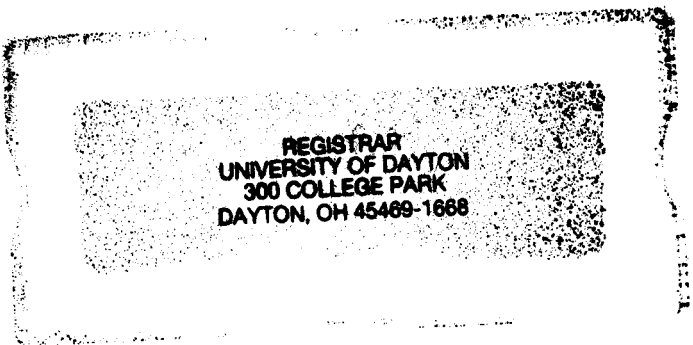


The University of Dayton Bulletin

August 1983
Undergraduate Issue

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The University of Dayton Bulletin



Undergraduate Issue August 1983

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1983-84 ACADEMIC CALENDAR

FIRST TERM

Sun.-Tue., Aug. 21-23	New Student Orientation
Mon., Aug. 22, noon	Last day to complete registration
Wed., Aug. 24	Classes begin at 8:00 a.m.
Thu., Sep. 1	Last day to change grading options and schedules
Thu., Sep. 1	Last day to change third-term and second-session grades
Mon., Sep. 5	Labor Day—no classes
Wed., Sep. 14	Last day to withdraw without record
Fri., Sep. 16	General Faculty Meeting, 3:00 p.m.
Tue., Sep. 27	Last day to submit candidacy for graduation
Sat., Oct. 8	Homecoming
Mon., Oct. 10	Columbus Day—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Sat., Oct. 15	Parents' Weekend
Mon., Oct. 17	Freshman mid-term progress grades due in Registrar's Office
Sat., Oct. 29	Parents' Weekend
Tue., Nov. 1	All Saints Day—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Mon., Nov. 14	Last day to withdraw with record of W
Wed., Nov. 23	Thanksgiving recess begins after last evening class
Sat., Nov. 26	Graduate Saturday classes meet
Mon., Nov. 28	All classes resume
Thu., Dec. 8	Feast of the Immaculate Conception—no classes
Fri., Dec. 9	Final day of classes
Sat., Dec. 10	Examinations for Saturday-only classes
Mon.-Fri., Dec. 12-16	Examinations
Fri., Dec. 16	First term ends after last examination
Sat., Dec. 17	Diploma exercises
Tue., Dec. 20	Grades due in Registrar's Office
Mon., Jan. 23	Last day to change first-term grades

SECOND TERM

Tue., Jan. 3, noon	Last day to complete registration
Thu., Jan. 5	Classes begin at 8:00 a.m.
Fri., Jan. 13	Last day to change grading options and schedules
Mon., Jan. 16	Martin Luther King Day—Faculty Workshop—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Mon., Jan. 23	Last day to change first-term grades
Thu., Jan. 26	Last day to withdraw without record
Wed., Feb. 8	Last day to submit candidacy for graduation
Mon., Feb. 20	Lincoln-Washington Day—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Tue., Feb. 21	Midterm Break—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Mon., Feb. 27	Freshman mid-term progress grades due in Registrar's Office
Tue., Mar. 27	Last day to withdraw with record of W
Fri., Apr. 13	General Faculty Meeting, 3:00 p.m.

Wed., Apr. 18	Easter recess begins after last evening class
Sat., Apr. 21	Examinations for Saturday-only classes
Sun., Apr. 22	Easter
Mon.-Fri., Apr. 23-27	Examinations
Fri., Apr. 27	Second term ends after last examination
Sun., Apr. 29	Commencement
Wed., May 2	Grades due in Registrar's Office
Wed., Jun. 6	Last day to change second-term grades

THIRD TERM—First Session

Fri., Apr. 27, noon	Last day to complete registration
Tue., May 1	Classes begin at 8:00 a.m.
Fri., May 4	Last day to change grading options and schedules
Thu., May 10	Last day to withdraw without record from first-session courses
Mon., May 21	Last day to withdraw without record from full-third-term courses
Mon., May 28	Memorial Day—no classes
Tue., May 29	Last day to withdraw with record of W from first-session courses
Thu., May 31	Feast of the Ascension—no day or evening classes except graduate classes held at 4:30 and after
Wed., Jun. 6	Last day to change second-term grades
Sat., Jun. 9	Examinations for Saturday-only classes
Tue.-Wed., Jun. 12, 13	Examinations
Wed., Jun. 13	First session ends after last examination
Mon., Jun. 18	Grades due in Registrar's Office
Fri., Jul. 20	Last day to change first-session grades

THIRD TERM—Second Session

Fri., Jun. 15, noon	Last day to complete registration
Mon., Jun. 18	Classes begin at 8:00 a.m.
Thu., Jun. 21	Last day to change grading options and schedules
Fri., Jun. 22	Last day to submit candidacy for graduation
Wed., Jun. 27	Last day to withdraw without record from second-session courses
Wed., Jul. 4	Independence Day—no classes
Mon., Jul. 16	Last day to withdraw with record of W from second-session and full-third-term courses
Fri., Jul. 20	Last day to change first-session grades
Thu.-Fri., Jul. 26-27	Examinations
Sat., Jul. 28	Examinations for Saturday-only classes
Sat., Jul. 28	Second session ends after last examination
Sun., Jul. 29	Diploma exercises
Wed., Aug. 1	Grades due in Registrar's Office
Fri., Sep. 7	Last day to change second-session and full-third-term grades

1984-85 PROPOSED ACADEMIC CALENDAR

FIRST TERM

Wed., Aug. 22	Classes begin at 8:00 a.m.
Mon., Sep. 3	Labor Day—no classes
Mon., Oct. 8	Columbus Day—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Thu., Nov. 1	All Saints Day—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Thu.-Fri., Nov. 22-23	Thanksgiving recess
Sat., Dec. 8	Examinations for Saturday-only classes
Mon.-Fri., Dec. 10-14	Examinations
Fri., Dec. 14	First term ends after last examination
Sat., Dec. 15	Diploma exercises

SECOND TERM

Mon., Jan. 7	Classes begin at 8:00 a.m.
Mon., Jan. 14	Martin Luther King Day—Faculty Workshop—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Mon., Feb. 18	Lincoln-Washington Day—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Tue., Feb. 19	Midterm Break—no day or evening classes except those held only once weekly at 4:30 p.m. and after
Thu.-Mon., Apr. 4-8	Easter recess
Sun., Apr. 7	Easter
Sat., Apr. 20	Examinations for Saturday-only classes
Mon.-Fri., Apr. 22-26	Examinations
Fri., Apr. 26	Second term ends after last examination
Sun., Apr. 28	Commencement

THIRD TERM—First Session

Thu., May 2	Classes begin at 8:00 a.m.
Thu., May 16	Feast of the Ascension—no classes
Mon., May 27	Memorial Day—no classes
Thu.-Fri., Jun. 13-14	Examinations
Sat., Jun. 15	Examinations for Saturday-only classes
Sat., Jun. 15	First session ends after last examination

THIRD TERM—Second Session

Mon., Jun. 17	Classes begin at 8:00 a.m.
Thu., Jul. 4	Independence Day—no classes
Thu.-Fri., Jul. 25-26	Examinations
Sat., Jul. 27	Examinations for Saturday-only classes
Sat., Jul. 27	Second session ends after last examination
Sun., Jul. 28	Diploma exercises

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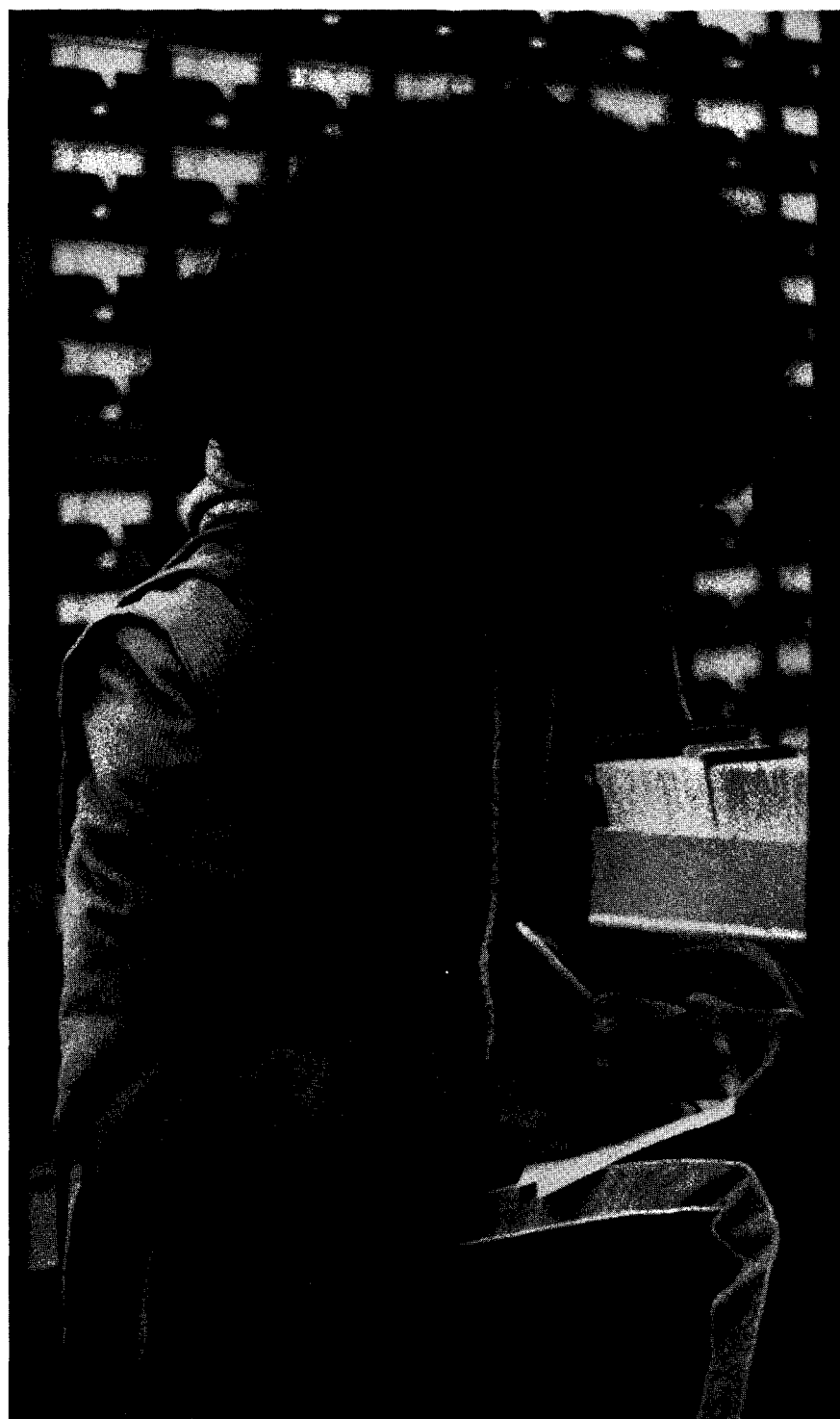
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Map of the University of Dayton Campus	Inside back cover



I The University of Dayton

Founded in 1850

The University of Dayton is a private, coeducational school founded and directed by the Society of Mary (the Marianists), a Roman Catholic teaching order.¹ It is among the nation's largest Catholic institutions of higher learning. Aware of the cultural richness of diversity, the University numbers among its students and faculty representatives of many faiths. For the same reason, the University has consciously drawn its students and faculty not only from the immediate community and the middle-western neighborhood but from across the country and from numerous foreign countries.

The main campus is seventy-six landscaped acres on a hill overlooking the city of Dayton, Ohio. The buildings are a pleasantly eclectic architectural mixture of old and new, all well equipped. The faculty, both lay and religious, are well qualified and competent to provide their students with superb instruction and prudent counseling. The University's policy of tempered discipline encourages students to responsible judgment and conduct in the pursuit of academic and professional excellence.

A lively, friendly atmosphere; reasonable tuition rates; financial aid plans; numerous and varied religious, cultural, and social opportunities; an early-semester calendar allowing a number of study-recess options; intercollegiate and intramural athletic programs for both men and women; academic options such as honors programs, independent study, and study abroad; academic, professional, and personal counseling; cooperative work-study plans; a placement service for students and graduates—these exemplify the myriad aspects of the character of the University of Dayton.

BRIEF HISTORY

In 1849, Father Leo Meyer, Brother Maximin Zehler, Brother Andrew Edel, and Brother Charles Schultz, the first Marianist missionaries to America, journeyed from Alsace-Lorraine to Cincinnati, where they intended to establish a base for the order in this country. But they arrived during an epidemic of cholera, and Bishop Purcell of Cincinnati soon sent them to Dayton, to minister to the sick of Emmanuel parish. Here they met John Stuart, who, grieving over his infant daughter's death from cholera, wanted to sell his property and return to Scotland. In March 1850 Father Meyer purchased his Dewberry Farm and renamed it Nazareth. Mr. Stuart, a man of great faith, accepted a medal of St. Joseph and a promise of \$12,000 in return for 125 acres, including vineyards, orchards, a mansion, and various farm buildings. This became the first permanent foundation of the Society of Mary in the western hemisphere.

¹The Society of Mary, founded in France in 1817 by Father William Joseph Chaminate, presently conducts schools throughout the United States and in Africa, Australia, Canada, Japan, Europe, and South America. The Society operates Chaminade College in Honolulu, Hawaii, and St. Mary's University in San Antonio, Texas.

The University of Dayton had its earliest beginnings here on July 1, 1850, when St. Mary's School for Boys, a frame building that not long before had housed farm hands, opened its door to fourteen primary students from Dayton. In September, the classes moved to the mansion, and the first boarding students arrived. Father Meyer was administrator, Brother Zehler was teacher, Brother Schultz was cook, and Brother Edel was farmer-gardener.

Five years later the school burned to the ground; but within a year classes resumed. By 1860, when Brother Zehler became president, enrollment approached one hundred. The Civil War had little direct effect on the school; most of the students were too young to serve. St. Mary's grew; college preparatory courses were started in 1861; then came a novitiate; then a normal school. An old history refers to the period of 1860-75 as "the brick-and-mortar years." The Chapel of the Immaculate Conception was completed in 1868. In 1870, visitors marveled at new St. Mary Hall, the largest building in the city of Dayton, and called it Zehler's Folly. The new "college department" moved into it in 1871. (St. Mary's Hall is now listed in the National Register of Historic Places.)

In 1882, the institution was incorporated and empowered to confer collegiate degrees under the laws of the State of Ohio. In 1883, another devastating fire visited the campus, but this time some of the buildings were saved. The statue of Our Lady of the Pines was erected in gratitude, and the following year St. Joseph's Hall was built, symbolizing the renewed confidence of the Dayton Marianists. In a more famous emergency, the school was spared by water as it had not been by fire. It survived the Great Flood of 1913 untouched because of its hillside location, and was able to give shelter to 600 refugees.

St. Mary's had reorganized in 1902 into four departments—classical, scientific, academic, and preparatory. In 1905 it added the Commercial Department, which would become the Department of Commerce and Finance in 1921, the Division of Business Organization in 1924, and ultimately the School of Business Administration. Four engineering departments, appearing from 1909 to 1920, were to become the Engineering Division. In 1915, the seminary program was moved to Mount St. John's Novitiate (now Bergamo).

Known at various times as St. Mary's School, St. Mary's Institute, and St. Mary's College, the school assumed its present identity in 1920, when it incorporated as the University of Dayton. The same year, the elementary division was closed, the Division of Education was organized, and the University started its tradition of evening and Saturday classes, to serve the adult members of the surrounding community. In 1922, the College of Law opened, also with evening classes. Other graduate programs followed, to augment the professional degree programs which distinguish the University from many of Ohio's other independent institutions of higher learning. In 1923, the first summer session was held, its classes, like those of the law college, open to women as well as men. This decade of academic growth and innovation was as well a time of increased emphasis on sports and physical education.

The 1930s, with the Great Depression, were in many ways a time of retrenchment for the University of Dayton as for most other schools. But the Dayton Marianists had survived cholera, smallpox, and influenza, wars, fire and flood, and (in 1924) a Ku-Klux-Klan cross-burning on the campus. In 1935, even as it turned its preparatory school functions over to Chaminade High School and graduated what was to be its last class in law for almost

University of Dayton

forty years, the University inaugurated a college for women, with sisters of Notre Dame in charge of twenty-seven entering female students. Two years later, the college for women closed; all divisions opened to women, and the University became fully co-educational.

Enrollment had passed a thousand when World War II broke out. By 1950, with the return of the veterans, it was more than 3,500. Graduate studies, abandoned during the war, were reinstituted in 1960. Also in 1960, the University reorganized academically and administratively. The College of Arts and Sciences was formed of what had been two separate units, and the other divisions became the Schools of Business Administration, Education, and Engineering. In 1974, when the School of Law reopened, the University achieved its present academic configuration. The Board of Trustees, with many members from the lay community, replaced the Marianist governing body of the University, and lay faculty were recruited in increasing proportions to keep pace with the burgeoning enrollment.

These years, too, were "brick-and-mortar years"; a series of building programs tripled the number of major campus facilities in the thirty years after World War II. Both campus and off-campus residences—dormitories, apartments, and houses—were added and improved as such emergency accommodations as surplus Army barracks and an adapted Army hospital (renamed the West Campus) were phased out. Meanwhile the academic offerings were expanded and enriched, as the graduate and undergraduate enrollment steadied at over ten thousand full- and part-time students.

The University has a tradition of innovation. In 1874 St. Mary's Institute's new Play House (gymnasium) was the only one of its kind in Ohio, and it is probable that the first organized basketball game in the state took place there. A system of elective studies was inaugurated in 1909. In 1924, the University was the first school to be granted a charter by the National Aeronautical Association. It was one of the first in the nation to offer a course in biophysics (1935). In 1948, it pioneered in student ratings of professors, and in 1952, it invited persons over 60 to attend its evening classes as guests. It was one of the first educational institutions to adopt electronic data-processing equipment and to offer degrees in computer science.

Sponsored research at the University began in 1949 with a few faculty members and student assistants doing part-time research for industry and government agencies. In 1956, the University of Dayton Research Institute was formed to consolidate the administration of the growing research activities. Annual research volume has increased from \$4,000 in 1949 to nearly \$20 million at the present time.

STATEMENT OF PURPOSES

Approved by the Board of Trustees, May 14, 1969.

The University of Dayton, by tradition, by legal charter, and by resolute intent, is a church-related institution of higher learning. As such, it seeks, in an environment of academic freedom, to foster principles and values consonant with Catholicism and with the living traditions of the Society of Mary. Operating in a pluralistic environment, it deliberately chooses the Christian world-view

as its distinctive orientation in carrying out what it regards as four essential tasks: teaching, research, serving as a critic of society, and rendering public service.

The University of Dayton has as its primary task to teach—that is, to transmit the heritage of the past, to direct attention to the achievements of the present, and to alert students to the changes and challenges of the future. It regards teaching, however, as more than the mere imparting of knowledge; it attempts to develop in its students the ability to integrate knowledge gained from a variety of disciplines into a meaningful and viable synthesis.

The University of Dayton holds that there is harmony and unity between rationally discovered and divinely revealed truths. Accordingly, it commits its entire academic community to the pursuit of such truths. It provides a milieu favorable to scholarly research in all academic disciplines, while giving priority to studies which deal with problems of a fundamentally human and Christian concern. It upholds the principle of responsible freedom of inquiry, offers appropriate assistance to its scholars, and endeavors to provide the proper media for the dissemination of their discoveries.

The University of Dayton exercises its role as critic of society by creating an environment in which faculty and students are free to evaluate, in a scholarly manner, the strengths and weaknesses found in human institutions. While, as an organization, it remains politically neutral, objective, and dispassionate, it encourages its members to judge for themselves how these institutions are performing their proper tasks; to expose deficiencies in their structure and operation; to propose and actively promote improvements when these are deemed necessary.

The University of Dayton recognizes its responsibility to support, with means appropriate to its purposes, the legitimate goals and aspirations of the civic community and to cooperate with other agencies in striving to attain them. It assists in promoting the intellectual and cultural enrichment of the community; it makes available not only the resources of knowledge that it possesses, but also the skills and techniques used in the accumulation and dissemination of knowledge; and, above all, it strives to inspire persons with a sense of community and to encourage men and women of vision who can and will participate effectively in the quest for a more perfect human society.

BASIC ACADEMIC STRUCTURE OF THE UNIVERSITY

The University of Dayton now includes the College of Arts and Sciences and four professional schools, each with a dean: the School of Business Administration, the School of Education, the School of Engineering (including Engineering Technology), and the School of Law. The deans, through their departmental chairpersons, administer the undergraduate and graduate programs. The Associate Provost has the overall responsibility for all graduate programs. At the head of the academic structure of the University is the Vice President for Academic Affairs and Provost.

The University of Dayton awards the following associate, baccalaureate, professional, and graduate degrees:

University of Dayton

Associate in Executive Secretarial Studies	Master of Science
Associate in Technology	Master of Science in Aerospace Engineering
Bachelor of Arts	Master of Science in Applied Mathematical Systems
Bachelor of Chemical Engineering	Master of Science in Chemical Engineering
Bachelor of Civil Engineering	Master of Science in Civil Engineering
Bachelor of Electrical Engineering	Master of Science in Education
Bachelor of Fine Arts	Master of Science in Electrical Engineering
Bachelor of General Studies	Master of Science in Electro-Optics
Bachelor of Mechanical Engineering	Master of Science in Engineering
Bachelor of Music	Master of Science in Engineering Management
Bachelor of Science	Master of Science in Management Science
Bachelor of Science in Art Education	Master of Science in Materials Engineering
Bachelor of Science in Business Administration	Master of Science in Mechanical Engineering
Bachelor of Science in Education	Master of Science in Teaching Educational Specialist
Bachelor of Science in Home Economics Education	Juris Doctor
Bachelor of Science in Music Education	Doctor of Engineering
Bachelor of Technology	Doctor of Philosophy in Biology
Master of Arts	Doctor of Philosophy in Engineering
Master of Business Administration	
Master of Clinical Chemistry	
Master of Clinical Laboratory Technology	
Master of Computer Science	
Master of Humanities in Philosophy	
Master of Public Administration	

College of Arts and Sciences

The College of Arts and Sciences includes the following departments and programs: American Studies, Biology, Chemistry, Communication Arts, Computer Science, Criminal Justice, Cytotechnology, Economics, English, General Studies, Geology, History, Home Economics, International Studies, Languages, Mathematics, Medical Technology, Military Science, Performing and Visual Arts (Fine Arts, Music, Theatre, Photography), Philosophy, Physical Science, Physics, Political Science, Psychology, Religious Studies, Social Work, Sociology, and Systems Analysis.

Preprofessional courses are offered in medicine, dentistry, dietetics, optometry, veterinary medicine, music therapy, pharmacy, law, foreign service, social work, and radio and television broadcasting. The programs leading to the Bachelor of Science with majors in Cytotechnology, Medical Technology, and Nuclear Medicine Technology are operated in cooperation with nearby hospitals. The clinical programs at these hospitals are accredited by the Committee on Allied Health Education and Accreditation of the American Medical Association through the National Accrediting Agency for Clinical Laboratory Sciences.

Programs leading to the Master of Arts or the Master of Science are offered in American Studies, Biology, Chemistry, Communication Arts, English, History, Humanities, Mathematics, Philosophy, Physics, Political Science, Psychology, and Theological Studies. The Department of Chemistry offers the Master of Clinical Chemistry. The Department of Computer Science offers the Master of Computer Science. The Department of Philosophy offers the Master of Human-

ities in Philosophy. The professional degree Master of Public Administration is also offered. The Department of Biology offers the Doctor of Philosophy.

School of Business Administration

The School of Business Administration offers undergraduates majors in Accounting, Economics, Finance, Management, Management Information Systems, and Marketing. On the graduate level, the School awards a Master of Business Administration. Also offered is a two-year program leading to the Associate in Executive Secretarial Studies.

School of Education

The School of Education prepares teachers for the elementary and secondary levels and for such specialized fields as art, music, speech, business, health and physical education, home economics, and special education. It conducts retraining and post-graduate programs and offers graduate programs leading to the Master of Science in Education, the Master of Science in Teaching, and Educational Specialist. These programs are designed to prepare school administrators, school counselors, school psychologists, master elementary teachers, master high school teachers, and educational research specialists.

School of Engineering

The School of Engineering includes the Departments of Chemical Engineering, Civil Engineering and Engineering Mechanics, Electrical Engineering, and Mechanical Engineering. The School offers graduate programs leading to the degrees of Master of Science in Engineering, Master of Science in Aerospace Engineering, Master of Science in Chemical Engineering, Master of Science in Civil Engineering, Master of Science in Electrical Engineering, Master of Science in Engineering Management, Master of Science in Management Science, Master of Science in Materials Engineering, Master of Science in Mechanical Engineering, Doctor of Engineering, and Doctor of Philosophy in Engineering.

The Engineering Technology Division of the School of Engineering includes the Departments of Chemical Technology, Electronic Engineering Technology, and Mechanical Engineering Technology. Engineering Technology offers five-term associate degree curricula and four-year bachelor's degree curricula in Bio-Engineering Technology, Chemical Technology, Electronic Engineering Technology, Environmental Engineering Technology, Industrial Engineering Technology, and Mechanical Engineering Technology.

Engineering Service Courses within the School provide course work and programs for certain areas of concentrated study for both Engineering and non-Engineering majors.

School of Law

The University of Dayton School of Law offers the Juris Doctor, as well as three joint degree programs: Juris Doctor-Master of Business Administration, Juris Doctor-Master of Science in Education (Educational Administration), and Juris Doctor-Master of Arts (Philosophy).

The plan and design of the law program is predicated on a careful consideration of what law as a profession demands of the student choosing it: a high level

University of Dayton

of competence in the knowledge, theory, and practice of law; and responsibility in the roles it imposes—counselor, advocate, member of a profession, and public servant. The School of Law regards as its prime responsibility, to both the student and society, to provide a program of studies that is thorough and exacting, so that such competence and responsibility are achieved.

LIBRARIES

The University of Dayton Roesch Library houses the book, journal, government documents, and microform collections for both graduate and undergraduate students. Its book holdings number almost 800,000 volumes and its journal titles almost 3,000. The Marian Library, other rare books and special collections, and the University Archives are also part of this facility. It is open ninety-six hours a week, provides almost continuous reference service, and offers on-line bibliographic searching. Comfortable study areas are convenient to the open stacks, and typewriters, photocopiers, seminar rooms, and faculty and graduate study carrels are available.

The Marian Library, on the seventh floor of the Roesch Library building, houses the world's largest collection of works on the Virgin Mary. Its resources in over fifty languages include 61,000 books and pamphlets (some 4,000 printed before 1800), 125 periodicals, a clipping file of over 43,000 items, and a growing number of microforms. These works are supplemented by smaller collections: slides, medals, postcards, Marian postage stamps, and illustrations of various kinds. In addition to these materials dealing with Mariology, the library has significant holdings in national and regional bibliographies, reference works on the Bible, ecclesiastical and dogmatic history, church art (especially of the Eastern Churches and Medieval Europe), and the history of the book.

The University of Dayton School of Law Library is located on the ground floor of the Roesch Library building and is connected with the Law School Building (Albert Emanuel Hall). Its collection contains over 150,000 volumes and 63,000 physical units of microforms. The open-stack arrangement of the Law Library permits easy access to all materials.

The Curriculum Materials Center houses the specialized collections of the School of Education and is located on the first floor of Chaminade Hall. It offers a wide selection of elementary and secondary textbooks, filmstrips, records, transparencies, cassettes, charts, material kits, and teaching aids.

The University's active membership in the Dayton-Miami Valley Consortium has significantly augmented the library resources available to her students. Some libraries in the Consortium will lend materials directly to students from other schools; others require interlibrary loan forms, which may be secured from one of the reference librarians.

ACCREDITATION

The University of Dayton is officially accredited by the following agencies:
The Accreditation Board for Engineering and Technology, Inc., for chemical, civil, electrical, and mechanical engineering curricula and for baccalaureate programs in electronic, industrial, and mechanical engineering technology
The American Assembly of Collegiate Schools of Business for the baccalaureate programs of the School of Business
The National Association of Schools of Music
The National Council for Accreditation of Teacher Education

The North Central Association of Colleges and Schools
The State of Ohio Department of Education

The University has the approval of the following:

The American Bar Association for its School of Law
The American Chemical Society for its program in chemistry
The American Medical Association for its premedicine program
The National Association for Music Therapy
The Ohio League of Law Schools for its School of Law

INSTITUTIONAL MEMBERSHIP

The University holds institutional membership in the following:

The American Assembly of Collegiate Schools of Business
The American Association for Higher Education
The American Association of Colleges for Teacher Education
The American Association of Collegiate Registrars and Admissions Officers
The American Association of University Women
The American Council on Education
The American Library Association
The American Society for Engineering Education
The Association of American Colleges
The Association of Catholic Colleges and Universities
The Association of College and University Housing Officers
The Association of Governing Boards of Universities and Colleges
The Association of Independent Colleges and Universities of Ohio
The Catholic College Coordinating Council
The College Entrance Examination Board
The College and University Personnel Association
The Comparative and International Education Society
The Cooperative Education Association
The Council for Support and Advancement of Education
The Council of Graduate Schools
The Dayton Area Chamber of Commerce
The Dayton Art Institute (sponsoring)
The Dayton-Miami Valley Consortium
The Institute of International Education
The League of Ohio Law Schools
The National Association for Foreign Student Affairs
The National Association of Independent Colleges and Universities
The National Association of Student Personnel Administrators
The National Catholic Education Association
The National Council of Catholic Bishops
The National Scholarship Service and Fund for Negro Students
The North Central Association of Colleges and Schools
The Ohio Academy of Science
The Ohio Association of Colleges for Teacher Education
The Ohio Association of Private Colleges for Teacher Education
The Ohio College Association
The Society for the Advancement of Education

INSTITUTIONAL CONSORTIA

Dayton-Miami Valley Consortium

Thirteen institutions of higher learning in the Miami Valley, including the University of Dayton, have organized the Dayton-Miami Valley Consortium (DMVC). The participating institutions seek to increase inter-institutional cooperation, improve curricula, develop new courses and programs, share library resources, minimize cost, and centralize selected functions, by using computers, modern educational technology, and communication media.

Among the benefits of the Consortium is that regularly enrolled full-time students at one institution, under certain conditions, may register for credit at no additional charge in courses offered by other Consortium institutions in which no instruction is available at their own institution. Also available through the Consortium is the Air Force ROTC program.

Consortium for Higher Education Religion Studies

The University is an active member of the Consortium for Higher Education Religion Studies (CHERS). This consortium makes possible cross registration, sharing library resources, dialogue with students of other institutions, interchange of facilities, and cooperative innovative planning. Area members include Earlham School of Religion, Mount St. Mary's Seminary, Payne Theological Seminary, University of Dayton, and United Theological Seminary.

United Theological Seminary, Antioch College, the University of Dayton, and Wright State University jointly employ and share a Professor of Judaic Studies under a grant from the Harriet Sanders Trust of Dayton, Ohio.

RELATED UNIVERSITY SERVICES

Besides the regular day sessions, the University conducts special as well as regular evening and summer sessions and offers short-term workshops, institutes, and conferences. Many of the programs presented during the regular day sessions are offered also in the evening and summer sessions, enabling students to work toward degrees on a part-time basis. All credited courses, whenever offered or in whatever form, conform to the same standards and are governed by the same policies and regulations prevailing during the regular day sessions.

The Office of Continuing Education especially serves the part-time students of the Dayton community, to make the University and its course offerings, both credit and noncredit, more easily available to them. Similarly, an international student advisor serves students from other countries who are enrolled at the University.

To foster interdisciplinary efforts, the Office of the Provost administers courses designated UDI (University of Dayton Interdisciplinary) to accommodate interschool offerings and experimental programs. (UDI courses are listed and described in Chapter X, as are other interdisciplinary, experimental, and special offerings.)

The Research Institute, an integral, not a separate, component of the University of Dayton, provides important resources and reinforcement for all levels of academic endeavor, as does the Office for Computing Activities. (See Chapter X.)

WVUD-FM, a radio station covering the Miami Valley area, located on campus, is available to all University departments and programs. A unit of the Reserve Officers Training Corps, also based on the campus, offers its academic program through the Department of Military Science. (See MIL, Chapter VI.)

ACADEMIC CALENDAR YEAR

The University of Dayton operates under an early semester, split third-term calendar. The academic year begins with the fifteen-week fall term, which ends before Christmas. The winter term, also fifteen weeks, begins in January and ends late in April. The third, or spring-summer term, is split into two complete sessions of six weeks each.

The advantages of such a calendar are many. Students may enroll for the traditional fall and winter semesters and have a four-month summer vacation; or they may add half terms or full terms to enrich their programs or speed the completion of their graduation requirements. (The University holds graduation ceremonies at the end of each term.) Students who must earn their own money can have extra time for employment in spring and summer; or they may enroll for the third term and work during the fall or the winter term, when the employment market is not crowded with other college students.



II Student Life and Services

The Vice President for Student Development and Dean of Students and her staff are responsible for assisting in developing and maintaining an environment which will support the educational goals and the Christian values of the University of Dayton. While students are encouraged to accept responsibility to make decisions, it is understood that decision making involves risks. The Student Development staff provide individual and group counseling and supportive reinforcement, treating all students as individuals. All members of the Student Development staff are professional counselors.

OFFICE OF RESIDENCE LIFE HOUSING OFFICE

One of the most challenging experiences a student can have at the University is to live in a residence hall. Respect for the rights of other people and a willingness to contribute to an atmosphere of cooperation and mutual respect will make the residence hall experience successful.

Professional and graduate student staffs coordinate with the Office of Residence Life and the Housing Office in administering University residence halls and apartments. An elected hall council represents students' opinions and initiates programs in each hall, and a judicial board facilitates the due process system in disciplinary matters. Counseling and consultation as well as the celebration of Mass are provided in the residence halls by the Campus Ministry.

While sophomore, junior, and senior students may arrange their own housing either on or off campus, freshmen are required to live in the University residence system unless they are married, are twenty-one years of age or over, or are local residents living with their families.

All new students, upon their official acceptance to the University of Dayton, receive from the Office of Admissions application/contracts and instructions for residence hall accommodations. However, any questions about housing should be directed to the Housing Office of the University of Dayton.

FOOD SERVICE

The University of Dayton's Food Service maintains two chief dining facilities: the Brass Lantern in Marycrest complex and El Granada, the main cafeteria (in Kennedy Memorial Union). A large snack bar in the Union offers light meals as well as snacks. In addition, all of the residence halls have snack bars, which are open evenings and weekends.

Freshman students living on campus are required to purchase either five-day or seven-day meal tickets. Other students may purchase meal tickets or make their own daily arrangements. Five-day lunch tickets are available to commuters. On weekends, students may eat in the cafeteria on a cash basis if they wish.

OFFICE OF UNIVERSITY ACTIVITIES

The Office of University Activities sponsors and coordinates extra-curricular and co-curricular activities for University organizations, departments, groups, and students in general. These not only enrich and enhance educational, cultural, and social development but foster a spirit of community in accord with the objectives of the University of Dayton.

Numerous and varied cultural, social, and recreational activities take place on campus, many of them in the Kennedy Memorial Union. Among the continuing programs are the University Arts Series, with renowned guests, chiefly in music, the dance, and literature; the Distinguished Speakers Series; the Music Division series of recitals and concerts by students and faculty; regular productions by the Performing and Visual Arts Department and Studio Theatre; Noon Forums, a weekly series on subjects of current interest; a classic film series; and shows and exhibitions in the Kennedy Art Gallery.

In addition, the outstanding musical, dramatic, and artistic programs and events in the Dayton area are well publicized on campus. Most offer special student rates.

STUDENT HEALTH SERVICES AND INSURANCE

The University Health Service in the Gosiger Health Center, well staffed and well equipped, assists in safeguarding the health of students. The University physician is on duty here six hours daily for advice and treatment. Nurses are available twenty-four hours a day.

Students may come to the Health Center for out-patient treatment by the staff on duty. No restriction is made on the number of visits. Students whose permanent residence is not within commuting distance may avail themselves of the in-patient services of the infirmary at a nominal cost. When the case warrants, the patient is transferred to one of the local hospitals by the University ambulance.

Some infirmary or hospital costs are covered by the highly recommended student insurance program available to all full-time students. Complete information on it will be sent to each student prior to the start of the school year.

THE CAMPUS MINISTRY

Campus Ministry seeks to lead the university in fostering a faith community among its members. This faith is manifested in personal and communal devotion to God, especially as revealed in Jesus Christ; in common worship; in the quality of relationships among the members of the community; and in efforts at enriching humanity and the world through the articulation of moral and religious values and their implementation.

In order to achieve this goal, Campus Ministry provides a number of services to all who are part of the university community. It cooperates with all segments of the university in fostering human development and the articulation and implementation of moral and religious values. It provides opportunities for prayer, for the celebration of the sacraments, for retreat experiences, and for pastoral counseling. It sponsors events, classes, and seminars that concern the deepening of faith, the awareness of human needs, and the practice of religious and moral values. It coordinates the efforts of more than fifteen student organi-

Student Life and Services

zations that offer opportunities for community service. Though specifically Roman Catholic, it cooperates with and helps foster other religious groups on campus.

ATHLETICS

Many people throughout the country have come to know the University of Dayton through the accomplishments of its intercollegiate athletic teams. Participation in athletics is part of the educational development the University offers all students. There are eight men's intercollegiate sports: football and soccer in the fall; ice hockey, wrestling, and both varsity and junior varsity basketball in the winter; and baseball, golf, and tennis in the spring. There are five women's intercollegiate sports: volleyball, tennis, and field hockey in the fall; varsity basketball in the winter; and softball in the spring. Cheerleading and yell-leading tryouts, held each year, are open to all students.

Any athlete—male or female—who anticipates trying out for any varsity sport must submit a complete physical and medical history, signed by a doctor, before he or she can participate in any tryouts.

Welcome Stadium and the U. D. Arena are the focal points of intercollegiate activity. Welcome Stadium, carpeted with AstroTurf, seats 12,000 for football games, and the U. D. Arena seats 13,500 for basketball.

INTRAMURAL AND RECREATIONAL SPORTS

The University of Dayton provides a variety of intramural and recreational sports in which all students are invited to participate. The Intramural and Recreational Sports office is on the second floor of the Physical Activities Center. Students are invited to stop in at any time or to call 229-2731 for information.

The Physical Activities Center houses both intramural competition and informal recreation. Inside the PAC are a 25-yard pool, handball, racquetball, and squash courts, men's and women's locker rooms, a weight room, two tennis courts, and two basketball courts surrounded by a 1/9-mile track. A student lounge overlooks both the Collins Gymnasium and the Lackner Natatorium. The PAC is connected to the Fieldhouse, which has four additional basketball and volleyball courts.

Students are permitted to use the University's recreational facilities whenever they are not being used in organized programs such as classes, competitive intramural events, or scheduled practice sessions by various University organizations. Schedules may be secured from the intramural office for fields, courts, and both gymnasiums.

CENTER FOR PSYCHOLOGICAL AND DEVELOPMENTAL SERVICES

In keeping with the University's dedication to educating the whole person, the Center for Psychological and Developmental Services offers programs in testing, counseling, and developmental skills, as well as tutorial assistance. The Center provides assistance in personal, social, emotional, intellectual, and career development.

Testing services for students help them identify their talents and aptitudes as well as, when warranted, their problems. The members of the professional staff are competent to deal not only with problems of personal, social, academic, and career adjustment but also with those of more serious concern. Since often counseling involves rather sensitive personal matters, all discussions between counselors and students are completely confidential.

The Center provides a tutorial program through which students needing additional assistance in their classroom work can receive appropriate assistance. A developmental skills program offering classes in reading, writing skills, and mathematics is also available through the Center.

The coordinator for Handicapped Student Services is a member of the Center's staff and is available to assist handicapped students in their particular needs.

Day-to-day academic counseling in all disciplines is provided by and through the various deans, departmental chairpersons, and faculty advisors.

CAMPUS SECURITY

Campus Security is the recognized, lawful, professional police agency on all University property. It is the objective of this department to make the University a comfortable, efficient, and safe place. The University of Dayton Campus Security is dedicated to the preservation of freedom of movement and communication with a minimum of fear of property loss or personal injury.

On-campus parking facilities are limited. Commuting students should go to the traffic office (Gosiger Center) for on-campus parking permits. Campus residents may apply at the traffic office for on-campus parking permits, which will be issued on a space-available, first-come, first-served basis to those who can validate special need. Drivers with unusual problems will be given special consideration.

Freshman students who live on campus may be issued permits only if they can validate a special need.

GRADUATE AND ALUMNI PLACEMENT

The services of the Placement Office, Jesse Philips Center, which are available to seniors, graduate students, and alumni seeking career positions in business, industry, and government, include the following:

1. Personal employment counseling
 2. Literature describing opportunities with over 350 employers
 3. A listing of current job openings
 4. Direct referral of alumni employers
 5. Campus interviews by representatives of business, industry, and government
- These are conducted from October through March; they are announced in a monthly calendar which can be obtained in the Placement Office.

Part-time and summer employment are the responsibility of the Student Employment Coordinator, Office of Personnel Services. Teacher placement is handled by the Teacher Placement Office, School of Education.

STUDENT IDENTIFICATION CARDS

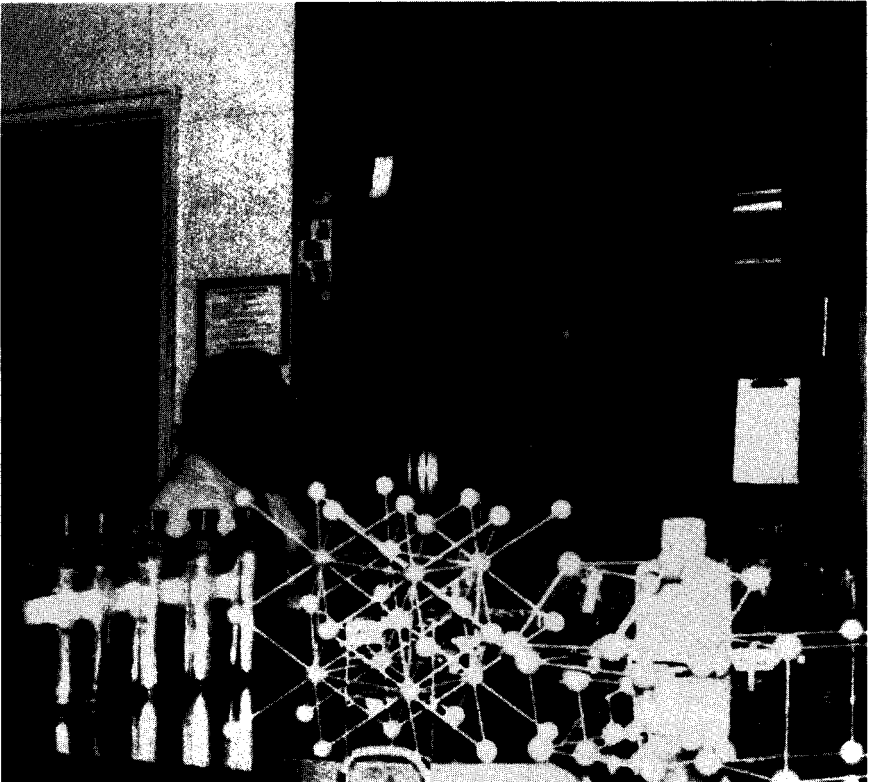
At the beginning of the school year, all students must secure student identification (ID) cards which they are to carry at all times and present upon the request of duly authorized persons such as members of the administration, faculty, or staff, or the Campus Security officers. Provision for obtaining the card, complete with photograph, is made at the time of registration. Not only is the ID card obligatory, it is necessary in order to obtain numerous University services.

If a student withdraws from the University during the academic year, the ID card should be returned to the Student Development Office.

THE STUDENT HANDBOOK

Each student at the University of Dayton is responsible for knowing and observing the policies, regulations, and procedures contained in the official student handbook. This publication provides much other useful information on such subjects as University services, student organizations, student publications, and intercollegiate and intramural sports schedules.

Student handbooks are available at the opening of the fall term in the residence halls, the Off Campus Center, and the Kennedy Union.



III Admissions

Each application for admission to the University of Dayton is considered individually. The Admissions Committee reviews the academic achievement, aptitude, and interest of every applicant with the goal of admitting students who possess the intellectual ability and the motivation to profit best from their attendance at the University of Dayton.

APPLICATION FOR ADMISSION

All applications for admission must be submitted to the Director of Admissions on forms supplied by the University of Dayton. Applicants are encouraged to submit applications early in the senior year of high school.

The applicant must also present an official transcript of courses and grades in secondary school and the results of either the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board (CEEB) or the American College Test (ACT).

Admission is based on the total information submitted by the applicant and in his or her behalf. It is the applicant's responsibility to see that complete information has been provided to the Director of Admissions.

When submitting the completed application to the high school counselor or principal for the inclusion of the transcript, the applicant should attach a check or money order for \$15.00 payable to the University of Dayton. This application fee is nonrefundable.

CONSIDERATIONS FOR ADMISSION

The applicant must have graduated from a high school accredited by a regional accrediting agency or by a state department of education and have a total record indicating a likelihood of success at the University of Dayton. The General Education Development (GED) certificate is also recognized for consideration by the Admissions Committee.

The quality of the academic record is shown by the applicant's grades, standing in class, and selection of courses. Although no set pattern of courses is required for admission, a well prepared candidate will have had from 15 to 18 units in English, social sciences, mathematics, foreign language, and laboratory science. Those who plan to major in one of the natural sciences, mathematics, computer science, business administration, or engineering will find a strong mathematics background most helpful.

The results of the Scholastic Aptitude Test (SAT) or the American College Test (ACT) serve as an additional indicator of academic aptitude.

The Admissions Committee is very interested in the applicant's personal traits and record as a school citizen. The recommendation of the high school concerning ability, motivation, and character is carefully reviewed by the Admissions Committee.

Each applicant is encouraged to visit the campus for an interview with an admissions counselor. A visit will provide the applicant with an opportunity to see the campus and ask questions of the students and faculty.

TRANSFER STUDENTS

Students from accredited institutions may be considered for transfer to the University of Dayton provided they are in good standing socially and academically (at least a C average—2.0).

Transfer students will be considered for admission after they have followed the regular admissions procedure. They must also submit official transcripts from all institutions previously attended. It is not necessary for a transfer applicant to receive a guidance counselor's recommendation.

A transfer student is considered for a degree only after the last 30 semester hours have been taken on the University of Dayton campus and other requirements for graduation have been met. A student who transfers directly from a two-year institution will be required to earn at least 54 semester hours at the University of Dayton for any baccalaureate degree.

SAT or ACT test results are required only of transfer applicants under 21 years of age.

VETERANS

All departments at the University have been approved by the State Approving Agency for Veterans' Training. The Veterans Affairs Office is located in St. Mary's 202 and will assist in processing the necessary forms for educational benefits. Each semester the Veterans Schedule Form must be submitted and any changes in program be reported in writing—failure to follow this procedure may result in cancellation of benefits by the V.A. For the conditions for good academic standing see ACADEMIC STANDING (1, 2, 3) on page 44. If a veteran on probation fails to acquire the required cumulative grade point average at the end of the veteran's next full-time term, the benefits by the V.A. cease.

INTERNATIONAL STUDENTS

Undergraduate students who are not United States citizens or permanent residents of the United States are expected to follow the general admissions procedure outlined above *and* the specific procedures as outlined in the Guide to Admissions for International Students. In addition, the applicant whose native language is not English must demonstrate a score of 500 to 525, depending upon the major field, on the Test of English as a Foreign Language (TOEFL).

A student unable to demonstrate an acceptable TOEFL score at the time of application may wish to apply for admission conditionally. Such a student will normally be expected to attend one of the special intensive English programs offered in the United States and demonstrate an adequate TOEFL score upon completion. One such program is the Summer English Language Institute of the University of Dayton.

International student applicants must present their academic credentials in official English translation. The applicant must also present certification of financial resources available to support an education at the University of Dayton.

Other pertinent information may be obtained from the coordinator, International Services.

ADVANCED STANDING BY EXAMINATION

Achievement Tests

Applicants who are seeking advanced standing in English, a foreign language, and/or mathematics are encouraged to take the appropriate College Entrance Examination Board (CEEB) Achievement Tests prior to June 1.

Advanced Placement

The University accepts the advanced placement program offered to secondary schools under the auspices of the Advanced Placement Committee of the College Entrance Examination Board.

The University will give not only advanced placement but also credit to students enrolled in the program, if such students have taken the tests provided and scheduled by the College Entrance Examination Board and have received favorable interpretation grades from the Educational Testing Service.

Students wishing to receive advanced placement under this program are to arrange that test scores be sent to the University Office of Admissions, which will grant advanced standing with or without credit in appropriate subject areas: For a score of 5, two terms of advanced standing with credit.

For a score of 4, one term of advanced standing with credit.

For a score of 3, one term of advanced standing without credit.

Scores below 3 do not entitle the applicant to either credit or advanced standing.

College-Level Examination Program (CLEP)

The University of Dayton cooperates with the College Level Examination Program (CLEP) of the College Entrance Examination Board (CEEB). Academic credit will be granted to students who achieve scores at or above the 50th percentile on any of the five areas of the General Examination. Academic credit may also be granted to students who achieve scores at or above the 50th percentile on certain subject matter examinations. The credit for the subject matter examinations will be determined by the appropriate academic departmental chairperson.

It is possible to be awarded up to 28 semester hours of credit through the General Examination of the CLEP program. Credit based on the General Examination may be awarded according to the following guidelines:

English	— a maximum of 4 semester hours credit
Mathematics	— a maximum of 4 semester hours credit
Natural sciences	— a maximum of 8 semester hours credit
Social sciences	— a maximum of 6 semester hours credit
Humanities	— a maximum of 6 semester hours credit

PROJECT ADVANCEMENT

Through Project Advancement, certain high school juniors and seniors from the Dayton area may attend classes at the University. The project has the three-fold purpose of introducing these students to the college atmosphere, allowing them to pursue subjects of their special interest beyond the levels available in high school, and providing them a means of earning college credit that can later be applied to degree programs.

Applicants are evaluated individually, and those found eligible are referred to departmental chairpersons for final approval and assignment to courses (usually at the freshman level). Interested students should call or write the Director of Admissions. Tuition costs are reduced for students enrolled in Project Advancement.

IV Financial Information

GENERAL POLICY

The tuition and fee charges of the University are set at the minimum permissible for financially responsible operation, and in general these charges are less than the actual costs incurred. Gifts and grants received through the generosity of industry, friends, and alumni help to bridge the difference between income and costs. The trustees of the University reserve the right to change the regulations concerning the adjustment of tuition and fees at any time the need arises and to make whatever changes in the curricula they may deem advisable.

Fees and tuition must be paid at the time of final registration for the term. All checks should be made payable to the UNIVERSITY OF DAYTON. The student's name and social security number should be shown on the face of each check to insure proper credit.

An assessment of \$20.00 will be made for payment of tuition and fees by a bad check and cancellation of the student's registration will result until proper payment is made of tuition, fees, and special assessment.

An assessment of \$5.00 will be made for passing other bad checks in any area at the University. This assessment is made each time a check is dishonored.

Registration for a new term, transcripts of credit, and honors of graduation will be permitted only for students whose University records are clear.

Under certain conditions, tuition reductions are granted to some unmarried children from the same family attending classes full time, simultaneously, and not on scholarship. Inquiries about such reductions should be made through the Office of Financial Aid in advance of each registration.

UNDERGRADUATE TUITION AND FEES AUGUST 1983 THROUGH JULY 1984

Fees Payable One Time

Application fee, payable once, upon application	\$15.00
Matriculation fee, payable once by full-time students, at entrance	15.00
Testing and counseling fee, payable once, at entrance	55.00
Orientation fee, payable once, freshmen only	55.00
Orientation fee, payable once, freshman commuter students only	45.00

Tuition Charges in Terms I and II

Full-time undergraduate student (12-17 semester hours), per term ...	\$2,050.00
Each semester hour over limitations stated above	112.00
Three-fourths-time undergraduate student (8-11 semester hours), per term	1,540.00

Full-time student teacher (13 or more semester hours of student teaching and courses), including the supervising teacher fee	2,050.00
Three-fourths-time student teacher (8-12 semester hours of student teaching), including the supervising teacher fee	1,540.00
Part-time undergraduate student (1-7 semester hours), per semester hour	112.00
Audit course, per semester hour	56.00

Basic University Fee, Terms I and II

Full-time and $\frac{3}{4}$ -time student (8 or more semester hours), per term . . .	\$115.00
Part-time student (1-7 semester hours), per term	20.00

Laboratory Fees, Terms I and II

Laboratory fee, per laboratory clock hour as listed in composite not to exceed \$150.00 per term)	\$ 30.00
Engineering surcharge fee (incorporating laboratory charges), full-time and $\frac{3}{4}$ -time engineering and engineering technology students, each term	150.00
Laboratory breakage deposit, each term	5.00-10.00
Computer science course fee for computer science and data processing courses, per semester hour	20.00
Use of School of Business computer in certain courses, per semester hour	20.00

Course Fees, Terms I and II

Studio fee for certain courses in fine arts	\$10.00-30.00
Special course fees (scuba diving, skiing, etc.)	various
Music fees	20.00-115.00
Fees for certain courses in photography	75.00
Fees for certain courses in theatre	30.00

Tuition and Fees, Term III

Tuition, per semester hour	\$112.00
Basic University fee	20.00
Laboratory and course fees—Same as in Terms I and II except no surcharge for engineering; laboratory fees will be paid per clock hour.	

Other Charges

ROTC Uniform deposit, payable once each year, refundable	\$20.00
Service charge for change of schedule—minimum	2.00
Late registration service charge:	
Full-time students	25.00
Part-time and summer students	15.00

Financial Information

Credit by examination, per semester hour	15.00
Make-up final examinations	5.00
Graduation fee, undergraduate and graduate students	45.00
Books and supplies	variable
Transcript of credits, first copy of order	2.00
\$.50 per each additional copy of same order	
Co-op student fee, per work term	55.00

FULL-TIME AND $\frac{3}{4}$ -TIME STUDENTS

A student with an academic schedule of at least 12 semester hours is considered a full-time student. A student with an academic schedule of 8-11 semester hours (8-12 for student teachers) is considered a $\frac{3}{4}$ -time student. With this status and upon payment of the tuition and applicable fees, the student is entitled to the benefits of the various activities and student services as available.

PART-TIME STUDENTS

A student with an academic schedule of fewer than 8 semester hours is considered a part-time student and is not entitled to all the benefits of the various activities and student services.

SPECIAL STUDENTS

Special students and nonmatriculated students are subject to the various expenses outlined above for full-time, $\frac{3}{4}$ -time, or part-time students.

CANCELLATION AND REFUNDS

If registration is cancelled before the first day of classes, full refunds will be made, with the exception of housing and admission deposits.

Cancellation must be in writing on the proper form, the withdrawal or "drop" form. For nonlocal students a letter to the appropriate dean may be used as notification of cancellation. Students who do not attend classes and do not officially complete withdrawal procedures during the cancellation period will be responsible for the full amount of the applicable tuition and fees.

During the four-week cancellation period for the first and second terms, the tuition and housing charges will be made according to the following schedule:

During the first week of classes	20%
During second week of classes	40%
During third week of classes	60%
During fourth week of classes	75%
During or after fifth week of classes	100%

During the two-week cancellation period for each session of the split third term, the tuition and housing charges will be made according to the following schedule:

During first week of classes	35%
During second week of classes	70%
During or after third week of classes	100%

Financial adjustments for tuition are based on the date the drop (withdrawal) form is finalized in registration.

Financial adjustments for housing are based on the date of checkout from housing, if applicable.

After classes have begun, the special course fees are not refundable, nor is the University fee for student activities.

All tuition refund requests and appeals must be in writing and directed to the attention of Nancy V. Graft, Bursar.

RESIDENCE FACILITIES POLICY

In accordance with University policy, all freshmen are required to live in University residence halls unless they are married, are 21 years of age or over, or are local residents living with their families.

Each student applying for a residence hall room must complete a housing contract card and send it along with a \$50.00 reservation deposit to the Bursar's Office. The housing contract covers both the fall and the winter terms of the academic year.

The applicant may cancel the contract prior to June 15 without penalty. From June 15 until August 1, the contract may be cancelled, but the applicant forfeits the \$50.00 reservation deposit. After August 1, the contract may not be cancelled by an applicant who attends the University during the fall term.

A student applying for January (winter term) admission may cancel the contract prior to December 1 without penalty. From December 1 until December 15 the contract may be cancelled, but the applicant forfeits the \$50.00 reservation deposit. After December 15 the contract may not be cancelled by an applicant who attends the University during the winter term.

Those students dropping all courses and checking out from housing during the first four weeks of school will be authorized refunds as stated above under "Cancellation and Refunds."

All students living in residence halls are required to observe University regulations in general as well as the specific regulations of each hall, and they will be held responsible for any damage done through their own negligence to the structure in which they are housed. The same conditions shall also hold for any loss or damage to the University grounds, fixtures, furnishings, or other property provided by the University for use by the students.

Students may reside in their rooms without additional charge during Thanksgiving and Easter vacations. All University residences are closed during the Christmas vacation period.

ROOM AND BOARD, PER TERM, TERMS I AND II AUGUST 1983 THROUGH APRIL 1984

Housing Facilities

Residence Halls	Single	Double	Triple
Marycrest Complex	\$730.00	\$570.00	\$535.00
Stuart Hall	730.00	570.00	
Founders Hall	730.00	570.00	535.00

Financial Information

Campus South apartments	\$735.00 per occupant
Garden apartments	735.00 per occupant
Off-Campus housing (U.D.-owned)	\$595.00 to \$760.00 per occupant

An additional \$30.00 refundable damage deposit is charged annually.

Food Service

Five-day meal service (Monday-Friday—15 meals)	\$543.00
Seven-day meal service (Monday-Sunday—20 meals)	647.00
Luncheon ticket (Monday-Friday)	182.00

Freshman students living on campus are required to purchase either five-day or seven-day meal tickets. Other students may purchase meal tickets or make their own daily arrangements. (Meals are also available on weekends.)

SPECIAL PAYMENT PLANS

For those who prefer to budget annual school costs out of monthly income, the following methods of payment are authorized. These methods will still allow full payment at the time of final registration.

Visa: Application and specific information about the Visa may be obtained at your local bank. The card may be used to meet all University collectable expenses within the credit limits for that card.

Master Card. Application and specific information about the Master Card may be obtained at your local bank. The card may be used to meet all University collectable expenses within the credit limits for that card.

The Tuition Plan, Inc.: The family may borrow that part of the college expenses they feel necessary and distribute the payments over a period of months. This loan program has conventional interest rates. Correspondence related to this plan should be directed to the Financial Administrator, NDSL Program, University of Dayton.

Monthly Prepayment: The family may elect to make monthly payments, interest free, sufficiently in advance of registration to cover all or part of the annual fees over an extended period in equal installments. Correspondence related to this plan should be directed to the Financial Administrator, NDSL Program, University of Dayton. This plan is administered through Academic Management Services, Inc.

EXPENSES

The University of Dayton operates on a "split third-term calendar." Tuition and fees for full-time students during the 1983-84 academic year (fall and winter terms) will total about \$4,330. Room and board on campus for this period would be approximately \$2,434. Books and supplies will cost approximately \$175 each term. In addition, the student will need funds to satisfy personal expenses and extra meals on the weekends.

Expenses for commuting students will include tuition, supplies, and miscellaneous living costs. Transportation to and from the University as well as lunches should be considered in the budget.

FINANCIAL AID POLICY

The University of Dayton desires to assist all qualified students who seek financial assistance in order to continue their education. In an effort to meet this goal, the University has established a complete and sound financial aid program, which includes scholarships, loans, grants, tuition reductions, and part-time employment.

The allocation of financial assistance is closely related to the student's demonstrated financial eligibility. Financial eligibility is the difference between the expense of attending college and the financial resources available to the student to meet expenses. It is basic policy of every college to expect that the parents will make a reasonable effort to assist with the student's college expenses from the family's resources. The student is also expected to make a contribution from savings and employment.

To assure the most equitable distribution of financial assistance, the University of Dayton uses the financial need analysis information provided by the family on the Financial Aid Form. The Financial Aid Form may be obtained from the high school counselor or from the Financial Aid Office at the University of Dayton and is to be sent, by the family, to the College Scholarship Service. The family's expected contribution to educational expenses is determined by considering their resources and factors influencing the use of these resources—number of dependents, current educational expenses of other family members, unusual medical expenses, retirement needs, and other special problems that deserve consideration.

Financial assistance from the University of Dayton must be viewed as supplemental to all other resources (parents' expected contribution, percentage of student's savings, student's summer earnings, state scholarships, state guaranteed loans, private scholarships, etc.) to meet the expenses of attending the University of Dayton. Financial aid awards are tailored to meet the student's particular eligibility for assistance. Eligibility and interest of the applicant determine the type of assistance offered. If possible, applicants and their parents should arrange to meet with a representative of the Financial Aid Office to discuss their particular circumstances so that the most appropriate assistance may be arranged.

All financial assistance, other than academic scholarships, is awarded for the academic year. A new application and a Financial Aid Form must be submitted each year for a student to be considered for loans, grants, or employment.

ACADEMIC SCHOLARSHIPS FOR ENTERING FRESHMEN

The President's Scholarship, the Dayton Area Scholarship, and the Marianist Scholarship were established to recognize excellent high school achievement by incoming freshman students. Applicants receive consideration for these scholarships on the basis of (1) high school academic performance; (2) SAT or ACT scores; (3) demonstrated service to school, community, and church; (4) evidenced leadership ability; and (5) citizenship. Each scholarship is renewable for eight consecutive undergraduate terms provided the recipient maintains at least a 3.0 (B) cumulative grade-point average and participates in University-sponsored extracurricular activities (other than social).

Financial Information

Application Procedure

This procedure is to be followed in applying for the President's Scholarship, the Dayton Area Scholarship, and the Marianist Scholarship.

1. Between September 15 and December 30 of your senior year in high school, request an application form from the Office of Scholarships and Financial Aid, University of Dayton, Dayton, Ohio 45469. Complete the application and return it to the Office of Scholarships and Financial Aid prior to January 15.
2. Arrange to take the Scholastic Aptitude Test (Mathematics and Verbal sections) or the American College Test no later than December. Indicate that your scores are to be sent to the University of Dayton. Scores made in earlier tests are also acceptable if your high school sends the results.
3. Obtain a Financial Aid Form from your high school principal or counselor, have your parents complete this form, and send it to the College Scholarship Service after January 1. Designate the University of Dayton as the recipient of the financial analysis. The Financial Aid Form is not a required part of the scholarship application. Academic scholarships are awarded on the basis of academic achievement; however, the submission of the Financial Aid Form will enable the Office of Scholarships and Financial Aid to identify financial aid opportunities available to you in addition to the academic scholarship.

All forms—the application, the recommendation section, and the Financial Aid Form—should be completed as early as possible, but must be available to the University of Dayton Scholarship Committee by January 15.

Each scholarship applicant will be notified by March 15 of the decisions of the Scholarship Committee.

The President's Scholarships reward the academic excellence of high school seniors. Students in all curricula may apply for these scholarships, which range in monetary value from partial to full tuition for four years.

Dayton Area Scholarships are offered to top-ranking students in the greater Dayton area. Students in all curricula may apply for these scholarships, which range in monetary value from partial to full tuition for four years.

Marianist Scholarships are offered to top-ranking students attending Marianist high schools in designated areas. Students in all curricula may apply for these scholarships, which range in monetary value from partial to full tuition for four years.

ACADEMIC SCHOLARSHIPS FOR RETURNING STUDENTS

Students in full-time attendance who have completed at least 12 semester hours on campus at the University of Dayton are eligible to apply for Upper-class Scholarships. The Upperclass Scholarship Program at the University of Dayton was established to reward upperclass students for outstanding academic achievement and to recognize service to the University. Recipients are selected on the basis of academic accomplishments, leadership, demonstrated service to the University, and the strength of the recommendations of faculty and staff members. Each year approximately fifty students are chosen to receive these scholarships, which are awarded for a period of one academic year and range from \$500 to \$1,500.

Application Procedure

Upperclass scholarship applications are available in the Financial Aid Office, Room 221, St. Mary's Hall, during the period of January 15 through March 15 each year.

The application and two recommendations must be in the Financial Aid Office by March 15.

Each scholarship applicant will be notified by May 15 of the result of the Upperclass Scholarship application.

OTHER SCHOLARSHIP OPPORTUNITIES

Athletic Scholarships: The University of Dayton offers scholarships in some men's and women's intercollegiate sports to students who have demonstrated special athletic and academic promise. Recommendations for scholarship awards are made to the scholarship committee by the coach who has the responsibility for administering the particular sport. Correspondence should be directed to the head coach of the sport in which the applicant is interested.

ROTC Scholarships: U.S. Army ROTC financial assistance scholarships are awarded to outstanding ROTC cadets in all four academic years. They include all costs for tuition, fees, books, and supplies. Interested students should contact the Military Science Department for further information.

Additional Scholarships Administered by the University of Dayton: The University is authorized to select students as nominees for scholarships offered by certain corporations, business firms, service groups, and friends of the University.

APPLYING FOR GRANTS AND OTHER FINANCIAL AID

Application forms for grants, tuition reductions, loans, and employment may be obtained from the Office of Scholarships and Financial Aid, University of Dayton, Dayton, Ohio 45469. The following procedure must be completed each academic year:

1. Submit an application to the Office of Scholarships and Financial Aid.
2. File a Financial Aid Form with the College Scholarship Service. (Forms may be obtained from the high school counselor or from the U.D. Financial Aid Office upon request.) Be sure to designate the University of Dayton as the recipient of the financial analysis.

GRANTS

Basic Educational Opportunity Grant (Pell Grants—Federal): The Basic Educational Opportunity Grant Program (Pell Grants) makes funds available to eligible students attending post-high school institutions. The applicant must complete a Financial Aid Form or Federal Student Aid Application. You may get these forms from post-secondary educational institutions, high schools, post offices, colleges, Talent Search, and Upward Bound projects. Send the com-

Financial Information

pleted form to Federal Student Aid Programs, Box 92831, Los Angeles, CA 90009-2496. Within four weeks, you will receive a Student Aid Report. Submit the report to the Financial Aid Office at the University of Dayton, which will calculate the amount of the Basic Grant you are eligible to receive. The amount will be based on the expected family contribution, the cost of attendance at the school, and a payment schedule issued to all approved educational institutions by the U.S. Department of Education.

Supplemental Educational Opportunity Grants (Federal): These federally supported, University-administered grants are provided to undergraduate students who have financial need. Eligibility for the grant and the stipend is governed by the rules and regulations of the United States Department of Education. The student must also receive assistance from certain other sources, in an amount at least as great as the amount of the grant. The value of this grant ranges from \$200 to \$2,000 per year. The completion of an application for student aid assures the applicant of consideration for this type of assistance.

Ohio Instructional Grants (State) are intended to assist Ohio residents to attend institutions of higher education within the state of Ohio. Awards are made on the basis of gross family income and not on the basis of academic performance. They presently range from \$354 to \$2,250 for students at private colleges and universities (such as the University of Dayton). Each recipient of the Ohio Instructional Grant must (1) be a resident of Ohio, (2) be enrolled or accepted for enrollment as a full-time undergraduate student in an Ohio institution of higher education, (3) be making "appropriate progress" toward an associate or bachelor's degree, and (4) meet the financial guidelines established by the Ohio Board of Regents. Students enrolled in courses of study leading to degrees in theology, religion, or other fields of preparation for a religious profession are not eligible. An application packet may be obtained from the high school counselor or the Financial Aid Office at the University of Dayton. It is strongly recommended that the student arrange an interview with the Financial Aid Office so that the application can be discussed and tentative eligibility be determined.

Tuition Remission Grants (University): The University of Dayton offers non-repayable grants to students with demonstrated financial need who are not receiving nonrepayable assistance from another source. The University assumes that the student will provide self-help in the form of loans and school-year employment for 75% of the need, or \$2,500, whichever is less. The Remission Grant or nonrepayable assistance from other sources will cover the remainder of the demonstrated need. The maximum Remission Grant is \$2,000.

University of Dayton Grant: The University has funds available which are reserved for students in extreme or exceptional financial need. Grants of this nature are usually included in the package of assistance arranged by the Financial Aid Office. Although recipients are not required to repay these grants, they should, when they achieve sufficient financial status, accept the obligation of reimbursing the University so that other deserving students may stay in school.

Kettering Grant: Graduates of Montgomery County (Ohio) high schools in the upper 25% of their graduating class who come to the University of Dayton as full-time entering freshmen and who demonstrate financial need may be eligible for the Kettering Grant. The maximum Kettering Grant is \$2,000 per year and may be received for four years on condition of continued eligibility.

Montgomery County Grant: Graduates of Montgomery County (Ohio) high schools who come to the University of Dayton as full-time entering freshmen and who are not eligible for other forms of nonrepayable grants from federal, state, or University sources may be eligible for the Montgomery County Grant. The maximum Montgomery County Grant is 15% of tuition per year and may be received for four years.

The John Westendorf Educational Fund was established to assist deserving students who have graduated from Dayton high schools. The Director of Financial Aid will use funds from this source to supplement other financial assistance offered to such students. Each graduate of a Dayton high school who applies for financial assistance will be considered. The parents' and the student's responsibility to finance an education will be considered, and when unusual circumstances prevail, the Director of Financial Aid may utilize funds from the John Westendorf Educational Fund to assist those deemed worthy. A student receiving assistance from this fund is expected to achieve a 2.0 cumulative grade point average and participate in at least one extracurricular activity. Renewal of this grant will be at the discretion of the Director of Financial Aid.

LOANS

National Direct Student Loans are available to those applicants who have demonstrated need for assistance to pay the actual costs of attending school. A student is eligible to borrow only that amount which is needed to supplement other resources to meet expenses. The maximum loan for undergraduates is \$3,000 for the first two years of undergraduate work and \$6,000 total. The recipient enters the repayment cycle six months after ceasing to carry at least half the normal full-time academic load. When the recipient enters the repayment cycle, a five percent simple interest charge is included. Recipients who teach economically, emotionally, mentally, or physically handicapped children may receive cancellations of the loan. Other cancellation privileges are available.

Guaranteed Student Loans (GSL) are particularly useful to students from middle- and upper-middle-income families. A student whose 1982 family income is less than \$30,000 may borrow up to \$2,500 per year. A student whose family income exceeds \$30,000 must demonstrate need. Many from families with incomes in excess of \$30,000 do qualify. A five-member family with one in college and an income up to \$50,000 would qualify for a Guaranteed Student Loan at the University of Dayton. With two family members in college, the family income could be much greater, and the students would be eligible to obtain this loan.

Financial Information

Parent's Loan for Undergraduate Students (PLUS) provides a source of financing to all families regardless of the family income. All parents of undergraduate students may borrow up to \$3,000 per academic year to an aggregate total of \$15,000 for each student attending an accredited college. Repayment begins within sixty days after the disbursement of the check. During the repayment period an interest rate of 12% is charged. In general, a lender will allow a borrower at least five years, but not more than ten years, to repay a loan. Minimum payments on the loan are \$50 per month. The combined amount a parent and student may borrow in an academic year may not exceed the cost of attendance less any other financial aid received by the student.

Emergency Loans are available to students who encounter unexpected financial problems during the year. The student has a one-year repayment period. No interest is charged on these loans, which are, however, contingent upon sufficient funds.

TUITION REDUCTIONS

The University of Dayton awards tuition reductions to qualified, full-time undergraduate students in good standing. No student or family is eligible to benefit from more than one of these reductions at the same time. The reductions are not automatic. A student must complete an application each academic year in the Office of Financial Aid. It is preferred that the student make application by April 30 for the following academic year.

Sibling Reduction: A reduction of \$200 per term is available to families who are supporting two unmarried dependents simultaneously at the University of Dayton. The recipient and the sibling must be attending as full-time undergraduate students. The third member of the same family and each additional member in attendance shall be eligible for a 50% reduction in tuition.

Employee Reductions: Unmarried dependent children and the spouses of full-time employees, as well as the employees themselves, are eligible for tuition reductions for both undergraduate and graduate courses.

Guests Over 60: Students over 60 years of age are eligible to apply to the Office of Continuing Education at the University of Dayton for remission of tuition.

EMPLOYMENT

The College Work-Study Program, federally supported, provides on-campus and off-campus work opportunities for full-time to half-time students who request employment and demonstrate financial need for employment to meet educational expenses. Such a student may work up to 15 hours per week during the school term and will receive payroll checks semi-monthly for these services. When possible, a student will be employed by the University in a job related to his or her educational objectives.

Institutional Employment opportunities for students who do not qualify for the College Work-Study Program are available through the Student Employment Coordinator, Room 202, St. Mary's Hall. Interested students should acquire Student Employment Referral Cards from the Financial Aid Office prior to requesting job interviews. Interviews should be scheduled as soon as the student knows what his or her class schedule will be for the period of employment.

Cooperative Education, "the co-op system," allows students to alternate terms of on-campus study and terms of off-campus work at jobs related to their academic concentrations. Several departments at the University of Dayton participate. See Chapter X, Cooperative Education.

ADDITIONAL OPPORTUNITIES

G.I. Bill: To be eligible for benefits under the G.I. Bill, any veteran of the Army, Navy, Marine Corps, Air Force, or Coast Guard must have served continuously on active duty for at least 181 days ending after January 31, 1955, and have received an honorable discharge. A veteran whose active duty was ended by a service-connected disability need not meet the 181-day requirement. Persons still in the service are eligible if they have had at least two years of active duty. Applications may be obtained from any Veterans Administration Office or the Veterans' Affairs Office.

Junior G.I. Bill: Educational opportunities are available to children of veterans who died or were permanently and totally disabled in or as the result of service in the Armed Forces of the United States during specified time periods. Application must be filed with the Veterans Administration by a parent or guardian.

The U.S. Army Education Program (Project Ahead) is an opportunity to accumulate academic credit from the University of Dayton while serving in the U. S. Army. When the tour of duty is over, degree requirements are completed at the University. Anyone who meets the entrance requirements of the University of Dayton and who is enlisting in or is enlisted in the U. S. Army is eligible. Application blanks are available in the Admissions Office.

Vocational Rehabilitation: State vocational rehabilitation agencies arrange the training of handicapped persons for gainful employment. Requests for information on rehabilitation services should be directed to the State Director, Vocational Rehabilitation Agency, the State Capitol.

The U.S. Army Reserve Officers Training Corps (ROTC) program is offered on campus by the Department of Military Science. All students who complete the basic course (freshman and sophomore years) may enroll in the advanced course (junior and senior years), leading to a reserve commission in the Army at the time of graduation. During the advanced course, the student who has agreed to accept the commission and serve two years' active duty receives \$100 a month subsistence. For further information, see MIL, Chapter VI.

Ohio National Guard Tuition Grant: The Ohio National Guard offers a tuition grant to eligible members. This grant pays partial tuition for those members enrolled as full-time students. The grant is limited to undergraduate studies only. For further information and application forms contact your local Ohio National Guard Armory.

V Academic Regulations

REQUIREMENTS FOR DEGREES

All bachelor's degrees granted by the University of Dayton require a minimum of one hundred and twenty semester hours of credit.

Requirements for the various degrees are listed under the schools granting the degrees.

One year (thirty semester hours) of residence is a minimum requirement for any bachelor's degree.

The semester hour is the unit by which the University measures its course work, and the number of semester hours is determined by the number of hours a week in class and the number of weeks in the session. One semester hour is assigned to a class which meets fifty minutes a week over the period of one term.

Students enrolled in the University as candidates for degrees should not take courses at other colleges or universities without first obtaining written permission from their respective deans. If the permission is granted, the dean will request "transient status" for such students at designated institutions. The University reserves the right not to accept credits for such courses when this procedure has not been followed.

The Bachelor of Science in Education may be awarded to holders of non-professional degrees from the University of Dayton with the completion of a minimum of thirty semester hours prescribed by the School of Education beyond the requirements of the nonprofessional degree. The Bachelor of Arts or Bachelor of Science may be awarded to holders of professional degrees from the University of Dayton upon the completion of the requirements for such degrees. Any student wishing to obtain a second bachelor's degree may do so by completing the requirements for the second degree as determined by the faculty of the college or school in which this degree is offered. For a second associate degree, a minimum of twenty-four semester hours (plus prerequisites) is required in the area of specialization.

Ordinarily a student who earned a first bachelor's degree or a first associate degree at another institution must complete six semester hours of philosophy and/or religious studies at the University of Dayton. Such a student may be required to complete the prescribed twelve semester hours of philosophy and/or religious studies if in the judgment of the dean equivalent coursework had not been earned as a part of the program leading to the first degree.

GENERAL CURRICULUM REQUIREMENTS

The University desires that every student develop a thorough knowledge in at least one field of study and that, in addition, each student be introduced to the humanistic, cultural, scientific, and aesthetic areas, at least one of which, outside the field of specialization, should be studied in some depth. Above all, the University endeavors to give all areas of student development a philosophical and theological dimension. Although courses play the crucial part in the accomplishments of these aims, out-of-class contact with the faculty and fellow students, various activities, and the general University atmosphere likewise make important contributions.

All students following four-year programs are required to complete successfully certain general University requirements, in communication skills, English, philosophy, and religious studies.

INDEPENDENT STUDY AND HONORS COURSES

To facilitate development of each student to the fullest capacity, the University offers a variety of honors courses and the opportunity to follow an independent study program. Interested students should seek further information in the office of the appropriate department chairperson.

GRADES AND SCHOLARSHIP

Final grades are submitted at the end of the term, and these are made part of a student's permanent record in accord with the option chosen by the student. Copies of these reports are given to the students and deans. A progress report of every freshman in each of the classes is submitted to the Registrar by every instructor at the middle of each term.

Undergraduate students are permitted a selection from two alternative grading options. The course grading options are as follows:

Option 1—A, B, C, D, F

Option 2—S/NC—Satisfactory (A, B, C)/No Credit (D, F)

A student must take at least seventy-five per cent (75%) of the semester hours in the degree program under option 1, subject to further restrictions set by the college, the professional school, or the department in which he or she is a major, and excepting special programs at the discretion of the deans. NOTE: Studies have shown that Satisfactory/No Credit grades (option 2) on one's academic record may be a negative factor in the evaluation of application for transfer to some undergraduate schools, for admission to most professional schools (law, medicine, etc.) and many graduate schools, and for employment in some fields.

The official marks with their meanings and quality point values are as follows:

- A — Excellent; for each semester hour, four quality points are allowed.
- B — Good; for each semester hour, three quality points are allowed.
- C — Fair; for each semester hour, two quality points are allowed.
- D — Poor but passing; for each semester hour, one quality point is allowed.
- F — Failed. This mark indicates poor scholastic work, or failure to report withdrawal from a course. In such cases, required courses must be repeated, preferably at the next opportunity. A student may not take the course a third time unless at the time of the second failure he or she has a cumulative point average of 2.5 or higher. Under no circumstances will any student be permitted to take a course a fourth time.
- S — Satisfactory. This mark indicates credit given for a course taken under grading option 2, C or above. The S credit shall be counted as hours only and shall not be considered in determining a student's cumulative point average.
- NC—No Credit. This mark indicates no credit given for a course taken under grading option 2, below C. In such cases, required courses must be retaken, preferably at the next opportunity. The student may not take the course a third time unless at the time of the second failure he or she has a cumula-

Academic Regulations

tive point average of 2.5 or higher. Under no circumstances will any student be permitted to take a course a fourth time.

- I — Incomplete. This grade indicates that the student has obtained the instructor's recommendation, subject to the chairperson's approval, to complete some portion of the work of the term that for reasons beyond the student's control was not completed before the end of the term, provided that the rest of the work has been of satisfactory grade. An I must be removed within thirty days from the date listed on the grade report, or it will be changed to an F or NC (option 2) on the student's permanent record. The time limit may be extended under exceptional circumstances, with the approval of the dean, if application for the extension is made within the thirty-day period noted.
- W — Withdrawn. During the first three weeks of a full term (or the first eight class days of a split term) a student may withdraw from a class without record by obtaining a drop (withdrawal) form from the Registration Office, having it signed by the academic advisor, and processing it. Beginning with the fourth week of the term and continuing through the fourth week after mid-term (or the ninth class day of a split term and continuing through the fourth week of the split term), a student may withdraw with a W by the same process, except that the drop form must have the approval signature of the instructor as well as that of the advisor. For the remainder of the term, until the last day of classes, a student may withdraw with a W only by making a formal request to the dean, who consults with the student's instructor before granting such a request. During this period a W will be permitted only for special nonacademic reasons, which include, but are not limited to, poor personal health, financial difficulties, family matters of health, and change in career objectives. When a student finds it necessary to withdraw from the University, for any reason whatsoever, it is important that the dean be notified immediately. Financial adjustments, if allowed, will be made only from the date on the withdrawal form. Total withdrawal from all classes requires the processing of the drop form. This requires two signatures—the Dean and the Vice President for Student Development, or the designated authority for that signature. It is the student's responsibility to initiate and process all withdrawals; the faculty do not initiate withdrawals for students except for auditors. See X below. In addition, the student is urged to process the withdrawal as soon as possible after deciding to drop a course. Students cannot assume that a withdrawal is granted automatically if they stop attending class. Any failure to process the drop (withdrawal) form will incur a grade of F for the course or courses involved. The F's so accumulated are always included in the cumulative point average.
- P — In Progress. This symbol is used in lieu of a grade for a course which has not terminated at the end of a term or summer session. A grade with corresponding credit and quality points (see grading options 1 and 2) will be assigned when the course has been completed.
- N — No grade was reported by the instructor.
- K — Credit. This mark is used only for credits accepted as transfer credit from other institutions. No quality points are allowed. K credit is not allowed for English courses taken at institutions in countries where the native language is other than English.

X — Audit. This mark indicates that the student has registered to audit the course. No credit hours or quality points are awarded for this mark. Any course taken for audit may not be retaken for credit. If, in the opinion of the instructor, a student has not attended and participated in a sufficient number of classes, the instructor will assign a W.

Em— Examination. This mark indicates University of Dayton credit given to a student on the basis either of the Advanced Placement Program of the CEEB or of examinations taken prior to or after admission to the University. The required level of achievement on these examinations is determined by the department in which the course is taught. This credit shall be assigned only on authorization of the dean of the school or college in which the student is registered. No quality points are allowed. A student must be registered at the University of Dayton to obtain credit. Em credit is limited to 24 semester hours (exclusive of CLEP General Examination credits).

NO GRADE CHANGE OF ANY KIND IS PERMITTED AFTER THIRTY DAYS FROM THE DATE LISTED ON THE GRADE REPORT.

The University reserves the right to change the grading system.

GRADE POINT AVERAGES

The SEMESTER GRADE POINT AVERAGE is the total number of quality points divided by the number of semester credit hours carried by the student under option 1.

The CUMULATIVE GRADE POINT AVERAGE is computed from the semester grade point averages. If a course is repeated, the grade points for both the original grade and the new grade are computed. Marks of I, K, N, P, S, W, X, NC, and Em are disregarded in the computation of the CGPA, but a course for which an F is received is included in the usual manner.

ACADEMIC STANDING

The student's academic standing is determined by the cumulative grade point average at the end of each term.

1. To be in good academic standing, a student must have a cumulative grade point average of (a) at least 1.7 at the end of the first and second terms, (b) at least 1.8 at the end of the third term, (c) at least 1.9 at the end of the fourth term, and (d) at least 2.0 at the end of the fifth and succeeding terms. A block of 12 semester hours of credit is considered one term for students who attend on a part-time basis. A cumulative grade point average of at least 2.0 is required for graduation. Students who transfer into the University are expected to maintain a 2.0 cumulative point average to remain in good standing.

2. Any student who has a term point average of less than 1.0, regardless of cumulative grade point average, will be dismissed. The Registrar's Office will post the statement "Academic Dismissal" on the student's permanent record.

3. A cumulative grade point average below the one required will place the student on academic probation. The student's academic dean will notify the student of his or her probationary status. A student on probation must follow a restricted academic program not to exceed 15 semester hours.

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4. It is the responsibility of any student not in good standing (on probation) to complete an academic contract with the dean for the purpose of determining the nature and the limitations of the student's future activities.

HONORS

1. To be eligible for consideration for honors graduation, students must have completed seventy-five per cent (75%) of the semester hours taken at the University of Dayton under the standard grading option, option 1 (A, B, C, D, F).

2. To be graduated with honors, a student must have a cumulative point average at the end of the seventh and/or eighth term at the University of 3.5 or higher, based on 4.0

3. If a student qualifies for honors or moves into a higher category of honors on the basis of his or her graduation cumulative grade point average, mention will be made at the commencement exercises, notation will be made on the transcript and permanent record, and an appropriate honors key will be awarded belatedly.

4. A transfer student who has fulfilled the University's minimum residence requirements is eligible for honors, provided that all grades received at previous institutions and grades received at U.D. result in a cumulative grade point average of 3.5 or higher based on 4.0 and the student has met all the other requirements stated in this policy. The category of honors will be determined by (a) the combined cumulative grade point average, if the average for U.D. courses is higher than the combined average, or (b) the U.D. cumulative grade point average, if the combined cumulative grade point average is higher than the U.D. average. That is, transfer students will not be given honors at a level higher than the U.D. grade average.

5. The notation of honors is made in the commencement program, on the diploma, on the student's permanent record, and on the transcript, as follows: Cum Laude—if the cumulative point average is between 3.5 and 3.69; Magna Cum Laude—if the cumulative point average is between 3.7 and 3.89; Summa Cum Laude—if the cumulative point average is between 3.9 and 4.0.

6. Any exceptions to this procedure are the decision of the provost.

CLASS ATTENDANCE

It is desirable for students to attend all classes. Listening to the lectures of instructors and being involved in classroom discussions should (1) provide guidelines and goals in the course of study, thus lending direction to the study activities of the student; (2) provide instances of the way of thinking and methodology employed by an academic discipline in formulating and solving problems; (3) stimulate an awareness of and interest in the course topics beyond the levels acquired by textbook reading. Because textbook material is generally beneath the level of the current state of knowledge, instructors acquaint the student with new ideas and integrate this material into the course topics.

Policy

For the above reasons, students are expected to attend all classes. Indeed, academic departments may authorize a legitimate attendance requirement for some courses (seminars, laboratories, performance courses, clinical field-based

courses, and the like). If attendance or class participation is a component in determining the final grades in a course, the syllabus for the course must announce that fact and the relative weight of attendance or participation. It is felt that upperclassmen, i.e., sophomores, juniors, and seniors, can otherwise be relied upon to display sufficient maturity to assume the responsibilities of attending class. Let it be noted, however, that to insure the accuracy of records, every student must be present at classes during the first week of each term.

Students are responsible for being aware of the proceedings and material covered in each class period. Students must attend all announced tests and submit assigned written work on the date set by the instructor; it is recommended that the instructor announce such tests and assignments at least a week in advance. The action taken as a consequence of missing a test or an assignment will be determined by the instructor and will be based on a consideration of the individual circumstances involved.

To assist freshmen in their transition to college responsibilities, it is felt that a policy of compulsory attendance is necessary. Therefore, freshmen will be permitted only a limited number of absences. For freshmen, the allowable number of absences in the first term or in the second term will be equal to twice the number of class meetings per week, i.e., six absences for a class meeting three times a week (or four class days in any third-term session). A student exceeding this number will not be permitted to continue in the class unless presenting justifiable reasons for the absences to the Attendance Appeals Committee. Any student who has not accrued 30 semester hours of credit is considered a freshman.

The handling of tardiness is left to the discretion of the instructor.

TRANSCRIPTS

A transcript of the permanent academic record is a confidential document to be released in compliance with the regulations of the Family Educational Rights and Privacy Act of 1974 as amended. The Registrar will issue transcripts upon a request signed by the student. All transcripts so requested require payment in advance. See "Other Charges" in Chapter IV, Financial Information. Complimentary copies will be mailed to graduates within approximately six weeks after graduation.

PRIVACY RIGHTS OF PARENTS AND STUDENTS

In compliance with Section 438 of the General Education Provisions Act the University of Dayton has published regulations designed to protect the privacy of parents and students as to the access to and the release of records maintained by this institution. (See University of Dayton Student Handbook.)

AWARDS

Special awards for exceptional scholastic achievement are given annually through the generosity of donors. To be eligible for any of these awards, a student must have a cumulative point average of at least 3.0. The awards:

Accounting—The Award of Excellence to the Outstanding Senior in Accounting—donated by Jerome E. Westendorf, '43, and Warren A. Kappeler, '41.

Anthropology—The Margaret Mary Emonds Huth Memorial Award of Excellence

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to the Outstanding Senior in Anthropology—donated by Dr. Edward A. Huth.

Arts and Sciences—The Dean Leonard A. Mann, S.M., Award of Excellence to the Outstanding Senior in the College of Arts and Sciences—donated by Joseph Zusman, '65.

Athletics Citizenship Award—The Reverend Charles L. Collins, S.M., Award of Excellence to an athlete for outstanding citizenship—donated by Joseph Zusman, '65.

Biology—The John E. Dlugos, Jr., Memorial Award of Excellence to the Outstanding Senior majoring in Biology—donated by Mr. and Mrs. John E. Dlugos.

Biology—The Brother Russell A. Joly, S.M., Award of Excellence to the student who best combines excellence in Biology and genuine appreciation of nature.

Business Education—The National Business Education Association Award of Merit in recognition for outstanding achievement.

Campus Ministry—The Brother Wottle Campus Ministry Award: "An award of appreciation for service to Campus Ministry."

Chemical Engineering—The Victor Emanuel, '15 Award of Excellence to the Outstanding Senior in Chemical Engineering—sponsored by the University of Dayton Alumni Association since 1962.

Chemical Engineering—The Robert G. Schenck Memorial Award of Excellence to the Outstanding Junior in Chemical Engineering—donated by Stanley L. Lopata.

Chemistry—The Brother George J. Geisler, S.M., Award of Excellence to the Outstanding Student in Chemistry—donated by Joseph Poelking, '32.

Chemistry—American Institute of Chemists' Award.

Chemistry—American Chemical Society Award.

Chemistry—The Brother John J. Lucier, S.M., Award of Excellence to the Outstanding Junior majoring in Chemistry—donated by a friend.

Chemistry—The Philip Zaidain Memorial Award to a deserving sophomore majoring in Chemistry.

Civil Engineering—The Harry F. Finke, '02, Award of Excellence to the Outstanding Senior in Civil Engineering—sponsored by the University of Dayton Alumni Association since 1962.

Civil Engineering—The George A. Barrett, '28, Award of Excellence to the Outstanding Junior in Civil Engineering—donated by family and friends in his memory.

Communication Arts—The Si Burick Award of Excellence for Outstanding Academic and Cocurricular Achievement in Mass Media Arts—donated by the University of Dayton.

Communication Arts—Speech Arts—The Reverend Vincent Vasey, S.M., Award of Excellence to the Outstanding Senior in Speech Arts—donated by the Reverend Vincent Vasey, S.M.

Communication Arts—The Omar Williams Award of Excellence to an outstanding student in Broadcasting—donated by the University of Dayton.

Communication Arts—Public Relations—PRSA Maureen M. Pater Award of Distinction to the Outstanding Senior in Public Relations—donated by Dayton-Miami Valley Chapter of the Public Relations Society of America.

Computer Science—The NCR Award of Excellence in Computer Science to an outstanding junior majoring in Computer Science—donated by The NCR Foundation.

Computer Science—The NCR Award of Excellence in Computer Science to an outstanding senior majoring in Computer Science—donated by The NCR Foundation.

Computer Science—Alumni Award of Excellence in the Senior Class.

Cooperative Education—Award of Excellence to the Outstanding Cooperative Education Student in Business Administration—sponsored by the Mead Corporation Foundation.

Cooperative Education—Award of Excellence to the Outstanding Cooperative Education Student in Computer Science, Data Processing—sponsored by the Marathon Oil Foundation.

Cooperative Education—Award of Excellence to the Outstanding Cooperative Education Student in Engineering—sponsored by the Dayton Power and Light Company.

Cooperative Education—Award of Excellence to the Outstanding Cooperative Education Student in Engineering Technology—sponsored by Earl C. Iselin, Jr., in honor of his father.

Criminal Justice—The Sheriff "Beno" Keiter Memorial Scholarship Award to the Outstanding Criminal Justice Senior—donated by friends of "Beno" Keiter.

Debating—The Mary Elizabeth Jones Memorial Award of Excellence to the Outstanding Debater—donated by Dr. D.G. Reilly.

Economics—The Dr. E. B. O'Leary Award of Excellence to the Outstanding Senior majoring in Economics—donated by Winters National Bank and Trust Company.

Electrical Engineering—The Thomas R. Armstrong, '38, Award of Excellence for the Outstanding Electrical Engineering Achievement in memory of Brother Ulrich Rappel, S.M., and W. Frank Armstrong—donated by Thomas R. Armstrong, '38.

Electrical Engineering—The Anthony Horvath, '22, and Elmer Steger, '22, Award of Excellence to the Outstanding Senior in Electrical Engineering—donated by Anthony Horvath, '22, and Elmer Steger, '22.

Electrical Engineering—The Brother Louis H. Rose, S.M., '33, Award of Excellence to the Outstanding Junior in Electrical Engineering.

Elementary Education—The George A. Pflaum, '25, Award of Excellence to the Outstanding Student in Elementary School Teacher Education—donated by George A. Pflaum, Jr.

Engineering Technology—The L. Duke Golden Award of Excellence to the Outstanding Senior in the Bachelor of Technology Program—donated by the Gamma Beta Chapter of Tau Alpha Pi Honor Society.

English—The Brother Thomas P. Price, S.M., Award of Excellence to the Outstanding Senior in English—donated by the U.D. Mothers' Club.

English—The U.D. Women's Association Award for excellence in composition.

English Education—The Dr. Harry E. Hand Memorial Award of Excellence—donated by the faculty of the Department of English and of the School of Education.

English—The Father Adrian J. McCarthy, S.M., Award of Excellence to a graduate assistant for achievement in teaching freshman English—donated by a friend.

Executive Secretarial Studies—Phi Gamma Nu Scholarship Key awarded to the student with the highest cumulative point average.

Executive Secretarial Studies—Administrative Management Society Scholarship Merit Award for outstanding achievement in training for a business career.

Finance—The Financial Executives Institute Award of Excellence to the Outstanding Senior majoring in Finance—donated by the Dayton Chapter of the Financial Executives Institute.

General Excellence—The Mary M. Shay Award of Excellence in both academic and extracurricular activities.

History—The Dr. Samuel E. Flook Award of Excellence to the Outstanding Senior majoring in History—donated by Dr. Samuel E. Flook.

History—The Phi Alpha Theta Scholarship Key (Senior members of Delta Eta Chapter only).

History—The Caroline Beauregard Award of Excellence to an Outstanding Junior majoring in History—donated by family and friends in her memory.

Home Economics—Award of Excellence to an Outstanding Senior for academic, departmental and professional performance in the Department of Home Economics.

Industrial Engineering Technology—The American Institute of Industrial Engineers Award to the Outstanding Graduate of the Industrial Engineering Technology program—donated by the Dayton Chapter of the American Institute of Industrial Engineers.

Industrial Engineering Technology—The American Institute of Industrial Engineers Award to the Outstanding Junior in the Bachelor of Technology program who has a major in Industrial Engineering Technology—donated by the Dayton Chapter of the American Institute of Industrial Engineers.

Journalism—The Brother George F. Kohles, S.M., Award of Excellence in Journalism—donated by a friend.

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Journalism—The Ritter Collett Award of Excellence to the Outstanding Senior in Journalism. This is awarded annually to the student who best demonstrates personally and in his or her writings the qualities of Mr. Collett that the University hopes will serve as an inspiration to Journalism students.

Languages—The Brother John R. Perz, S.M., Award of Excellence to the Outstanding Senior in Modern Languages.

Languages—French—Brother George J. McKenzie, S.M., Award of Excellence to the Outstanding Senior in French—donated by a friend.

Library—The Brother Frank Ruhlman, S.M., Award of Excellence for Literary Achievement.

Management—The Charles Huston Brown, '20, Award of Excellence to the Outstanding Senior in Business Administration in memory of Brother William Haebe, S.M.—donated by C. Huston Brown, '20.

Management—The Maurice F. Krug, '55, Award of Excellence to an outstanding senior in the Department of Management.

Management—The Reynolds and Reynolds Company Award of Excellence to the Outstanding Woman in the Department of Management—sponsored by the Reynolds and Reynolds Company.

Management—The Wall Street Journal Student Achievement Award to an Outstanding Senior Majoring in Management—sponsored by Dow Jones & Company, Inc.

Management—The Standard Register Company Award of Excellence to an Outstanding Senior in the Department of Management—sponsored by the Standard Register Company.

Master of Business Administration—The Reverend Raymond A. Roesch, S.M., Award of Excellence for outstanding academic achievement in the Master of Business Administration Program—donated by Winters National Bank and Trust Company.

Marketing—Award for Outstanding Achievement by a Junior Marketing Major.

Marketing—Award for Outstanding Achievement by a Senior Marketing Major.

Mathematics—The Faculty Award of Excellence in Mathematics.

Mathematics—The Pi Mu Epsilon Award of Excellence in the Sophomore Class.

Mechanical Engineering—The Bernard F. Hollenkamp, '39, Memorial Award of Excellence to the Outstanding Senior in Mechanical Engineering—donated by Louis A. and Mrs. Lucille Hollenkamp.

Mechanical Engineering—The Martin C. Kuntz, '12, Award of Excellence to the Outstanding Junior in Mechanical Engineering—sponsored by the University of Dayton Alumni Association since 1962.

Mechanical Engineering—The Class of '02 Award of Excellence for Outstanding Mechanical Engineering Achievement—donated by Michael J. Gibbons, '02, in memory of Warner H. Kiefaber, '05.

Mechanical Engineering—The Brother Andrew R. Weber, S.M., Award of Excellence for outstanding service and achievement in Mechanical Engineering.

Mechanical Engineering Technology—The Dayton Chapter, Society of Manufacturing Engineers Award of Excellence to the Outstanding Freshman in Mechanical Engineering Technology.

Mechanical Engineering Technology—The Dayton Chapter, Society of Manufacturing Engineers Award of Excellence to the Outstanding Senior in Mechanical Engineering Technology.

Medical Technology—Alumni Award of Excellence to the Outstanding Senior in Medical Technology.

Military Science—Department of the Army Award. The Superior Cadet Award, provided by the Department of the Army, presented to the outstanding cadet of each academic year.

Military Science—The Lieutenant Robert M. Wallace, '65, Memorial Award to the Outstanding Junior ROTC Scholarship Cadet—donated by his family and friends.

Performing and Visual Arts—Music Division Senior Award for Outstanding Contribution to the University Bands.

Performing and Visual Arts—Music Division—The Brother Joseph J. Mervar, S.M., Award of Excellence to an outstanding student majoring in music.

Performing and Visual Arts—Sigma Alpha Iota Professional Music Society Award for Scholastic Achievement (Seniors only).

Performing and Visual Arts—Sigma Alpha Iota National Music Society Dean's Award for Outstanding Achievement.

Performing and Visual Arts—Sigma Alpha Iota—College Honor Award, for musicianship, scholarship, and general contributions.

Performing and Visual Arts—Fine Arts Division—The Professor Bela Horvath Award for Excellence in Representational Art.

Performing and Visual Arts—Fine Arts Division—The Mary Ann Dunskey Award to an Outstanding Senior in studio art.

Philosophy—The Award of Excellence to the First and Second Outstanding Seniors in Philosophy—donated by the Reverend Charles Polichuk.

Philosophy—The Reverend Charles C. Bloemer, S.M., Award of Excellence to the Outstanding Junior majoring in Philosophy—donated by a friend.

Physical and Health Education—The John L. Macbeth Memorial Award of Excellence to the Outstanding Student in Physical and Health Education—donated by Mrs. John L. Macbeth.

Physical and Health Education—The James M. Landis Memorial Award of Excellence for the Outstanding Physical and Health Education Senior in Science Core Courses.

Physics—The Sigma Pi Sigma Award of Excellence, to a student majoring in Physics, in memory of Caesar Castro—donated by Sigma Pi Sigma and Mrs. C. C. Castro.

Physics—The Sigma Pi Sigma Award of Merit to a Senior majoring in Physics, in memory of Caesar Castro—donated by Sigma Pi Sigma.

Physics—Award of Excellence to a senior Physics major who has displayed "remarkable talent, exemplary industry, intense motivation, and mature comprehension of undergraduate Physics"—donated by the Department of Physics.

Physics—The Caesar Castro Award of Excellence to a sophomore for outstanding scholarship in the General Physics lecture and laboratory sequence—donated in memory of Caesar Castro by Mrs. C. C. Castro and the Department of Physics.

Political Science—The Brother Albert H. Rose, S.M., Award of Excellence to the Outstanding Senior in Political Science—donated by Joseph Zusman, '65.

Political Science—The Eugene W. Stenger, '30, Memorial Award of Excellence to the Outstanding Junior in Political Science—donated by Mrs. Eugene W. Stenger.

Premedicine—The Brother Francis John Molz memorial award to the Outstanding Senior in Premedicine. This is awarded annually to the student who best demonstrates the qualities of unselfishness, community service, and academic achievement. Sponsored by Alpha Epsilon Delta.

Premedicine—Montgomery County Medical Award to the Outstanding Senior in the Premedical Curriculum.

Psychology—The Reverend Raymond A. Roesch, S.M., Award of Excellence to the Outstanding Student in Psychology—donated by the Reverend Raymond A. Roesch, S.M., '36.

Religious Studies—The William Joseph Chaminade Award of Excellence in memory of Mr. and Mrs. George W. Dickson, to the Outstanding Student in Theology—donated by The Reverend John Dickson, S.M., '36.

Religious Studies—The Monsignor J. Dean McFarland Award of Excellence to the Outstanding Junior majoring in Theological Studies.

Scholar-Athlete—The John L. Macbeth Memorial Award to the Outstanding scholar-athlete in football and basketball. The recipient must have completed five or more terms and must have won a varsity letter.

School of Education—The William A. Beitzel Award for the outstanding student in Special Education.

School of Education—The Daniel L. Leary Award for the outstanding research and development activity by a student seeking teacher certification in the School of Education.

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School of Education—The Reverend George J. Renneker, S.M., Award of Excellence for outstanding achievement in Teacher Education.

Secondary Education—The Brother Louis J. Faerber, S.M., Award of Excellence to the Outstanding Student in Secondary School Teacher Education—donated by the University of Dayton Mothers' Club.

Social Work—The Joseph Zusman, '65, Award of Excellence to the Outstanding Senior in Social Work Studies—donated by Joseph Zusman, '65.

Sociology—The Dr. Edward A. Huth Silver Anniversary Award of Excellence to the Outstanding Student in Sociology—donated by Joseph Zusman, '65.

Sociology—The Dr. Martin Luther King Memorial Award in Human Relations for excellence in scholarship, Christian leadership, and the advancement of brotherhood—donated by Dr. Edward A. Huth.

Sociology—The Reverend Andrew L. Seebold Award of Excellence to the Outstanding Senior in Sociology.

Student-Athlete (Special)—The Charles R. Kendall, '29, Memorial Award of Excellence for achievement in academic and athletic effort—donated by Mrs. Charles R. Kendall and Friends.

University Relations—Award of Excellence for contribution of service to the Community.

