The ACE program was approved by faculty in all eight undergraduate colleges and endorsed by the Faculty Senate, the student government, and the Academic Planning Committee in January 2008 for implementation in the fall 2009. ACE aligns with current national initiatives in general education.

**ACE Institutional Objectives and Student Learning Outcomes**

To meet the ACE program requirement, a student will complete a minimum of 3 credit hours for each of the ten ACE Student Learning Outcomes (a total of 30 ACE credit hours). See the ACE website (http://ace.unl.edu) for the most current list of certified courses.

**Objective**

*Develop intellectual and practical skills, including proficiency in written, oral, and visual communication; inquiry techniques; critical and creative thinking; quantitative applications; information assessment; teamwork; and problem-solving.*

ACE 1: Write texts, in various forms, with an identified purpose, that respond to specific audience needs, integrate research or existing knowledge, and use applicable documentation and appropriate conventions of format and structure.

ACE 2: Demonstrate competence in communication skills.

ACE 3: Use mathematical, computational, statistical, logical, or other formal reasoning to solve problems, draw inferences, justify conclusions, and determine reasonableness.

**Objective**

*Build knowledge of diverse peoples and cultures and of the natural and physical world through the study of mathematics, sciences and technologies, histories, humanities, arts, social sciences, and human diversity.*

ACE 4: Use scientific methods and knowledge to pose questions, frame hypotheses, interpret data, and evaluate whether conclusions about the natural and physical world are reasonable.

ACE 5: Use knowledge, historical perspectives, analysis, interpretation, critical evaluation, and the standards of evidence appropriate to the humanities to address problems and issues.

ACE 6: Use knowledge, theories, and research perspectives such as statistical methods or observational accounts appropriate to the social sciences to understand and evaluate social systems or human behaviors.

ACE 7: Use knowledge, theories, or methods appropriate to the arts to understand their context and significance.

**Objective**

*Exercise individual and social responsibilities through the study of ethical principles and reasoning, application of civic knowledge, interaction with diverse cultures, and engagement with global issues.*

ACE 8: Use knowledge, theories, and analysis to explain ethical principles and their importance in society.

ACE 9: Exhibit global awareness or knowledge of human diversity through analysis of an issue.

**Objective**

*Integrate these abilities and capabilities, adapting them to new settings, questions, and responsibilities.*

ACE 10: Generate a creative or scholarly product that requires broad knowledge, appropriate technical proficiency, information collection, synthesis, interpretation, presentation, and reflection.

**College Degree Requirements**

**College Distribution Requirements – BA and BS**

The College of Arts and Sciences distribution requirements are common to both the bachelor of arts and bachelor of science degrees and are designed to ensure a range of courses. By engaging in study in several different areas within the College, students develop the ability to learn in a variety of ways and apply their knowledge from a variety
of perspectives. All requirements are in addition to University ACE requirements, and no course can be used to fulfill both an ACE outcome and a College Distribution Requirement.

- A student may not use a single course to satisfy more than one College Distribution Requirement, with the exception of CDR Diversity. Courses used to meet CDR Diversity may also meet CDR Writing, CDR Humanities, or CDR Social Science.
- Independent study or reading courses and internships cannot be used to satisfy distribution requirements.
- Courses from interdisciplinary programs will be applied in the same area as courses from the home/cross-listed department.

### College Distribution Requirements

<table>
<thead>
<tr>
<th>CDR: Written Communication</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select from courses approved for ACE outcome 1.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CDR: Natural, Physical, and Mathematical Sciences with Lab</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select from biochemistry, biological sciences, chemistry, computer science, geology, meteorology, mathematics, physics and statistics. Must include one lab in the natural or physical sciences. Lab courses may be selected from biochemistry, biological sciences, chemistry, geology, meteorology and physics.</td>
<td></td>
</tr>
</tbody>
</table>

Some courses from geography and anthropology may also be used to satisfy the lab requirement above.  

<table>
<thead>
<tr>
<th>CDR: Humanities</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select from classics, English, history, modern languages and literatures, philosophy, and religious studies.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CDR: Social Science</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select from anthropology, communication studies, geography, political science, psychology, or sociology.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CDR: Human Diversity in U.S. Communities</th>
<th>0-3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select from a set of approved courses as listed in the degree audit.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CDR: Language</th>
<th>0-16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fulfilled by the completion of the 6-credit-hour second-year sequence in a single foreign language in one of the following departments: Classics and religious studies or modern languages and literatures. Instruction is currently available in Arabic, Chinese, Czech, French, German, Greek, Japanese, Latin, Russian, and Spanish.</td>
<td></td>
</tr>
</tbody>
</table>

A student who has completed the fourth-year level of one foreign language in high school is exempt from the languages requirement, but encouraged to continue on in their language study.

The bachelor of science degree requires students to complete 60 hours in mathematical, physical, and natural sciences. Approved courses for science-base credit come from the following College of Arts and Sciences disciplines: actuarial science, anthropology (selected courses), astronomy, biochemistry (excluding BIOS 101), biological

### Language Requirement

UNL and the College of Arts and Sciences place great value on academic exposure and proficiency in a second language. The UNL entrance requirement of two years of the same foreign language or the College’s language distribution requirement (CDR: Language) will rarely be waived and only with relevant documentation. The following are the options and procedures for documentation.

#### High School Transcripts

**For the University entrance requirement**, students must show an official high school transcript with two or more years of the same foreign language.

**For the College of Arts and Sciences College Distribution Requirement Language**, students must show an official high school transcript with four or more years of the same foreign language in high school, or show evidence of graduation from a non-English-speaking international high school. Students whose native language is not English must show English as a Second Language study on an official high school transcript. Four years of ESL at the high school level (9th, 10th, 11th and 12th grades) will be the basis for a waiver of the CDR: Language.

#### Proficiency Examination at UNL

**For the University entrance requirement**, students must earn credit in high school or college meeting the entrance requirement. Proficiency will not be a replacement for this academic work.

**For the College of Arts and Sciences College Distribution Requirement**

- **Language**, for students who have no admission entrance deficiency in language, the Department of Modern Languages and Literatures or the Department of Classics and Religious Studies can oversee a test at the 202 level for any language taught in those departments (Arabic, Chinese, Czech, French, German, Greek, Japanese, Latin, Russian, or Spanish.) Report of the results will be made to the Academic and Career Advising Center for consideration of a waiver of CDR: Language.

#### Distance Education/Transfer Credit

Students without transcript documentation who claim proficiency in a language not taught at UNL, have the option of seeking out transfer credit through a distance education program in that language.

**For the University entrance requirement**, if the student completes the equivalent of 102 (second semester) from an approved program, the student will meet the UNL entrance requirement.

**For the College of Arts and Sciences College Distribution Requirement**

- **Language**, if the student completes the equivalent of 202 (fourth semester) from an approved program, the student will meet the College of Arts and Sciences CDR: Language.

In either case, the student must submit the request on the College Request for Substitution form and have the coursework pre-approved by a College advisor. The student then completes the course and has the distance education program send the transcript to the Admissions Office.

#### Third Language Option

If a student demonstrates knowledge of two foreign languages at the 102 level, through high school (2 years) or college (2 semesters) coursework, the College of Arts and Sciences may consider allowing the CDR: Language to be met through completion of 101 and 102 in another, 3rd foreign language at UNL.

### Scientific Base – BS Only

The bachelor of science degree requires students to complete 60 hours in mathematical, physical, and natural sciences. Approved courses for scientific-base credit come from the following College of Arts and Sciences disciplines: actuarial science, anthropology (selected courses), astronomy, biochemistry (excluding BIOS 101), biological...
students according to the following additional regulations:

Pass/No Pass privileges in the College of Arts and Sciences are extended to students according to the following additional regulations:

- The Pass/No Pass option is designed for your use by seeking to expand your intellectual horizons by taking courses in areas where you may have had minimal preparation.
- Neither the P nor the N grade contribute to your GPA.
- P is interpreted to mean C or above.
- A change to or from a Pass/No Pass may be made until mid-term (see academic calendar for specific dates per term).
- The Pass/No Pass or grade registration cannot conflict with the policy of the professor, department, college, or University governing the grading option.
- Changing to or from Pass/No Pass requires using the MyRED system to change the grading option or filing a Drop/Add form with Husker Hub in the Canfield Administration Building. After mid-term of the course, a student registered for Pass/No Pass cannot change to a grade registration unless the Pass/No Pass registration is in conflict with the policy of the professor, department, college, or University governing Pass/No Pass.
- The Pass/No Pass grading option cannot be used for the removal of C- or D or F grades.

Pass/No Pass privileges in the College of Arts and Sciences are extended to students according to the following additional regulations:

- Pass/No Pass hours can count toward fulfillment of University ACE requirements and college distribution requirements up to the 24-hour maximum.
- Most arts and sciences departments and programs do not allow courses graded Pass/No Pass to apply to the major or minor. Students should refer to the department’s or program’s section of the catalog for clarification. By college rule, departments can allow up to 6 hours of Pass/No Pass in the major or minor.
- Departments may specify that certain courses of theirs can be taken only on a P/N basis.
- The college will permit no more than a total of 24 semester hours of P/N grades to be applied toward degree requirements. This total includes all Pass grades earned at UNL and other U.S. schools. NOTE: This 24-hour limit is more restrictive than the University regulation.

Grading Appeals
A student who feels that he/she has been unfairly graded must ordinarily take the following sequential steps in a timely manner, usually by initiating the appeal in the semester following the awarding of the grade:

1. Talk with the instructor concerned. Most problems are resolved at this point.
2. Talk to the instructor’s department chairperson.
3. Take the case to the Grading Appeal Committee of the department concerned. The Committee should be contacted through the department chairperson.
4. Take the case to the College Grading Appeals Committee by contacting the Dean’s Office, 1223 Oldfather Hall.

Course Level Requirements
Courses Numbered at the 300 or 400 Level
Thirty (30) of the 120 hours of credit must be in courses numbered at the 300 or 400 level. Of those 30 hours, 15 hours (1/2) must be completed in residence at UNL.

Graduate Courses
Seniors in the University who have obtained in advance the approval of the dean for Graduate Studies may receive up to 12 hours credit for graduate courses taken in addition to the courses necessary to complete their undergraduate work, provided that such credits are earned within the calendar year prior to receipt of the baccalaureate. For procedures, inquire at the Office of Graduate Studies.

Coursework taken prior to receipt of the baccalaureate may not always be accepted for transfer to other institutions as graduate work.

Residency Requirement
Students must complete at least 30 of the 120 total hours for their degree at UNL. Students must complete at least 1/2 of their major coursework, including 6 hours at the 300 or 400 level in their major and 15 of the 30 hours required at the 300 or 400 level, in residence. Credit earned during education abroad may be used toward the residency requirement only if students register through UNL.

Cross-listed Course Policy
The College of Arts and Sciences recognizes cross-listed courses as equivalent for the purposes of degree requirements. Therefore, a course registered for under one cross-listed department can be used in all the same ways that the course can be used in other cross-list departments, and will be matched in the degree audit.

Degrees & Majors
The College of Arts and Sciences offers only two degrees—bachelor of arts and bachelor of science.
Requirements for the Bachelor of Arts Degree
Students who wish to graduate with a bachelor of arts degree must complete the University ACE requirements, the College of Arts and Sciences distribution requirements, the requirements for a major, the requirements for a minor or minors if required by the major, and the College of Arts and Sciences graduation requirements (upper-level credit, residency, etc.).

Requirements for the Bachelor of Science Degree
In addition to the College and University requirements articulated above for the bachelor of arts, the bachelor of science degree contains an essential scientific base of at least 60 hours within the natural and mathematical sciences (see scientific-base information under College General Education Requirements). The specific major requirements within a bachelor of science are the same as those for the bachelor of arts, with the following exceptions:

- Chemistry, geology, mathematics, and physics majors contain alternative requirements, depending on whether the student is seeking a bachelor of arts or a bachelor of science degree.
- Biochemistry, meteorology-climatology, and microbiology majors are only available within the bachelor of science degree.

Areas of Study for the Major
Students are advised to choose a major before the end of the sophomore year to avoid extending the period of time necessary to complete the degree. The focus with a major is well complemented by the range provided through the University’s ACE curriculum and the CAS College Distribution Requirements. Minors or an additional major may be possible within the 120 credit hours for graduation, through careful planning. When considering adding a minor or additional major, students should consult their assigned academic advisor as well as the academic advisor for the new program.

If a student receives a grade lower than C in a course in his or her chosen major, it will not count toward the major. Further, students should plan to retake a course with a grade of less than C before continuing on in the major with any course requiring that course as a prerequisite.

Students must complete at least 1/2 of the coursework in their chosen major field in residence, including 6 hours at the 300 or 400 level, regardless of the number of hours transferred. A summary of the major areas of study for degrees offered by the College of Arts and Sciences includes:

- Actuarial Science
- Anthropology
- Biochemistry (BS only)
- Biological Sciences
- Chemistry
- Classics & Religious Studies
- Communication Studies
- Computer Science
- Economics
- English
- Environmental Studies
- Ethnic Studies
- Film Studies
- French
- Geography
- Geology
- German
- Global Studies
- History
- Individualized Program of Studies
- Latin American Studies
- Mathematics
- Medieval & Renaissance Studies
- Meteorology-Climatology (BS only)
- Microbiology (BS only)
- Philosophy
- Physics
- Plant Biology
- Political Science
- Psychology
- Russian
- Sociology
- Spanish
- Women’s & Gender Studies

Minors & Areas of Specializations Offered
The requirement to complete a minor is variable within the College and depends upon the rules of the student’s major. Some majors require an accompanying minor, and others require none. Minors are encouraged for College of Arts and Sciences students as a way to add to the breadth of academic knowledge. College of Arts and Sciences students are permitted to declare minors from other colleges, subject to the rules of the college offering the minor. Students seeking degrees in other colleges are permitted to declare minors in the College of Arts and Sciences subject to the rules of their degree-seeking college. Some departments offer two minor plans.

Plan A Minor
Plan A minors are most typical and usually consist of at least 18 hours, with at least 6 hours at the 300 or 400 level.

Plan B Minor
Plan B minors may only be followed when students have at least two other elements of their degree program, a primary major and either a
minor or second major. They typically have fewer hours required than a Plan A minor. Not all minors are available as a Plan B option.

Minors in Other Colleges
College of Arts and Sciences students are permitted to declare minors from other colleges, subject to the rules of the college offering the minor. Students seeking degrees in other colleges are permitted to declare minors in the College of Arts and Sciences subject to the rules of their degree-seeking college.

Students who have questions related to the minor after it is declared should consult an advisor in the college through which it is offered. The minor will be recorded on the student’s transcript.

Minors Offered by Arts and Sciences
Actuarial Science
Aerospace Studies
African American Studies
African Studies
Anthropology
Arabic
Archaeology
Asian Studies
Biochemistry
Biological Sciences
Chemistry
Classics
Communication Studies
Computational Biology & Bioinformatics
Computer Science
Conflict & Conflict Resolution
Czech
Digital Humanities
Economics
English
Environmental Studies
Ethnic Studies
Film Studies
French
Geography
Geology
German
Global Studies
Great Plains Studies
Greek (see Classics & Religious Studies)
History
Human Rights & Humanitarian Affairs
Humanities in Medicine
Individualized Program of Studies
Informatics
Japanese
Jewish Studies
Latin (see Classics & Religious Studies)
Latin American Studies
Lesbian, Gay, Bisexual, Transgender, Queer/Sexuality Studies
Mathematics
Medieval & Renaissance Studies
Meteorology-Climatology
National Security Studies
Native American Studies
Philosophy
Physics
Plant Biology
Political Science
Psychology
Public Policy Analysis & Evaluation (Certificate)
Religious Studies
Russian
Sociology
Software Development
Spanish
Statistics
U.S. Latina/Latino Studies (see Latin American Studies)
Women’s & Gender Studies