



*Welcome to* **HORNET NATION**

**Academic Advisement and Support Services**

# **ACADEMIC REFERENCE GUIDE**

**- F O R N E W S T U D E N T S -**



## **Directions for a Good Start**



# **ASU**

**ALABAMA STATE  
UNIVERSITY**



**IT'S A  
GREAT  
TIME  
TO BE A  
*HORNET!***



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## Academic Advisement Center

The Academic Advisement Center is designed to provide centralized academic advising to new and continuing ASU students who have not met the requirements for exit from University College. The center was established in 1979 to help students realize the maximum benefits from their educational experiences and move them into a successful desirable career.

Academic advising is an important part of the University's commitment to students' growth and academic development. We believe that effective academic advising can have a powerful influence on success in college. The basic goals of advising focus on the development of Alabama State University students and embrace the following tenets:

- Academic advisement is an integral part of an institution's larger mission of **educating students for life**.
- The advisement process can significantly influence **educational and personal growth** while students acclimate themselves to the college environment and the larger society.
- Academic advising goes beyond the clerical functions of scheduling classes and filling out forms. Good academic advising is a developmental process which assists students in **clarifying their academic and life goals**.
- Academic advising carries you through a decision making process which guides you in acquiring the skills needed to **develop your educational plans** for accomplishing your goals.
- The advisement process provides opportunities for communication and information exchanges between a student and his/her advisor, helping the student to realize his/her **maximum potential** in the college environment.
- The advisor serves as a facilitator of communication and as a coordinator of learning experiences through **course(s), career planning and academic progress review**.



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# What You and Your Advisor Should Do...

The advising process is designed to help ensure that your academic goals are met.

## You Should...

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Initiate regular contact with your advisor and visit during office hours, 8-11:45 a.m. and 1 p.m.-4:45 p.m.

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Arrive on time with specific questions in mind.

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Arrive with necessary materials: pencils, pens, class schedule, catalog, forms, etc.

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Become thoroughly familiar with available resources.

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Be open concerning school, study habits, academic progress, work schedules, time management, etc.

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Build a schedule free of time conflicts.

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Know academic policies and procedures.

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Know graduation requirements for your chosen major.

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## Your Advisor Should...

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Be available during office hours and keep in frequent contact with you regarding your advisement needs.

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Provide accurate and specific information, and guide you through University College's curriculum in preparation for successful transfer of your records to a college that houses your chosen major.

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Have resource materials on hand: transcript, catalog, necessary forms, and/or curriculum sheets.

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Know campus and community resources.

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Listen and help you resolve academic difficulties and explore career options.

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Assist you with selection of courses, registration and the course drop/add process.

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Have the University's philosophy, policies and procedures available.

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## Q&A: Students Want to Know...

**Q:** Must I enroll in Orientation 100 at ASU if I participated in a program prior to enrollment?

**A:** Yes! Each freshman must enroll in Orientation 100.

**Q:** How many hours do I need to be a sophomore?

**A:** You will need thirty-two (32) hours to be a sophomore, sixty-three (63) to be a junior and ninety-three (93) to be a senior.

**Q:** What is considered full-time status?

**A:** Full time status requires enrollment in twelve (12) hours for fall and spring semesters and six (6) hours for summer session. (Financial aid may be different in the summer; please check).

**Q:** May I enroll in classes at home for a semester?

**A:** Yes, you may enroll as a transient student if you are in good academic standing. (See your academic advisor).

**Q:** What courses can I not take at another institution?

**A:** You cannot retake for credit courses at another institution in which you made D's or F's at ASU.

**Q:** How many hours do I need to be on the Honor Roll?

**A:** You must earn a minimum of fifteen (15) semester hours, with a 3.0 cumulative grade point average (gpa) in non-developmental courses.

**Q:** May my parents check my academic records?

**A:** Yes, if you sign the (FERPA) permission form in the Registrar's Office.

**Q:** What must I do when I am absent because of illness or death in my family?

**A:** If you are absent, you must provide documentation from Student Health Services, a doctor's excuse or an obituary from the Funeral Home to the Office of Student Affairs, McGehee Hall, Room 108 to receive a University-approved excuse.

**Q:** May I pre-register?

**A:** Yes early registration is held once a semester...

- If your bill is cleared
- If there are no departmental holds (Financial Aid, Registrar, Advisor, etc.) on your account.

**Q:** May I major in Occupational or Physical Therapy?

**A:** Neither Occupational nor Physical Therapy is available as an undergraduate program.

**Q:** What must I do if I get an “I” grade?

**A:** Check with the instructor; it usually means you did not complete some minor work unit or scheduled examination. You must clear the “I” the next semester that you are enrolled. (Do not add the incomplete course to your schedule.)

**Q:** Do developmental courses count toward graduation?

**A:** No, developmental courses do not count toward graduation.

**Q:** May I register online?

**A:** See your academic advisor.

**Q:** How many hours may I take during a regular semester?

**A:** You may take twelve (12) to eighteen (18) hours if you are in good standing. As an honor student you may receive special permission to take more hours. You may take only twelve (12) to thirteen (13) hours if you are on Academic Probation.

**Q:** Why do I have an advisor hold?

**A:** Please contact your Academic Advisor.

**Q:** When is the last day to withdraw from a class?

**A:** Check the Academic Calendar.

**Q:** May I stay in the Residence Hall if I am not a full-time student?

**A:** See Housing Director.

**Q:** What is QEP?

**A:** Alabama State University (ASU) is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS). Every ten years, SACS evaluates ASU to reaffirm the university’s accreditation. As a part of the reaffirmation process, we must develop a Quality Enhancement Plan (QEP) designed to improve the quality of student learning at the institution. A QEP is a carefully designed plan to enhance overall institutional quality and effectiveness by focusing on a key issue significant to the improvement of student learning outcomes.

**Q:** Why is the QEP Important to ASU?

**A:** Reading and writing, quantitative, and information literacy are essential to learning in all subjects and at all levels of education. With its early and continuing focus on these literacy areas, the QEP will help to achieve higher levels of student performance and promote students’ successful academic progression from admission through graduation. It will further help to create self-directed, life-long learners with a stronger capacity for succeeding in our rapidly changing and increasingly complex world community.



The core curriculum at Alabama State University is designed to ensure optimal performance and achievement in the degree-granting schools/colleges. Regardless of the chosen major, you must complete 42 credit hours of core curriculum courses. All academic units follow a common core of courses, but some colleges and schools have identified specific courses within the core that meet their requirements for a particular major. If you transfer from one major to another, you may need to take additional core courses. However, the completion of core requirements will vary depending on you and your major.

A minimum proficiency level is required in English, mathematics, and reading. To determine proficiency, you are required to take the ACT or SAT Test. Your advisor will review your ACT or SAT test scores and enroll you in the appropriate developmental and/or college level courses.

## English Composition (6 Semester Hours)

All students who graduate from Alabama State University must demonstrate competency in English Composition.

Two of the following courses are needed to complete the English requirement:

**ENG 131 English Composition**

**ENG 132 English Composition**

or

**ENG 140 English Composition (Honors)**

**ENG 141 English Composition (Honors)**

*(Only students in the University Honors Program are permitted to enroll in ENG 140 and 141.)*

A minimum grade of “C” is required in all English courses. (Communication majors must achieve a minimum “B” average in all English courses.)

## English Placement

Initial placement in English is determined by ACT or SAT scores. Only one set of scores may be used; a combination of test scores cannot be used. If you have a composite ACT score of 18 or higher or a total SAT score of 870 or higher, and a high school grade point average of 2.8, you are placed in English 131. Otherwise, you are placed in English according to your ACT English sub scores or SAT verbal scores.

English placement courses are as follows:

**English 130 Basic College English II**

**English 131 English Composition**

Prerequisites are enclosed in the parentheses following the courses. Passing grades are required prior to enrolling in the next level courses. If you were placed in English 130, you do not need a prerequisite.







## Humanities and Fine Arts (12 Semester Hours)

**HUM 103 Humanities African American – 3 Hours**

**Prerequisites (ENG 131 and 132).**

Passing grades are required prior to enrolling in Humanities. Optional for transfer students.

**ENG 209 Introduction to Literature – 3 Hrs.**

**[ENG 209, ENG 210 and HIS 131 or HIS 132]**

or

**[HIS 131, HIS 132 and ENG 209 or ENG 210]**

Choose One (3 Hours)

**CMS 200 Voice and Diction**

**CMS 205 Public Speaking**

Choose One (3 Hours)

**ART 131 Art Appreciation**

**MUS 121 Music Appreciation**

**THE 111 Introduction to Theater Arts**

Transfer students may choose one of the following:

**ENG 210 Introduction to Literature**

**HUM 101 Interdisciplinary Humanities**

**HUM 102 Interdisciplinary Humanities**

**PHL 201 Logical Reasoning**

## History, Social and Behavioral Sciences (12 Semester Hours)

### History (6 Hours)

**HIS 131 World History**

**HIS 132 World History (Prerequisite ENG 131 & 132)**

**[ENG 209, ENG 210 and HIS 131 or HIS 132]**

or

**[HIS 131, HIS 132 and ENG 209 or ENG 210]**



# CORE CURRICULUM

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## Social and Behavioral Sciences (6 Hours)

You must select one or two of the following courses depending on your major. Check with your academic advisor to determine the appropriate course(s).

- GEO 206**    **World Geography (Optional for Transfer Students)**
- ECO 251**    **Principles of Economics**
- ECO 254**    **Introduction of Economics**
- POS 207**    **American Government**
- PSY 251**    **General Psychology**
- SOC 110**    **Introduction to Sociology**

## Natural and Physical Sciences and Mathematics (11 Semester Hours)

### Natural Sciences (8 Hours)

Two of the following courses below are required to meet the natural sciences requirement. Your major may require specific courses from this group. You should check with your academic advisor to determine the appropriate science courses for your major.

- BIO 127**    **General Biology/Lab**
- BIO 128**    **General Biology/Lab**
- CHE 141**    **General College Chemistry/Lab**
- CHE 142**    **General College Chemistry/Lab**
- PHY 206**    **College Physics**
- PHY 207**    **College Physics**
- PHY 210**    **General Physics**
- PHY 211**    **General Physics**
- PSC 231**    **Physical Science Survey**
- PSC 232**    **Physical Science Survey**

### Mathematics (3 Semester Hours)

You must select one of the following courses below to meet the core mathematics requirement. These courses are assigned based on your college major. Check with your advisor to determine the course appropriate for your major.

- MAT 136**    **Finite Mathematics**
- or
- MAT 137**    **Pre-Calculus Algebra**
- or
- MAT 265**    **Calculus and Analytic Geometry**



## Mathematics Placement

Initially, placement in mathematics courses is determined by scores on the ACT or SAT Test and your declared major. If you have a minimum composite score of 18 or above, or a minimum total SAT score of 870 and a high school grade point average of at least 2.8, you are placed in MAT 136 or MAT 137. If not, you are placed in mathematics in accordance with your ACT mathematics sub-scores, or SAT mathematics scores. Mathematics placement courses are as follows:

<b>Mathematics 130</b>	<b>Intermediate Algebra I</b>
<b>Mathematics 136</b>	<b>Finite Mathematics</b>
<b>Mathematics 137</b>	<b>Pre-Calculus Algebra</b>
<b>Mathematics 265</b>	<b>Calculus and Analytic Geometry</b>

*Note: If you are placed in MAT 130, you must take MAT 131.*

## Orientation (1 Semester Hour)

Orientation 100 is required for all undergraduate students. Orientation is designed to assist you in your transition to university life through the development of positive attitudes toward the learning processes and knowledge necessary for success.

**It is mandatory that students entering ASU complete Orientation 100 (ORI 100).**

Transfer students are exempt from the completion of Orientation 100 if an equivalent course is accepted for credit from an accredited university.

## Reading (0-9 Semester Hours)

You are exempt from Reading by satisfying one of the criteria below:

1. Composite ACT score of 18 or above and 2.8 high school grade point average.
2. SAT score of 870 or above and a high school grade point average of 2.8.
3. ACT Reading sub-scores of 18 or higher.
4. SAT verbal score of 450 or higher.
5. Transfer in at least 24 credit hours.

If you do not have exempt status, you will be required to complete at least one of the following reading courses.

	<b>ACT READING</b>	<b>SAT VERBAL</b>
<b>REA 130 – College Reading Enhancement II</b>	<b>15 and below</b>	<b>Below 409</b>
<b>REA 132 – College Reading Enhancement III</b>	<b>16 - 17</b>	<b>410 - 449</b>
<b>Exempt</b>	<b>18 and Above</b>	<b>450 and Above</b>

## The Transfer Student

The University will allow transfer credits for college-level courses completed with a grade of “C” or higher at any college or university that is accredited by the Regional Accrediting Association.

The acceptance of a course(s) from any state supported public junior or community college is governed by the State of Alabama Articulation Agreement.

- Transfer students are expected to spend at least two semesters in residence at Alabama State University and earn 30 hours with a cumulative grade point average of 2.0 before qualifying for graduation.
- Transfer students without mathematics and/or English credits may be required to submit their high school transcript and ACT or SAT scores for placement in English, mathematics and reading courses.
- Transfer students with 24 or more college-level semester credit hours are exempt from reading courses.



## Credit for College Level Examination Program (CLEP) Courses

Requests for transfer credits for the College Level Examination Program courses must be submitted for approval to the Office of Records and Registration. Performance at the “C” level is required as a minimum for the awarding of credit.

## Credits for Advanced Placement Courses

ASU accepts advanced placement course credits on the basis of scores earned in the College Board Advanced Placement Program. To receive credits, the student must have a minimum score of 3 and a high school grade point average of at least 3.0 on a 4.0 scale. The official score sheet from the College Board must be submitted to the Office of Admissions for processing through the Office of Records and Registration.

# ASU Majors

1. Accounting	27. Forensic Chemistry
2. Art	28. General Science Education
3. Biology (Basic)	29. Health Education
4. Biology (Marine Biology)	30. Health Information Management
5. Biology (Microbiology)	31. History
6. Biology (Pre-Health)	32. History Education
7. Biology Education	33. Management
8. Business Marketing Education	34. Marketing
9. Chemistry (Basic)	35. Mathematics
10. Chemistry (Forensic Science)	36. Mathematics (Dual-Degree)
11. Chemistry (Pre-Health)	37. Mathematics Education
12. Chemistry Education	38. Music Performance
13. Computer Information Systems	39. Music Education (Instrumental)
14. Collaborative Teaching (K-6)	40. Music Education (Vocal/Choral)
15. Collaborative Teaching (6-12)	41. Physical Education
16. Communications Studies	42. Political Science
17. Computer Science	43. Print Journalism
18. Criminal Justice	44. Public Relations
19. Dance	45. Psychology
20. Early Childhood Education	46. Radio/Television
21. Elementary Education	47. Recording Industry
22. English	48. Recording Technology
23. English Language Education	49. Recreational Therapy
24. Social Work	50. Rehabilitation Services
25. Undecided	51. Social Sciences Education
26. Finance	52. Theatre Arts

# QEP

## QUALITY ENHANCEMENT PLAN



ASU's QEP is "Enhancing the Culture of Learning through Literacy in the First-Year Experience." The goal is for the ASU graduate, regardless of major, to be proficient in reading, writing, and computational skills and in gathering and using information effectively. To accomplish this goal, the QEP defines student learning outcomes for three literacy areas: reading and writing literacy, quantitative literacy, and information literacy. It presents a plan for intensive instruction in these literacy areas in core curriculum courses during the freshman year and for continuing literacy-focused instruction in selected courses in the major disciplines.

## College of Liberal Arts and Social Sciences

### ■ Communications

Students seeking to become leaders in the field of journalism or interested in pursuing a career as a TV/radio announcer, concert producer, PR specialist or recording/mix engineer can reach this goal with a bachelor of arts in Communications from Alabama State University. You will receive a strong liberal arts education and be able to choose from six areas of study: journalism, public relations, radio and television, communication studies, recording industry and recording technology. You will have access to media professionals throughout the southeast who serve as guest lecturers and have the opportunity to attend ASU seminars and workshops like the Ida B. Wells Lecture Series.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into the Alabama State University community, it is recommended that students follow the first year schedule below.

#### Freshman Semester One

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 136 or MAT 137 (3)**  
**HIS 131 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**MUS 121 or ART 131 (3)**

#### Freshman Semester Two

**GEO 206 (3)**  
**ENG 132/ENG 141 (3)**  
  
**HIS 132 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**CMS 200 (3) or CMS 205 (3)**

## ■ History and Political Science Department

Students who have a passion for history or politics can benefit greatly from a degree in history or political science. Study history or political science in Montgomery, Alabama's capital and in the birthplace of the modern Civil Rights Movement. Prepare for a career in teaching, research, the legal profession, governmental service, public service or for graduate school.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into the Alabama State University community, it is recommended that students follow the first year schedule below.

### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 or MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 (3)**

### Freshman Semester Two

**GEO 206 (3)**

**ENG 132/ENG 141 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**CMS 200 or CMS 205 (3)**

## ■ Languages and Literatures

Students who want to be successful in graduate/professional school and prepare for careers in law, Foreign Service, creative writing, technical writing, publishing, editing, grant writing, filmmaking, film criticism, and research analysis can excel with a Bachelor of Arts degree in English from Alabama State University. Study world literatures and cultures. Explore creative, professional and technical writing. Learn a new language. Open up the possibilities of an exhaustive list of careers as you hone your skills in analysis, reading, writing, critical thinking and foreign language taught by a diverse and talented faculty in the Department of Languages and Literatures.

To enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into the Alabama State University community, it is recommended that students follow the first year schedule below.

### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 or MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 (3)**

### Freshman Semester Two

**GEO 206 (3)**

**ENG 132/ENG 141 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**CMS 200 or CMS 205 (3)**

## ■ Social Work

Students who are committed to helping and empowering people to alleviate social problems unique to oppressed communities have a future in Social Work. Here, they will study human behavior, social welfare, and welfare policy and services. Alabama State University's Bachelor of Social Work Program is accredited by the Council on Social Work Education (CSWE). It's the only accredited social work program in Montgomery area.

Students interested in the Social Work Program can declare this as a major during their admission to ASU, but they must go through an application process designated by CSWE for admission. This process involves:

- Completion of an application
- A screening process to determine the students suitability for the Social Work discipline
- Completion of a criminal background check

In order to enhance the culture of learning in the First Year Experience, and to support the academic transition of new students into the Alabama State University learning community, recommended that students follow the first year curriculum schedule below.

### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

### Freshman Semester Two

**ENG 132/ENG 141 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**CMS 200 (3)**

## ■ Criminal Justice

The Criminal Justice degree from Alabama State University provides its graduates with a solid foundation and understanding of the institutions, processes and current practices in the administration of criminal justice. The Criminal Justice program encourages and develops critical thinking, promotes research and intellectual curiosity, strengthens oral and written communication skills, and prepares students for graduate and professional studies and for careers in criminal justice and law, government, education, and business.

### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 or MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 (3)**

### Freshman Semester Two

**GEO 206 (3)**

**ENG 132/ENG 141 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**CMS 200 or CMS 205 (3)**



## College of Education

### ■ Health, Physical Education and Recreation

Students seeking an undergraduate degree in Physical Education (P-12) and Health Education (6-12) are welcome to join the dedicated faculty and staff in the Department of Health, Physical Education and Recreation (HPER). HPER academic programs are built on content, practical experiences, collaborative research, community partnerships, scholarly achievement, and service learning that prepare students to meet professional and personal goals.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

#### Health

##### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 and/or MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 or THE 111 (3)**

##### Freshman Semester Two

**ENG 132/ENG 141 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**GEO 206 (3)**

**EDU 100 (1)**

#### Physical Education

##### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 or MAT 137 (3)?**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 or THE 111 (3)**

##### Freshman Semester Two

**ENG 132/ENG 141 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**GEO 206 (3)**

**EDU 100 (1)**

#### Recreation

##### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 or MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 or THE 111 (3)**

##### Freshman Semester Two

**ENG 132/ENG 141 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**GEO 206 (3)**

**EDU 100 (1)**

## ■ Early Childhood Education

Students who seek to major in the area of Early Childhood Education enter a diverse program of professional education study leading to a Bachelor of Science Degree and qualifications for State Teacher Certification. Prospective teachers complete coursework emphasizing a scientific knowledge base and the application of developmental principles and social contextual assumptions leading toward each prospective teacher's quality educational practice.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### Freshman Semester One

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 136 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**HIS 131 (3)**  
**MUS 121 (3)**

### Freshman Semester Two

**ENG 132/ENG 141 (3)**  
**MAT 137 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**HIS 132 (3)**  
**GEO 206 (3)**  
**EDU 100 (1)**

## ■ Elementary Education

Students seeking to study in the area of Elementary Education will be prepared to skillfully operate as teachers for the elementary school, grades K through 6. The program provides appropriate cultural and scientific background and professional preparation for prospective teachers at both the primary and intermediate levels of the elementary school. Candidates develop an appreciation and sensitivity to societal problems through intensive studies in the general education program and an understanding of children's growth and development through the sequence in elementary education.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### Freshman Semester One

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 136 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**HIS 131 (3)**  
**MUS 121 (3)**

### Freshman Semester Two

**ENG 132/ENG 141 (3)**  
**MAT 137 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**HIS 132 (3)**  
**GEO 206 (3)**  
**EDU 100 (1)**



## ■ Secondary Education

Students who have a desire to study education and to enter into the teaching profession as a career are welcome to enroll in the Secondary Education program leading toward a Bachelor of Science degree. Secondary education programs include courses in professional education, the teaching fields, and general education.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### **COE - Secondary Education (History)**

#### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**HIS 131 (3)**  
**MUS 121 or ART 131 (3)**  
**MAT 136 or 137 (3)**

#### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**HIS 132 (3)**  
**GEO 206 (3)**  
**EDU 100 (1)**

## **COE - Secondary Education Social Science**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**HIS 131 (3)**  
**MAT 136 or 137 (3)**  
**MUS 121 or ART 131 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**HIS 132 (3)**  
**GEO 206 (3)**  
**EDU 100 (1)**  
**ECO 254 (3)**

## **COE - Biology Education**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**HIS 131 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**MUS 121 (3)**  
**CHE 141 (4)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**MAT 165 (5)**  
**HIS 132 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**HEA 100 (2)**  
**CHE 142 (4)**  
**EDU 100 (1)**

## **■ Special Education/Collaborative Education**

The program in the area of Collaborative Teacher leads to a Bachelor of Science degree and Alabama Class “B”, K-6 and 6-12 certification. The program is designed to prepare pre-service teachers as collaborative teachers to teach and work with students with disabilities in inclusive classrooms and special settings, to handle and cope with behavior problems and to collaborate with other professionals. Students are exposed to and work with children with disabilities in public school classes, special schools and residential settings at all levels from preschool through secondary settings.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 136 (3)**  
**HIS 131/HIS 251 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**MUS 121 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**MAT 137 (3)**  
**HIS 132 /HIS 252 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**GEO 206 (3)**  
**EDU 100 (1)**

## ■ Psychology

The undergraduate curriculum of Psychology introduces students to the methods of scientific study in human behavior. The student has an opportunity to learn what research shows about how we perceive, learn and think, individual differences in human behavior, personality development, and how interpersonal factors affect human relations in a variety of situations. The main objectives are to prepare majors to pursue advanced degrees in psychology and related areas and to offer a minor to students in other instructional areas of the university. This curriculum leads to a Bachelor of Science degree.

In order to enhance the culture of learning in the First Year Experience+ and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### **Freshman Semester One**

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 (3) or MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**

**GEO 206 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**CMS 205 (3)**

**PSY 251 (3)**

## **College of Business and Administration**

### ■ Accounting

The Bachelor of Science degree in Accounting prepares you for a wide variety of professional careers in public, industrial, or governmental accounting, not just through teaching the knowledge and skills required for the business world, but through coaching as well. The program also emphasizes the development of critical thinking, effective oral and written communication, problem solving, and teamwork. You will also be exposed to all the functional areas in business through courses in computer information systems, economics, finance, management and marketing.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### **Accounting Curriculum**

- Auditing
- Financial Accounting
- Governmental Accounting
- Income Tax Accounting
- Managerial Accounting

## **Minors**

- Minor in International Business
- Minor in Entrepreneurship

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**MGT 201 (3)**  
**CIS 205 (3)**  
**MAT 137**

or

Freshman Semester One

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**CMS 200 or CMS 205 (3)**  
**CIS 205 (3)**  
**MAT 137**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**CMS 200 or CMS 205 (3)**  
**HIS 131 (3)**

Freshman Semester Two

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**MGT 201 (3)**  
**HIS 131 (3)**

## **■ Finance**

The Bachelor of Science degree in Finance prepares you for a professional career in organizations that require special training in finance and an understanding of financial systems.

The program also emphasizes the development of critical thinking, effective oral and written communication, problem solving, and teamwork. You will also be exposed to all the functional areas in business through courses in accounting, computer information systems, economics, management and marketing.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community, it is recommended that students follow the first year schedule below.

## **Finance Curriculum**

- Corporate Financial Management
- Financial Institutions
- Investments
- Insurance
- Personal Finance
- Real Estate Finance

## **Minors**

- Minor in International Business
- Minor in Entrepreneurship



### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**MGT 201 (3)**  
**CIS 205 (3)**  
**MAT 137**

or

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**CMS 200 or CMS 205 (3)**  
**CIS 205 (3)**  
**MAT 137**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**CMS 200 or CMS 205 (3)**  
**HIS 131 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**MGT 201 (3)**  
**HIS 131 (3)**

## **■ Management**

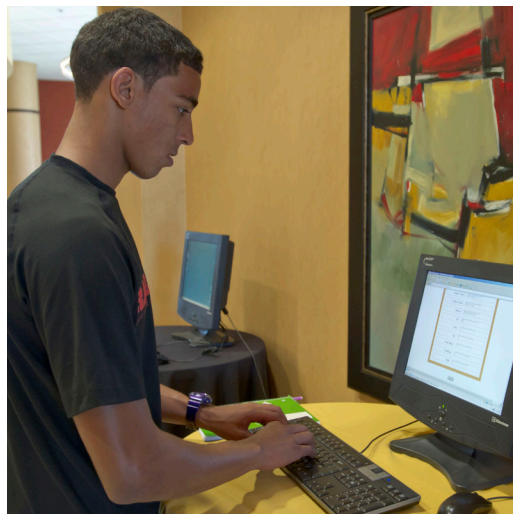
The Bachelor of Science in Management prepares you for a wide variety of professional careers. Management majors receive a well-rounded knowledge in the field of management, including the study of operations management, human resource management, labor relations, statistics, small business administration, legal environments, total quality management and international business.

The program also emphasizes the development of critical thinking, effective oral and written communication, problem solving, and teamwork. You will also be exposed to all the functional areas in business through courses in accounting, economics, finance, computer information systems and marketing.





Academic advisement is an integral part of an institution's larger mission of educating students for life.



In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

## **Focus Areas of Management Curriculum**

- Operations Management
- Human Resource Management
- Labor Relations
- Statistics
- Project Management
- Concentration in Hospitality Tourism

## **Minors**

- Minor in International Business
- Minor in Entrepreneurship

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**MGT 201 (3)**  
**CIS 205 (3)**  
**MAT 137**

or

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**CMS 200 or CMS 205 (3)**  
**CIS 205 (3)**  
**MAT 137**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**CMS 200 or CMS 205 (3)**  
**HIS 131 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**MGT 201 (3)**  
**HIS 131 (3)**

## **■ Marketing**

The Bachelor of Science degree in Marketing prepares marketing majors for life-long learning not just through teaching students the knowledge and skills required to be successful in the fields of marketing, advertising, professional sales, supply chain management, retail and more, but through coaching students as well. Inside the classroom you will learn the principles of marketing through courses that emphasize the development of critical thinking, effective oral and written communication, problem solving, teamwork and the use of current information technology tools. Outside the classroom, you will frequently interact with business leaders,

governmental agencies and professional groups, all with the goal of exposing you to the many facets of international business, entrepreneurship and professional ethics.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

## **Focus Areas of Marketing Curriculum**

- Consumer Behavior
- Sales Management
- Direct Marketing
- Retailing
- Marketing Research
- Marketing Strategy

## **Minors**

- Minor in International Business
- Minor in Entrepreneurship

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**MGT 201 (3)**  
**CIS 205 (3)**  
**MAT 137**

Administration

or

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**CMS 200 or CMS 205 (3)**  
**CIS 205 (3)**  
**MAT 137**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**CMS 200 or CMS 205 (3)**  
**HIS 131 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**MGT 201 (3)**  
**HIS 131 (3)**

## **■ Computer Information Systems**

The B.S. in Computer Information Systems prepares you for a wide variety of professional careers requiring the development and management of computer information systems in business, industry or government. In addition to the CIS curriculum, you'll benefit from a myriad of experiences including hands-on computer use, coaching, discussion, field trips, applied team projects in the business community and case studies.

In order to enhance the culture of learning in the First Year Experience, and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

## **Focus Areas of CIS Curriculum**

- Programming in Java, Visual Basic.Net and ASP.Net
- Database Management using Oracle 11G, SQL Developer and SQL Data Modeler
- Enterprise Resource Planning using curriculum developed by SAP
- Systems Analysis and Design, including UML and Visio
- Information Assurance and Security
- Telecommunications, Networking using curriculum developed by CISCO

## **Industry Alliances and Certification Programs**

- SAP Academic Alliance
- Microsoft Academic Alliance
- Oracle Academic Alliance
- Cisco Academic Alliance
- IBM Academic Alliance
- Microsoft Certification Program
- CompTIA Security+ Certification Program
- Oracle Certified Associate Program

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**MGT 201 (3)**  
**CIS 205 (3)**  
**MAT 137**

or

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 or ART 131 (3)**  
**CMS 200 or CMS 205 (3)**  
**CIS 205 (3)**  
**MAT 137**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**CMS 200 or CMS 205 (3)**  
**HIS 131 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**BIO 127 & BIOL127 (4)**  
**ECO 251 (3)**  
**MGT 201 (3)**  
**HIS 131 (3)**



## College of Visual and Performing Arts

### ■ Art

Do you see a future where your love for the artistic side of life plays a big role? Then come to Alabama State University and gain your Bachelor of Art Degree in Art with a concentration in either Fine Arts or Graphic Design.

At ASU, you will make the most of your classroom experience with courses like painting, drawing, ceramics, sculpture, graphic design and photography. You will have access to all the Tullibody Fine Arts Center's two-dimensional and three-dimensional studios. You will get a chance to flex your creativity and show the world what you can do through regional workshops and hands-on experiences, like internships at area graphic design agencies, and through participation in community service projects. Highlight your talents while exhibiting your works in the Callie Warren and Arthur Britt Fine Arts Galleries and become part of the elite membership in the International Honors Art Fraternity, Kappa Pi.

#### Freshman Semester One

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**ART 121 (3)**

**ART 135 (3)**

#### Freshman Semester Two

**ENG 132/ENG 141 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**ART 122 (3)**

**ART 123 (3)**

## ■ Dance

The Bachelor of Fine Arts degree in Dance is a new program offering majors the opportunity to study various forms of dance including ballet, modern, African, tap and jazz. The BFA also includes a dance company to enrich and enhance the overall experience.

As the only Dance BFA program at any HBCU in the nation, majors and minors in the program have a unique opportunity to hone their skills and be prepared for further study in graduate programs, audition for and join professional companies after graduation, or become entrepreneurs starting their own community or professional ventures.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MUS 121 (3)**  
**HIS 131 (3)**

**DAN 101 (2)**  
**DAN 102 (1)**  
**DAN 103 (2)**  
**DAN 112 or DAN 114 (2)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**MAT 136 (3)**  
**HIS 132 (3)**

**DAN 101 L (2)**  
**DAN 103 L (2)**  
**DAN 115 (1)**  
**DAN 212 or DAN 214 (2)**

Entrance into the BFA/Dance Program is by audition only.

## ■ Music

Bring your musical talent to Alabama State University and prepare for a career as a teacher or professional musician. Our undergraduate degree in music offers concentrations in Education and Performance. Your time at ASU starts with an audition and diagnostic exam that tell us about your ability and proficiency. It continues with a program of study that mixes traditional classes like music theory, history, and aural skills, with private voice or instrument lessons. And it is bolstered by opportunities to perform with our large ensembles like band and choir. Faculty, guest artists, and student recitals, along with the opportunity to attend local and regional performances, will enhance your musical experience.

In order to enhance the culture of learning in the First Year Experience, and to support the successful academic and social transition of new students into the Alabama State University community it is recommended that students follow the first year schedule below.

## **Instrumental**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 136 (3)**  
**MUP 099 (0)**  
**MUP 1XX (1)\***  
**MUS 130 (2)**  
**MUP 072 (1)**  
**MUP 071 (1)\*\***

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**MUP 099 (0)**  
**MUP 1XX (1)**  
**MUS 137 (1)**  
**MUS 131 (3)**  
**MUP 072 (1)**  
**MUS 122 (3)**  
**MUS 134 (1)**

\*Applicable applied instrument, select one from:

**MUP 131 - Applied Flute**  
**MUP 135 - Applied Clarinet**  
**MUP 139 - Applied Saxophone**  
**MUP 141 - Applied Trumpet**  
**MUP 143 - Applied Horn**  
**MUP 145 - Applied Trombone**  
**MUP 147 - Applied Euphonium**  
**MUP 149 - Applied Tuba**  
**MUP 150 - Applied Percussion**

\*\* Only if applicable. If Marching Band is not needed, then substitute for a General Education elective.

## **\*Vocal/Piano**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 136 (3)**  
**MUP 099 (0)**  
**MUP 1XX (1)\***  
**MUS 130 (2)**  
**MUP 060 (1)**  
**General Elective (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**MUP 099 (0)**  
**MUP 1XX (1)**  
**MUS 137 (1)**  
**MUS 131 (3)**  
**MUP 072 (1)**  
**MUS 122 (3)**  
**MUS 134 (1)**

\* Applicable applied instrument, select one from: **MUP 101 - Applied Piano** or **MUP 111 - Applied Voice**

## ■ Theatre

Live your life on stage and in front of a crowd as an actor or dancer. Be an integral part of how the theatre runs with a career in Set Design, Costume Design, Lighting/Sound Design, Directing, Make Up, or Stage Management. At Alabama State University, you can make it happen.

Choose your creative outlet with a degree concentration in Performance, Technical Theatre (Lighting/Sound design, Costume design & construction, Set design, Make up, and Stage Management), or as a Theatre Generalist. Gain valuable experience in one of the department's main stage productions, One Act Play Festival, and many other performance and design opportunities.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into the Alabama State University community, it is recommended that students follow the first year schedule below.

### **Freshman Semester One**

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MUS 121 or ART 131 (3)**

**HIS 131 (3)**

**THE 111 (3)**

**THE 227 (1)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**

**MAT 136 (3)**

**MUS 121 or ART 131 (3)**

**HIS 132 (3)**

**THE 328 (3)**

**THE 217 or THE 218 or**

**THE 222 or THE 226 (1)**

## College of Health Sciences

### ■ Health Information Management

Health Information Management (HIM) blends the sciences of medicine and information technology that focuses on healthcare applied statistics, information resources, legislative rules and quality to assure that the most up-to-date information is available to make informed decisions.

Health Information professionals are key advocates for protecting the privacy and confidentiality of patient information and serve as the critical link between physicians, patients and insurance companies by managing healthcare information in accordance with administrative, legal and ethical requirements. They are experts in the field of health records, patient information, quality assessment, reimbursement, health planning and medical research.

ASU's HIM program will equip the student with information needed to succeed in the Health Information Management arena. Each student will have a solid foundation with courses in biology, medical terminology, pathophysiology, healthcare financial management, informational systems/design, quality assessment and research methodology. Each student will explore the



world of healthcare and develop entry-level competencies in the field through year-long clinical affiliations in health information management departments within healthcare facilities.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### **Freshman Semester One**

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 or THE 111(3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**

**ECO 254 (3)**

**CIS 205 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**CMS 205 (3)**

### **■ Recreational Therapy**

Recreational therapists employ a comprehensive, holistic approach to preventative and rehabilitation services. Graduates are qualified to deliver treatment, education and recreation services to people with disabilities and other health conditions.

As recreational therapists, graduates work to eliminate barriers to wellness, improve client functioning and independence, and increase access to recreation resources, including adaptive devices and technology. While working as members of cross-disciplinary health care teams, graduates focus specifically on (1) conducting client assessments and (2) developing, implementing, documenting and evaluating individualized intervention/treatment plans.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into Alabama State University community it is recommended that students follow the first year schedule below.

### **Freshman Semester One**

**ORI 100 (1)**

**ENG 131/ENG 140 (3)**

**MAT 136 or MAT 137 (3)**

**HIS 131 (3)**

**BIO 127 (3)**

**BIOL 127 (1)**

**MUS 121 or ART 131 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**

**GEO 206 (3)**

**HIS 132 (3)**

**BIO 128 (3)**

**BIOL 128 (1)**

**CMS 200 or CMS 205 (3)**

## College of Science Mathematics and Technology

### ■ Department of Biological Sciences

Students seeking to become leaders in the fields of medicine, genetics, microbiology, teaching and research can start their journey in the Department of Biological Sciences at ASU. The Department of Biological Sciences offers a wide range of courses in biology, with concentrations in basic biology, microbiology, pre-health, and marine biology. We also offer an MS degree in biology and PhD in microbiology to train scientists for the future. The department is home to various outstanding faculty members who are recognized for their groundbreaking research.

In order to enhance the culture of learning in the first year experience and to support the successful academic and social transition of new students into Alabama State University community, it is recommended that students follow the below first year schedule.

#### **BIOLOGY (BASIC)**

##### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 137 (3) or MAT 165 (5)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**CHEM 141 (4)**  
**MUS 121 or ART 131 (3)**

##### **Freshman Semester Two**

**GEO 206 (3)**  
**ENG 132/ENG 141 (3)**  
**CSC 210 or CIS 205 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**CHEM 142 (4)**  
**HUMANITIES ELECTIVE**

#### **BIOLOGY (PRE-HEALTH)**

##### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 137 (3) or MAT 165 (5)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**CHEM 141 (4)**  
**MUS 121 or ART 131 (3)**

##### **Freshman Semester Two**

**MAT 165 or MAT 265 (5)**  
**ENG 132/ENG 141 (3)**  
**CHEM 142 (4)**  
**BIO 128 (3)**  
**BIOL 128 (1)**

## **BIOLOGY HONORS**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 140 (3)**  
**MAT 137 (3) or MAT 165 (5)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**CHEM 141 (4)**

### **Freshman Semester Two**

**MAT 165 (5) OR MAT 265 (4)**  
**ENG 141 (3)**  
**CSC 210 or CIS 205 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**CHEM 142 (4)**

## **BIOLOGY (MICROBIOLOGY)**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 137 (3) or MAT 165 (5)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**CHEM 141 (4)**  
**MUS 121 or ART 131 (3)**

### **Freshman Semester Two**

**MAT 165 (5) or MAT 265 (4)**  
**ENG 132/ENG 141 (3)**  
**CSC 210 or CIS 205 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**CHEM 142 (4)**

## **MARINE BIOLOGY**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 137 (3) or MAT 165 (5)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**CHEM 141 (4)**  
**MUS 121 or ART 131 (3)**

### **Freshman Semester Two**

**GEO 206 (3)**  
**ENG 132/ENG 141 (3)**  
**CSC 210 or CIS 205 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**CHEM 142 (4)**

## **■ Mathematics and Computer Science**

Students seeking to become a computer programmer, actuary, statistician or systems analyst with a degree from Alabama State University can start their journey in the Department of Mathematics and Computer Science. Students will major in undergraduate programs such as Mathematics and Computer Science. Students can become a computer programmer, actuary, statistician or systems analyst with a degree in mathematics or computer science from ASU.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into the Alabama State University community, it is recommended that students follow the first year schedule below.

## Mathematics

### Freshman Semester One

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 137 (3) or MAT 165 (5)**  
**HIS 131 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**MUS 121 or ART 131 (3)**

### Freshman Semester Two

**GEO 206 (3)**  
**ENG 132/ENG 141 (3)**  
**MAT 165 (5) or MAT 265 (4)**  
**HIS 132 (3)**  
**BIO 128 (3)**  
**BIOL 128 (1)**  
**CMS 200 or CMS 205 (3)**

## Computer Science

### Freshman Semester One

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 137 (3) or MAT 165 (5)**  
**HIS 131 (3)**  
**CSC 210 (3)**  
**MUS 121 or ART 131 (3)**

### Freshman Semester Two

**GEO 206 (3)**  
**ENG 132/ENG 141 (3)**  
**MAT 165 (5) or MAT 265 (4)**  
**HIS 132 (3)**  
**CSC 211 (4)**  
**CMS 200 or CMS 205 (3)**

## ■ Chemistry

Students seeking to explore the laws that govern everything from motion to electricity with a degree in Chemistry and Physics from Alabama State University can start their journey in the Department of Physical Sciences. ASU's Physical Science programs include coursework and lab experience with some of the region's best professors. The programs offer a host of research opportunities and industry seminars. Additionally, the Forensic Chemistry degree program at ASU endeavors to produce graduates who can apply current methodology for forensic examination of physical evidence using national standards of examination and abide by the code of ethics of the profession as proscribed by the American Academy of Forensic Science (AAFS). This undergraduate program has been designed to operate synergistically with the Master of Science in Forensic Science by providing a structured feeder mechanism for the graduate program.

In order to enhance the culture of learning in the First Year Experience and to support the successful academic and social transition of new students into the Alabama State University community, it is recommended that students follow the first year schedule below.

## **Chemistry (Pre-Health)**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 265 (4)**  
**HIS 131 (3)**  
**BIO 127 (3)**  
**BIOL 127 (1)**  
**MUS 121 or ART 131 or THE 111 (3)**      **CSC 210 (3)**

### **Freshman Semester Two**

**GEO 206 (3)**  
**ENG 132/ENG 141 (3)**  
**MAT 266 (4)**  
**HIS 132 (3)**  
**CHE 142 (3)**  
**CHEL 142 (1)**

## **Forensic Chemistry**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 265 (4)**  
**CHE 141 (4)**  
**BIO 127 (3)**  
**BIOL 127 (1)**

### **Freshman Semester Two**

**GEO 206 (3)**  
**ENG 132/ENG 141 (3)**  
**CHE 142 (4)**  
**CSC 210 (3)**  
**MAT 266 (4)**

## **Chemistry (B.S.)**

### **Freshman Semester One**

**ORI 100 (1)**  
**ENG 131/ENG 140 (3)**  
**MAT 265 (4)**  
**CHE 141 (4)**  
**HIS 131 (3)**  
**CMS 205 (3)**

### **Freshman Semester Two**

**ENG 132/ENG 141 (3)**  
**CHE 142 (4)**  
**MAT 266 (4)**  
**HIS 132 (3)**  
**MUS 121 (3)**



## ONLINE RESOURCES

### Hornet's Web

As an ASU student, you will find many of the activities necessary for registering for classes and conducting important student business can be completed online using Hornet's Web.

### What is Hornets Web?

Hornet's Web is the online, self-service, faculty and student portal which is a component of the PeopleSoft Student Information System. Access to Hornet's Web will allow you to...

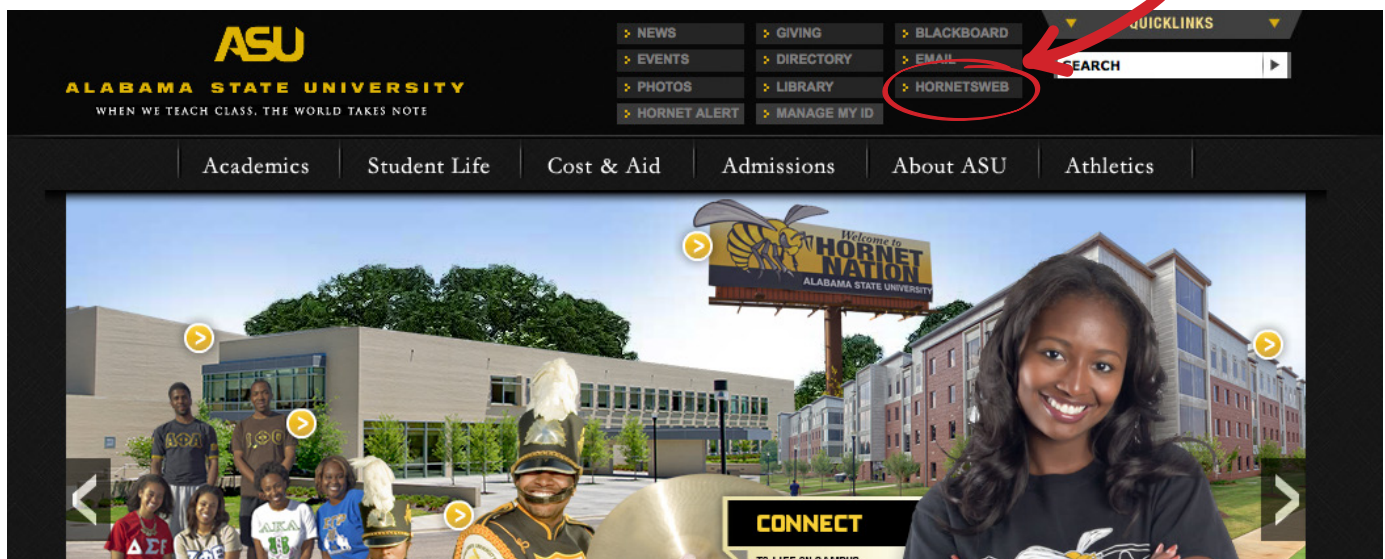
- Register for classes from any computer, anywhere, if you have Internet access
- Look up and print your schedule of classes
- Look up and print a copy of your transcript
- Change personal information like local addresses and telephone numbers
- Check bill balances and the status of your financial aid
- Request and pay for a transcript online
- Use a variety of other services online

**REMINDER: WEB REGISTRATION IS MANDATORY FOR ALL CURRENTLY ENROLLED STUDENTS.**

### How Do I Register on Hornet's Web?

**STEP 1:** Click on the HORNETSWEB tab located at the top of the ASU homepage

**STEP 2:** From the log-in page, sign in by entering your new User ID and Password. Your user ID is your nine-digit campus wide i.d. (CWID.)



**FOR CONTINUING STUDENTS ENROLLED BEFORE FALL 2010**, your User ID will be your old CWID with a leading zero. **EXAMPLE: CWID: 11055345; NEW USER ID: 011055345**. The new ID is nine digits.

Your password has been system generated and you will receive the following information in an email: “Welcome **NAME\_DISPLAY sample data** to Alabama State University. You have been assigned an Alabama State University (ASU) user identification number that will be yours throughout your ASU experience. **Your User ID number is: OPRID sample data**. The system has generated the following password to access your HoenetsWeb. **Your Password is: USRPRO\_PSWD sample data**. To get to your HornetsWeb home page click this link: <http://www.alasu.edu>. Once there click on the button to “HornetsWeb” and then sign in to the application using the above credentials.”

After your initial sign-in, you will be asked to change your password. You will be required to change your password every 180 days.

Passwords require the following...

- A minimum of eight (8) characters
- At least two (2) numbers
- At least one (1) special character

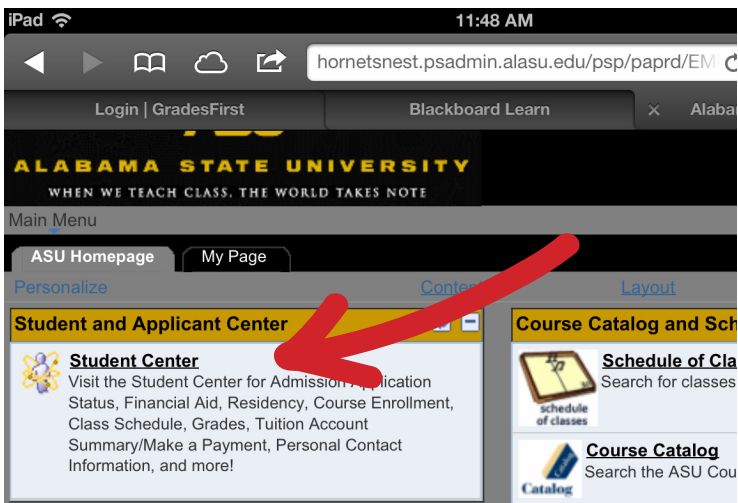
Note: The application will keep track of your last four (4) passwords and you cannot reuse them.

We also recommend that you immediately set up your password hint using the “My System Profile” link and then click the “Change or Set Up Forgotten Password Help.” Doing this will allow you to reset your password in the event you ever forget by clicking the link for “Forgot Your Password” from your Hornet’s Web homepage.

**STEP 3:** Once you have signed in to HORNETSWEB, click on **Student Center** located under the **Student and Application Center**.

**STEP 4:** Clicking on Student Center will bring you to your personal student record screen. On this screen you will select the **Enroll** link to begin your registration process.

**STEP 5:** The Enroll link will take you to a page where you must read and accept the terms outlined in the **“Enrollment Payment Agreement.”**





## ONLINE RESOURCES

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**STEP 6:** Once you have accepted the Enrollment Payment Agreement, then you will be allowed to continue with the process of selecting courses. You will be then be returned to a screen that allows you to add courses.

**STEP 7:** Follow the directions on the screen to search for and build your schedule of classes for the term. Note: If you were enrolled in the previous term, you will have to select the term before you can proceed with registration.

**STEP 8:** Adding a class is a three-step process:

**1. Select Class to Add** - In this step you will search, identify and add the desired course section to your schedule.

**2. Confirm Classes** - In this step you must confirm that the class that was added to the schedule is the correct course.

**3. View Results** - It is in this step that you will review and print your completed schedule.

**STEP 9:** Once you have reviewed and printed your schedule, you have now completed the process of selecting your classes.

**STEP 10:** After the selection of classes, it is your responsibility to complete registration by satisfying your financial obligations.

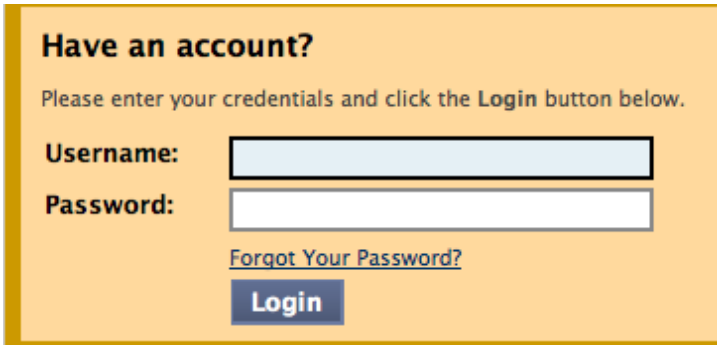
**NOTE: REGISTRATION IS NOT COMPLETE UNTIL FINANCIAL OBLIGATIONS ARE MET.** Financial arrangements (financial aid, cash, promissory note, etc.) must be made no later than the end of late registration. Failure to make necessary financial arrangements will result in your classes being dropped. You may use other functions of the system even if registration is not available.

**If you have questions concerning Hornet's Web,  
please call the Registrar's Office at 334-229-4643,  
4292, 4589, 4294, 4569 or 4506.**



# ASU Blackboard Student Reference Guide

Provided by: Huijun (Ivy) Kong



## Login

**URL:** Open a web browser and enter the following URL in the address field: <http://asuonline.alasu.edu>

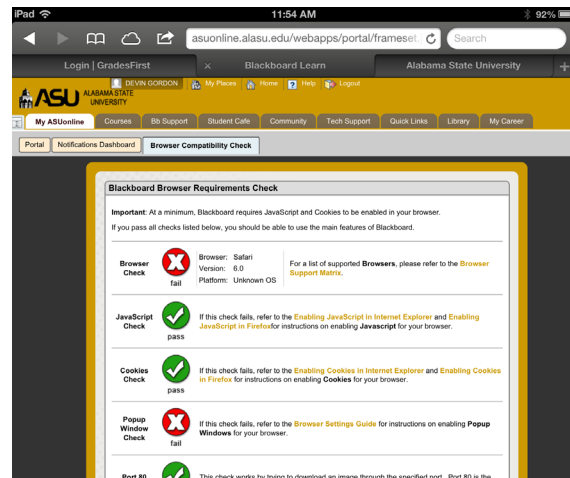
**Username:** first initial + last name + last four digits of CWID

**Password:** last six digits of CWID

**Note:** If you have a hyphen “-” in your last name, you must use it as part of the username. You don’t have to include any suffix such as “Jr”, “III” in your username.

## System Requirements

You can use either a computer or a compatible mobile device to access Blackboard. Your computer must have Internet access with Java 2 Runtime Environment installed. Only certain browsers are accepted. Browser Compatibility Check is a convenient tool designed to help you determine if your computer is compatible with Blackboard. Once you logon to Blackboard, you can click on “Browser Compatibility Check” link under My ASUOnline.



You are strongly encouraged to run this tool every time you use Blackboard on a new computer. If there are any problems, you can follow the instructions on the page to fix them computer. Blackboard Mobile Learn is the application you can use on Apple iOS or Android devices.

## Updating Personal Information

It is important that you verify and update your email address in Blackboard. Your instructors might send out notifications or emails directly from Blackboard. You can also retrieve your lost password via email.

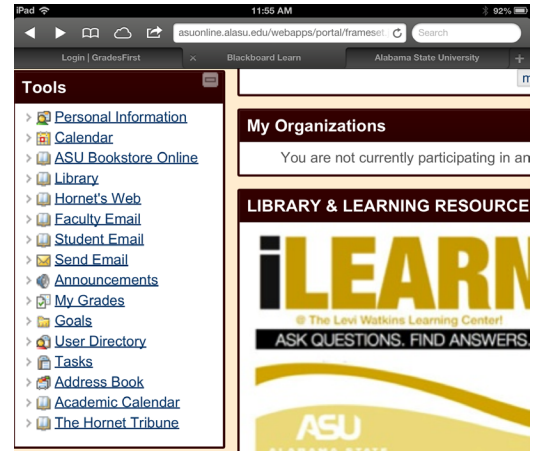


# ONLINE RESOURCES

To change your personal information or password:

1. **Login to Blackboard**
2. **Click on “Personal Information” from the toolbox on the left**
3. **Click on “Edit Personal Information”**
4. **Verify and edit your email address and hit the “Submit” button.**

**NEVER GIVE OUT YOUR BLACKBOARD PASSWORD!**

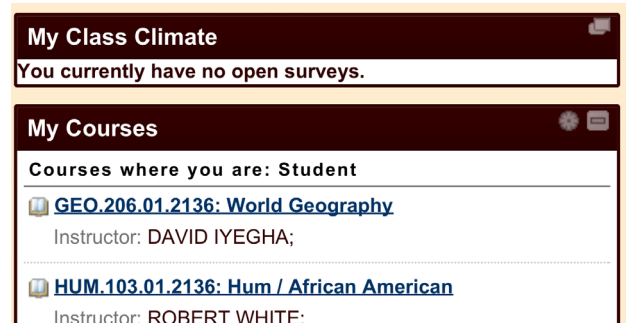


## Customize Your Portal

You can personalize your portal by clicking on the Personalize Page button on the upper right corner. There are a few modules listed on your portal page. You can minimize a module by clicking on “-” from the upper right corner. My Courses is the most frequently used. If you want to hide courses from previous semester, you can click on the little \* icon located on the upper right corner of the module to edit it.

## Your Courses on Blackboard

You can see the list of courses you have enrolled in from “My Courses” module under either the portal page or “Courses tab.” Blackboard data is periodically synchronized with the data from PeopleSoft. If you have enrolled in a new course or dropped an existing course in PeopleSoft, please wait for one to two business days to see the change on Blackboard.



By default, we display the course id, course name, instructor name, and announcements for you. You can access the course by clicking on the hyperlinked course name.

## In Your Course

Once in your course, you will work with the navigation menus to the left of the screen to access the materials that your instructor posted.

For example, you can view the **Syllabus**, read the posted **Course Documents**, or check **Your Grades**.

You can also access other tools such as **Wimba Classroom**, **Wiki**, **Campus Pack** and others via **Tools** page.

You can click on the little “<” to hide the menus or “>” to unhide them.



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## Submitting an Assignment

Assignments are usually located in the **“assignments”** menu.

You can either click on the **“assignments”** name link or **“View/Complete”** link to enter the submission page. On the submission page, you can enter detailed information in the submission text area or attach a file. You must hit the “submit” button to complete the submission process.

## Using Tools in Blackboard

Blackboard offers various tools and building blocks. Most of these tools are accessible through the Tools page. You can access the Tools page by clicking on Tools from the navigation menu. Once on the tools page, you can click on a tool name to access it. We have support documents posted under Tech Support tab for certain popular tools such as Wimba Classroom, SafeAssign, Campus Pack, and etc.

### Technical Support

If you have difficulty with Blackboard, you can contact us by phone, by email or through a help support ticket.

**Phone:** 334-229-8430

**Email:** [blackboard@alasu.edu](mailto:blackboard@alasu.edu)

**Ticketing System:** <http://webhelpdesk.com/cgi-bin/WebObjects/HostedHelpdesk.woa/wa?id=470>

**Support Website:** Tech Support tab within Blackboard or University Website <http://www.alasu.edu/faculty--staff/mis/academic-computing-/blackboard-91/index.aspx>



### Blackboard: Frequently Asked Questions

**Q:** I forgot my password. How can I retrieve it without calling or emailing you?

**A:** If you have your email address verified in Blackboard, you can click on the “Forgot Your Password?” link under the login box on the Blackboard website.

**Q:** I can see my courses in PeopleSoft but not in Blackboard. What should I do?

**A:** Please first make sure you are using the correct username. Any changes made to your course enrollment in PeopleSoft will take effect in Blackboard within one to two business days. So please wait before calling us up.

**Q:** I accidentally hid the navigation menu. How can I restore it?

**A:** You need to click on the “>” at the left side of the page to unhide the menu.

**Q:** How do I know if there is a scheduled outage for Blackboard in advance?

**A:** We will post any maintenance schedule under the login box in System Announcement area. Please pay attention to it, especially when the text is in red.

**Q:** What should I do before taking a test in Blackboard?

**A:** First, please make sure your computer is compatible with Blackboard requirements by clicking on “Browser Compatibility Check” under My ASUOnline tab. Then, you need to make sure your machine is reliable and your internet connection is stable. Please avoid using a wireless connection to take a test in Blackboard. Finally, please try to reboot your computer before the test to close down unnecessary processes.

**Q:** What should I do if my computer crashes or loses Internet connection during a test in Blackboard?

**A:** Please try to log back to Blackboard and click on the test link as soon as your computer or Internet is back up. If you can’t access it, try deleting the cookie in your browser. Your timer continues to run while you are blocked out of the test, so you need to do this as soon as possible. If you cannot return to the test after trying the steps above, you need to contact your instructor immediately, tell him or her about your situation, and ask him or her to clear your attempt so that you can go back to the test.

**Q:** How do I enroll myself into an organization in Blackboard?

**A:** Most organizations are open to enrollment in Blackboard. There is an instruction posted on the Tech Support tab. You can follow the instruction to enroll yourself into an organization.





**Q:** What does “100% matching for SafeAssignment report” mean?

**A:** 100% matching means that another article or essay identical to yours already exists in the database. The higher the matching percentage, the worse the plagiarism. Your instructor can print out a report with all identified problems found in your article from SafeAssign administration panel.

**Q:** What is Student Café?

**A:** Student Café is used to post important documents for students. You can check it out periodically to see if there is any new document posted.

**Q:** How do I read my grades?

**A:** You can see your grades for a course via course Tools – My Grades. You should be able to see all the columns and grades for your course. A green exclamation mark means your attempt has not been graded yet. A “-” means that you have not submitted anything. You can click on the grade to see if there is any feedback from your instructor.



## Offices at a Glance

**Academic Advisement and Support Services**, located in the John Garrick Hardy Center, provides advisement and placement services for all first-time and transfer students. It also offers transient information to students who desire to enroll at an institution close to home during the summer. The Academic Advisement Center gives students continuous, centralized academic advising that serves to guide them through University College's curriculum in preparation for successful transfer of records to a degree-granting college. ■ **334-229-4149**

**Admissions And Recruitment Office**, located in the John Garrick Hardy Center, provides services which include the following: bus tours, scholarship information, recruitment, admission, and direct mail marketing programs. ■ **334-229-4291**

**Cashier Office**, located in the John Garrick Hardy Center, handles all receipts for the University, distributes refund checks, disburses outside loans, cashes money orders for students, and collects and disperses 20-hour and college work study checks. ■ **334-229-4197**

**Counseling Center**, located in the John Garrick Hardy Center, offers a variety of programs for ASU students that foster social and/or cultural events beyond the classroom setting. They include the following: Commuter Student Services, Group/ Individual Workshops, and ADA services. The center also provides a variety of sessions that focus on social problems, vocational/career interests, anger management, and personal concerns. ■ **334-229-4382**

**Financial Aid Office**, located in the John Garrick Hardy Center, provides assistance to those students who without such assistance would not be able to attend Alabama State University. All students must complete and submit a FAFSA application to be eligible to receive financial aid. ■ **334-229-4323**

**Health Center**, located on the basement level of Simpson Hall, provides quality primary care for currently enrolled university students. All visits are kept strictly confidential and no one has access to your health record without written permission. Other available services include the following: Outpatient Clinic, Laboratory and X-Ray Services, Allergy Clinic, Referral Services, Pregnancy Tests, Non-Emergency Taxi Transport Service, Exercise and Weight Room, After-Hours Emergency Room Service (for emergencies only) and Health Related Counseling Services. ■ **334-229-4436**

**Housing And Residential Life**, located in the John Garrick Hardy Center, is an integral part of the total university experience. The community environment, fostered by campus living, enables a student to develop a degree of independence, interdependence, and self-reliance, which directly influences social development and enhancement of the total educational experience. Please note: Admission to Alabama State University does not automatically reserve or guarantee on-campus housing. To secure housing, the following steps must be taken: completed application, \$100 non-refundable room deposit, and a one-time property damage fee. ■ **334-229-4357**

**Levi Watkins Learning Center (Library)**, located in the Levi Watkins Learning Center, offers students access to an abundance of knowledge, information, and a wide variety of primary and secondary sources. Student navigation of library materials is supported by

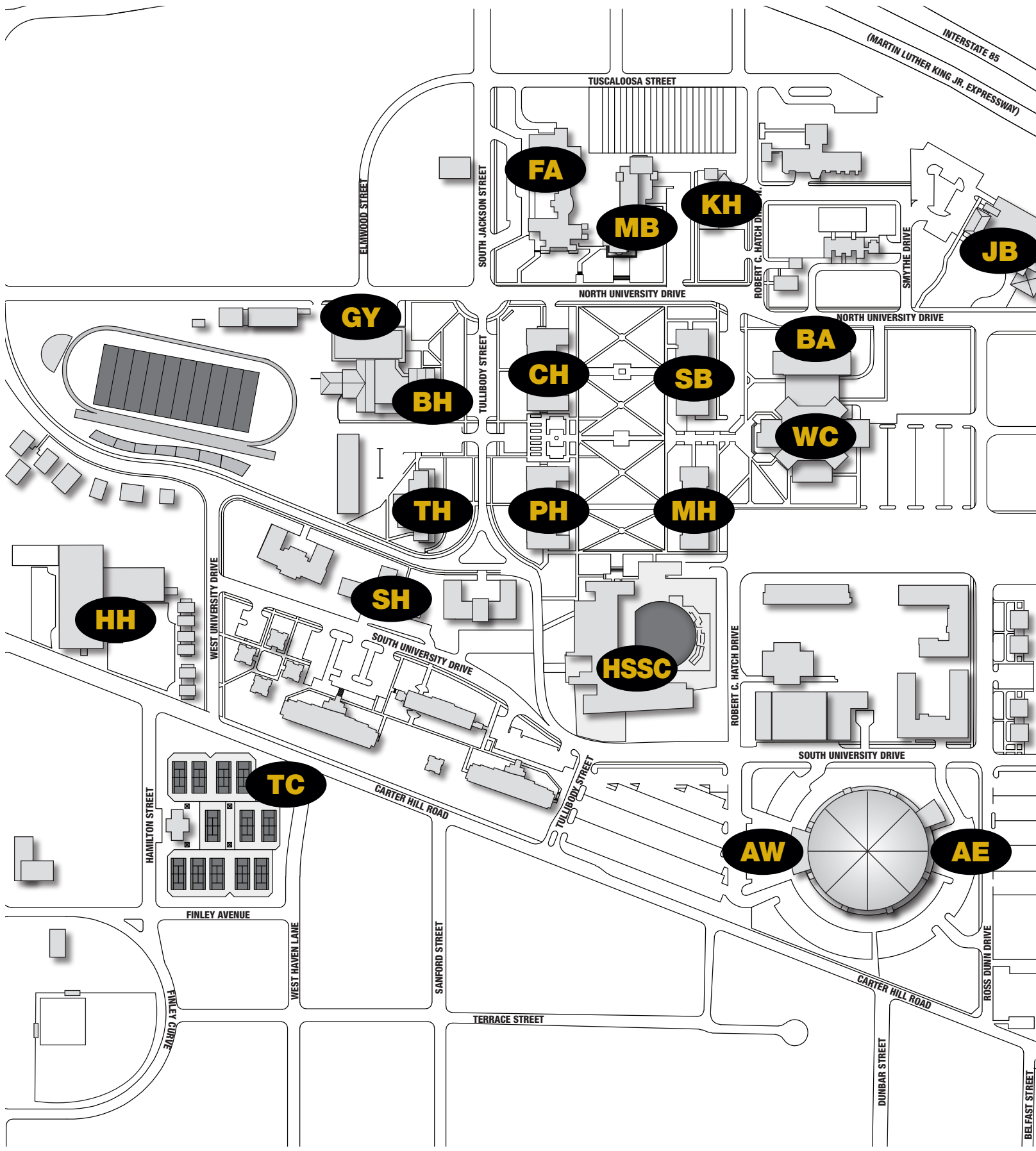


the circulation desk, reference desk, and the special collections department. Also, through the use of computers, students are able to view and print Internet documents and type and print papers. ■ **334-229-4106.**

**Office Of Student Affairs**, located in McGehee Hall (MH) 108, implements for the students a wealth of activities not accessible through classroom instruction. One of the main emphases is student safety. Also, if it becomes necessary for a student to file a grievance, this office will assist with the appropriate steps. ■ **334-229-4241.**

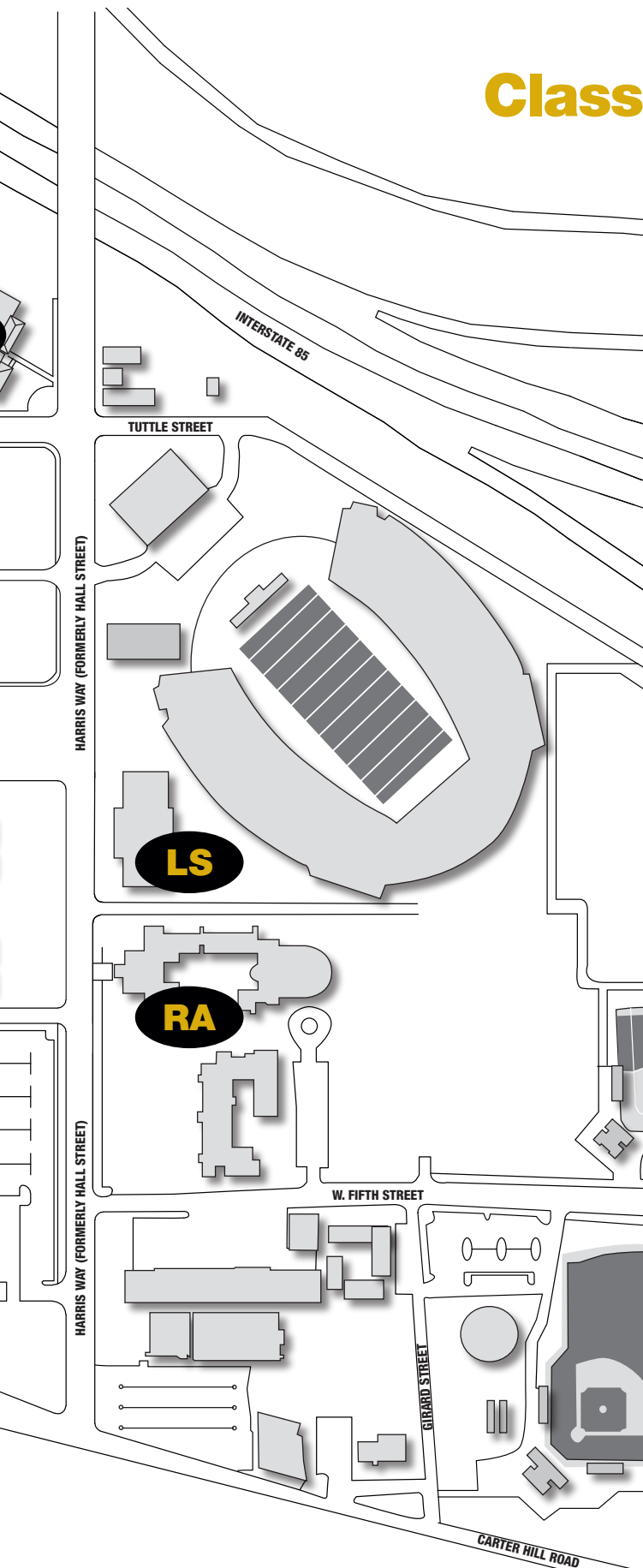
**Registrar's Office**, located in the John Garrick Hardy Center, assists students with transcript services, registration, enrollment, and degree verification; processes transient/cross enrollment forms; and houses a Veteran Affairs Representative to help students with VA benefits. ■ **334-229-4643.**

**Student Accounts**, located in the John Garrick Hardy Center, manages students' billing and/or account information and is responsible for interpretation/explanation of fiscal policies regarding the University. ■ **334-229-4618.**





# Classroom Building Legend



- AE** Acadome-East
- AW** Acadome-West
- BA** Business Administration (COBA)
- BH** John W. Beverly Hall
- CH** William Harper Council Hall
- FA** Tullibody Fine Arts Center
- GY** George H. Lockhart Gym
- HSSC** John Garrick Hardy Student Services Center
- HH** Hatch Hall (Forensic Sciences)
- JB** John L. Buskey Health Sciences Center (JLBHSC)
- KH** Kilby Hall
- LS** Life Sciences
- MB** Tullibody Music Hall
- MH** Edward G. McGhee Hall
- PH** Patterson Hall
- RA** Ralph D. Abernathy Hall
- SB** Harper Council Trenholm Hall (Science Building)
- SH** Wilease Simpson Hall
- TC** Olean B. Underwood Tennis Center
- TH** George Washington Trenholm Hall
- WC** Levi Watkins Learning Center (Library)

# Quick References

Academic Affairs	<b>4231</b>
Accounts Receivable	<b>4476</b>
Admissions	<b>4291</b>
Advisement Center	<b>4302</b>
Bookstore	<b>4143</b>
Career Services	<b>4156</b>
Cashier	<b>4197</b>
Counseling Center	<b>4382</b>
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Deans	
Business Administration	<b>4124</b>
Education	<b>4250</b>
Health Sciences	<b>4707</b>
Liberal Arts and Social Sciences	<b>4316</b>
University College	<b>4639</b>
Visual and Performing Arts	<b>6755</b>
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Department of English and Humanities	<b>4332</b>
Department of Mathematics, Science and Technology	<b>4460</b>
Financial Aid	<b>4323</b>
Health Center	<b>4436</b>
Housing and Residential Life	<b>4357</b>
Library (Levi Watkins Learning Center)	<b>6733</b>
Police and Campus Security	<b>4400</b>
The President's Office	<b>4200</b>
Records and Registration	<b>4643</b>
Student Affairs	<b>4241</b>
Testing Center	<b>4384</b>
Vice President for Student Affairs	<b>4241</b>
Vice President for Academic Affairs	<b>4231</b>







ALABAMA STATE UNIVERSITY

# HORNET NATION

ALABAMA STATE UNIVERSITY