

University Calendar 2010-11

2010							Fall 2010							2011						
May							August	19	Residence halls open—8:00 a.m.											
S	M	T	W	R	F	S		23	Classes begin; Late registration and drop/add begins											
						1		26	Last day to drop first-half block courses											
2	3	4	5	6	7	8		27	Last day to add first-half block courses											
9	10	11	12	13	14	15	September	27	Tuition/Fees due, strictly enforced (see page 23)	January	S	M	T	W	R	F	S			
16	17	18	19	20	21	22		1	Last day to drop or change sections in semester courses - strictly enforced								1			
23	24	25	26	27	28	29		3	Last day to add, late register or change grading options in semester courses; last day to make changes to health insurance selection	2	3	4	5	6	7	8				
30	31								6	Labor Day (offices closed, classes excused)	9	10	11	12	13	14	15			
June							October	6	Last day to withdraw from first-half block courses	16	17	18	19	20	21	22				
			1	2	3	4	5		15	Midsemester	23	24	25	26	27	28	29			
6	7	8	9	10	11	12		20	Midterm grades must be submitted online by noon	30	31									
13	14	15	16	17	18	19		21	Last day to drop second-half block courses	February										
20	21	22	23	24	25	26		22	Last day to add second-half block courses											
27	28	29	30					25-29	Advising week for spring 2011	1	2	3	4	5						
July							November	29	Last day to withdraw from individual semester courses	6	7	8	9	10	11	12				
				1	2	3		1	Registration for spring 2011 begins	13	14	15	16	17	18	19				
4	5	6	7	8	9	10		12	Last day to withdraw from second-half block courses	20	21	22	23	24	25	26				
11	12	13	14	15	16	17		23	Last day to withdraw from the university for fall 2010	27	28									
18	19	20	21	22	23	24	December	24-26	Thanksgiving holiday (classes excused)	March										
25	26	27	28	29	30	31		3	Last day of classes	6	7	8	9	10	11	12				
August								6-10	Finals Week	13	14	15	16	17	18	19				
1	2	3	4	5	6	7		10	Residence halls close—8:00 p.m.	20	21	22	23	24	25	26				
8	9	10	11	12	13	14	Spring 2011	16	Final grades must be submitted online by noon	27	28	29	30	31						
15	16	17	18	19	20	21	January	7	Residence halls open - 8:00 a.m.	April										
22	23	24	25	26	27	28		10	Classes begin; late registration and drop/add begin											
29	30	31							13	Last day to drop for first-half block courses	3	4	5	6	7	8	9			
September								14	Tuition/Fees due, strictly enforced (see page 23)	10	11	12	13	14	15	16				
			1	2	3	4		17	Last day to add first-half block courses	17	18	19	20	21	22	23				
5	6	7	8	9	10	11		17	Martin Luther King Jr./Wyoming Equality Day (offices closed, classes excused)	24	25	26	27	28	29	30				
12	13	14	15	16	17	18		20	Last day to drop or change sections in semester courses (strictly enforced)	May										
19	20	21	22	23	24	25		24	Last day add, late register, or change grading options in semester courses; last day to make changes to health insurance selection	1	2	3	4	5	6	7				
26	27	28	29	30					1	Registration for Summer 2011 main campus courses begins	8	9	10	11	12	13	14			
October							February	1	Last day to withdraw from first-half block courses	15	16	17	18	19	20	21				
					1	2		8	Midsemester	22	23	24	25	26	27	28				
3	4	5	6	7	8	9	March	4	Midsemester	29	30	31								
10	11	12	13	14	15	16		9	Midterm grades must be submitted online by noon	June										
17	18	19	20	21	22	23		10	Last day to drop second-half block courses											
24	25	26	27	28	29	30		11	Last day to add second-half block courses	5	6	7	8	9	10	11				
31									14-18	Spring break	12	13	14	15	16	17	18			
November								21-25	Advising week for fall 2011	19	20	21	22	23	24	25				
			1	2	3	4		25	Last day to withdraw from individual courses	26	27	28	29	30						
7	8	9	10	11	12	13		28	Registration for fall 2011 begins	July										
14	15	16	17	18	19	20	April	15	Last day to withdraw from second-half block courses											
21	22	23	24	25	26	27		21	Last day to withdraw from the university for spring 2011	3	4	5	6	7	8	9				
28	29	30							22-24	Easter Break (classes excused)	10	11	12	13	14	15	16			
December								29	Last day of classes	17	18	19	20	21	22	23				
			1	2	3	4	May	2-6	Finals Week	24	25	26	27	28	29	30				
5	6	7	8	9	10	11		6	Residence halls close—6:00 p.m.	31										
12	13	14	15	16	17	18		7	Commencement	August										
19	20	21	22	23	24	25	Notes:	12	Final grades must be submitted online by noon											
26	27	28	29	30	31		(1)			1	2	3	4	5	6					
							(2)			7	8	9	10	11	12	13				
										14	15	16	17	18	19	20				
										21	22	23	24	25	26	27				
										28	29	30	31							

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Catalogs Available

University Catalog—Available online at www.uwyo.edu/registrar/bulletin

Law School Bulletin—College of Law, Dept. 3035—(307) 766-6416

Summer Bulletin—Office of the Registrar, Dept. 3964—(307) 766-5272

(All addresses: 1000 E. University Avenue, Laramie, WY 82071)

University of Wyoming World-Wide Web address: www.uwyo.edu

The University of Wyoming is built upon a strong foundation of integrity, respect and trust. All members of the university community have a responsibility to be honest and the right to expect honesty from others. Any form of academic dishonesty is unacceptable to our community and will not be tolerated.

The University of Wyoming is an affirmative action/equal opportunity employer and institution and does not discriminate on the basis of race, sex, creed, color, age, national origin, individual handicap, or veteran status in any aspect of employment or services. The institution's educational programs, activities, and services offered to students and/or employees are administered on a nondiscriminatory basis subject to the provisions of all civil rights laws and statutes. Evidence of practices that are not consistent with this policy should be reported to the Employment Practices Officer, 766-3459.

Administration

The Trustees of the University of Wyoming

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Jim D. Nieman	Vice President
Warren A. Lauer	Secretary
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*New Officers to be elected May 2010

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<i>Term</i>		<i>Year</i>
<i>Appointed</i>		<i>Expires</i>
1999	Taylor H. Haynes, M.D., Cheyenne	2011
2001	Jim D. Nieman, Hulett	2013
2002	James Trosper, Fort Washakie	2013
2003	Richard M. "Dick" Davis, Sheridan	2015
2003	Howard Willson, M.D., Thermopolis	2015
2005	C.H. "Chuck" Brown, Wheatland	2011
2005	Warren A. Lauer, Laramie	2011
2005	David F. "Dave" Palmerlee, Buffalo	2011
2007	David J. Bostrom, Worland	2013
2007	Betty Fear, Big Piney	2015
2007	Ann M. Rochelle, Casper	2013
2009	Bradford S. Mead, Jackson	2015

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Dave Freudenthal, Governor of Wyoming	Ex Officio
Jim McBride, State Superintendent of Public Instruction	Ex Officio
Tom Buchanan, President of the University of Wyoming	Ex Officio
Cameron Nazminia, President of the Associated Students of the University of Wyoming	Ex Officio

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 W. Reed Scull Associate Dean/Division Head,
 Outreach Credit Programs

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Janet Bass Torrington
Amy McClure Riverton, Jackson
Beverly Bell.....Powell, Cody
VacantGillette, Sheridan
Troy ArchuletaRock Springs, Rawlins

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Susan B. MoldenhauerDirector, Art Museum

For a complete list of all faculty and staff and their contact information, please see the *UW Campus Directory* or the UW Web site at www.unyo.edu.

Mission Statement

The University of Wyoming aspires to be one of the nation's finest public land-grant research universities, dedicated to serving as a statewide resource for accessible and affordable higher education of the highest quality; rigorous scholarship; technology transfer; economic and community development; and responsible stewardship of our cultural, historical, and natural resources.

In the exercise of our primary mission to promote learning, we seek to provide academic and co-curricular opportunities that will:

- Expose students to the frontiers of scholarship and creative activity and the complexities of an interdependent world;
- Ensure individual interactions among students, faculty, and staff;

- Nurture an environment that values and manifests diversity, free expression, academic freedom, personal integrity, and mutual respect; and
- Promote opportunities for personal growth, physical health, athletic competition, and leadership development for all members of the university community.

As Wyoming's only university, we are committed to outreach and service that extend our human talent and technological capacity to serve the people in our communities, our state, the nation, and the world.

The primary vehicles for identifying the specific actions and resource allocations needed to accomplish this complex mission are the university's strategic plans, revised periodically.

Statement on Discrimination and Harassment

A campus environment characterized by diversity, free inquiry, free expression, and balanced by interpersonal civility has always been, and continues to be, a top priority of the University of Wyoming. Civil discourse is an essential aspect of the search for and transmission of knowledge. Words and actions that promote and encourage self-worth, respect, and dignity are consistent with the university's mission. Conversely, words or actions that reflect prejudice, stereotypes and discrimination are antithetical to the mission of the university and can not be countenanced. Specifically, racist and other discriminatory or harassing conduct based on happenstance of birth, including, but not

limited to gender, color, disability, sexual orientation, religious preference, national origin, ancestry, or age impair and disrupt legitimate university functions. Every effort, within the context and protection of First Amendment rights, will be expended to eliminate such conduct from the campus community. Teaching our students to live productively in a multicultural/multiethnic society is a process that must take place within a constructive and harmonious multicultural/ethnic environment here at the University of Wyoming. It is the obligation of the faculty, staff, students, and the administration of the University of Wyoming to provide this environment.

University Communication Statement

The University of Wyoming assigned email account shall be one of the official means of communication with all students, faculty, and staff. All community members are responsible for all information sent to them via their University assigned email account. Members who choose to manually forward mail from their University email accounts are responsible for ensuring that all information, including attachments, is transmitted in its entirety to the preferred account.

All faculty, staff, and students are required to maintain an @uwo.edu computer account. This account provides both an online identification key and a University official email address. The University sends much of its correspondence solely through email. This includes,

but is not limited to, policy announcements, emergency notices, meeting and event notifications, course syllabi and requirements, and correspondence between faculty, staff, and students. Such correspondence is mailed only to the University official email address.

Faculty, staff, and students are expected to check their email on a frequent and consistent basis in order to stay current with University-related communications.

Faculty, staff, and students have the responsibility to recognize that certain communications may be time-critical.

University Accreditation/Membership

The University of Wyoming, and all UW academic programs are accredited by The Higher Learning Commission, a commission of the North Central Association of Colleges and Schools Commission on Institutions of Higher Education, 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456 or (800) 621-7440.

In addition, many individual academic programs are either approved, accredited or hold membership as indicated below.

Recognized or accredited by:

- Accreditation Board for Engineering and Technology
- Accreditation Council for Graduate Medical Education
- Accreditation Council for Pharmacy Education
- American Association of Museums
- American Association of Vet Lab Diagnosticians
- American Bar Association
- American Chemical Society
- American Dental Association
- American Psychological Association
- Association of American Law Schools
- Association to Advance Collegiate Schools of Business - International
- Commission on Accreditation for Dietetics Education
- Commission on Accreditation of Athletic Training Education
- Commission on Collegiate Nursing Education
- Computer Science Accreditation Commission (a participating body of ABET)
- Council for Accreditation of Counseling and Related Educational Programs
- Council on Academic Accreditation in Audiology and Speech Language Pathology
- Council on Social Work Education
- National Association of Schools of Music
- National Council for Accreditation of Teacher Education
- Newberry Consortium for American Indian Studies
- Society for Range Management
- Wyoming Professional Teaching Standards Board

Holds membership in:

- American Association of Colleges of Teacher Education
- American Association of University Women
- American Council on Education
- American Society for Engineering Education
- Association for the Advancement of International Education
- Association of Academic Survey Research Organizations
- Association of American Colleges and Universities
- Council for the Advancement and Support of Education
- Council of Academic Deans from Research Education Institutions
- Council of Colleges of Arts and Sciences
- Council of Graduate Schools
- Justice Research and Statistics Association
- National Association of State Universities and Land Grant Colleges
- National Network for Educational Renewal
- University Continuing Education Association
- Western Cooperative for Educational Technology
- Western Interstate Commission for Higher Education

Institution Articulation Agreements:

- NOLS - National Outdoor Leadership School
- Pikes Peak Community College, Colorado Community College Commission
- Teton Science School
- Wyoming Community Colleges

Memberships are also held in various discipline-related organizations. For more information, contact the appropriate department.

For information regarding accreditation/membership, contact the Office of Academic Affairs.

The University of Wyoming is a member of, and active participant in, the National Commission on Accrediting, an organization which endeavors to coordinate all accrediting activities.

Assessment of Student Learning at the University of Wyoming

The University of Wyoming is committed to providing students with high quality academic programs and services. As a result, UW is actively engaged in several processes to assess student learning with the ultimate goal of continuous improvement. A university wide assessment plan and individual department plans are in various stages of implementation. The purpose of these plans is to identify and articulate student learning outcomes – the skills, abilities, and knowledge that students are expected to acquire by the completion of their programs – and the means by which these outcomes would be measured. Learning is assessed at the university, college and departmental levels. Current

assessment activities include, but are not limited to, surveys, interviews, portfolios, exams and senior capstone projects. In order for UW's assessment efforts to be successful, students must become engaged in the process. As such, students are expected and/or required to complete various assessments as determined by the university or department prior to the awarding of degrees.

For more information regarding the student learning outcomes for a particular program of study, see the section on College and Division Programs. For further information about the University of Wyoming's assessment of student learning efforts, see the Assessment of Student Learning Web page at www.uwyo.edu/assessment.

FERPA

Family Educational Rights and Privacy Act (PL-380)

General Statement

The University of Wyoming has the responsibility for effectively supervising any access to and/or release of official data/information related to the educational records of its students. Certain items of information about individual students are fundamental to the educational process and must be recorded. This recorded information concerning students must be used only for clearly-defined purposes, must be safeguarded and controlled to avoid violations of personal privacy, and must be appropriately disposed of when the justification for its collection and retention no longer exists.

In this regard, the university is committed to protecting, to the maximum extent possible, the right of privacy of all individuals about whom it holds information, records, and files. Access to, and release of, such records is restricted to the student concerned, to parents of dependent students, to others with the student's written consent, to officials within the university, to a court of competent jurisdiction, and otherwise pursuant to law.

Access

All official information collected and maintained in the university identifiable with an individual student will be made available for inspection and review at the written request of that student subject to certain exceptions.

For purposes of access to records at the University of Wyoming, students enrolled (or formerly enrolled) for academic credit or audit at the university shall have access to official records concerning themselves.

A request for general access to all official records, files, and data maintained by the university must be made in writing to the registrar or to other person(s) as designated by the university officer in charge of the unit maintaining records. A request for access to official data maintained in a particular office may be made to the administrative head of the office.

When students (or former students) appear at a given office and request access to the university record about themselves:

1. The student must provide proper identification verifying that he or she is the person whose record is being accessed.
2. The designated staff person(s) must supervise the review of the contents of the record with the student.
3. Inspection and review shall be permitted within a period not to exceed 45 days from the date of the student's request.
4. Students will be free to make notes concerning the contents, but no material will be removed from the record at the time.

Recordkeeping personnel and members of the faculty and staff with administrative assignment may have access to records and files for internal educational purposes as well as for routine necessary clerical, administrative, and statistical purposes as required by the duties of their jobs. The name and position of the official responsible for the maintenance of each type of educational record may be obtained from the registrar of the university.

Any other access allowed by law must be recorded showing the legitimate educational or other purpose and the signature of the person gaining access. The student concerned shall be entitled to review this information.

Release of Information

No personally identifiable information shall be disclosed to any individual (including parents, spouse, or other students) or organization except as follows:

1. Disclosure is authorized in writing by the student.
2. Disclosure is to university officers or employees who need to know so as to accomplish legitimate university purposes related to their functions.
3. Disclosure is to a governmental agency, educational organization, parent of a dependent student, or other entity as described by federal regulations or otherwise required by state or federal law. Custodians of records should obtain interpretations whenever third parties request personally identifiable information.
4. When disclosure of any personally identifiable data/information from university records about a student is demanded pursuant to court order or lawfully issued subpoena, the staff member receiving such order shall, if possible, immediately notify the student concerned in writing prior to compliance with such order or subpoena. (NOTE: In fulfillment of its responsibilities to monitor certain state benefit and entitlement programs, the Wyoming state auditor may issue to the university from time to time an administrative subpoena for a listing of currently enrolled full-time students, the students' social security numbers, and information relating to the nature and amount of any educational financial aid being received by such students. Upon being served with such a subpoena, the university will provide the information requested without further notice.)
5. Data/information from university records about students will be released for approved research purposes only if the identity of the student involved is fully protected, or if the research is related to official university business and not publicly disseminated.
6. Information from university records may be released to appropriate persons in connection with an emergency if the knowledge of such information is necessary to protect the health or safety of a student or other persons.

The university officer responsible for the records from which information is released shall maintain with the student's record a listing of disclosures of personally identifiable information, except disclosures in accordance with items 1 and 2 above for which no record need be kept. The listing shall identify the parties who requested or obtained information and the legitimate interests these parties had in making the request.

Public or Directory Information

The following items are considered public data/information and may be disclosed by the university in response to inquiries concerning individual students, whether the inquiries are in person, in writing, or over the telephone:

1. Name;
2. Affirmation of whether currently enrolled;
3. Campus location.

Unless students have officially filed a written request with the university registrar within ten working days after the first day of classes for a semester that disclosure not be made without their written permission, the following items, in addition to those above, are considered public/directory information; may be included in appropriate university/campus directories and publications; and may be disclosed by designated staff members in response to inquiries concerning individual students, whether the inquiries are in person, in writing, or over the telephone:

1. School, college, department, major, or division;
2. Dates of enrollment;
3. Degrees received;
4. Honors received;
5. Local address and phone number;
6. Home address (permanent);
7. Email address;
8. Participation in officially recognized activities and sports;
9. Weight and height of members of athletic teams;
10. Full-time or part-time enrollment.

Letters of Appraisal/Recommendation

Candid appraisals and evaluations of performance and potential are an essential part of the educational process. Clearly, the providing of such information to prospective employers, to other educational institutions, or to other legitimately concerned outside individuals and agencies is necessary and in the interest of the particular student.

Data/information which was part of university records prior to January 1, 1975 and which was collected and maintained as confidential information will not be disclosed to students. Should a student desire access to a confidential letter of appraisal received prior to January 1, 1975, the student shall be advised to have the writer of that appraisal notify, in writing, the concerned records custodian of the decision as to whether or not the writer is willing to have the appraisal made available for the student's review. Unless a written response is received approving a change of status in the letter, the treatment of the letter as a confidential document shall continue.

Documents of appraisal relating to students and collected by the university or any department or office of the university on or after January 1, 1975, will be maintained confidentially only if a waiver of the right of access has been executed by the student. In the absence of such a waiver, all such documents will be available for the student's inspection and review.

If a student files a written waiver with the department or office concerned, letters of appraisal received pursuant to that waiver will be maintained confidentially. Forms will be available for this purpose.

Challenges to the Record

All students shall have the opportunity to challenge any item in their file which they consider to be inaccurate, misleading, or otherwise inappropriate. A student shall initiate a challenge by submitting a request in writing for the deletion or correction of the particular item. The request shall be made to the custodian of the particular record in question.

If the custodian and the student involved are unable to resolve the matter to the satisfaction of both parties, the written request for deletion or correction shall be submitted by the student to such person as designated by the president of the university who shall serve as the hearing officer. The student shall be given the opportunity for a hearing at which the student may present oral or written justification for the request for deletion or correction. The hearing officer may obtain such other information as he or she deems appropriate for use in the hearing and shall give the student a written decision on the matter within 30 days from the conclusion of the hearing. If the decision of the hearing officer is to deny the deletion or correction of an item in the student's file, the student shall be entitled to submit a written statement presenting the student's position with regard to the item to the hearing officer. Both the written decision of the hearing officer and the statement submitted by the student shall be inserted in the student's file. The decision of the hearing officer shall be final.

Grades may be challenged under this procedure only on the basis of the accuracy of their transcription or posting.

Exception to the Policy

It is the position of the university that certain data/information maintained in various offices of the university is not subject to the provisions of this policy with regard to inspection, review, challenge, correction, or deletion. Exceptions to "educational records" include: alumni records, employment records, law enforcement records, medical records, sole possession records, and university disciplinary records.

1. Statements submitted by parent(s)/guardian or spouse in support of financial aid or residency determinations are considered to be confidential between those persons and the university and are not subject to the provisions of this policy except with the written consent of the persons involved. Such documents are not regarded as part of the student's official record.
2. University employment records of students are not included in this policy, except as provided under the Wyoming Public Records Act.
3. With regard to general health data, only that data/information which is used by the university in making a decision regarding the student's status is subject to review by the student under this policy. Written psychiatric or psychological case notes which form the basis for diagnoses, recommendations, or treatment plans remain privileged information not accessible to the student. Such case notes are not considered to be part of official university records. To ensure the availability of correct and helpful interpretations of any psychological test scores, notes, or other evaluative or medical materials, the contents of these files for an individual student may be reviewed by that student only in consultation with a professional staff member of the specific department involved. Records that are subject to FERPA are not subject to the HIPAA Privacy Rule.

4. Records relating to a continuing or active criminal investigation by the University of Wyoming Police Department, or records of said office not relating to the student's status with the university, are not subject to this policy.
5. No student is entitled to see information or records that pertain to another student, to parents, or to other third parties. A student is entitled to review only that portion of an official record or file that pertains to him or her.
6. The personal files, or sole possession records, of members of the faculty and staff which concern students, including private correspondence, and notes which refer to students, are not regarded as official records of the university. This includes notes intended for the personal use of the faculty and never intended to be official records of the university. In order to be sole possession records, they cannot be shared with anyone else.

Rights of Students

Students are hereby notified that controlling provisions of federal law are contained in Sec. 438, Pub. L.90-247, Title IV, as amended, 88 Stat. 571-574 (U.S.C. 1232g) and regulations set forth in the code of Federal Regulations, 34 C.F.R. sections 99.1 to 99.67 (1981). Complaints of institutional noncompliance may be made to the Department of Education as provided in the regulations.

Honor Societies and Programs

All Academic Disciplines

Phi Beta Kappa has been one of the most respected societies in the world for more than 200 years. Phi Beta Kappa was founded in 1776 at the College of William and Mary, Virginia. Within a decade, chapters arose at Yale, Harvard, and Dartmouth. The Wyoming chapter received its charter in 1940, and today fewer than 270 colleges and universities in the United States meet the strict qualifications for housing a chapter. UW faculty and administrators annually elect to membership fewer than one-tenth of the leading scholars of the senior class, candidates for the degrees of Bachelor of Arts and Bachelor of Science. In exceptional cases a junior may be elected. In addition to having a distinguished academic record, a student eligible for Phi Beta Kappa must pursue a balanced and broad course of study, which includes a foreign language as well as courses in math, the sciences, and the humanities. At least 90 hours of the student's course work must be in the liberal arts and sciences. Students are reviewed for eligibility and are notified by mail the spring of their election. Phi Beta Kappa promotes the ideal of a community of scholarship, and every year the Chapter sponsors an eminent visiting lecturer for the entire university.

The national honor society of Phi Kappa Phi, founded in 1897, recognizes and encourages superior scholarship in all curricula of the colleges and divisions of the university. No other honor society has higher academic standards for admission. Good character is also an essential supporting attribute for those scholars elected to membership. The University of Wyoming chapter of Phi Kappa Phi sets minimum cumulative grade point requirements at 3.5 for seniors, 3.8 for juniors and 3.9 for graduate students. In addition, there are minimum requirements in terms of hours completed at UW. Since the chapter may initiate no more than ten percent of the number of seniors in each college, the actual grade point cutoff is often higher than these minimums. In the spring of each year, students' records are reviewed and letters of invitation are sent to those eligible for election to the society. Supplementing the work of its chapter, the national society awards fellowships for graduate study.

College of Agriculture and Natural Resources

Agriculture majors - *Alpha Zeta* is a national honorary for students in agriculture who demonstrate academic excellence, character and leadership. Applications for membership are sent to eligible students. *Gamma Sigma Delta* is a national honor society open to students in agriculture. Potential members are invited to membership based upon academic excellence. *Phi Upsilon Omicron* is a national honor society in family and consumer sciences. Potential members are invited to membership based on academic excellence and leadership.

College of Arts and Sciences

Art - A *Bachelor of Fine Arts* in art is considered honorary.

Botany - This *Honors Program* is for students majoring in botany or biology with strong interests in botanical science and independent research. Application to the botany department may be made after completion of the sophomore year with a cumulative grade point average of 3.3.

Chemistry - *American Chemical Society*

Communication - *Lambda Pi Eta*

Criminal Justice - *Alpha Phi Sigma - Epsilon Omega Chapter*, criminal justice honorary.

English - *English Honors Program* enables junior and senior English majors who carry a grade point average of 3.5 or better in their English courses to intensify and enhance their studies by working closely with a supervising faculty member to develop a senior honors project, a major piece of writing on a literary topic. *Sigma Tau Delta - Alpha Mu Omicron Chapter*, international English honor society.

Geography - *Gamma Theta Upsilon - Eta Eta Chapter* candidates must have completed three semesters of college coursework and three courses in Geography, with a grade point average of 3.0 or higher for these courses. Contact department for more information.

Geology - Eligible students are Bachelor of Science degree holders with honors, majoring in geology or geophysics. They must meet an overall grade point average of 3.2, a grade point average of 3.2 in the major, and successful completion of an independent research project. Contact department for details.

History - *Phi Alpha Theta*

International Studies - *Sigma Iota Rho*, national honorary

Journalism - *Society of Professional Journalists, Sigma Delta Chi*

Languages - *Alpha of Wyoming Chapter of Sigma Delta Pi*

Music - *Presser Award* is conferred by vote of the department faculty for outstanding senior in music. *Pi Kappa Lambda*, selected by faculty on the basis of outstanding scholarship and musical accomplishments.

Physics and Astronomy - *Sigma Pi Sigma*

Political Science - *Pi Sigma Alpha, Epsilon Beta Chapter. Pi Alpha Alpha*, national public administration honorary.

Psychology - *Psi Chi*

Sociology - *Alpha Kappa Delta*, the international honorary society for sociology. In addition, sociology majors with a 3.2 overall GPA, a 3.5 GPA in sociology courses and two 5000-level sociology classes graduate with honors in sociology.

Women's Studies - National Women's Studies Association

College of Business

Accounting - *Beta Alpha Psi, Delta Alpha Chapter*, is the UW chapter of the national accounting honorary. Membership in this very active student honorary is awarded only to the very best accounting students.

Business Administration - *Beta Gamma Sigma* is the national scholastic honor society. It is the arm of the accrediting group, AACSB International. Membership is very selective and based on class rank and grade point average.

College of Education

Kappa Delta Pi - Alpha Mu Chapter is the university chapter of the international honor society in education. The purpose of the society is to promote excellence in and recognize outstanding contributions to education. Invitation for membership is extended to those persons who exhibit commendable professional qualities, worthy educational ideals and sound scholarship.

Mu Nu Tau Chapter of Chi Sigma Iota is a Counseling Academic and Professional Honor Society International for counselors-in-training, counselor educators, and professional counselors. The mission of Chi Sigma Iota is to promote scholarship, research, professionalism, leadership, and excellence in counseling, and to recognize high attainment in the pursuit of academic and clinical excellence in the field of counseling. The CSI International homepage can be found at www.csi-net.org/index.cfm. The local chapter, Mu Nu Tau, encourages the furtherance of high standards of scholarship and professional practice through study groups, speaker programs, workshops, colloquia awards, social activities, and networking opportunities.

College of Engineering and Applied Science

Engineering majors - Tau Beta Pi is a national honor society for all engineering majors. The purposes of the society are to honor outstanding student scholarship and to provide a spirit of liberal culture in the College of Engineering and Applied Science. Membership is offered to outstanding junior, senior and graduate engineering students of high scholastic ability and exemplary character.

College of Health Sciences

Nursing - Sigma Theta Tau - academic leadership honorary

Pharmacy - Rho Chi Society, Academic Honorary; *Phi Lambda Sigma*, Pharmacy Leadership Society

Social Work - Phi Alpha - academic honorary

Alpha Epsilon Delta - Preprofessional honorary for those interested in health care careers.

University Honors Program

The National Collegiate Honors Council and *The Western Regional Honors Council* provide recognition for students, faculty, and administrators in the area of academic achievement, civic responsibility, and personal development.

College of Law

Law majors - *Order of the Coif* is an honorary society which recognizes legal scholastic excellence. Each year, the chapter may initiate into membership those students who graduate in the highest ten percent of their class.

Outreach

University of Wyoming/Casper College Center - *The Round Table Honor Society* - Open to UW/CC undergraduate students in all colleges with a 3.3 or higher GPA. Recognizes scholastic achievement and provides an opportunity for the development of leadership and service.

Academic Majors

The university confers bachelor's degrees for completion of academic disciplines established by the faculties of the colleges of Agriculture, Arts and Sciences, Business, Education, Engineering, and Health Sciences. Within each college, faculty expertise is concentrated in schools, departments, divisions, and programs to provide relevant advice, instruction, service, and research. College and department faculty administer the various major disciplines of study in subject areas selected by the students (including, when authorized, multi-college majors). Majors approved by the Trustees are listed below.

Minimum requirements for earning credits or a degree in any established major are fixed in advance and kept current by the faculty of the responsible units. Most established majors allow the students considerable latitude to attain individual goals. Selection of a major enables the student to study a body of knowledge in depth and concentrate on subjects of particular interest. A student may simultaneously earn credits in two majors, if approved by the respective departments.

If a student is not ready to declare a major concentration, an "undeclared" classification is available in each of the colleges. If the student is not ready to declare a college, a classification of "undeclared college and undeclared major" is available. The "undeclared" status is intended to be temporary for purposes of career exploration. Students are advised to declare and concentrate upon a major discipline as soon as possible.

A student who wishes to concurrently pursue a degree in more than one major must have advance approval of the involved college advisers and deans. Requirements for each of the majors must be fulfilled and credits in each must be applied to the same level of degree (i.e. bachelor's, master's, or doctoral). Students should consult with responsible faculty advisers in each major being attempted. Please refer to the section on concurrent majors and dual degrees in this bulletin.

Colleges:	ED: College of Education	Degrees:
AG: College of Agriculture	EN: College of Engineering	B = Bachelor's
AS: College of Arts and Sciences	GRAD: Graduate Studies	M = Master's
CB: College of Business	HS: College of Health Sciences	D = Doctorate
	LAW: College of Law	O = Other

Major Title	B	M	D	O
Accounting (CB)	*	*		
Agricultural business (AG)	*			
Agricultural communications (AG)	*			
Agricultural economics (AG)		*		
Agricultural economics/water resources (AG)		*		
Agricultural Education (ED)	*			
Agroecology (AS)	*			
Agronomy (AG)		*	*	
American studies (AS)	*	*		
Animal and veterinary science (AG)	*	*	*	
Anthropology (AS)	*	*	*	
Architectural engineering (EN)	*			
Art (AS)	*			
Astronomy/astrophysics (AS)	*			
Atmospheric Science (EN)		*	*	
Audiology (HS)		*		
Biology (AS)	*			
Biomedical Sciences (UW)			*	
Botany (AS)	*	*	*	
Botany/water resources (AS)		*		
Business administration (CB)	*	*		
Business economics (CB)	*			
Chemical engineering (EN)	*	*	*	
Chemical engineering (petroleum) (EN)	*			
Chemistry (AS)	*	*	*	
Chemistry (professional) (AS)	*			
Civil engineering (EN)	*	*	*	
Civil engineering/water resources (EN)		*		

Major Title	B	M	D	O
Communication (AS)	*	*		
Computer engineering (EN)	*			
Computer science (EN)	*	*	*	
Computer science (professional) (EN)		*		
Counseling (ED)		*		
Counselor education and supervision (ED)			*	
Creative writing (AS)		*		
Criminal justice (AS)	*			
Dental hygiene (HS)	*			
Earth System Science (affiliated major, interdisciplinary)	*			
Ecology (GRAD)			*	
Economics (CB)	*	*	*	
Economics/water resources (CB)		*		
Education (ED)		*	*	*
Education/curriculum and instruction/early childhood development (ED)		*		
Electrical engineering (EN)	*	*	*	
Electrical engineering (bioengineering) (EN)	*			
Electrical engineering (computer engineering) (EN)	*	*		
Elementary education (ED)	*			
Energy Resource Science	*			
Energy Systems Engineering (EN)	*			
English (AS)	*	*		
Entomology (AG)		*	*	
Environment and natural resources (affiliated major) (UW)	*	*		
Environmental engineering (EN)		*		
Environmental geology/geohydrology (AS)	*			
Family and consumer sciences (AG)	*	*		

Colleges:

AG: College of Agriculture

EN: College of Engineering

AS: College of Arts and Sciences

GRAD: Graduate Studies

CB: College of Business

HS: College of Health Sciences

ED: College of Education

LAW: College of Law

Degrees:

B = Bachelor's

M = Master's

D = Doctorate

O = Other

Major Title	B	M	D	O
Family and consumer sciences/early childhood development (AG)		*		
Finance (CB)	*	*		
Food science and human nutrition (AG)		*		
French (AS)	*	*		
Geography (AS)	*	*		
Geography/water resources (AS)		*		
Geology (AS)	*	*	*	
Geology and earth sciences (AS)	*			
Geology/water resources (AS)		*		
Geophysics (AS)		*	*	
German (AS)	*	*		
History (AS)	*	*		
Humanities/fine arts (AS)	*			
Hydrologic Science (UW)			*	
Interdisciplinary studies (UW)		*		
International studies (AS)	*	*		
Journalism	*			
Juris Doctor (LAW)				*
Kinesiology and health (HS)		*		
Kinesiology and health/early childhood development (HS)		*		
Kinesiology and health promotion (HS)	*			
Management (CB)	*			
Management and Marketing			*	
Marketing (CB)	*			
Mathematics (AS)	*	*	*	
Mathematics/science (AS)	*			
Mechanical engineering (EN)	*	*	*	
Microbiology (AG, AS, and HS)	*			
Molecular biology (AG)	*	*	*	
Molecular Cellular and Life Sciences (UW)			*	
Music (AS)	*	*		
Music education (AS)	*	*		
Music performance (AS)	*			
Music theory and composition (AS)	*			
Natural science (AS)		*		
Neuroscience (GRAD)		*	*	
Nursing (HS)	*	*		
Nursing/early childhood development (HS)		*		
Organizational leadership (Bachelor of Applied Sciences) (AG)				*
Petroleum engineering (EN)	*	*	*	
Pharmacy (professional) (HS)				*

Major Title	B	M	D	O
Philosophy (AS)	*	*		
Physical education teaching (HS)	*			
Physics (AS)	*	*	*	
Physics plus (AS)	*			
Physiology (AS)	*			
Planning (community and regional) (AS)		*		
Political science (AS)	*	*		
Psychology (AS)	*	*	*	
Psychology/early childhood development (AS)		*		
Public administration (AS)		*		
Rangeland ecology and watershed management (AG)	*	*	*	
Rangeland ecology and watershed management/water resources (AG)		*		
Reproductive biology (AG and AS)		*	*	
Russian (AS)	*			
Secondary education (ED)	*			
Self-designed major (AS)	*			
Social science (AS)	*			
Social work (HS)	*	*		
Sociology (AS)	*	*		
Soil science (AG)		*	*	
Soil science/water resources (AG)		*		
Spanish (AS)	*	*		
Special education (ED)		*		
Speech, language and hearing sciences (HS)	*			
Speech-language pathology (HS)		*		
Speech-language pathology/early childhood development (HS)		*		
Statistics (AS)	*	*	*	
Technical education (ED) - available only at the UW/CC Center	*			
Theatre and dance (AS)	*			
Theatre and dance (professional) (AS)	*			
Trades and industrial education (ED)	*			
Wildlife and fisheries biology and management (professional) (AS)	*			
Women's studies (AS)	*			
Zoology (AS)	*			
Zoology and physiology (AS)	*	*	*	
Zoology and physiology/water resources (AS)		*		

Admission to the University

Undergraduate Admission

The viewbooks distributed by the Admissions Office contain an application for admission. They also include specific information regarding costs, student services and UW's colleges. The Viewbook (primarily for new freshmen) and Transfer and Adult Student Viewbook are available from the Admissions Office, University of Wyoming, Dept. 3435, 1000 E. University Ave., Laramie, WY 82071; or you can call (307) 766-5160 in Laramie or toll free 1-800-DIAL-WYO [(800) 342-5996] or online at www.uwyo.edu. For information or to schedule a campus visit, call one of the above phone numbers.

Undergraduate admission materials are also available in high school counseling offices. Applicants for graduate school should refer to the Graduate Admission section of this bulletin.

Students may apply for admission up to one year before they intend to enroll. Admission decisions are made on a rolling basis as soon as the application, required transcripts, and appropriate test scores are received by the Admissions Office. To avoid delays and complications, all application materials should be on file in the Admissions Office at least 30 days before the beginning of the semester.

Current high school students should take the ACT or the Scholastic Aptitude Test (SAT) during the spring of their junior year or the fall of their senior year and have the official test score report sent to UW, complete the online UW application for admission, and have their high school transcript sent to the UW Admissions Office. Writing sections for both the ACT and SAT are not currently considered as part of the admission requirements. ACT or SAT results are required for new freshmen, who are younger than 21 years old, for admission and to assist students with math placement, academic advising and for use in academic scholarship selection. A final, official high school transcript showing the graduation date is required after graduation to complete admission requirements. The \$40.00 nonrefundable application processing fee is required for all first time UW undergraduate students.

Freshman Orientation: All new freshmen and transfer students are strongly urged to attend one of the new student orientation sessions prior to each semester. These sessions provide students with an opportunity to meet faculty and staff, plan an academic schedule, discuss phases of college life, and register early for the semester. Additional information concerning orientation programs may be obtained by writing or calling the Admissions Office, University of Wyoming, Dept. 3435, 1000 E. University Ave., Laramie, WY 82071, (307) 766-5160 in Laramie or toll free at (800) 342-5996 or online at www.uwyo.edu/orientation.

All transcripts must be sent directly to the Admissions Office by the originating institution. The University of Wyoming will only accept transcripts sent directly to UW from each previously attended institution. Official faxed transcripts can be accepted from the Wyoming community colleges.

The Admission Process

New Freshmen

Undergraduates who have less than 30 transferable college credit hours, must meet the following UW Admission Standards.

A. Assured Admission

To qualify for assured admission to the University of Wyoming, high school graduates who are first-time college students or college transfers with fewer than 30 transferable semester credit hours, must meet the following minimum admission requirements.

1a. Graduates of a Wyoming high school: cumulative high school grade point average of 2.75 or above based on a 4.0 grading scale.

1b. Graduates from a non-Wyoming high school: cumulative high school grade point average of 3.0 or above, or a 2.75 and an ACT score of at least 20 or a SAT score of at least 960.

1c. Graduates with less than 30 transferable college credit hours: cumulative transferable college GPA must be at least 2.0; submit your high school transcript, ACT or SAT test scores, and meet 1a if a graduate of a Wyoming high school or 1b if a graduate of a non-Wyoming high school.

1d. Home Schooled: must meet the same requirements as other high school graduates; submit transcripts and ACT or SAT test scores. Please contact the Admissions Office for a Home School Credit Evaluation Form or access the form at www.uwyo.edu. The home school instructor should complete the form.

2. Completion of at least 13 high school units in the following pre-college curriculum (a unit=1 year):

English/Communication/Language Arts

Four units of English/Communication/Language Arts (ECLA) or their competency-based equivalents are required, of which at least three units must have a substantial writing component. Speech and other communication-based courses which contain "a substantial writing component" may be used to meet this requirement. An alternative to four units of ECLA is three units of ECLA, plus two units of foreign language study in the same language.

Mathematics

Three units of mathematics or their competency-based equivalents are required, to include the concepts of a college preparatory Algebra I, Algebra II, Geometry sequence. It is strongly recommended that Algebra II, Geometry or a higher level math course be taken during the senior year of high school.

Science

Three units of science or their competency-based equivalents are required. At least one of the units must be from the physical sciences--physics, chemistry, or a college preparatory physical science course. The other two units may be from any combination of biological, life, physical or earth/space science.

Cultural Context Electives

Three units or their competency-based equivalents are required to be selected from behavioral or social sciences, visual or performing arts, humanities or foreign languages. These units may be in any combination.

B. Admission With Conditions

Admission with conditions will be granted to first-time college students or students with fewer than 30 transferable semester credit hours who do not qualify for assured admission, but who satisfy all of the following requirements.

1. Graduates of state accredited high schools who have a cumulative high school grade point average of 2.5-2.75, or a 2.25-2.49 grade point average with an ACT score of at least 20 or an SAT score of at least 960.
2. Completion of the pre-college curriculum with no more than two deficiencies. In addition, no more than one deficiency can be in each of the four pre-college categories.
3. Students who did not graduate from a state accredited high school may qualify for admission with conditions to the University of Wyoming if they have a GED examination with an average score of at least 550 and no individual score below 500. In addition, GED applicants under 21 years of age must supply an ACT composite score of at least 20 or a SAT composite of 960 or higher. GED applicants must also be at least 18 years old and their high school class must have graduated. GED applicants must have a 2.0 or higher cumulative grade point average for all transferable college courses.
4. “Non-traditional” students, defined as students age 25 or older, who have not completed a college level course during the past three calendar years (excluding correspondence study courses) and who do not otherwise qualify for assured admission, may qualify for admission with conditions if they have a cumulative high school grade point average of 2.0 or higher.

Terms of Admission With Conditions

1. Students will enroll in the Synergy learning community. Synergy consists of designated sections of three University Studies courses in the student’s first semester: ENGL 1010, POLS 1000, and UWYO 1450. In the second semester, Synergy continues with designated sections of one more course: COJO 1010. Exceptions to enrollment in Synergy may be granted at the discretion of the Director of Admissions.
2. In addition to 9 hours of Synergy courses, students may enroll for up to a maximum of 6 more semester hours during the first semester at UW, for a total of 15. It is recommended that the 15 hour limit be observed for the second semester as well. However, an exception to the 15 hour limit in the second semester may be granted at the discretion of the academic adviser based upon the student’s performance in the first semester.
3. Students will meet with a designated adviser on a monthly basis throughout their first two semesters.

4. Students admitted with conditions will normally receive advising from the college of their major or the Center for Advising and Career Services (www.uwyo.edu/CACS) in Knight Hall 228.
5. Space in the program is limited; applicants admissible under these conditions are encouraged to apply early.

Contact the Admissions Office with any questions.

C. Deferred Admission

Applicants who do not qualify for assured admission or admission with conditions will have their admission deferred until they complete 30 or more transferable semester hours at an accredited collegiate institution, with a cumulative grade point average of 2.0 or higher.

D. Admission Exception Process

Students who do not otherwise meet the qualifications for assured admission or admission with conditions may request an admission exception in order to be admitted with conditions. To initiate a request for admission by exception, applicants should describe in writing the rationale for their specific exception request and send the request to the Admissions Office.

Undergraduate Transfer Students

College transfer students with 30 or more transferable semester credit hours must have a 2.0 or higher cumulative grade point average for admission to UW. College students interested in transferring to UW should call or write the Admissions Office to request a copy of the *Transfer Wyo* or go online to www.uwyo.edu.

Applicants who have taken college-level course work and desire to transfer to the University of Wyoming should apply for admission and have one official transcript from each previously attended college or university sent directly to the Admissions Office. Course work from regionally accredited institutions will be accepted as transfer credit if substantially equivalent to courses offered by UW. The university accepts only academic courses in the study of religion similar to those offered by the Religious Studies Program in the College of Arts and Sciences.

Transfer students with less than 30 transferable semester hours must also have an official copy of their high school transcript sent directly to the Admissions Office by their former high school. Transfer students under age 21, who have less than 30 transferable credit hours, must also have their ACT or SAT results sent to the UW Admissions Office. Please refer to the “New Freshmen, A. Assured Admission” section.

Admission Exception Process

College transfer students who do not meet the 2.0 grade point average requirement for admission to UW may initiate a request for admission by exception. Applicants should describe in writing the rationale for their specific exception request and send the request to the Admissions Office.

Students working toward a second bachelor’s degree are considered undergraduate students and are subject to all undergraduate policies and regulations.

General Educational Development (GED) Certificate Holders

1. Applicants must have an average score of at least 550 on the GED test with no individual score below 500.
2. Applicants less than 21 years old must submit ACT or SAT results to the Admissions Office.
3. Applicants must be a minimum of 18 years of age or his or her high school class must have graduated.

Adult Nontraditional Students

Adults who do not qualify for regular admission to UW may qualify for admission as nontraditional students. Nontraditional admission requirements are:

1. Minimum age of 25;
2. Minimum of three years since last enrollment in college courses, except correspondence;
3. Send official copy of high school transcript and any college transcripts directly to the UW Admissions Office by the previous institutions.
4. Send official GED scores if applicable.
5. Students admitted under this policy are undeclared majors and will receive their initial academic advising from the Center for Advising and Career Services in 228 Knight Hall, (307) 766-2398.
6. Students considered for adult nontraditional admission must have had a 2.0 or higher grade point average in high school.
7. Neither ACT nor SAT scores are required for students over 21.

High School Guest Students

High school seniors and juniors will be considered for admission to UW as high school guests. The following requirements must be met:

1. Complete a UW High School Guest application;
2. Have an official copy of the most recent high school transcript, showing an overall GPA of at least 3.0 sent directly to the Admissions Office;
3. Submit a positive written recommendation from the high school counselor or principal;
4. Submit available ACT or SAT scores.

If high school guest admission is granted, it is for one semester at a time. Subsequent enrollment requires the most recent transcript and new written permission from the high school. High school guests may take up to 6 credit hours per semester. Advising will be provided by the Center for Advising and Career Services in 228 Knight Hall, (307) 766-2398.

Undergraduate Non-Degree Student

1. Must complete and submit a Non-Degree Student application.
2. Transcripts and test scores are not required for non-degree status.
3. Non-degree students may enroll in a maximum of 7 credit hours per semester (maximum of two courses). Only 12 credit hours taken in this status may be used towards a UW degree.
4. Admission with non-degree status is not available to international students or students on suspension.
5. Students admitted with non-degree status are assessed tuition and fees at the same tuition rate as degree-seeking students.
6. Students admitted with non-degree status do not qualify to receive financial aid.

Graduate Admission

Applicants must submit the UW graduate application and the nonrefundable application processing fee. Once submitted, the application and fee payment remain valid for three years. One set of official transcripts must be sent directly to the UW Admissions Office from each previous collegiate institution.

Potential students are encouraged to consult with their respective academic department regarding the admission process before making a formal UW application.

Domestic applicants must have completed at least a bachelor's degree from a regionally accredited institution. International transcripts will be evaluated for accreditation and U.S. degree equivalency. International applicants must have completed at least a degree equivalent to a U.S. bachelor's. All applicants should have at least a 3.0 cumulative GPA (scale of 4.0).

Applicants whose department requires the Graduate Record Examination (GRE) must request official scores be sent to the Graduate School directly from the Educational Testing Service (ETS). Our institution code with ETS is 4855. A score of at least 900 on the combined verbal and quantitative sections is required, (1000 for doctoral programs and 1100 for interdisciplinary). Students can occasionally be admitted provisionally with lower test scores.

Some departments may require scores from the Graduate Management Admission Test (GMAT), rather than the GRE, with a minimum score of 500.

International student applicants for whom English is not the native language must furnish scores from the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), the English Language School (ELS) or other approved test of English communication skills. The minimum paper TOEFL score acceptable for full admission is 540. This corresponds to the Internet-based TOEFL of 76. The minimum IELTS score for full admission is 6.0. Other approved tests will be acceptable at the level of the TOEFL score. Students may occasionally be admitted provisionally with lower test scores. Official scores must be sent directly from the testing agency (i.e. TOEFL scores must be sent from ETS).

Please note that some departments require higher GRE/GMAT/TOEFL scores than what is required by the Admissions Office.

Letters of recommendation may also be required by some departments.

Graduate applicants should write or call the respective academic departments for questions concerning application status, degree program requirements, deadlines, and supplemental application materials they may require.

To obtain graduate, non-degree status, an application, \$50 fee, and transcripts must be submitted to the Admissions Office. Only 12 credit hours taken with non-degree status may apply toward a graduate degree pending approval by the student's graduate committee. This 12-credit-hour rule may be decreased if prior courses were reserved for graduate credit or transfer hours are going to be used on the program of study.

Please note that non-degree students are not eligible for student financial aid. Non-degree graduate students deciding to pursue a degree must apply to and be accepted by the Admissions Office. If the degree-seeking application is filed within three years after filing the non-degree application, the \$50 application fee is transferable.

Students admitted with graduate standing may elect to take any undergraduate or graduate courses for which they are prepared, subject to restrictions as outlined in the *University Catalog*. However, tuition will be assessed at the graduate level for all courses taken with graduate status. Admission to graduate study does not automatically make a student a candidate for an advanced degree.

Note: Students working toward a second bachelor's degree are not considered graduate students and are subject to all undergraduate regulations.

College of Law Admission

(307) 766-6416

E-mail: lawadmis@uwyo.edu

Web site: www.uwyo.edu/Law/

Admission to the professional curriculum of law is granted by the College of Law Admissions Committee. The College of Law reserves the right to restrict the number of entering students to a class size consistent with its facilities and its educational objectives. Additional information and requirements are provided in the *College of Law Bulletin*.

1. Complete and return the College of Law Application for Admission between October and March 1 along with the nonrefundable application processing fee.
2. Applicants must have a bachelor's degree from an accredited college or university (subject to some limited exceptions).
3. Take the Law School Admission Test (LSAT) administered by the Law School Admission Council (LSAC) no later than the February administration. The LSAT is given four times each year at numerous locations within and outside of the United States. Information about the test, dates, test locations and application form may be obtained from LSAC, Box 2000, Newtown, PA 18940-0998, (215) 968-1001, or on the Web at www.lsac.org.

4. Register with Law School Data Assembly Service (LSDAS) between September and January. Complete and submit the appropriate form, included in the LSAT/LSDAS packet, together with the required fee. An official transcript from each college attended must be sent directly to LSDAS. It is advisable to register with LSDAS at the same time one registers for the LSAT. The Transcript Request Form in the LSDAS registration booklet is to be used for this purpose. LSDAS prepares an analysis of each transcript and a report of the LSAT score and forwards a copy to each law school to which application has been made. Applicants do not send transcripts directly to the College of Law until they are admitted. For more information about LSDAS, go to www.lsac.org.

5. International students must supply current TOEFL scores. Minimum scores required for admission are 525 (197 on the computerized test). International students must take the LSAT exam and register with the Law School Admissions Council (www.lsac.org). If a transcript analysis will not be provided by the LSAC for any foreign educational institutions attended, official transcripts must be provided with an English translation.

WWAMI Medical Education Program

WWAMI is a contract program between the University of Wyoming and the University of Washington for medical education. Admission is twofold. Applicants must be certified residents of Wyoming. To be eligible for certification, the applicant or parent or guardian must be a legal resident of the State of Wyoming for five continuous years immediately prior to enrolling at the University of Washington. Applications for certification are located at www.uwyo.edu/hs/wichewwamiwydent and are due no later than October 15 of the year preceding the anticipated start date of medical school. Participants pay reduced tuition and must either pay back the money expended on their behalf plus interest or practice medicine in Wyoming for three years. Applicants apply to the University of Washington School of Medicine through the usual procedures and are subject to criteria established by the University of Washington. Information may be obtained from the College of Health Sciences, Preprofessional Advising Office, Dept. 3432, 1000 E. University Ave., Laramie, WY 82071; (307) 766-6704 or (307)766-3499.

WYDENT Dental Education Program

WYDENT is a contract program between the University of Wyoming and the University of Nebraska College of Dentistry and Creighton University School of Dentistry for dental education. Admission is twofold. 1. Applicants must be certified residents of Wyoming. To be eligible for certification, the applicant or parent or guardian must be a legal resident of the State of Wyoming for five continuous years immediately prior to enrolling in dental school. The application for certification is located at www.uwyo.edu/hs/wichewwamiwydent and is due no later than October 15 of the year prior to the anticipated start date in dental school. Participants pay reduced tuition and must either pay back the money expended on their behalf or practice dentistry in Wyoming for three years. 2. Applicants must apply to the dental schools through the usual procedures and are subject to admission criteria established by the dental schools. Information is available from the College of Health Sciences; Preprofessional Advising Office; Dept. 3432, 1000 East University Av; Laramie WY 82071 (307) 766-6704 or (307) 766-3499.

School of Pharmacy Admission

Admission to the preprofessional pharmacy program is through the university admission process described previously.

Admission to the professional curriculum leading to the entry-level professional Doctor of Pharmacy (Pharm.D.) degree is granted by the Dean of the School of Pharmacy upon the advice of the School of Pharmacy Student Affairs Committee. The application process requires that students apply to the School of Pharmacy using Pharm CAS, for more information about PharmCAS log on to www.Pharmcas.org. The application deadline is December 1st for fall admission. Admission to the professional program is limited and competitive. For further information, contact the School of Pharmacy, Dept. 3375, 1000 E. University Ave., Laramie, WY 82071; (307) 766-6132.

International Student Admission

The University of Wyoming will admit international students who meet admission requirements. To apply for admission as an undergraduate student, contact the UW Admissions Office for an International Student Application or go to the UW web site at www.uwyo.edu/international. Application deadlines for international students are June 1 for fall semester, November 1 for spring semester, and April 1 for summer session. The \$40.00 undergraduate international student application processing fee must be received before the application will be processed.

International students must provide official attested academic records and examination results. These records should be sent directly to the Admissions Office by the school attended. Applicants must provide an English translation of all required academic records, and complete all applications and correspondence in English.

Students who have a native language other than English must provide proof of satisfactory English ability. This can be done by providing official score reports from TOEFL, IELTS, ELS or other approved tests of English ability. The minimum acceptable score for the TOEFL exam is 525 on the paper-based exam or 197 on the computer-based exam for most majors. Engineering majors are required to have a minimum TOEFL exam score of 550 paper-based or 213 computer-based. The minimum acceptable IELTS score is a 5.5. Engineering majors require a minimum IELTS score of 6. ELS students must complete ELS level 112 for admission to the University of Wyoming. Specific academic programs such as engineering and pharmacy may require a higher level of English proficiency. Other approved English proficiency exams may be accepted in lieu of the above.

Proof of immunization for measles, mumps, rubella (MMR) and testing for tuberculosis are required prior to registration. See later section in bulletin.

All applicants must provide evidence of adequate financial resources to pay the total cost of their education. The Confidential Financial Statement for undergraduate international applicants can be found on-line at www.uwyo.edu/apply. It must be used for this purpose. Scholarships are available based upon academic achievement.

Graduate applicants will have different admission requirements based on their academic program. For additional information regarding the admission of international students, see www.uwyo.edu or contact the UW Admissions Office (307) 766-5160.

Wyoming Senior Citizen Policy

Wyoming senior citizens, age 65 and over, who have been admitted to UW may enroll in university courses on a space available basis at no cost upon presentation of evidence of age and Wyoming residence prior to the beginning of the term in which classes will be taken.

Since standard registration fees will not be assessed, additional student benefits will not be available under the senior citizen policy. Alternatively, full-time senior citizen students wishing to receive student benefits may enroll and pay regular registration fees. Scheduled Outreach School classes which meet minimum enrollment requirements are included in the courses available to senior citizens.

Board of Trustee Retirement Benefits

Beginning Spring 2002, official board retirees may attend University of Wyoming classes on a space available basis at no cost. To qualify for this benefit, you must be an official board retiree, 25 years of university service or age 60 with 15 years of immediately preceding university service.

Readmission

Readmission is the process for former University of Wyoming students to again be admitted to the university. Former UW students who have attended another college since their last UW enrollment must have one official transcript from each college sent directly to the UW Admissions Office. Undergraduate students who are returning to UW after an absence of one calendar year or longer should complete an application for admission at least 30 days prior to registration, thereby allowing sufficient time to avoid delays in registration.

Former students who are on academic suspension at UW must petition for reinstatement through the dean of their college. Reinstatement petitions must be submitted at least 15 calendar days before the beginning of general registration for each term.

Academic Renewal: An undergraduate student who returns to UW and has not completed a college course at UW (excluding flexible enrollment [correspondence study]), during the previous five years, will have the option of continuing his or her earlier UW cumulative GPA or commencing a new cumulative GPA under the Academic Renewal policy. Interested students must submit the Academic Renewal Application Form (which can be obtained in the Office of the Registrar) to the registrar no later than ten class days before the last day of classes of the semester in which the student returns to UW.

The entire UW transcript will remain intact. A note indicating the policy will precede the new part of the UW transcript if the student opts for academic renewal. At the discretion of the academic department in which the student is enrolled, credit hours for which the student earned the grade of C or better may be applied toward the completion of the degree requirements. The list of any departmentally approved courses must be indicated on the Academic Renewal Application Form when initially submitted to the registrar. No further changes may be requested.

A student's GPA and completed courses that were applied to a baccalaureate degree are not eligible for academic renewal.

Residency Student Classification

The following Trustee regulations govern the classification of students at the University of Wyoming as resident or non-resident for tuition purposes, and shall be administered by the Associate Vice President for Enrollment Management and Director of Admission. (Trustee Regulation, Chapter VIII, Section 3.)

Student Classification for Tuition Assessment

The University of Wyoming assesses tuition for Wyoming residents at the in-state rate; non-residents are charged out-of-state tuition. The following guidelines shall be administered by the Director of Admissions to govern University of Wyoming students for purposes of in-state or out-of-state tuition assessment for courses of study offered at the university. University-sponsored courses of study arranged with institutions outside Wyoming may have different residency requirements.

1. The following students are Wyoming residents:
 - a. Individuals who are financial dependents or under the age of 24 with a parent, guardian or spouse who lives in the state of Wyoming.
 - b. Individuals who are recipients of Wyoming high school credentials.
 - c. Active Wyoming National Guard members and U.S. Armed Forces members stationed in Wyoming, and their dependents.
 - d. Individuals with a permanent home in Wyoming and who have resided in the state for at least one full year. To determine if a permanent Wyoming home has been established, the following factors are considered:
 - Evidence that any former home has been abandoned
 - Full-time employment performed or contracted for in Wyoming for one continuous year
 - Ownership of home or property in Wyoming
 - One year of continual presence in Wyoming
 - Former Wyoming residency and maintaining state ties
 - Reliance on Wyoming resources for significant financial support
 - Wyoming vehicle registration
 - Wyoming address on most recent federal income tax return
 - A valid Wyoming driver's license
 - Wyoming voter registration

Residing in Wyoming primarily as a student will not support a claim for resident status.

- e. Graduate students with university-funded fellowships.
- f. Wyoming residents temporarily absent from the state due to military service, attendance at an educational institution, or other type of documented temporary sojourn.
- g. Individuals who have been awarded resident tuition status at a Wyoming Community College and who attend the university within one year of leaving the Wyoming Community College.

h. The spouse or financial dependent of an individual who is determined to be a Wyoming resident pursuant to this Regulation, except under (1b) and (e) above.

2. The following students are non-residents:
 - a. Individuals who do not qualify for Section 1 above;
 - b. Individuals who are not U.S. citizens or permanent residents except as provided by Section 1b. above
3. Reduced tuition rates calculated at one hundred fifty percent (150%) of resident tuition are available to the following non-residents.
 - a. Graduates of the University of Wyoming and their spouses;
 - b. Children, and their spouses of University of Wyoming graduates.
4. Change of residence classification shall be governed by the following process:
 - a. An initially assigned non-resident classification may be reviewed by the Director of Admissions when a request and accompanying documentation is provided on or before the first day of classes. A decision on reclassification by the Director of Admissions may be appealed to the Residence Classification Committee within twenty (20) calendar days of the date of the Director of Admissions' decision. No reclassification will be retroactive to previous terms;
 - b. Individuals may be reclassified for the following term when facts indicate that a change in residency has occurred since the time of original residence classification;
 - c. The Director of Admissions is responsible for the administration of this procedure.
5. There shall be a Residence Classification Committee consisting of three members appointed by the President, chaired by the Director of Admissions who shall not vote. The duties of this committee shall be as follows:
 - a. To render interpretations and rulings at the request of the Director of Admissions;
 - b. To serve as an appeals committee for students who wish to appeal the decision of the Director of Admissions;
 - c. To consider university policies in the area of residence classification and make recommendations to the Trustees of the University of Wyoming.

Measles, Mumps, Rubella (MMR) Immunization Requirement

The University of Wyoming has implemented a policy to protect the University community against measles (rubeola), mumps, and rubella. All new on-campus students must provide proof of immunity to measles, mumps, and rubella prior to registration. The *Student Immunization and Health History Form* (available on the web at www.uwyo.edu/ShSer/Forms/HealthHistory.pdf) must be completed, verifying compliance with this requirement, and sent to the Student Health Service prior to registration. Effective 9/3/02, two doses of MMR vaccine are required. Other acceptable methods to comply with the requirement are detailed on the Form. Please note that the first page of the form must be verified and signed by a health care provider. Alternatively, a verified copy of an immunization record can be appended to the Form.

The only contraindication to the MMR immunization is a previous severe allergic reaction to the vaccine or vaccine component (neomycin, gelatin). Relative (temporary) contraindications include: pregnancy; persons with immunosuppressive illnesses or treatment; moderate or severe acute illness; and recent receipt of blood products. If you are uncertain as to whether you should receive the immunization, please talk with your health care provider.

Exemptions may be granted to the requirement in two instances: a medical exemption for a contraindication noted above, and a religious exemption. A medical exemption requires a notation of the reason for the exemption and a medical provider signature. To claim a religious exemption, a notarized form must be completed and attached to the Student Immunization and Health History Form. If an outbreak of one of these illnesses occurs on campus, students granted an exemption may be excluded from campus for the duration of the outbreak.

For students unable to verify MMR vaccinations, the vaccine is available at the Student Health Service for a nominal charge. It will be administered prior to registration for any eligible student, without an appointment, during office hours. Do not delay verification or immunization until registration, as it is impossible to service incoming students in a short period prior to the start of a semester.

In addition to the MMR requirement, students who are not US citizens are required to have tuberculosis testing prior to registration. This involves a Tuberculosis (Mantoux) skin test, and, if positive, a chest x-ray and consultation with a Student Health Service physician. The student is responsible for the costs incurred for these tests.

Campus Safety

Information on campus safety is available on request from the University Police Department, Ivinson Building.

Student Financial Aid

The Office of Student Financial Aid coordinates all student financial assistance available at UW. Available aid includes scholarships, grants (Hathaway Scholarships, Federal Pell, Federal ACG-Smart, Federal SEOG), loans (Federal Perkins, Federal Direct, Federal PLUS and private) and employment (Federal Work-Study).

The Student Financial Aid office will help all qualified applicants to secure aid, but resources are limited. Aid is offered first to those applicants whose materials are completed and received by March 1 prior to the academic year for which aid is sought. Federal Pell Grants and Federal Direct Loans are available to qualified applicants throughout the year.

Prospective students seeking scholarships should send an application for admission, the nonrefundable application fee and a copy of their current high school or college transcript to the UW Admissions Office by March 1. Students who have attended another college must have that college submit an academic transcript to the UW Admissions Office.

Students seeking federal aid or assistance based on their financial need must file a Free Application for Federal Student Aid (FAFSA). Applicants may do so at www.fafsa.ed.gov. Allow one week for processing. UW recommends filing the FAFSA in January prior to the next academic year. Final responsibility for ensuring that all required documents are received in a timely manner rests with the applicant.

Enrollment Requirements

Most scholarships require the recipient to be enrolled full time. Hathaway Scholarships, Federal Pell Grants, and veteran's benefits may be pro-rated for part-time enrollment and Federal Direct Loans may only be borrowed by students enrolled for at least half time (a minimum of 6 hours for undergraduate, law and pharmacy students; a minimum of 4.5 hours for graduate students). Federal Pell Grants and Federal SEOG Grants are available to undergraduate students who have not completed the requirements for their first undergraduate degree. Classes for audit are not acceptable for any kind of financial aid. Generally, Federal aid is not available for UW Flexible Enrollment (correspondence) courses, for continuous registration hours, or for audit hours. For details, ask a financial aid adviser.

Eligibility Requirements

To receive federal financial aid (such as Federal Pell, Federal ACG-Smart, and Federal SEOG grants, Federal Work Study, Federal Perkins, Federal Direct [subsidized or unsubsidized], and Federal Direct PLUS loans) you must meet the following conditions and provide supporting documentation when requested to do so: have a high school diploma or its equivalent, be enrolled or accepted for admission as a regular student at UW, not be concurrently enrolled in an elementary or a secondary school, be enrolled in a degree program, be a U.S. citizen or eligible non-citizen, have a demonstrated financial need if required, maintain satisfactory academic progress (SAP), not be in default on a federal student loan or owe an overpayment of a federal grant at any institution (or, if so, have made satisfactory arrangements to repay or otherwise resolve the overpayment or default), not have borrowed in excess of the annual or aggregate loan limits of a federal loan program

(loan borrowers only), agree to use funds received only for educational costs, register with the Selective Service if required, and not have had federal financial aid benefits suspended as result of a drug conviction.

Satisfactory Academic Progress (SAP)

Federal regulations require the University of Wyoming to establish satisfactory academic progress standards for student financial aid recipients. The University of Wyoming standards of SAP measure a student's academic performance both qualitatively and quantitatively by reviewing the following three areas of performance: completion rate for all (cumulative) course work enrolled, cumulative grade point average (CUM GPA) earned, and the maximum time frame to complete a degree. Failure to comply with any one of the following requirements will result in a loss of federal student aid eligibility:

- the minimum CUM GPA for undergraduates and professional students (J.D. or Pharm.D.) is 2.000. For graduate students, the minimum CUM GPA is 3.000;
- each student must complete at least 67% of all credit hours attempted cumulatively at UW;
- undergraduate students (including 1st and 2nd year Pharmacy students) must complete graduation requirements in no more than 150% of the average length of their program. The 150% marker for most undergraduates is 180 (120 x 1.5) credit hours as 120 credit hours are required for most undergraduate programs.

Satisfactory Academic Progress is reviewed annually in May at the end of the spring semester. Students not meeting the GPA and completion requirements for the first time will be automatically placed on "initial financial aid probation." Initial financial aid probation simply provides an opportunity for students to correct deficiencies and reestablish compliance with the SAP standards. Students have until the end of the succeeding spring semester to correct their SAP deficiency. Students remain eligible for federal financial aid while on "initial financial aid probation." Students are only eligible for the initial financial aid probation provision once. At the end of the probationary period, the student will either be:

- removed from probationary status because all components of the SAP policy have been met; or
- suspended from receiving assistance from federal sources and will receive a Financial Aid Suspension Letter.

Suspended students are no longer eligible for federal financial aid until they have taken classes, using their own funding, and raised their cumulative GPA or completion rate to meet the SAP standards. Suspended students may appeal their financial aid suspension. To do so, a student must submit their appeal no later than the end of the "Drop/Add" period of the semester for which the approval is sought by providing the Office of Student Financial Aid with a fully completed and signed SAP Appeal Form explaining why he/she should not be suspended. A student may appeal due to mitigating or extenuating circumstances that could not be influenced, planned for, or prevented by the student (e.g., hospitalization, prolonged illness, death in the immediate family, etc.). Documentation verifying the situation is required

and must accompany the appeal. The outcome of a student's appeal depends upon the nature of the circumstances causing the violation, how well that is documented, and how well they have demonstrated that they are now making good progress toward earning their degree. The SAP Appeal Form is available online at the Office of Student Financial Aid's web site for downloading and printing or directly from the office.

Contact the Office of Student Financial Aid for more information regarding SAP.

Funds Distribution

Each student who registers has his or her own student account with the university. Once a qualified student has registered for classes and accepted their awards on WyoWeb, the Office of Student Financial Aid will authorize the electronic transfer of funds from UW financial aid accounts to the student's individual account at the university.

First-time borrowers of federal student loans must participate in entrance loan counseling (view a web presentation). All student loan borrowers must participate in an exit loan interview (in person or on the web) prior to leaving UW.

Federal Work-Study funds are paid as payroll checks or direct deposit on the 15th and last working day of the month following the month in which the hours were worked. Payroll checks may be direct deposited or mailed to the student.

The university will automatically charge a student's account for tuition and fees based on the student's enrollment. Likewise, if the student is living in a university residence hall, room and board charges will be placed on the student's account.

Any financial aid credited to a student's account will automatically pay tuition and fees first and then charges for room and board in UW residence halls. Unless directed otherwise in writing by the student, any remainder will be applied to other university charges. If a negative balance results, a "credit balance check" will be prepared by the university made payable to the student. This check will be mailed to the student's mailing address prior to the first day of classes or after the term begins.

Scholarships awarded for the academic year will be split into two equal payments to the recipient's student account with one to be paid at the beginning of each semester. Most non-UW scholarships are paid in the fall semester unless the donor or selection committee specifically directs that it be paid differently.

Students enrolled in a domestic or international exchange program or a study abroad program approved by UW for academic credit are eligible to apply for federal student financial assistance. Likewise, students concurrently enrolled in classes at two or more eligible institutions of post-secondary education may apply for federal aid. A special consortium agreement between institutions must be completed prior to each semester a concurrently enrolled student seeks aid. Those granted a Federal Work-Study allocation have opportunities to perform community services to earn their allocation.

Information describing available aid, award criteria, rights and responsibilities of aid recipients, costs of attendance or refund and repayment policies and schedules is available by writing to Office of Student Financial Aid, Dept. 3335, 1000 E. University Ave., Laramie, WY 82071, or viewing the financial aid web site at www.uwo.edu/SFA/.

Important: Students are assumed to be full-time when their initial financial aid is determined. If you plan to attend less than full-time in any semester, your financial aid will be adjusted to reflect your true tuition costs. It is always best to make the Office of Student Financial Aid aware of your intended enrollment prior to the start of a semester so that accurate amounts of financial aid may be applied to your account.

Financial aid policies are subject to change without notice to reflect modifications in federal, state and institutional laws and regulations.

Veterans Educational Benefits

Students who have served in the armed forces may be allowed credit for courses taken in some military schools. Students who desire to apply for credit on the basis of the military schools should submit a copy of the DD-214 Form or its equivalent to the Office of the Registrar. Individual colleges will determine whether such courses will be applicable to degree programs.

All veterans seeking educational benefits must register with the veterans' certification specialist in the Office of Student Financial Aid, 174 Knight Hall, (307) 766-3016. This includes completing a veteran's registration card each semester.

Those veterans not completing a veteran's registration card by the last day of the late registration period will be dropped from VA educational assistance at the university. Class load requirements for veterans are as follows:

Undergraduate, Law and Pharm.D. Veterans:

Full-time	12 or more credit hours
3/4 time	at least 9, but fewer than 12 hours
1/2 time	at least 6, but fewer than 9 hours
Less than 1/2	registration credit hour fee reimbursement only

Graduate Veterans:

Full-time	9 or more graduate credit hours or certification by dean of the Graduate School*
3/4 time	at least 7, but fewer than 9 graduate credit hours or certification by dean of the Graduate School*
1/2 time	at least 4.5, but fewer than 7 graduate credit hours or certification by dean of the Graduate School*
Less than 1/2	registration credit hour fee reimbursement only

If any portion of a veteran's schedule is composed of courses which are less than the full semester in length (i.e., short courses, workshops, "blocked" courses, etc.), the rate of benefit payment may be affected. If you have any questions or concerns, contact the veteran's certification specialist in the Office of Student Financial Aid, 174 Knight Hall, (307) 766-3016.

Withdrawal from a class or classes could reduce a veteran's benefits for that term. For details, contact the veteran's certification specialist in the Office of Student Financial Aid.

National Guard Benefit

Active Wyoming National Guard members in good standing and considered to be satisfactory participants may apply to participate in the Guard's Education Assistance Plan. The Plan provides 100 percent tuition and mandatory fee payment for all courses (except repeated courses) leading to one degree at UW, as long as the recipient continues to meet academic and service commitment requirements. Recipients must agree to serve in the Guard for at least two years after earning their degrees. This benefit may be used concurrently with Veterans Educational (GI Bill) Benefits. For information and application packets, please contact the Wyoming National Guard at 800-832-1959, ext. 5262, the UW Outreach School at 800-448-7801, or the UW financial aid office at (307) 766-3016.

Tuition and Fees

Semester Tuition and Fee Schedule 2010-11 (subject to change)

The University of Wyoming semester tuition and fee schedules for the 2010-11 academic year, which begins with fall semester 2010, are not available as of the publication of this document. Updated information about tuition and fees will be available on WyoWeb or from Accounts Receivable, Room 250, Knight Hall, on April 1, 2010.

Summer school tuition and fees will be published in the *Summer Bulletin*.

Full-time undergraduate refers to undergraduate students enrolled for 12 or more hours, and part-time undergraduate refers to undergraduate students enrolled for less than 12 hours. At the graduate level, 9 or more hours is considered full time and less than 9 hours is classified as part time. Fees do not include special fees.

Student Benefit Package and Insurance

At the beginning of each semester, the part-time student benefit package will be added to the tuition bills of all part-time students (6 through 11.5 credit hours for undergraduates and 4.5 through 8.5 credit hours for graduate students) who have elected to keep the insurance. The cost of the part-time benefit package is not available as of the publication of this document. The benefit package allows part-time students the same benefits as full-time students including, but not limited to, the use of Student Health Service, Half Acre Gym and the opportunity to apply for short-term emergency student loans.

Graduate students taking less than 4.5 credit hours must contact the Graduate School, 109 Knight Hall, to discuss eligibility for and/or payment of the benefit package. Graduate students not receiving a fee waiver need to pay for the package at the Cashier's Office, 170 Knight Hall.

Students who own insurance or choose not to have any health insurance must waive the university's health insurance program at the time of registration. Part-time students who waive the insurance coverage can contact Accounts Receivable, 250 Knight Hall, to sign on for a benefit package, if applicable.

Tuition and Fee Payment 2010-11

All university charges are due prior to 4 p.m. the first Friday of each Fall and Spring Term.

An institutional Payment Plan is available for students who:

1. have made the 1st installment payment of 1/3 total current term charges due plus 100% of prior term charges, required prior to 4 p.m. the first Friday of the term or
2. have "OFFERED and ACCEPTED" financial aid equal to or greater than the 1/3 total current term charges plus 100% of prior term charges.

A \$15.00 payment plan enrollment fee is charged per semester. The payment plan allows for two additional payments approximately 30 days and 45 days into the term. Please see the semester class schedule for the exact due dates. Interest of 1.5% per month will be charged on all past due amounts.

Students who have not paid their charges in full or made the 1st installment payment by 4 p.m. on the first Friday of the term will be dropped from classes. A \$50 reinstatement fee will be charged to re-register for the term.

In order to re-register, a student must pay one-third of the anticipated charges plus a \$50.00 reinstatement fee. Students owing \$100.00 or less will not be placed in the payment plan or dropped. Please check your Student Account on WyoWeb to determine the amount due or contact Accounts Receivable at (307) 766-6232.

Charges for a course delivered by Outreach Credit Programs are due approximately one month before the first day of the class or upon enrollment, whichever occurs later. **Please contact Outreach Credit Programs for details and for exact deadline dates.**

Special Course Registration Fees

Additional charges (special course and college fees) must be paid by students enrolling in those courses and colleges with approved special fees. Fees for these courses and colleges will be indicated in the semester Class Schedule.

Tuition Waivers

If an employee, spouse of an employee or cooperating agency waiver is used for payment of tuition and/or fees, the properly completed and signed waiver must be received by the Accounts Receivable office by the first day of the term. Late waivers will not be accepted.

Financial Holds

A student failing to pay fees, charges, fines, penalties, deposits or short term loans as prescribed by the Trustees of the University of Wyoming shall be denied registration at the university and copies of academic transcripts and/or diplomas until such fees, charges, fines, penalties, deposits or short term loans are paid in full. A ten-day wait is required before a student loan hold can be removed if the debt is paid with a personal check. Contact Accounts Receivable or the Student Financial Operations Office in Knight Hall for information regarding financial holds.

Summer Session 2010

Please refer to the *2010 Summer Bulletin* for rates and applicable deadlines.

Refunds/Cancellations

Tuition and course fees will be canceled or refunded to a student who officially drops a class or classes, withdraws from the university through the Dean of Students office, or changes enrollment status (i.e. non-resident to resident; full-time to part-time) in accordance with the institutional refund policy outlined below.

No tuition penalty will be assessed for dropping and adding during the drop period identified in the term's class schedule unless all classes are dropped or an all-school withdrawal is processed. Students who withdraw from individual courses after the end of the drop/add period will have their charges canceled in accordance with the institutional refund policy outlined below.

Mandatory fees, late registration fees, or service fees are not refundable.

The portion of tuition refund/cancellation is computed from the first day of the term, not class meeting pattern. If a student's initial registration includes blocked classes or short courses that begin at a later date, the refund/cancellation will still be computed from the first day of the term. If a student's initial registration occurs during an approved late registration period, the date for computing a refund/cancellation will be the first day of the term.

Institutional Refund Schedule

Before first day of semester	100%
Semester Class Day 1-8	100%
Semester Class Day 9-15	80%
Semester Class Day 16-20	70%
Semester Class Day 21-25	60%
Semester Class Day 26-30	50%
Semester Class Day 31-35	40%
Semester Class Day 36 on	0%

Examples of these calculations are available in Accounts Receivable.

The refund schedule for Outreach School courses may vary; see the Outreach School course schedule for current dates.

Financial Aid Federal Return of Funds Policy

A student who receives federal financial aid (other than Federal Work Study pay checks) and chooses to complete less than 60% of an academic term is considered not to have earned all the federal aid he or she has been awarded.

- If aid already disbursed is equal to earned aid, no further action is required.
- If aid already disbursed is less than earned aid, additional aid may be offered to the student after he or she withdraws.
- If aid already disbursed is greater than earned aid, UW and/or the student must return some federal funds.

To determine whether federal funds have been earned or must be returned, UW follows this procedure:

1. Determine the percentage of the term the student completed. This is calculated by dividing the number of calendar days (including weekends) in a term into the number of calendar days that the student was in attendance for that term.
2. Apply the percentage of time attended to the total amount of federal aid the student was eligible to receive for the term. This is the student's "earned aid."
3. Subtract the amount of earned aid from the amount of aid actually disbursed to the student. A positive remainder is the student's "unearned aid." A negative remainder is the student's "earned aid" that may still be offered to the student.
4. Determine the amount of unearned aid remaining that must be repaid by the student. Subtract the amount of unearned aid repaid by the institution from the total amount of unearned aid.

All unearned aid will be returned to the federal student loan lender or federal aid accounts in the following order: (1) Unsubsidized Stafford Loan; (2) Subsidized Student Loan; (3) Federal Perkins Loan; (4) Federal PLUS (Parent) Loan; (5) Federal Pell Grant; (6) ACG-Smart; (7) Federal SEOG Grant. Any amount owed by the student on a grant will be reduced by 50%.

The date of a student's withdrawal from UW will be the date of the student's notification to the Office of Student Life of an intent to withdraw. When a student fails to officially withdraw from UW, it will be assumed that the withdrawal date is the midpoint of the semester or the last date of documented academic activity.

UW will repay the lesser of (1) the total amount of unearned aid or (2) an amount equal to the student's institutional charges multiplied by the percentage of unearned aid. "Institutional charges" is defined as charges for tuition and fees, plus room and board charges for students living in UW residence halls and apartments. It does not include such charges as bookstore charges, student health insurance premiums, parking citations, or library fines.

The amount of unearned aid owed by the student on a loan may be repaid under the normal repayment terms of the loan. The amount of unearned aid owed by the student on a grant must be repaid immediately.

Any amount of earned aid not yet disbursed to the student will be offered to the student. Such offers will cover any undisbursed grants first, followed by the undisbursed loans.

Examples of how the amount of unearned federal aid a student must return is calculated are available from a professional adviser in the office of Student Financial Aid. A chart detailing the percentage of earned and unearned aid, by calendar day of the semester, is provided in the term's class schedule. In brief, to determine the percentage of earned federal aid, the calculation will use the total number of calendar days in the term divided by the total number of calendar days the student attended.

Interaction of Federal Return of Funds Policy and Institutional Refund Policy

When a student who receives federal financial aid withdraws from the university, he or she may owe a repayment of federal funds and/or be due a refund from UW or owe an additional amount to UW. The Federal Return of Funds policy will be applied before any refund due under the UW policy is disbursed. For details on the application of these policies to a specific situation, please consult with the Accounts Receivable Office, 250 Knight Hall, (307) 766-6232.

Student WyoOne ID Cards 28 Knight Hall, (307) 766-5268

ID cards are issued to all students during their first semester of enrollment. These cards are used throughout the student's entire career at the university.

The ID card, also referred to as the WyoOne card, is needed to pick up transcripts, financial aid, cash checks, access student health services, attend athletic events, enter recreation facilities, check out library books and materials, food service access, enter residence halls, and other necessities. Visit the online card office at uwadmnweb.uwyo.edu/idoffice/ to make deposits, view transaction history, and access other card management features.

The WyoOne card may also be used as a debit card to make purchases on campus after the deposit account is established. Spouses, domestic partners and dependents of students are eligible for an ID card.

Credit Available to Undergraduate Students

The University of Wyoming offers credit towards an undergraduate degree through:

I. University of Wyoming Credit

Instructed Classes

Courses are offered on campus and at Outreach School settings around the state, including recognized academic courses under faculty general supervision such as internships, clerkships, clinical experience, co-op programs, etc.

Correspondence Study

A maximum of 24 semester hours may be earned by correspondence study courses regardless of where the credit is earned. Correspondence study courses taken by postbaccalaureate students will appear on the transcript but will not be included in cumulative hours earned, as correspondence study credit is not applicable toward a postbaccalaureate degree.

Credit by Examination

While there is no maximum placed on the amount of credit earned by examination, credit so earned does not count in fulfilling the residency requirement of 30 hours of upper division University of Wyoming credit.

Students showing proficiency by passing examinations such as the College Entrance Examination Board Advanced Placement Program (CEEB-APP or AP), for example, or examinations developed by University of Wyoming departments may earn college credit through the level of demonstrated proficiency. Credit may be allowed on the basis of any testing procedure acceptable to any department, which may include tests of the AP program and both the general and subject (specific) examinations of the College Level Examination Program (CLEP).

A student may not earn credit by examination in a course if the student has completed a course in the subject matter area above the level of the course for which the examination is sought. However, at the discretion of the departments involved, during the drop/add period a student may challenge a lower-level course while enrolled in a higher-level course in the same subject matter area, if the course challenged is a prerequisite for the course in which the student is currently enrolled.

An examination of an appropriate type and content for the credit sought may be conducted to determine if the applicant's proficiency is equivalent to that which could be expected upon completion of a college-level course in the subject. An applicant found to have this level of proficiency will be awarded credit for that course and allowed to proceed either with more advanced courses or with courses in other areas.

Information concerning credit by examination can be obtained by contacting the Office of the Registrar.

Options include:

- Specific departmental course examinations
- Subject CLEP tests
- AP tests
- International Baccalaureate (IB)

Eligible students who pay the testing fee of \$80.00 may not be denied an examination in the introductory undergraduate course in any department, if such an examination exists. "Introductory course" is interpreted as that course which is prerequisite for successive courses in the department. Additional fees for examinations offered by testing agencies other than the University of Wyoming are determined by the agency concerned.

Grades of S or U (satisfactory/unsatisfactory) are given in all examinations. Credit by examination is not included in the student's grade point average; it is, however, included in the hours earned toward graduation. The grade of S is the equivalent of C or better. See below for specific subject requirements. Entry on the student's academic record for credit by examination is made only if a grade of S is obtained and is noted as a grade obtained by examination.

To qualify for undergraduate credit, the student must be currently registered at the University of Wyoming as a degree candidate. The student must also be able to demonstrate to the satisfaction of the chair of the department involved that background experience has prepared him or her to attempt a challenge examination if such an examination is sought. The department chair's decision will be based upon existing departmental constraints such as accreditation, graduation requirements, and program requirements.

The use of credit by examination, or credit for prior learning, in graduate programs is to be determined by the student's consulting committee in conjunction with the dean of the affected college.

A student may not be allowed credit by examination in a course in which the student is currently or was previously enrolled either for credit or as a visitor or auditor, except that credit by examination may be used as a means to obtain credit for courses previously taken at institutions from which credit is nontransferable. A student may not challenge equivalent courses.

Advanced Placement (AP) Information

Subject	Acceptable Score	UW Course Number(s)/Title(s), Semester Credit Hours
Art History	4+	ART 2020 (3), Art History II
Biology	4, or 5	LIFE 1010 (4), General Biology
Calculus AB	3, 4, or 5	MATH 2200 (4), Calculus I
Calculus BC	3, 4, or 5	MATH 2200, 2205 (8), Calculus I and II
Chemistry	4 or 5	CHEM 1020, 1030 (8), General Chemistry I and II
Computer Science A	4	COSC 1010 (4), Intro to Computer Science I
Computer Science A	5	COSC 1010, 1030 (9), Intro to Computer Science I, Computer Science I
Computer Science AB	4 or 5	COSC 1010, 1030 (8), Intro to Computer Science I and II
Environmental Science	3, 4, or 5	ENR 1100 (2), Env. & Natural Resource Problems & Policies
Economics, Micro	4 or 5	ECON 1020 (3), Principles of Microeconomics
Economics, Macro	4 or 5	ECON 1010 (3), Principles of Macroeconomics
European History	3, 4, or 5	HIST 1120 (3), Western Civ. II
French Language	3	FREN 1010 (4), 1st yr. French I
French Language	4	FREN 1010, 1020 (8), 1st yr. French I and II
French Language	5	FREN 1010, 1020, 2010 (12), 1st yr. French I, II, 2nd yr. French I
French Literature	3	FREN 2140 (3), Intro to Reading
German Language	3	GERM 1010 (4), 1st yr German I
German Language	4	GERM 1010, 1020 (8), 1st yr. German I and II
German Language	5	GERM 1010, 1020, 2030 (12), 1st yr German I, II, 2nd yr. German I
Government and Politics	3, 4, or 5	POLS 0000 (3) (fulfills the US Constitution requirement; eligible to take the one-hour Wyoming Constitution exam)
Government Comp.	3, 4, or 5	UNST GOV (3), Comparative Government Credit
Human Geography	4 or 5	GEOG 1020 (3), Intro to Human Geography
Language & Composition	4 or 5	ENGL 1010 (3), English Composition*
Latin Literature	3	LATN 1010 (4), 1st yr. Latin I
Latin Literature	4	LATN 1010, 1020 (8), 1st yr. Latin I, II
Latin Literature	5	Latin 1010, 1020, 2030 (12), 1st yr. Latin I, II, 2nd yr. Latin I
Literature & Composition	4 or 5	ENGL 1010 (3), English Composition
Physics B	4 or 5	PHYS 1310 (4), College Physics I
Physics C	4 or 5	PHYS 1310, 1320 (8), College Physics I and II
Psychology	3, 4, or 5	PSYC 1000 (3), General Psychology
Spanish Language	3	SPAN 1010 (4), 1st yr. Spanish I
Spanish Language	4	SPAN 1010, 1020 (8), 1st yr. Spanish I and II

Subject	Acceptable Score	UW Course Number(s)/Title(s), Semester Credit Hours
Spanish Language	5	SPAN 1010, 1020, 2030 (12), 1st yr. Spanish I, II, 2nd yr. Spanish I
Statistics	3+	STAT 2050 (4), Fund of Statistics
U.S. History	4 or 5	HIST 1210, 1220 (6), US History I and II
World History	4	HIST 1330 (3), World Civ. from 1450
World History	5	HIST 1330, 1320 (6), World Civilizations to 1450 and from 1450

*Credit is available for either Language and Composition or Literature and Composition, not both.

College Level Examination Prep (CLEP) Information

Subject	Acceptable Score	UW Course Number(s)/Title(s), Semester Credit Hours
Algebra, Principles of	50 or above	MATH 1450 (5), Algebra and Trigonometry
Algebra	50 or above	MATH 1400 (3), College Algebra
American Government	50 or above	Consult with Department of Political Science
American History I	50 or above	HIST 1210 (3) US History I
American History II	50 or above	POLS 0000 (3), (fulfills US Constitution requirement, eligible to take the one-hour Wyoming Constitution exam)
Analyzing Literature	50 or above	USP CH (3)
Art of the Western World	50 or above	ART 1010 (3)
Biology	50 or above	LIFE 1010 (4), General Biology
Business Law, General	50 or above	BADM 1040 (3)
Calculus w/ Elem Functions	50 or above	MATH 2200 (4), Calculus I
Chemistry	50 or above	CHEM 1020 (4), Gen. Chemistry I
Educational Psychology	50 or above	3 hours of general transfer credit
Ethics in America	50 or above	USP CH (3)
French	41 to 49	FREN 1010 (4), 1st yr. French I
French	50 to 56	FREN 1010, 1020 (8), 1st yr. French I and II
French	57 or above	FREN 1010, 1020, 2030 (12), 1st yr. French I, II, 2nd yr. French I
German	40 to 47	GERM 1010 (4), 1st yr. German I
German	48 to 53	GERM 1010, 1020 (8), 1st yr. German I and II
German	54 or above	GERM 1010, 1020, 2030 (12), 1st yr. German I, II, 2nd yr. German I
History of the U.S. I	50 or above	HIST 1210 (3), United States History I
History of the U.S. II	50 or above	HIST 1220 (3), United States History II
History of the Vietnam War	53 or above	3 hours of history elective credit
Human Growth & Development	50 or above	Consult with the Department of Zoology and Physiology
Humanities	50 or above	ENGL 2130 (3), Creative Impulse
Intro to Educational Psychology	47 or above	3 hours of general transfer credit
Intro to Sociology	47 or above	SOC 1000 (3), Sociological Principles

Subject	Acceptable Score	UW Course Number(s)/Title(s), Semester Credit Hours
Literature	50 or above	USP CH course (3)
Macroeconomics	50 or above	ECON 1010 (3), Principles of Macroeconomics
Pre-Calculus	61 or above	MATH 1450 (5), Algebra & Trigonometry
Principles of Management	50 or above	MGT 3210 (3), Management & Organization
Principles of Marketing	50 or above	MKT 3210 (3), Intro to Marketing
Principles of Microeconomics	50 or above	MKT 3210 (3), Intro to Marketing or ECON 1020 (3), Prin. of Microecon.
Psychology	50 or above	PSYC 1000 (3), General Psychology
Spanish	41 to 49	SPAN 1010 (4), 1st yr. Spanish I
Spanish	50 to 53	SPAN 1010, 1020 (8), 1st yr. Spanish I and II
Spanish	54 or above	SPAN 1010, 1020, 2030 (12), 1st yr. Spanish I, II, 2nd yr. Spanish I
Statistics	48 or above	STAT 2070 (4), Intro to Statistics for Social Sciences
Sociology	56 or above	SOC 1000 (3), Sociological Principles
Trigonometry	54 or above	MATH 1405 (3), Trigonometry
Western Civ. I	50 or above	HIST 1110 (3), Western Civilization I
Western Civ. II	50 or above	HIST 1120 (3), Western Civilization II

International Baccalaureate (IB)

Subject	Acceptable Score	UW Course Number(s)/Title(s), Semester Credit Hours
Adv. Math SL	4+	MATH 2200, 2205 (8), Calculus I and II
Anthropology HL-Fld Res.	4+	ANTH 3310 (3) Intro to Anthropology Research Methods
Soc. Anthropology HL-Theory	4+	ANTH 3410 (3), Patterns of Subsistence
Soc. Anthropology SL	4+	ANTH 1200 (3), Intro to Cultural Anthropology
Art/Design HL	4	ART 1000 (3), General Art Studio ART 1010 (3), General Art History
Biology HL	4+	LIFE 1010 (4), General Biology
Biology SL	4+	LIFE 1000 (4), Principles of Biology
Chemistry HL	4	CHEM 1020 (4), Gen. Chemistry I
Chemistry HL	5+	CHEM 1020 (4), Gen. Chemistry I CHEM 1030 (4), Gen. Chemistry II
Chemistry SL	5+	CHEM 1000 (4), Intro. Chemistry
Computer Science HL	4+	COSC 1010, 1030 (8), Intro to Computer Science I and II
Computer Science SL	4+	COSC 1010 (4), Intro to Computer Science I
Economics HL	4+	ECON 1000 (4), Global Econ. Issues
Economics HL	5+	ECON 1010(3), Principles of Macroeconomics; ECON 1020 (3), Principles of Microeconomics
Economics SL	4+	ECON 1000 (4), Global Econ. Issues
English HL	4+	ENGL 1010 (3), English Comp I
Environmental Systems	4+	LIFE 2400 (3), General Ecology
French Language	4	FREN 1010 (4), 1st yr. French

Subject	Acceptable Score	UW Course Number(s)/Title(s), Semester Credit Hours
French Language	5	FREN 1010, 1020 (8) 1st yr. French I and II
French Language	6/7	FREN 1010, 1020, 2030 (12), 1st yr. French I, II, 2nd yr. French I
German Language	4	Germ 1010 (4) 1st yr. German I
German Language	5	Germ 1010, 1020 (8), 1st yr. German I and II
German Language	6/7	GERM 1010, 1020, 2030 (12), 1st yr. German I, II, 2nd yr. German I
History - American HL	4	HIST 1210, 1220 (6), US History I and II
History-European	4+	UNST CS (3), Cultural Context Social Science
Math SL	4	MATH 1450 (5), Algebra & Trigonometry
Math HL	4	MATH 2200, 2205 (8), Calculus I and II
Math Studies	4+	UNST QA (3), Quantitative Reasoning I
Music HL	4	Music 1000 (3), Intro to Music
Music Theory SL	4+	Music 1000 (3), Intro to Music
Philosophy HL	4+	3 hours of general transfer credit
Physics HL	4	PHYS 1110, 1120 (8), General Physics I and II
Physics SL	4+	4 hours of General Credit
Psychology SL	4+	PSYC 1000 (3), General Psychology
Russian Language	4	RUSS 1010 (4), 1st yr. Russian I
Russian Language	5	RUSS 1010, 1020 (8), 1st yr. Russian I and II
Russian Language	6/7	RUSS 1010, 1020, 2030 (12), 1st yr. Russian I, II, 2nd yr. Russian I
Spanish Language	4	SPAN 1010 (4), 1st yr. Spanish I
Spanish Language	5	SPAN 1010, 1020 (8), 1st yr. Spanish I and II
Spanish Language	6/7	SPAN 1010, 1020, 2030 (12), 1st yr. Spanish I, II, 2nd yr. Spanish I
Theatre Studies HL	4+	THEA 1000 (3), Intro to Theatre
Theory of Knowledge	B or A	3 hours of USP CH credit
Performance/Theatre Prod. HL	4+	THEA 2050 (3), Theatre Practice
Visual Art HL	4	ART 1000, 1010 (6), General Art: Studio, History
Visual Art SL	4+	ART EL (12), Art Elective, USP CA

Portfolio Evaluations

In recognition of factors in our society that produce great individual differences in backgrounds and preparation of students entering the university, the university has developed various options to assess extra-institutional college-level learning. To qualify for undergraduate credit, the student must be currently registered at the University of Wyoming as a degree candidate.

Credit based on faculty evaluation of the kinds and extent of college-level learning which an applicant has acquired in prior extra-institutional settings, evidenced in a portfolio of documentation, may count toward university undergraduate graduation requirements. In such event, the student's degree program can be enriched by freeing time needed to take additional courses, or accelerated to earn the baccalaureate degree earlier and commence postgraduate studies sooner.

The number of credit hours able to be earned by means of a portfolio evaluation is normally limited to 12. Such credit, when awarded, shall be for specific University of Wyoming content-oriented courses (rather than given as X number of hours of credit in a general discipline area), following the college course model of assessment as defined by the Council for Adult and Experiential Learning. Portfolio assessment, when used, will be conducted by a committee of appropriate tenured faculty including at least one member with the academic rank of professor. *All credit assigned for experiential learning based upon portfolio evaluations is excluded from the minimum credit hour requirements as set forth in the university requirements.*

II. Transfer Credit

Transfer credit includes college courses accepted from other regionally accredited colleges or universities. Such course work must be considered equivalent or comparable to course work required by the University of Wyoming. The university accepts only academic courses in the study of religion similar to those offered by the Religious Studies Program in the College of Arts and Sciences.

Students transferring to UW must have the registrar or records office of the previous school(s) send an official transcript to the University of Wyoming Admissions Office. Once all final transcripts have been received by the Admissions Office, the degree analysts in the Office of the Registrar will create an electronic record of all courses that transfer to UW.

Evaluations are not accomplished for students working toward a Second Bachelor's Degree. Second Bachelor's students should consult with their adviser concerning the applicability of transfer work to their UW degree program.

The recording of credit does not automatically imply acceptance toward a degree since degree requirements vary from major to major. Acceptance of credit toward a major is dependent upon final approval by the student's academic adviser. Questions concerning the transferability of course work from other institutions should be directed to the Office of the Registrar.

The *Wyoming Higher Education Course Transfer Guide* publication lists those Wyoming community college courses which transfer to the University of Wyoming. The transfer guide is distributed to community college advisers throughout the state and is also available online through the UW Outreach School's web site. Wyoming Community college students intending to transfer to the University of Wyoming are encouraged to meet with their advisers and consult the transfer guide and *University Catalog* when planning their program of study.

Wyoming Community College Articulation Agreement

Students entering UW beginning fall 2001 and who have completed an AA, AS, or AB degree from a Wyoming Community College (spring 2001 or later) receive credit toward completion of the lower division general education requirements included in the University Studies Program. Two types of graduates are addressed in this agreement:

1. All Wyoming community college graduates (AA, AS, or AB degree) who have completed the prescribed thirty (30) credit hour Wyoming community college Common General Education Core and, **in addition, a second three (3) credit hour college-level math course**, will be deemed to have met UW's lower-division general education requirements.
2. All Wyoming community college graduates (AA, AS, or AB degree) who have completed the prescribed thirty (30) credit hour Wyoming community college Common General Education Core, **but who lack the second three (3) credit hour college-level math course** will be required to complete the second mathematics course either at the community college or at the University before they will be deemed to have met UW's lower-division general education requirements.

This articulation agreement applies to *graduates* receiving an Associate of Arts, an Associate of Sciences, or an Associates of Business degree from any of the seven Wyoming Community Colleges spring 2001 or later. All graduates with an AA, AS, or AB degree complete a minimum of 64 college-level credits with a minimum of 2.0 GPA.

Nontraditional credits awarded by another institution will not normally be accepted by the University of Wyoming. They may be validated by departmental exam within the faculty regulations allowing for such examinations. Credits awarded at other institutions based on ACT or SAT scores or College Level Examination Program (CLEP) general examinations will not be accepted as transfer credit.

Colorado Community College Articulation Agreement

A Colorado Community College Articulation Agreement is under development. For more information, please contact Academic Affairs.

Graduates of Pikes Peak Community College (spring 2008 or later) are awarded the lower-division general education core in the same manner as graduates of Wyoming community colleges, with the exception of the UW/WY Government and Constitutions requirement. Students must complete the Wyoming component through coursework or the challenge exam.

Transfer Credit for Graduate Students

With committee and college approval, a student may submit up to a total of 12 pre-admission hours that may be a culmination of non-degree, reserved, and/or transfer hours. The total number of hours allowed from each category is as follows: 12 non-degree graduate hours; 9 transfer; and 6 undergraduate. A student may elect to utilize a combination of the three different areas to total the 12 maximum allowed (i.e. 6 non-degree hours, 3 transfer hours, and 3 reserved hours). Please review the individual sections of the bulletin that cover the specific policies for non-degree hours, reserving coursework for graduate credit, and transfer credit.

To transfer hours earned at another institution to a graduate program at UW, the student must provide an official transcript from the institution where the credits were earned. This official transcript must be part of the student's permanent file. The student must also provide evidence that the course was approved for graduate credit at the institution where the course was taken.

No more than 9 semester hours that have been transferred from another accredited institution may be used for meeting the credit hour requirements of a master's student's program. Transferred hours must carry a B or better grade and will not reduce the residence requirements. Transferred credit will be subject to the approval of the appropriate major professor and the college dean and must be completed prior to approval of a master's degree program of study for which the credit is to apply. S/U or P/F transfer hours are not acceptable on a program of study.

Coursework hours approved for transfer from another college or university are considered as part of the 12-credit-hour pre-admission course limitation for master's and educational specialist students.

Hours transferred from other institutions for a doctoral program must carry a letter grade of B (3.0) or better (A=4). Doctoral (Ed.D. and Ph.D.) candidates may transfer up to 48 credit hours of such coursework, only four of which can be thesis research. Transfer hours for doctoral students are not considered as part of the 12-hour pre-admission course limitation.

III. Military Service Courses

Students who have served in the Armed Forces may be allowed transfer credit for courses taken in some military schools. Students who desire to apply for credit on the basis of their military schooling should submit a copy of their DD-214 form or AARTS/SMART/CCAF transcript (or its equivalent) to the UW Admissions Office. The degree analysts in the Office of the Registrar determine whether the course work is transferable to UW. Evaluations for the granting of credit for military-based training are based on recommendations in the American Council of Education (ACE) guidelines. Individual colleges will determine whether such course work is applicable to their degree programs.

The Grading System

Students are evaluated according to the following grading system:

Grade	Pts.	Definition
A	4	Exceptional
B	3	Very good
C	2	Fair
D	1	Poor
F	0	Failure (may be assigned as a grade for failure to attend or to indicate failure to formally withdraw)
I		Incomplete (temporary mark pending coursework completion as agreed in a signed document). See section on incompletes below for details.
W		Withdrawal (from the individual course or all courses), only if the student follows the official withdrawal procedure. If a student enrolls in a course and then abandons it (stops attending) without following the official withdrawal procedure, a grade of F will be assigned.
S		Satisfactory (equivalent to a C or better [B or better in courses numbered 5000 or above]; see general information on S/U grading below)
U		Unsatisfactory (see general information on S/U grading below)
P		Passing (equivalent to a C or better, for midterm grades only)
UK		Unable to compute grades (for midterm grades only)

Grade Points

Each letter-graded course carries grade point value computed as: the total credit hours earned in the course multiplied by the point value of the letter grade earned. For example: a student earning an A (point value of 4) in a 3 credit-hour course would earn 12 grade points for the course.

Semester (or Term) Grade Point Average

The semester grade point average (GPA) is the sum of all grade points earned in a semester or term divided by all credit hours attempted for letter grade. Credit hours in courses in which marks of I, W, S, or U were assigned, as well as developmental courses, are excluded.

Cumulative Grade Point Average

The average of all grades earned by a student as outlined below is termed the cumulative grade point average. It is used for determining activity eligibility, honors, probation, suspension, graduation, and for all comparisons or purposes requiring measurement of academic standing.

The cumulative grade point average is defined as the sum of all grade points earned in University of Wyoming residence, correspondence, or the Outreach School, divided by all credit hours attempted for letter grade, with the following exceptions:

1. The credit hours shall not be counted in courses in which marks of W, S, or U were assigned, or in which marks of I (for incomplete) are still in effect.
2. For repeated courses:
 - a. First repeat: only the second credit and grade is used to calculate the cumulative grade point average.
 - b. If repeated more than once, only the last credit and grade earned is used to calculate the cumulative grade point average.
 - c. A student is limited to a maximum of three (3) attempts, including withdrawals, in any course at the University of Wyoming.
 - d. If a mark of W, S, or U is assigned in a repeated course, the previous grade assigned will stand except when an S or U is earned repeating a previous S or U.
 - e. Courses applied towards one completed degree may be repeated as part of a second degree; however, the grade and grade point average in the original degree will not be changed.
3. Transfer grades are not counted in the UW grade point average. If a course taken at UW is repeated for the first time at another institution, the credits and grade earned at UW will be deleted from computation of the UW cumulative grade point average if credit for the repeated course is transferred to UW.
4. For graduate students, courses numbered below 4000 are not added in to the semester and cumulative totals, nor computed into the GPA.

Incompletes (I)

A grade of "I" (incomplete) is a temporary grade assigned in those rare instances when no other mark will insure justice to the student. It may be awarded only if the class instructor has approved a petition to be filed prior to grade submission by the instructor to the Registrar at the end of the term in which the student was enrolled in the class. (UW Regulation 6-720)

Time allowed for completing course requirements will normally not exceed 120 calendar days beyond the end of the semester in which the I was given. The dean of a college may designate certain research courses where the 120-day limit may be extended by the instructor; however, the completion date even in these courses should not be later than the time of graduation for the student unless the student is reserving the particular course for graduate credit.

If the final grade for the course is not received in the Office of the Registrar by the date indicated on the authorization, the I will revert to an F. Should graduation occur in the interim, the I can stand permanently or it can still be completed within the specified deadline, but the student's GPA at graduation with all associated honors will stand as computed.

General Information on S/U Grading

The grade of S (satisfactory) is interpreted to include grades A-C and the grade of U (unsatisfactory) to include grades D-F on the conventional grade scale for courses numbered less than 5000 (for courses 5000 or above, the grade of S is interpreted to include grades A and B). Credit hours of S/U courses are counted as hours attempted toward graduation. However, neither the S nor U grade carries grade points and neither will be included in the calculation of the cumulative grade point average.

Students may not take a course for S/U credit to satisfy University Studies Program requirements, unless the course is offered for S/U only; (e.g., POLS 1000, or the equivalent history or economics courses, may not be taken for S/U).

If a mark of S or U is assigned in a repeated course, the previous grade assigned will stand except when an S or U is earned repeating a previous S or U.

Students must signify at the time of registration or schedule modification whether they are taking any course for S/U grades. Faculty will be notified of the student's decision.

The faculties of the various colleges and interdisciplinary programs shall determine the number of credit hours of S that may be used to satisfy degree requirements in their programs. They may also place restrictions upon the use of S credits to satisfy college or major requirements. In addition, they may designate particular courses in their colleges as courses to be offered for S/U only.

A student who changes majors within a college or who transfers to a different college may petition for the acceptance of S credits previously earned if such credits are in conflict with faculty-established regulations for the new major or college.

Mid-Term Grades

Mid-term grades for all courses numbered below 5000 are to be submitted by instructors on WyoWeb the week following midsemester. Grades which can be assigned by faculty are:

Grade Definition

P	Passing - for students performing at the A, B, or C level
D	Poor
F	Failure (may also be assigned as a grade for failure to attend or to indicate failure to formally withdraw)
S	Satisfactory (equivalent to a C or better) in cases where the class is offered for S/U or the student has elected the S/U option
U	Unsatisfactory (equivalent to a D or F) in cases where the class is offered for S/U or the student had elected the S/U option
UK	Unknown; unable to compute grade

The UK grade may be assigned if, due to lack of performance assessments such as exams, papers, homework, etc., a faculty member is unable to make a determination of a midterm grade.

Please note that the midsemester grade received in any particular class reflects the assessment of student performance during the first portion of the semester only.

Mid-term grades are available on WyoWeb.

End of Semester Grade Reports

Final grades are available on WyoWeb as soon as possible (usually within five working days) after the close of the semester or term.

Definitions

1. Cumulative semester hours attempted shall be the total of all credit hours attempted through the University of Wyoming, except for credit hours attempted in repeating a course, those in which marks of W were assigned, and those accepted in transfer from other institutions.
2. The cumulative grade point average is defined as the sum of all grade points earned through the University of Wyoming divided by the sum of all credit hours attempted through the university, except for credit hours in which marks of W, S, U, or I are assigned or those of an initial course which has been repeated. When a course has been repeated, only the last grade points and credit hours assigned for repeats of the course shall be entered in the computation of the cumulative grade point average.

Academic Transcripts

Official transcripts of individual academic records at UW are sent from the Office of the Registrar upon written authorization signed by the individual. Individuals may also authorize the release of their academic transcripts through WyoWeb. All financial obligations to the university must be cleared before a transcript may be released or viewed on WyoWeb.

Transcripts are produced on a first-come, first-served basis and one to two business days must be allowed. Individuals are asked to anticipate transcript needs and submit requests to the Office of the Registrar as far in advance as possible. Usually, 10-15 days are needed at the close of a semester to record semester grades and issue transcripts. For fax service, there is a charge of \$10.00 per transcript; please allow 3-5 business days. Same-day transcript service is available for a \$10 fee (limit of 2 transcripts).

Partial transcripts are not issued. Each transcript includes the complete academic record at the University of Wyoming and the number of credits from other institutions accepted by UW.

Official transcripts of credit earned at other institutions which have been presented for admission or evaluation of credit become the property of the University of Wyoming and are not reissued or copied for distribution. This includes high school records and any other type of supporting documents. Transcripts of work completed at other institutions should be obtained directly from the issuing institution.

Applicability of transfer credit toward any degree is dependent on the curriculum pursued by the student.

In preparing transcripts for graduate students or second bachelor's degree candidates whose undergraduate work was taken elsewhere, the University of Wyoming includes on its transcripts no detailed reference to that undergraduate work, mention being limited to designation of the degree and date received and the name of the institution granting the degree.

Honor Roll

Undergraduate and law students who achieve high scholastic grades are honored by being placed on the President's Honor Roll, the academic Dean's Honor Roll, or the Vice President for Academic Affairs Honor Roll.

The requirements to be met to attain these honors are:***For President's or Dean's Honor Roll:***

1. Undergraduate students must complete a minimum of 12 UW semester hours on a basis of A, B, C, D, or F. Exception: if a student is student teaching, the student must be enrolled in a minimum of 12 UW semester hours, at least 7 of which must be graded on the basis of A, B, C, D, or F with no semester grade of I. Courses taken for audit do not count for honor roll purposes.
2. A GPA of 4.0 for the President's Honor Roll.
3. A GPA of 3.25 or better for the academic Dean's Freshman Honor Roll.
4. A GPA of 3.4 or better for the academic Dean's Honor Roll for undergraduates above freshman standing.
5. In the College of Law, students are eligible for the academic Dean's Honor Roll when enrolled in a minimum of 13 UW semester hours of law courses. In the College of Law, a grade point average of 3.25 or better is required for first year students and a GPA of 3.4 or better is required for second and third-year students for the academic Dean's Honor Roll.
6. Students having consortium agreements with other institutions are not considered to be full-time for honor roll purposes.

For the Provost's List:

1. Undergraduate students must complete a minimum of 6 UW semester hours, but fewer than 12 UW semester hours, of which at least 6 UW semester hours must be graded on the basis of A, B, C, D, or F with no semester grade of I. Courses taken for audit do not count for honor roll purposes.
2. A GPA of 3.5 or better.

Graduate Students

Graduate Students are not eligible for the President's Honor Roll, the academic Dean's Honor Roll, or the Provost's List.

Academic Probation and Suspension**Undergraduate Students*****Academic Status***

In order to graduate, every student is expected to maintain satisfactory academic progress, which is based on scholastic performance. Current academic status will be indicated on internal documents and grade reports as:

- good standing
- academic probation
- academic suspension: normally not eligible to petition for reinstatement until one full semester, exclusive of summer term, has elapsed. The dean of the college in which a suspended person wishes to continue may waive the four-month delay if the dean is assured that the person has made suitable progress toward resolving the academic deficiencies.

Undergraduate Academic Probation

1. Academic probation shall constitute notice that a student is not progressing satisfactorily toward the bachelor's degree or Pharm.D.
2. A student enrolled at the University shall be placed on academic probation at the end of the semester or summer term when his/her cumulative GPA at UW falls below a 2.00.
3. A student placed on scholastic probation will be so notified by letter. This information is also available on WyoWeb.
4. A student shall be removed from scholastic probation at the end of the semester or summer term in which his/her cumulative GPA is 2.00 or above.
5. Students who fail to remove themselves from probation or earn a semester grade point average below 2.0 in the next semester or summer term attempted will be suspended from the university for not maintaining the criteria for satisfactory academic progress. Students on probation who register for a semester or summer term and then withdraw from that semester or term will be suspended, as it is considered an attempted semester or term.

Undergraduate Academic Suspension

1. Academic suspension shall constitute notice to a student that his/her enrollment in the University of Wyoming has been terminated because of unsatisfactory progress toward the bachelor's degree.
2. A student who is suspended for unsatisfactory academic performance should not be permitted to petition for reinstatement until one full semester, exclusive of summer term, has elapsed. Students may petition once per semester for reinstatement, and, if denied by any college or the Center for Advising and Career Services, cannot petition for reinstatement until the next fall or spring semester, unless there are documented extenuating circumstances justifying immediate reinstatement.
3. A suspended student may not enroll for any University of Wyoming credit classes (including on-campus, online, correspondence, and Outreach).
4. Credit earned at another accredited college or university while a student is suspended from the University may be accepted under the usual regulations governing the transfer of credit after the student has been reinstated.
5. A student placed on academic suspension will be so notified by letter.

Undergraduate Academic Reinstatement

1. A college may have an academic reinstatement policy that is more restrictive than the general university policy.
2. Academic reinstatement shall constitute notice that a suspended student has been reinstated to the University, and is eligible to be considered for readmission. The reinstated student shall be on scholastic probation during his/her first semester or summer term of reinstatement after which he/she may be removed from this probation.
3. A petition for reinstatement must be submitted no later than 15 days before the beginning of the semester or summer term in which the student wishes to register. A petition received after this deadline may not be processed until after the regular registration period.
4. The decision on a petition for reinstatement shall be made by the dean (or designee) of the college in which the student wishes to enroll. Undeclared students should contact the Director of the Center for Advising and Career Services. A student who has been reinstated must remain in the college in which he/she has been reinstated for that semester.
5. Students placed on academic suspension are eligible for a maximum of three reinstatements. Any student placed on academic suspension for the fourth time is not eligible for reinstatement for a minimum of five years from the end of the last term of attendance.
6. Students who are suspended as a result of spring semester grades will have the suspension invoked at the beginning of the summer term, excluding any course(s) which had begun prior to the determination of the academic suspension.

Exceptions

Upon the request of a person placed on academic suspension or denied reinstatement, the vice president for academic affairs may review the circumstances and reverse the decision of the dean if the vice president for academic affairs deems it necessary to prevent a gross injustice.

Academic Renewal

An undergraduate student who returns to the university (UW) and who has not completed or withdrawn from a college course at UW (excluding correspondence study courses) during the previous five years will have the option of continuing his or her earlier UW cumulative GPA or commencing a new cumulative GPA under the Academic Renewal policy. An interested student must submit the Academic Renewal Application Form (which may be obtained from the Office of the Registrar) to the registrar no later than ten class days before the last day of classes of the semester in which the student returns to UW.

The entire UW transcript will remain intact. A note indicating the policy will precede the new part of the UW transcript if the student opts for academic renewal. At the discretion of the academic department in which the student is enrolled, credit hours for which the student earned the grade of C or better may be applied toward the completion of the degree requirements. The list of any departmentally-approved courses must be indicated on the Academic Renewal Application Form when initially submitted to the registrar. No further changes may be requested.

A student's GPA and completed courses that were applied to a baccalaureate degree are not eligible for academic renewal.

Graduate students are not eligible for academic renewal.

Graduate Students

A graduate student enrolled at the university shall be placed on academic probation at the end of a semester or summer session when his or her graduate cumulative UW grade point average in 4000-level or higher courses is below 3.0. Students who fail to bring their graduate GPA to 3.0 and remove themselves from probation after one semester or summer session will be suspended from the university. A suspended student may petition their academic program for reinstatement to the same degree program. A reinstated student will be on probation and may be subject to other performance criteria as specified by the affected department.

The above GPA requirement is considered to be a minimum requirement. Departments may recommend suspension of students from their degree program based on other performance criteria.

Regulations governing academic probation, suspension, and reinstatement do not apply to students enrolled in the College of Law.

Registration and Enrollment in Courses

Registration Procedures

Eligible students can register, drop, add, and list their courses through WyoWeb. To insure that students have seen an adviser, access numbers for each semester's registration are distributed through the academic advisers. Directions for registration are contained in the appropriate *Class Schedule*. *Class Schedules* are available online no later than one week prior to advising week. Students are responsible for following directions and deadlines contained in the *Class Schedules*.

The following categories of continuing students in good standing or on academic probation are eligible to register for the semesters indicated:

1. *For the fall semester:*
 - a. All students who were enrolled the previous fall or spring semester.
 - b. Summer session students cleared by the Admissions Office for fall. (This does not include those admitted for summer only.)
2. *For the spring semester:*

All students who were enrolled the previous spring or fall semester.
3. *For the summer session:*

Students who were enrolled the previous summer, fall, or spring semester.

All other applicants and students should complete admission requirements by the admission deadline. (Refer to the sections on undergraduate and graduate admissions in this bulletin for deadlines.)

All information requested during admission and registration is important to the student and to the university and should be kept accurate and complete. If a student's address, telephone, major, adviser, or other vital information changes after enrollment, the Office of the Registrar should be informed without delay.

Academic Adviser

Academic advising is a decision-making process involving a partnership between the academic adviser and the student (advisee). In this partnership, issues and questions regarding personal, professional, and educational goals are examined and evaluated. This includes, but is not limited to, planning an appropriate course of study and the scheduling of classes.

The purpose of academic advising is to promote rational, informed, and independent choices by the student. To that end, the academic adviser is a significant link for the student to other resources in the university community. Students are expected to take the initiative in developing the adviser-advisee relationship and to assume an ever-increasing role in developing their own academic, career, and personal goals.

Change of Registration

Modification of a course schedule during the drop/add time period is accomplished through WyoWeb. After the end of the drop/add period, individual class withdrawals must be processed on the appropriate form obtained from the Office of the Registrar or its web site. Changes to a student's registration or withdrawals are not official until the required forms are completed and returned to the Office of the Registrar as prescribed.

The period of time allowed for modifying a student's schedule or withdrawing during the summer session or other special terms is established in regulations or by the registrar, subject to the approval of the vice president for academic affairs.

During the fall and/or spring semester(s):

1. *Dropping a class or changing sections:* A student may drop classes or change sections of the same course during the first eight class days of the semester (four class days for blocked courses).
2. *Adding a course or changing grading option:* A student may add classes or change grading options or hours in variable-credit courses during the first ten class days of the semester (five class days for blocked courses).
3. *Withdrawal from a course:* After the designated drop/add period, students may officially withdraw from individual regular term courses until ten class days after mid-semester. They may withdraw from blocked courses until five class days after the middle of the course. A mark of W will be assigned indicating withdrawal.
4. *Withdrawal from the university (termination of enrollment):* A student may terminate all fall or spring semester enrollments if formal procedures are completed through the Dean of Students Office prior to the last 15 calendar days of the semester. A mark of W is assigned to each course, indicating official termination for that semester.

Choice of College and Major

The academic adviser is an excellent source of information about the adviser's professional field for students who have selected a major. Students who are undecided about the selection of a college and/or major and who seek specialized assistance in choosing educational and vocational objectives should contact the Center for Advising and Career Services. These units have programs designed to help the undeclared student acquire the tools to make an intelligent decision regarding an appropriate major discipline.

Change of College, Major, or Adviser

Students who wish to change their college, major, or adviser should obtain the appropriate form from either the Office of the Registrar or the office of the dean of the college of their current enrollment. Students wishing to transfer from one college to another must secure the signatures of both their present and future deans. Graduate students need the approval of the college dean and the head of the department to which the student is transferring. After all appropriate signatures have been obtained, the student should take the form to the Office of the Registrar.

Students who have completed their undergraduate work at the university and who wish to embark upon a graduate program, even through continuing their graduate work in the same field they pursued as undergraduates, will need to apply for graduate admission. (Refer to the section on graduate admission in this bulletin for deadlines.)

Definitions for Student Classifications

Code	Class	Definition by earned hours
FR	Freshman	Under 30 credits
SO	Sophomore	30 but less than 60 credits
JR	Junior	60 but less than 90 credits
SR	Senior	90 or more credits
GR	Graduate Student	
LW1	Law student (professional level) first year	
LW2	Law student (professional level) second year	
LW3	Law student (professional level) third year	
MD1	Medical student (professional level) first year	
PH1	Pharm.D. (professional level) first year (0-33 semester hours)	
PH2	Pharm.D. (professional level) second year (34-69 semester hours)	
PH3	Pharm.D. (professional level) third year (70-104 semester hours)	
PH4	Pharm.D. (professional level) fourth year (105+ semester hours)	

Credit Hour Load

Undergraduates: An average of 15 hours of work each semester is considered a normal load. Maximum credit loads are 20 hours in all colleges. Normally, not more than 12 hours of undergraduate credit may be earned during the summer session. An approved Overload Petition form must be filed to exceed these maximums. Overload Petition forms are available online or from the Office of the Registrar.

Graduate students: 14 hours of credit is the average and 16 hours the maximum amount of credit allowed per semester for full-time graduate students. A student who has been assigned an assistantship for the academic year is usually restricted to a load of 13 semester hours. Normally, not more than 8 hours of credit may be earned in course work during an eight-week summer session. An approved Overload Petition form must be filed to exceed these maximums. Overload Petition forms are available online or from the Office of the Registrar.

Auditing a Course

The privilege of non-credit enrollment in a class is available, upon approval of the adviser and the instructor, to any university student. The auditing privilege is subject to the same fee schedule as credit courses. Auditors are expected to attend class regularly and complete such graded work as required by the instructor. It is the responsibility of the student to determine and fulfill the requirements for a satisfactory audit. Though this auditing privilege carries full rights of class participation, it definitely offers no academic credit, does not count toward full- or part-time status, and will result in a mark of satisfactory (SA/S) or unsatisfactory (UA/U). Subsequent credit for the course by special examination is not available.

Graduate Credit for Seniors

Undergraduate students taking graduate-level courses which are not in any way a part of their undergraduate degree have the option of later using such courses for purposes beyond the bachelor's degree requirements. If the student intends to pursue a graduate degree or needs the courses noted on the academic transcript as reserved for graduate credit for job classification (i.e. advancement on teacher salary schedules, etc.) the student should file a petition. The petition should be filed by midterm of the semester which is requested. The petition form is available on the Graduate Student Resources website. Courses may not be retroactively reserved once a semester has ended.

Repeating a Course

Students may repeat course work; however, credit earned in any given course (or equivalent course) is applicable toward a degree requirement only once. All grade entries remain on the student's record, but only the last grade earned will be calculated in the UW cumulative grade point average. Refer to the Cumulative Grade Point Average section of this bulletin for further information. Variable-credit courses are not considered as repeats unless the department head provides written certification that the course content was, in fact, repeated. Courses repeated will remain as entries on the academic transcript. Courses applied towards one completed degree may be repeated as part of a second degree; however, the grade and grade point average in the original degree will not be changed. A student is limited to a maximum of three (3) attempts in any course at the University of Wyoming. An "attempt" includes any instance in which the student earns a grade for the course or withdraws from the course. The three-attempt limit does not apply to courses identified in the *University Catalog* as being appropriate for students to take multiple times. A student can petition for exceptions to this limitation through established university procedures (UW Regulation 8-238).

Class Attendance

Each student shall attend the lectures, recitations, and laboratories, and participate in field work deemed necessary to adequately fulfill the academic requirements of each course. Each instructor, at the beginning of every semester, shall stipulate the attendance policy necessary for satisfactory completion of the course.

The Dean of Students Office may issue authorized absences for participation in university-sponsored activities and for other unusual circumstances. If students have been hospitalized, or if they have been directed by the Student Health Service or their private physician to stay at their place of residence because of illness, the Student Health Service or their private physician may issue a statement giving the dates of the student's confinement which the student may show to the instructor without verification from the Dean of Students Office.

All instructors shall permit students who have official authorized absences to make up missed course work without penalty. An authorized absence, however, merely gives the individual who missed the class an opportunity to make up the work and in no way excuses him or her from the work required.

Withdrawal from the University (Termination of Enrollment)

Withdrawal from the university is the official termination of student status prior to the end of a term. Students wishing to withdraw from all on-campus classes should initiate the procedure with the Dean of Students Office. Withdrawal from the university is not permitted during the last 15 days of a term.

After clearing with the Dean of Students Office, the withdrawal form must be presented to the university cashier for initial processing. The Office of the Registrar will report withdrawals to instructors concerned.

Students withdrawing from Outreach courses should contact the Outreach School.

Course Withdrawal

Students wishing to withdraw from some but not all course work can obtain the required forms from the Office of the Registrar or its web site. See the Change of Registration section on preceding pages for deadlines.

A class withdrawal is not official unless filed with the Office of the Registrar. Unauthorized discontinuance of enrollment or unofficial abandonment of classes will result in a failing grade.

Academic Dishonesty

Whatever form academic dishonesty may take, the university community regards it as a serious offense. An act is academically dishonest when, and only when, it is an act attempted or performed in order to misrepresent one's involvement in an academic task in any way. Such conduct will result in imposition of sanctions pursuant to University Regulations.

It is the responsibility of both the student and person in charge of an academic task, respectively, to make reasonable efforts to learn of, or make known, the expectations and standards of conduct required in the performance of an academic task. Failure on the part of the student to observe and maintain required standards of academic honesty will require corrective action by officials.

If academic dishonesty has been established, the offending student shall receive a failing grade for the course in question. If two such acts have been recorded at different times or in different courses, the student shall be suspended from the university in accordance with UW Regulation 6-802. These actions shall not preclude the imposition of other sanctions by university officers including the loss of benefits from programs, scholarships, and other opportunities normally afforded students.

Graduation Requirements and Procedures

Graduation Requirements

Students are personally responsible for knowing degree requirements and enrolling in courses that fulfill their degree program. Students, with the help of their advisers, design their program to satisfy their needs and aims. Students will be required to complete assessment activities as determined by the university prior to the awarding of degrees. Students are likewise held responsible for knowing regulations governing the standard of work required for continuance in the university involving academic probation and suspension.

Graduate Student Requirements

Admission to Candidacy

Time spent in graduate study or accumulation of credit hours will not necessarily allow a student to become a candidate for an advanced degree. Admission to candidacy is an expression of the judgment of those who have observed the work and reviewed the credentials of the student, and deem the student worthy of the opportunity to complete the work for an advanced degree. Admission to candidacy for an advanced degree requires a specified procedure for specific degrees.

Graduate students must declare a graduation date. Anticipated Graduation Date forms may be submitted at any time, but should be submitted as early in the term of graduation as possible. A Program of Study/CAPP degree evaluation, and Committee Assignment (if required) and Preliminary Examination Results forms (doctoral students only) must be on file before the Anticipated Graduation Date form will be processed. Upon receipt of the form, your Degree Analyst will verify that all course requirements have been met. If discrepancies are found, the Degree Analyst will contact you with instructions on how to resolve them. Your Degree Analyst will also verify that you have registered for a minimum of one semester hour for the current semester. If you have questions, please contact the appropriate Degree Analyst.

Prepare for your Defense

A formal public announcement of thesis and dissertation defenses is required. Contact your department for specific procedures.

Prior to the defense, complete the Report of Final Examination form and take it to the defense.

After the Defense

Following the defense and when all committee signatures have been secured (note: committee chairs may delay signature until all necessary changes to the thesis/dissertation/non-thesis paperwork have been made and approved), submit the form to the Office of the Registrar.

After submission of the Report of Final Examination Results form indicating all changes/revision have been made and the thesis/dissertation is approved for final submission, student will submit the document for format review and final electronic publication to ProQuest. You will be advised if additional corrections are required.

If you have not previously done so, pay your graduation fees online or at the Cashier's Office, Knight Hall 170 by the last day of classes for the semester.

Ph.D. students only: Complete the NORC national survey of doctoral students. This is done using the Survey of Earned Doctorates on the NORC website. At the end of the survey, you will be prompted to send an email indicating completion of the survey. Please send this email to registrar@uwyo.edu.

Adjustment to Changing Requirements

Students are expected to inform themselves of changes in degree requirements by reviewing the catalogs that are published annually and their Degree Evaluation (CAPP) reports; then, when necessary, adjust their degree plans accordingly.

If university or college requirements are changed, students are encouraged to adopt the new requirements; however, students will have the option of graduating under the requirements in effect when they entered the university or one of Wyoming's community colleges, provided the courses are still available. The student must accept either the new requirements or the requirements in effect when they entered the university or one of Wyoming's community colleges in their entirety, not a combination from each. Students changing colleges within the university or reentering the university after one or more years away are expected to adopt the requirements in effect at the time of the reentry. Any substitution to the above must be approved in writing by the student's adviser and the college dean and added to the student's advising folder in the department or college.

If departmental requirements are changed, students will ordinarily be permitted to continue under the requirements in effect when they entered that major department provided there has not been an interruption in their education for a year or more; however, students are encouraged to adopt the new requirements in total, or to accept, with the written approval of the student's adviser within the department, those of the new requirements which would not be an undue hardship. Notice of changes will be available from departmental offices and advisers. It is the responsibility of students to keep in touch with their major departments, to learn of changes in requirements, and to plan ahead so that necessary courses can be taken by the expected time of completing a degree. Many courses are not given every semester and some not every year.

If required prerequisites for a course are changed, notice may be obtained from the department offices. The university cannot continue two courses, one with and one without a newly-adopted prerequisite. The student must therefore meet the new prerequisite or obtain permission from the instructor to enroll in the course. In the event of any doubt as to the adequacy of preparation for a course, the student should consult with the instructor or an adviser in the department as far in advance as possible. Independent study, if approved, may be accepted in lieu of a specific course prerequisite.

Scholarship Standards

A UW cumulative grade point average of at least 2.000 is required for undergraduate degrees. The cumulative grade point average is defined as the sum of all grade points earned in residence, correspondence study, or outreach at the University of Wyoming, with the following exceptions:

1. The credit hours shall not be counted in courses in which marks of W, S, or U were assigned, or in which marks of I (for incomplete) are still in effect.
2. For repeated courses:
 - a. First repeat: only the second credit and grade is used to calculate the cumulative GPA.
 - b. If repeated more than once, only the last grade is used to calculate the cumulative GPA.
 - c. If a mark of W, S, or U is assigned in a repeated course, the previous grade assigned will stand except when an S or U is earned repeating a previous S or U.
 - d. Courses applied towards one completed degree may be repeated as part of a second degree; however, the grade and GPA in the original degree will not be changed.
3. Transfer grades are not counted in the UW GPA. If a course taken at UW is repeated for the first time at another institution, the credits and grade earned at UW will be deleted from the UW cumulative GPA if credit for the repeated course is transferred to UW.
4. For graduate students, courses numbered below 4000 are not added into the semester and cumulative totals, nor computed into the GPA.

University Studies Program

Students who entered the University of Wyoming, one of Wyoming's community colleges, or an out-of-state academic institution fall 2003 or later, are required to complete the University Studies Program 2003, a university-wide program in general education. The detailed requirements for the University Studies Program are provided in this catalog on page 38.

Semester Hour Requirements

Completion of the total minimum credit hours for degrees from the various colleges is indicated below:

College of Agriculture	120 hours
College of Arts and Sciences:	
Regular	120 hours
Professional curricula	128 hours
College of Business	120 hours
College of Education	128-157 hours
College of Engineering	124-132 hours
College of Health Sciences	120-142 hours

University Requirements

1. A cumulative GPA of 2.000 or better from the University of Wyoming.
2. Satisfactory completion of the prescribed curriculum in which the degree is sought, including fulfillment of the entrance requirements in the college concerned.
3. Students must complete a minimum of 48 upper division (junior/senior) or graduate-level semester credit hours, 30 of which must be earned from the University of Wyoming. Credit by examination does not count towards the required 30 hours of residency credit.
4. Not more than 24 semester hours of correspondence study courses may be used toward fulfilling requirements for a bachelor's degree.
5. Not more than 4 semester hours of credit in physical activity courses can count toward a bachelor's degree.
6. The last credit applicable to degree requirements must be earned from the University of Wyoming with the following exception: students of senior standing may complete degree requirements elsewhere by obtaining special permission of the department head, adviser, and college dean, and declaring an anticipated graduation date with the Office of the Registrar.
7. Native language credit: students are not allowed university credit for language courses below the 4000-level in their native language.

Assessment Requirement

Students may be required to complete assessment activities as determined by the university prior to the awarding of degrees.

Second Bachelor's Degree

Students seeking a second bachelor's degree must meet all of the university and college requirements as prescribed for a first bachelor's degree. Students whose first degree was received from an institution where English is not the predominant language must complete the University Studies Writing I (WA) and II (WB) requirements. The second bachelor's degree may have the same title as the first degree and may be in the same college as the first degree; but if in the same college it must be in a different major. Grades earned in all undergraduate course work (including courses applied towards a previous UW bachelor's degree) are included in the calculation of the cumulative GPA.

The minimum study requirement for a second bachelor's degree is 30 additional semester hours earned from the University of Wyoming, 12 of which must be in upper division (junior/senior-level) or graduate-level courses. However, a student must also fulfill all of the college and major requirements for the second degree. Credit by examination does not count toward UW residency. The 30 hours is in addition to the study requirement for the first degree for those students earning the first degree from the University of Wyoming. The 30 additional hours would be added to the degree requiring the least number of hours. Both degrees may be awarded at the same commencement.

Courses applied towards one completed degree may be repeated as part of a second degree; however, the grade and GPA in the original degree will not be changed.

Students with a bachelors degree from an accredited U.S. institution will be considered to have met the UW University Studies (USP) program requirements, with the exception of the US and Wyoming Constitution requirement, unless previously completed.

Concurrent Majors

Students may pursue a concurrent major in one or more colleges. Only one degree (BA, BS, etc.) will be awarded from the college of the primary major. All university curricular requirements, including the University Studies Program requirements must be met only once. Requirements for secondary major(s) will be established by the academic departments and may include college requirements, in addition to all major requirements. An academic adviser in each major is required and each adviser must review requirements. The degree will be granted on one date only and only one diploma will be awarded. Both majors will be indicated on the academic transcript and diploma.

Dual Degrees

It is possible to pursue degrees in one or more colleges. The university requirements and University Studies Program requirements must be met only once. Students must meet the all college and major requirements of both majors. Students must complete an additional 30 semester hours from the University of Wyoming, 12 of which must be in upper-division (junior/senior-level) or graduate-level courses beyond the credit hour requirement for the degree with the minimum number of credit hours required. An academic adviser in each major is required and each adviser must review requirements. Multiple degrees and multiple diplomas will be awarded; however, the completion date must be the same. Both colleges, degrees, and majors will be indicated on the academic transcript.

Degree Evaluation (CAPP)/Graduation

The degree evaluation (CAPP) shows requirements of the degree program and the progress that the student is making toward meeting those requirements. Any discrepancies should be reported to a degree analyst in the Office of the Registrar as soon as possible. **Students are responsible for notifying their degree analyst of their anticipated date of graduation.** All requirements indicated on the degree evaluation must be met prior to a student being cleared for graduation. Students may review their degree evaluation on WyoWeb.

Graduation Fee

Payment of the graduation fee of \$25.00 for each degree to be earned is due from all graduates at least three weeks before graduation. A late fee of \$5.00 is added if the graduation fee is paid less than three weeks before graduation.

Grades

Final grades covering completion of course work in correspondence study, outreach courses, transfer, special examinations, and incomplete work from previous attendance must be in the Office of the Registrar prior to when final grades are due for the term in which the degree is to be conferred.

Final Approval

Final recommendation of the faculty and approval of the University Trustees for conferral of degrees is required. The trustees may, for good cause, decline to confer a degree upon any candidate.

Participation in Commencement Exercises

The official graduation dates for the 2010-11 academic year are August 6, 2010, December 10, 2010, and May 7, 2011. To be eligible for a graduation date, all work must be completed prior to that date.

All academic colleges hold commencement exercises on the May graduation date. Several of the colleges also have commencement exercises in December. Check the appropriate college dean's office for specific information. Seniors are considered candidates for graduation. **Participation in the exercise does not automatically confer degrees. Confirmation of graduation will occur after a review of final course work.**

Commencement exercises are a historical academic custom involving participation by all segments of the university and attendance by members of the graduate's families and friends as well as the general public. Those students who participate in commencement exercises are expected to wear appropriate traditional academic regalia.

Graduation with Honors

Designations of summa cum laude, magna cum laude, and cum laude will be added to the baccalaureate academic transcripts and diplomas of graduating undergraduate students earning at least 48 credit hours from the University of Wyoming (of which 45 hours must be for A-F grades) based on the following percentages:

Top 1%	summa cum laude
Next 4%	magna cum laude
Next 5%	cum laude

as computed from the GPAs of graduating undergraduate students in each college. Honors graduates will be identified by comparison to a 5-year rolling grade point distribution computed for each college, to be recomputed annually each spring semester.

These designations are effective with the fall 2000 semester and are not retroactive.

Honor graduation will be granted for students in the College of Law upon successful completion of 56 hours in the college with a cumulative GPA of 3.4 or better based on University of Wyoming College of Law courses.

A Doctor of Pharmacy is awarded with honor by the university to a student who graduates with scholarship in pharmacy of unusual excellence as defined by the School of Pharmacy.

Graduate Student Regulations and Policies

All regulations are subject to change without notice by action of various administrative officers, the University of Wyoming Board of Trustees, and the appropriate departments and divisions. Published regulations are the minimum requirements for any advanced degree.

Admission Regulations

Admission to Candidacy

Time spent in graduate study or accumulation of credit hours will not necessarily allow a student to become a candidate for an advanced degree. Admission to candidacy is an expression of the judgment of those who have observed the work and reviewed the credentials of the student, and deem the student worthy of the opportunity to complete the work for an advanced degree. Admission to candidacy for an advanced degree requires a specified procedure for specific degrees.

Admission Status Categories

Advanced-degree applicants may be admitted to the University of Wyoming in one of the following categories:

Admitted Graduate Student signifies the applicant has been accepted by the university and by a major department to work toward an advanced degree.

A Graduate Student admitted with conditions signifies the applicant did not meet the formal admission requirements but has sufficient potential that the university and the major department are convinced that the student will be successful as an advanced-degree candidate. Conditions are usually placed on such students in the form of performance criteria for the first one or two semesters. If the conditions of admission are not met within the specified time period, the student may be denied admission to the university graduate program and the degree program.

The student and an adviser in the major department should monitor progress toward meeting the established conditions. The department is responsible for notifying the university when all conditions have been met.

Students should be certain they understand their admission status.

Re-enrollment or Re-admission

Any student not registered at UW during the previous 12 months must be readmitted.

A departmental request for readmission must be submitted to the college dean in writing.

Students are required to be continuously enrolled unless a formal leave of absence has been approved.

When enrollment is interrupted for one or more years, without an approved leave, students are automatically reclassified as inactive students and must reapply for admission.

Students are encouraged to review previously submitted programs of study. Coursework older than six years old will need to be petitioned.

Students are encouraged to review previously submitted committees.

Students who do not reenroll immediately after being readmitted may become inactive again and will need to repeat the process.

Academic Record Regulations

Transfer Credit Available to Graduate Students

With committee and college approval, a student may submit up to a total of 12 pre-admission hours that may be a culmination of non-degree, reserved, and/or transfer hours. The total number of hours allowed from each category is as follows: 12 non-degree graduate hours; 9 transfer; and 6 undergraduate. A student may elect to utilize a combination of the three different areas to total the 12 maximum allowed (i.e. 6 non-degree hours, 3 transfer hours, and 3 reserved hours). Please review the individual sections of the bulletin that cover the specific policies for non-degree hours, reserving coursework for graduate credit, and transfer credit.

To transfer hours earned at another institution to a graduate program at UW, the student must provide an official transcript from the institution where the credits were earned. This official transcript must be part of the student's permanent file. The student must also provide evidence that the course was approved for graduate credit at the institution where the course was taken.

No more than 9 semester hours that have been transferred from another accredited institution may be used for meeting the credit hour requirements of a master's student's program. Transferred hours must carry a B or better grade and will not reduce the residence requirements. Transferred credit will be subject to the approval of the appropriate major professor and the college dean and must be completed prior to approval of a master's degree program of study for which the credit is to apply. S/U or P/F transfer hours are not acceptable on a program of study.

Coursework hours approved for transfer from another college or university are considered as part of the 12-credit-hour pre-admission course limitation for master's and educational specialist students.

Hours transferred from other institutions for a doctoral program must carry a letter grade of B (3.0) or better (A=4). Doctoral (Ed.D. and Ph.D.) candidates may transfer up to 48 credit hours of such coursework, only four of which can be thesis research. Transfer hours for doctoral students are not considered as part of the 12-hour pre-admission course limitation.

Correspondence Courses and Credit by Examination

Correspondence courses and credit by examination courses are not acceptable on graduate programs of study.

Second Baccalaureate Degrees

A student working toward a second baccalaureate degree is subject to all regulations concerning undergraduates and is not considered a graduate student. Students requesting to reserve coursework for graduate credit must be able to complete their undergraduate degree within 12 months of the request. NOTE: Only six hours of undergraduate coursework reserved for graduate credit will be allowed for consideration in a graduate degree program.

Requirements for a second degree are considered separate from the first degree. Hours from the first master's degree may not be used for completing the hours toward the second master's. Hours from the first doctoral degree may not be used for completing the hours toward the second doctorate. Hours from an earned doctorate may not be used in a subsequent master's degree. In accordance with the academic unit's policy or the decision of the candidate's graduate committee, the hours earned toward the Ed.S. degree may, under specified conditions, be used to meet the requirements for a doctorate.

Grade Point Average

A minimum 3.0 grade point average (GPA) or better is required for all coursework required for an advanced degree. Hours for which a C was earned may be balanced by a corresponding number of hours for which an A was earned. Departments and divisions have the option of indicating subject areas in which they will not accept grades of C for credit regardless of accumulated grade point average. No credit will be allowed toward an advanced degree for coursework in which a grade lower than C is earned. A student who fails to do satisfactory work may, upon the recommendation of the head of the department and with the approval of the college dean, be placed on suspension for one semester or Summer Session. Students who fail to bring their graduate GPA to 3.0 or greater and remove themselves from probation after one semester or one Summer Session will be suspended from the university. A suspended student can petition to be reinstated. The college dean will consult with the department head prior to all petition decisions. A reinstated student is on probation and may be subject to other performance criteria as determined by the dean in consultation with the department head.

Grades earned in coursework that are not included in the approved program of study for each candidate for an advanced degree will not be included in the accumulated grade point average to determine eligibility for an advanced degree. These courses are, however, included in the GPA as listed on the academic record if the courses are numbered 4000 or above, and are used in determining probation/suspension.

Satisfactory/Unsatisfactory Grades

All courses taken to fulfill the requirements for the degree program must be taken for letter grade (A-F) except those courses given for S/U only.

The grade of S (satisfactory) is interpreted to include grades A-C and the grade of U (unsatisfactory) to include grades D-F on the conventional grade scale for courses numbered less than 5000 (for courses 5000 or above, the grade of S is interpreted to include grades A and B). Credit hours of S/U courses are counted as hours attempted toward graduation. However, neither the S nor U grade carries grade points and neither will be included in the calculation of the cumulative grade point average.

The faculties of the various colleges shall determine the number of credit hours of S that may be used to satisfy degree requirements in their programs. They may also place restrictions upon the use of S credits to satisfy college or major requirements. In addition, they may designate particular courses in their colleges as courses to be offered for S/U only.

The grade of S in thesis and dissertation research is a judgment that the student is adequately engaged in the required research objective. It in no way implies that the final thesis or the thesis defense will be judged of sufficient quality for the award of the appropriate degree.

Incomplete Grades

The incomplete grade (I) is a temporary grade used under circumstances where awarding a grade would be unjust or not reflective of the student's actual performance in a course. An incomplete grade may not be assigned unless accompanied by a written authorization. Time allowed for completing course requirements will normally not exceed 120 calendar days beyond the end of the semester in which the I was given. The dean of a college may designate certain research courses where the 120-day limit may be extended by the instructor.

The I will revert to an F if the final grade for the course is not received in the Office of the Registrar by the date indicated on the authorization. Students receiving an incomplete in any course(s) listed in their program of study must have the incomplete removed by the end of the semester in which they turn in their intent to graduate. If the incomplete is not removed, the student will not graduate that semester.

Academic Dishonesty

Academic dishonesty and scholarly misconduct will not be tolerated. Academic dishonesty is an act attempted or performed that misrepresents one's involvement in an academic task in any way, or permits another student to misrepresent the latter's involvement in an academic task by assisting in the misrepresentation (UW Regulation 6-802).

If academic dishonesty has been established, the offending student shall receive a failing grade for the course in question. If two such acts have been recorded at different times or in different courses, the student shall be suspended from the university in accordance with UW Regulation 6-802. These actions shall not preclude the imposition of other sanctions by university officers including the loss of benefits from programs, scholarships, and other opportunities normally afforded students.

Degree Revocation *UW Regulation 8-254*

The University of Wyoming is a state higher education institution whose Trustees are legislatively empowered to confer degrees on students who have earned them, upon the recommendation of the faculty. The Board of Trustees recognizes that there may be instances where a degree is awarded to an individual who, upon review, has not properly completed all requirements for the degree. In such instances, the Board of Trustees may revoke the degree. This regulation establishes the process for such revocation.

Grounds for revoking a degree include convincing evidence that the degree recipient failed to complete the requirements for the degree that were in effect at the time of the degree conferral. Included in this category is evidence that the candidate engaged in academic misconduct serious enough to negate bona fide completion of one or more substantive degree requirements. Additional information can be found at www.uwyo.edu/generalcounsel/info.asp?p=3079.

Course Numbering for Graduate Credit

Courses offered for graduate credit are distinguished by number as follows:
4000-4999 are primarily for junior and senior students, but also may be used as part of some graduate programs of study
5000-5999 are primarily for graduate students

Courses numbered 5000 or above may be taken by undergraduate students having the necessary prerequisites. If a course is filled, graduate students will have preference and undergraduates may be asked to relinquish their place in the course. Graduate students may enroll in courses numbered 1000-3999 to remove undergraduate deficiencies, but only those numbered 4000 and above will be computed into the graduate GPA and be allowed for graduate credit.

Dual listed Courses

If a course is dual listed at the 4000/5000 level, the course must be taken at the 5000 level to receive graduate credit regardless of whether the course is in the student's primary program area.

The syllabus for a dual listed course must specifically define differential expectations, outcomes and assessment for the 4000 and 5000-level components. These may include but are not limited to intellectual skills, discipline-specific competencies and challenging learning outcomes. For example, students enrolled in the 5000-level course may be required to lead discussion sessions, submit a portfolio, write a paper or may be involved in a service learning component, internship or collaborative assignment designed to provide experience in applying course information in different contexts.

Students enrolled in the 5000-level course will be expected to demonstrate greater sophistication in content expertise, inquiry, creativity, communication, problem solving, analytic reasoning and/or collaborative learning compared with those enrolled in the 4000 course.

Courses Not Applicable Toward Advanced Degrees

Only courses at the 4000 or 5000 level may be counted for graduate credit. However, some 4000- and 5000-level courses may not be applicable toward undergraduate or graduate degrees. These courses are listed below:

- **** 5959. Enrichment Studies in _____. (Any course numbered 5959 is not applicable toward UW degrees.)
- EDUC 4740. Field Studies in _____. (Any course in the College of Education numbered 4740 is not applicable toward UW degrees.)
- CNSL 5740. Continuing Education in _____.
- KIN/HLED 4074. Field Studies in _____.
- HLED 4970. Field Experience in Health Education.

Non-Degree Hours

You may request that up to 12 hours of graduate-level coursework, taken during your graduate, non-degree status, be used toward a program of study should you choose to pursue a graduate degree at the University of Wyoming. This would be subject to the approval of your graduate committee and the college dean. These hours can be affected by other pre-admission hours.

Outreach Courses

Outreach courses, to carry graduate credit, must satisfy achievement criteria acceptable to the Office of the Registrar and must be taken under the auspices of UW, or involve study completed at an off-campus center.

In-Residence Coursework (Residency)

In-residence coursework includes courses and/or research work on the UW Laramie campus, at an approved UW off-campus course site, and/or research work done for credit in the field under the direction of a UW faculty member.

The minimum number of semester credit hours that must be earned on the UW Laramie campus or at an approved UW setting for a particular degree program shall be determined by the individual colleges. In no case shall these minimum numbers of credit hours be less than 21 hours beyond the bachelor's degree for the master's degree, 21 hours beyond the master's degree for the educational specialist degree, or 24 hours beyond the bachelor's degree for the doctoral degree.

In computing the in-residence requirements for the Plan A thesis and doctoral degrees, credit earned working on the thesis or dissertation shall apply.

Limitation of 4000-level Coursework Hours

Beginning with students admitted to the spring 2007 semester, only 12 credit hours of 4000-level coursework will be permitted on the graduate program of study.

Repetition of Courses

No more than two courses (total of six credit hours) available for graduate credit may be repeated by students at the graduate level. This regulation does not apply to those courses carrying variable credit (e.g., research or independent study). Variable credit courses are considered repeated only when so certified in writing by the instructor and the registrar.

Time Allowance and Limitations

Master's students and educational specialists have six calendar years to complete their degrees from the beginning of the first course taken and listed on the program of study. Doctoral candidates have four calendar years after the successful completion of their preliminary examination to complete their degree.

Continuous Enrollment

Once admitted, all degree seeking graduate students must maintain continuous enrollment. Unless a formal leave of absence is approved, all students should maintain at least one hour of continuous enrollment in the semester or session they expect to receive the degree. Students should maintain enrollment for two of the three academic semesters. Reactivation will be required if the student has not enrolled in classes within the previous 12 months. Contact your department to investigate your status. The department will contact the Office of the Registrar to initiate reactivation. Students who have been inactive for a long span of time should also investigate the status of their committees, programs of study, and time to degree status. If a summer-to-summer only enrolling student intends to finish his/her degree and graduate during a fall or spring semester, he or she must be enrolled for the appropriate number of hours, as required of all students, during the semester of intended graduation. International students' enrollment status is monitored by the office of International Students and Scholars and the office should be contacted for more information.

Research, Investigations, or Independent Study

Courses such as Individual Problems; Special Problems; Research in; Investigations in; etc. may not be used to develop information or material that will be submitted as a thesis or dissertation.

Reserving Coursework for Graduate Credit

Approved graduate level courses taken prior to completing the baccalaureate degree, but not part of that degree's requirements, may be applied to the master's or doctoral program with the approval of the student's committee. Approval for reserving the coursework is rendered jointly by the adviser and graduate dean, and applies only to courses taken within 12 months of completion of the baccalaureate degree.

If a course is dual listed at the 4000/5000 level, the course must be taken at the 5000 level to receive graduate credit. Each 4000- or 5000-level course must be reserved for graduate credit by completing the Request to Reserve Coursework for Graduate Credit form, obtained online at www.uwyo.edu/uwgrad. The form must be completed and submitted to the Office of the Registrar prior to the semester or Summer Session in which the coursework is taken.

These courses will appear on the undergraduate transcript with a notation that they have been reserved for graduate credit.

NOTE: Students will only be allowed to transfer six hours of coursework that has been reserved for graduate credit into their degree program.

Petitions and Appeals

The University of Wyoming, as a fully-accredited public institution of higher education, must comply with general laws, regulations, and principles of fairness, uniformity, and accountability. Exceptions to uniform application of general regulations are justified only in extraordinary circumstances. Exceptions to regulations may be petitioned by submitting the appropriate form to the college dean. If any of the signers recommend that the petition be denied, the registrar may deny the exception, make further inquiries, or refer the matter to the vice president for academic affairs for direction. If all the signers recommend that the exception be granted, the registrar may concur (and process the exception) or may deny the exception and refer the matter to the vice president for academic affairs for direction. If the petition is denied by the registrar, the student may elect to pursue the petition with the vice president for academic affairs.

The Graduate Student Appeals Board (GSAB) was established to provide an appellate body to review appeals of graduate students concerning retention in graduate programs, employment as graduate assistants, and charges of academic dishonesty or scientific misconduct. The GSAB will not hear appeals of course grades or charges of academic dishonesty associated with a course (these appeals will be handled by the procedures of the college in which the course is offered). Appeals emanating from Plan B, thesis, or dissertation research will be heard by the GSAB even though thesis and dissertation research are designated by course numbers. Policies and procedures for graduate student appeals are modeled after those used by the University Board of Student Appeals.

The GSAB will not hear appeals of course grades or charges of academic dishonesty associated with a course other than a research course, e.g. thesis, non-thesis, or dissertation research. Policies and procedures concerning appeals may be found on the Graduate Student Resources web site.

Degree Completion Regulations

Declaring a Graduation Date

An Anticipated Graduation Date form must be filed for the semester in which graduation is planned. This form puts the student on the list for graduation. If graduation does not occur during the projected semester, the student must submit a new form no later than the deadline date for the new final semester. By the designated deadline, students who are entering their semester of graduation should:

- Pay their associated graduation fees (diploma and/or certificate fee plus the digitizing fee if thesis/dissertation is involved) and retain receipt.
- Download the Anticipated Graduation Form from the Office of the Registrar Web site.
- Submit to the Office of the Registrar

If discrepancies are found during the degree check, the Degree Analyst will contact the student/chair with instructions for resolution.

Following the student's defense, the student will submit a signed Report on Final Examination form to the Office of the Registrar. All students whose programs require a Thesis/Dissertation must submit the document to ProQuest before the last day of classes. Once the final examination period is over, Degree Analysts will review the CAPP audit to verify that any discrepancies have been corrected, final grades on any remaining coursework have been posted, and all required forms/documents have been submitted. Once all requirements have been met, the degree will be awarded.

Program of Study

Unless otherwise specified, each student must submit a program of study to the Office of the Registrar for approval. The program of study form is available online at www.uwyo.edu/uwgrad. Return the completed form with all required attachments to the Office of the Registrar. Degree Analysts will transcribe the program into a CAPP audit, which constitutes an agreement between the student, the student's committee, and the university wherein the minimum coursework requirements for that student's degree are listed. The program should be filed no later than the beginning of the student's second semester (or second Summer Session if enrolling only in summers). No master's student will be a candidate for a degree until his/her program is approved by the head of the appropriate department and the college dean. Master's degree candidacy occurs with the approval of the program of study. Candidacy in the doctorate occurs upon certification of successful completion of the preliminary examination.

Some degree programs require more hours of credit than the minimum requirement of the university. Students should consult their advisers as well as the college and department sections in this bulletin. The program filed must include the appropriate minimum number of semester hours of graduate credit required. Changes to the approved program must be petitioned on the Office of the Registrar's Request for Change in Graduate Program form.

CAPP (Student Degree Evaluation)

Graduate students enrolled in certain graduate degree and certificate programs are no longer required to complete a program of study. These students' degree audits are completed internally using the CAPP program. Changes to the students' degree program must still be reported by using the Request for Change in Graduate Program to include listing any transfer coursework. The following degree programs participate: MA – Education, Option: Adult & Post-Secondary Education; MS – Education, Option: Instructional Technology; MS – Nursing; MBA – Business Administration; MPA – Public Administration. The following graduate certificate programs participate: Principal Endorsement – Educational Leadership; Reclamation & Restoration Ecology – Renewable Resources; Family Nurse Practitioner, Nurse Educator, and Psychiatric Mental Health Nurse Practitioner – Nursing; Teachers of American Indian Children and Literacy – Education (Curriculum & Instruction); and Behavioral/Mental Health Social Work and Health and Medical Social Work – Social Work.

Students in other disciplines will have their Programs of Study (POS) transcribed to a CAPP report once their approved POS is on file with the Office of the Registrar.

The major professor will sign the program of study, Report of Final Examination form in lieu of the committee.

Examinations

Examinations may be required of any graduate student or advanced-degree candidate at such time or of such nature as the department or the student's graduate committee may require. It is standard procedure for doctoral students (Ph.D. and Ed.D. students) to be given a preliminary examination, and for final examinations to be conducted for both master's and doctoral students. It is common for the nature of these exams to differ from one academic unit to another.

Preliminary Examination

The preliminary examination will be held at least 15 weeks prior to the final examination. The preliminary examination may not be given before: (a) the research tool requirements, if any, have been met and certification approved;

(b) at least 30 hours of coursework have been completed; and (c) the doctoral program of study has been approved. The format and conduct of this examination shall be the responsibility of the student's committee, in line with any departmental policies (see specific department).

Following the completion of the departmental preliminary examination, the Report on Preliminary Examination must be submitted to the Office of the Registrar regardless if the student passed or failed. The favorable vote of the majority of the student's graduate committee members will be accepted as passing. In case of failure, the student may attempt the examination once more after not less than one nor more than four semesters have elapsed. When the preliminary examination has been successfully completed, and the report of the committee is on file in the Office of the Registrar, the student is considered a doctoral student admitted to candidacy for the degree. At this time, the doctoral candidate has four years to complete the degree process.

Final Examination

The final examination may not be held until after the beginning of the semester or session in which coursework is completed. Two weeks before the final examination, please make public the proposed date, time and place of the examination. The committee may require the candidate to take a written examination as well as an oral examination. The oral and/or written examination should be held by the student's graduate committee **at least 10 days before the end of the term of graduation.**

The written vote of each member of a candidate's committee must be on record in the Office of the Registrar on the Record of Final Examination form, indicating the majority of the committee members' approval, before any candidate will be recommended for an advanced degree. A student failing his/her final examination may retake the examination once after a reasonable period of time has elapsed.

Graduate Committee

A student's graduate committee is appointed by the college dean and is based on the recommendation of the department or division chair or head. The committee functions to guide the student in coursework selection, the degree project construction, and requirements completion of the degree. All committees will have at least one member of the UW Graduate Faculty from the appropriate department/division as chairperson and a member of the UW Graduate Faculty from outside the major department/division. The person outside the major department/division serves as the Graduate Faculty Representative.

Master's committees are usually constructed by the student's major professor in consultation with the student and the department/division head or chair. The proposed committee is submitted by the head or chair to the college dean for final approval. The master's graduate committee consists of at least a member of the UW Faculty from the appropriate department/division as chair (the major professor) and a member of the UW faculty from outside the major department/division. Master's degree committees require a minimum of three members. The graduate committee is responsible for advising the candidate concerning coursework for the degree program and research or other creative endeavors required. The graduate committee is also responsible for conducting the final examination of the candidate and other degree-specific examinations.

Educational specialist committees consist of at least a member of the faculty from that same department, and a member of the faculty from outside the major department. The educational specialist's committee must have three members and will ordinarily not have more than five members.

Doctoral committees will consist of at least five members, including the major professor (the committee chair). Not fewer than three members will be from the major department/division. The major professor (committee chair) and the outside member must be members of the faculty. Individuals with off-campus affiliations or with UW adjunct appointments may serve on graduate committees with the approval of the major professor, department head, and college dean.

The committee will serve in an advisory capacity for development of the student's coursework and research programs and must approve the official program of study filed with the Office of the Registrar. The committee will also determine pass or fail on the preliminary examination, approve or disapprove the dissertation or project report, and will conduct the final examination.

The doctoral committee must be on file with the Office of the Registrar before the program of study form is submitted. Changes in committee membership or major professor assignment can be requested at any time by the department/division head. This is normally done in consultation with the student and committee chair.

Language or Other Tool Requirements for Doctoral Candidates

The prospective Ph.D. student should refer to the specific department in which he/she desires to major to ascertain what languages or research tools are required. Certification of a language or tool, if required, will be made by the appropriate agency or department of the university to the Office of the Registrar when proficiency requirements have been met to fulfill the tool requirements. Students may demonstrate proficiency on a standardized language examination prepared by the Educational Testing Service, or by receiving at least a grade of B in a course (or courses) specified by a department on this campus or on a reading test administered by the department. It will be each student's responsibility to see that certification of proficiency for tool requirements is made. Coursework certification may be made from transcripts filed by the student with the Office of the Registrar.

Report on Final Examination

This form provides documentation from the student's committee that the student has passed the Final Examination/Defense. If applicable, it also indicates the committee has approved the thesis/dissertation and the student agrees to make publically available via ProQuest. This form must be on file with the office of the prior to graduation.

Students wishing to embargo/copywrite or otherwise delay release of their thesis/dissertation must have previous authorization of the college dean on file in the Office of the Registrar.

Survey of Earned Doctorates

The university requires the Survey of Earned Doctorates provided and the certified RFE form on or before the date established by the Office of the Registrar for fulfilling the requirements for advanced degrees each semester. The survey (for registration with the National Research Council) is available on the Graduate Student Resources Web site. All doctoral students must complete this survey.

Thesis or Dissertation

The candidate shall submit an electronic thesis or dissertation showing by its form and organization the candidate's ability to write acceptably and use the language. The thesis or dissertation must be approved by the student's graduate committee. Approval shall be indicated using the Report of Final Examination form. No attempt will be made to evaluate the thesis or dissertation in terms of credit hours. The thesis or dissertation must meet the standards established by the University Libraries, ProQuest Information and Learning, and be approved by the committee chair. It must be submitted to the candidate's committee at least three weeks prior to the final examination. The thesis or dissertation must be available for inspection by any other member of the faculty who may wish to examine it.

Digitizing Requirement

All graduate students accept as a condition of enrollment that completed theses and dissertations will be published through ProQuest Information and Learning. This involves a special fee. The appropriate form for submitting the thesis/dissertation is available when submitting the project electronically through ProQuest Information and Learning.

Patenting or Copyright by UW

In some cases, where significant university funds or resources have been used in dissertation research, the university may claim an interest in patenting or copyrighting the results. When this seems likely, the student (or the student's major professor) should consult with the college dean or the vice president for research.

Classified or Proprietary Research

The process of research in graduate education is one of free and open inquiry involving the student and faculty. Final examinations for graduate degrees are open to all faculty, and theses and dissertations are accessible to the public upon acceptance by the university unless embargoed as approved in advance.

For the purposes of this policy, classified research is defined as research that has a security classification established by a federal agency. Classified research projects also require approval of the trustees before being initiated. Proprietary research is defined as research for which the sponsor requires a delay in publication.

With the foregoing principle and definitions as guidance, the following policies will be used regarding use of classified and proprietary research for theses and dissertations:

Classified research cannot be used for a thesis or dissertation.

Proprietary research may be used for theses and dissertations. However, any delay caused by the proprietary nature of the research must be alleviated before the thesis or dissertation is submitted to the Office of the Registrar. Such delays cannot exceed six months without the approval of the college dean. Delays greater than 12 months in length will be approved only in unusual circumstances unless embargoed as approved in advance by the college dean. Sponsors of proprietary research should be aware that theses and dissertations are accessible to the public upon acceptance.

Format for Utilization of Journal Articles in Thesis and Dissertations

The master's thesis and doctoral dissertation are integral components of the graduate learning experience. Writing the thesis or dissertation not only sharpens vital communication skills but also provides the opportunity to expand upon research detail, include unpublished results and engage in creative speculation and synthesis of research outcomes to a degree greater than normally allowed by journal editors.

For many disciplines, publication of student research in peer-reviewed journals is a hallmark of successful graduate education. It validates the significance of the scholarly results and is beneficial for student, mentor and the institution. To encourage publication of thesis or dissertation results and to avoid requiring degree candidates to recreate thesis or dissertation chapters from peer-reviewed publications, the university permits the utilization of published papers as the foundation for theses and dissertations subject to the following conditions:

The publications must be refereed and must have been accepted for publication in scholarly journals of high quality. The source should be cited in the comprehensive introductory chapter.

The publications must be written by the student. Editorial oversight by the mentor and committee is allowable and desirable; however, the mentor and committee have the responsibility to ensure that the student is the main author.

If there is more than one publication, the articles submitted must form a coherent whole, having a well-defined intellectual focus and advancing novel contributions along a clearly identified line of inquiry.

For multi-authored articles, the contribution of each author must be clearly stated in the preface or introduction to the thesis or dissertation.

A comprehensive, cohesive and coherent introduction and discussion must be incorporated as separate chapters. These chapters should summarize the current state of knowledge and the rationale for the research. They should clarify how each chapter is interconnected and provide a meaningful synthesis and discussion of chapter results as part of a coherent whole.

Appendices can be attached to include expanded methodology, unpublished data, tables, etc. Where appropriate, the appendices may be in electronic formats, provided the data are readily accessible to the international scholarly community.

An abstract is not sufficient to address these criteria.

Graduate Degree Regulations

Master's Candidates

The functional and contractual document for the individual student master's degree is the program of study. It includes a declaration that the student will pursue a particular project plan: either a Plan A thesis or a Plan B non-thesis. Once the program of study has been approved for a master's student, the student advances to candidacy. After the student's program of study has been filed with the college, the approvals of the major professor and the college dean are required to transfer from one project plan type to another. If such a change is made, some credit under the original program of study may not meet requirements of the new program of study. The master's program of study, whether a declared thesis or non-thesis project plan, must include a minimum of 30 hours of graduate credit.

Current policy specifically requires a culminating defense for Plan A master's programs but does not address a similar requirement for non-thesis, Plan B programs.

Recognizing that plan A and B programs are academically equivalent and that a capstone event is an integral component of the graduate learning experience. Plan B programs also require an oral defense.

The defense structure and format is flexible but it should allow opportunity for the student to demonstrate content comprehension and application, critical and quantitative analysis, creative thinking, problem solving, synthesis and evaluation.

Following the defense, regardless of the outcome, the student will submit a Report of Final Examination form to the Office of the Registrar. This form is available on the Graduate Student Resources Web site.

Plan A Master's

This program type must reflect a minimum of 26 hours of acceptable graduate coursework and four hours of 5960. Thesis Research. The Plan A thesis option accommodates original research, although the degree of originality and the definition thereof is sometimes program specific. The planning, development, and production of the thesis is guided by the committee chair and the graduate committee.

The thesis is the final, written product of the project. General required guidelines for preparing a thesis are available in the "Thesis and Dissertation Format Guide." The thesis must be submitted to the student's committee at least two weeks before the intended date of final examination. To finalize the master's program and project, an electronic copy of the thesis is submitted to ProQuest and the Report of Final Examination is on file in the Office of the Registrar.

The electronic copy must meet the standards established by the faculty and those of the University Libraries. This copy submitted to ProQuest will ultimately be deposited in the University Libraries. Each student should normally plan to produce at least three copies of his/her thesis: one for the thesis director, one for the department, and one to retain for personal use.

Plan B Master's

This program type carries a minimum of 30 hours of coursework, but some variants require more than 30 hours of credit (see specific program requirements in this bulletin). At least 14 of these hours must be in the student's major field. The student's committee in specific programs may modify this requirement. The Plan B non-thesis program type differs from the thesis program type in that it may include additional hours of coursework instead of thesis hours. It permits a wider distribution of courses and permits a wider array of possible final products than the Plan A thesis program type. For example, the Plan B project may resemble a thesis, but the topic is not research or original. The non-thesis project may take the form of a business plan or a professional portfolio. The Plan B project can, but does not have to, be a paper (see the next section). Each academic unit that engages in Plan B non-thesis activities often has its own set of principles that guide students in that unit.

Most, but by no means all, of the academic units that have students pursuing master's degrees in the Plan B non-thesis category have the students prepare a paper, or sometimes two papers, as their final project. In the selection of a subject and preparation of the paper(s), the student shall be guided by the adviser or, in some academic units, by the instructor(s) in charge of the course(s) connected to the paper(s). The paper(s) should present the results of study and at a level of scholastic quality commensurate with a Plan A thesis project. The Plan B non-thesis is different from the Plan A thesis in that it is not an in-depth research project. The student and his or her adviser often, but not always, decide if a project will be Plan A or Plan B. Academic units have principles that guide students in this selection. Many units have rules that precisely dictate the type of program and project a student can conduct.

The format for the Plan B non-thesis paper should follow that of the Plan A thesis. However, Plan B non-thesis paper titles do not appear on the student's transcript, whereas, Plan A thesis titles do; further, Plan B non-thesis papers are not filed in the University Libraries and they are not submitted to ProQuest. They are filed with the major academic unit.

Students pursuing the master of arts in teaching or the master of science in teaching should follow the regulations listed under the specific requirements for the master's degree with the minor modifications listed below.

Other Master's Programs

Some Master's programs require additional coursework in place of the thesis. These programs include the Master of Business Administration (42 hours) and the Master of Public Administration (39 credits). These programs may also have different requirements pertaining to graduate committees and do not require the submission of a program of study.

M.A.T./M.S.T. Degrees

Candidates for the M.A.T. or the M.S.T. should have completed the requirements for teacher certification prior to application for admission to graduate study. In exceptional cases, however, applicants may be admitted to graduate study even though they fall short of certification requirements. The M.A.T./M.S.T. program is completely separate from the certification requirements. Hours used to meet certification requirements cannot be applied toward the M.A.T./M.S.T. degrees.

The M.A.T./M.S.T. degrees are only modifications of the Plan B non-thesis option and are subject to the requirements of the admitting department and the general requirements of the faculty.

At least 24 of the 30 semester hours required must be in a particular teaching area (e.g., chemistry, history, etc.), with at least 12 hours in one department. A student working jointly in two departments must take at least 12 hours from each department.

The M.S.T. is designed for one teaching area and must include 18 hours in, or the total required by, that area. A program designed for two teaching areas must include 12 hours in, or required by, each of the specified two areas. Courses offered by the Science and Mathematics Teaching Center do not constitute a separate area in themselves but may be applied to an appropriate area. A program designed for two teaching areas must be approved by the heads of both departments, and the graduate committee for this program must include one member from each department. The M.S.T. is intended for individuals teaching at the secondary level. The program should represent the student's needs.

Doctor of Philosophy Candidates

The doctor of philosophy degree does not represent a specified amount of work over a definite period of time but rather the attainment of independent and comprehensive scholarship in a particular field. Such scholarship will be manifest in a thorough acquaintance with present knowledge and a demonstrated capacity for research. The fulfilling of the following requirements suggests, therefore, only the minimum task one must undertake to earn the doctor of philosophy degree. No amount of time spent in graduate study or accumulation of credit hours entitles the student to become a candidate for this degree.

The program of study must include a minimum of 72 semester hours of credit at the 4000 level or above from UW or equivalent levels from another approved university. This 72-hour requirement may include graduate credits earned while working toward the master's degree in the same area, but at least 42 hours (of the 72) must be earned in formal coursework. Additional credits toward the 72-hour requirement may include additional formal course credits, 5980 Dissertation Research, or 5990 Internship. The program must be on file in the Office of the Registrar before the preliminary examination can be scheduled.

Educational Specialist Candidates

(These programs are currently under review)

Coursework leading to the educational specialist degree has been designed for persons who desire additional preparation beyond the master's level but are not interested in pursuing a doctorate.

The program of study must include a minimum of 30 semester hours, 15 of which must be in the student's area of specialization. Six of the required hours must be in the form of specifically designated professional activity in education (such as supervision, administration, research, classroom experimentation, or technical assistance) and must be directed and supervised by the student's major professor or a designee. Approval of the program of study for an Ed.S. student is the admission to candidacy. In accordance with the academic unit's policy or the decision of the candidate's graduate committee, the hours earned toward the Ed.S. degree may, under specified conditions, be used to meet the requirements for a doctorate.

A written report must be submitted concerning the specifically designated professional activity. The graduate committee will evaluate the report for competency in English expression, organization, and significance of the contribution to the student's field of specialization. This report will also serve as a basis for the final oral examination and must be filed with the student's major professor.

Each doctoral student must furnish satisfactory evidence of having had three years of successful professional experience. This experience may be in teaching or administration or both. The student's graduate committee will determine what experience shall be required and when this requirement has been satisfied.

Doctor of Education Candidates

The degree of doctor of education (Ed.D.) is offered to competent students who wish to pursue a program of studies and to participate in appropriate activities in preparation for professional service in teaching, administrative, and supervisory positions in education. The program is designed to meet the needs of those for whom intensive research is not a practical prerequisite to vocational goals. Doctoral students are expected to participate not only in organized coursework but also in informal types of activities that will insure breadth of outlook and technical competence.

Each doctoral student must furnish satisfactory evidence of having had three years of successful professional experience. This experience may be in teaching or administration or both. The student's graduate committee will determine what experience shall be required and when this requirement has been satisfied.

At least 36 semester hours must be earned in the major field. The degree requires a minimum of 72 graduate hours (beyond the bachelor's degree) to complete all requirements. In addition to the program of studies in organized coursework, the doctoral student will be required to complete an approved applied project report or dissertation within the major field of professional specialization.

A student who has taken a major part of his/her undergraduate and graduate training at UW may be required by his/her graduate committee to do a specified portion of graduate work at some other institution. The program must be on file in the Office of the Registrar before the preliminary examination can be scheduled.

Miscellaneous Regulations

New Parent Accomodation Policy

The University of Wyoming is dedicated to ensuring optimal success for all graduate students. However, new parents are frequently forced to interrupt their education cycle, sometimes in a transient manner but often permanently.

The New Parent Accommodation policy is designed to allow new parents to maintain full-time, registered student status and facilitate their return to full participation in graduate activities in a seamless manner without penalty. The policy applies to full-time students enrolled in a graduate program. If both members of the new parent partnership are UW graduate students, one but not both will be eligible for the full accommodation. However, university encourages accommodation of schedules for exams, assignments and programs of study for the graduate student partner. This accommodation does not apply to part-time students.

A student anticipating becoming a new parent is eligible for accommodation consideration for a period of up to one semester. The exact accommodation period will begin on the date specified on the New Parent Accommodation petition approved by the college dean. This petition must be filed and approved prior to the actual date of childbirth or adoption. Additional information can be found at <http://uwadmnweb.uwyo.edu/uwgrad/info.asp?p=2960>.

Armed Services

Time spent in the armed services is not computed in the total time allowed to complete the requirements for an advanced degree; however, students who are eligible and wish to use this time exclusion must file the leave of absence petition.

International Students

Upon arriving at the University of Wyoming, international students are required to visit the International Students and Scholars (ISS) office. This office:

provides support and counsel for UW's international students and scholars population regarding aspects of immigration regulations and procedures, orients this population to the policies and expectations of the university, the educational system, and the U.S. culture, hosts a mandatory orientation program for all new international students before the beginning of each semester.

Please see the ISS Web site for detailed information (www.uwyo.edu/iss).

International graduate assistants with teaching responsibilities must complete the English Proficiency Assessment Program and must participate in the Graduate Student Teaching and Learning Symposium. Check the Graduate Student Resources Web site (www.uwyo.edu/uwgrad) for dates and times.

The University Studies Program 2003

Students first entering UW in the Fall 2003 semester or later must satisfy the USP 2003 requirements. USP codes are listed in course descriptions in brackets with the 1991 USP code followed by the 2003 USP code (e.g. [M2↔QB]).

An education at the University of Wyoming is grounded in a broad understanding of human knowledge developed through a range of courses and co-curricular activities, the most important of which is the University Studies Program of general education, required of all UW students. The specialized knowledge of a major evolves from general education. These two components of an education are complementary, enhancing one another throughout a student's career.

The goal of the University Studies Program is to provide a general education that will help students develop for full participation in a technologically intricate world including:

1. The ability to express oneself in speech and writing;
2. The ability to locate, evaluate, and use information;
3. The ability to examine problems from quantitative, qualitative, and scientific perspectives;
4. Encouragement to become active citizens in a diverse society;
5. Gaining perspective to appreciate the viewpoints and deal with complex issues of others through multi- and inter-disciplinary inquiry;
6. Understanding the responsibility to participate in a democratic society;
7. Communicating clearly in a civic environment.

Requirements of the University Studies Program 2003 are:

Area	# of courses	Hours
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Core Components:

Core Components are mutually exclusive; meaning, two core components may not be fulfilled by the same course. Except for the QA, core courses may have topics from the embeddable components list included in their curriculum

Intellectual Community	1	1-3
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I - Offered in academic departments. May be taken for 1-3 credit hours

Writing

WA - Students must complete a WA course with a grade of C or better	1	3
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Oral Communications

O - One approved course emphasizing oral communication skills	1	3
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Quantitative Reasoning

QA - Quantitative Reasoning I	1	3
QB - Quantitative Reasoning II	1	3

Science

Complete two approved courses from any of the following categories. At least one of the courses must have a laboratory component.

SB - Biological Sciences

SP - Physical Sciences

SE - Earth Sciences

or

Area	# of courses	Hours
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Complete one approved **Integrated Science (S)** course, which must have a laboratory component.

Cultural Context	3	9
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Complete nine approved credit hours, three hours from each of the three categories.

CH - Humanities

CS - Social and Behavioral Sciences

CA - Fine Arts

Three hours of **Integrated Cultural Context (C)** may be substituted for one of the three categories.

U.S. & Wyoming Constitution	1	1
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V - Approved V courses fulfill both US and Wyoming Constitution requirements

Physical Activity & Health	1	1
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P - Complete an approved P course.

Embeddable Components

Embeddable Components are those that may be in a course dedicated solely to that topic, or embedded in courses dedicated to the core components of University Studies, or embedded in courses required for the major. Embeddable Components will ordinarily be fulfilled in the context of three-credit hour courses.

Information Literacy	1	
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L - One approved course

Diversity in the U.S.	1	
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D - One approved course

Global Awareness	1	
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G - One approved course

Writing 2

WB - One mid-level writing or writing-intensive course (2000-4999 level)	1	
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Writing 3

WC - One upper-division writing or writing-intensive course (3000-4999 level)	1	
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Total: 30-36

Wyoming Community Colleges have defined a Common General Education Core Curriculum as a component of an associate's degree. Per the articulation agreement, an AA or AS degree from a Wyoming community college plus three additional credits of mathematics will satisfy the lower-division requirements of the University Studies Program. Students transferring to UW from any Wyoming community college without an associate's degree will have their transcript reviewed on a course by course basis. See page 22 for specific information regarding the Wyoming Community College Articulation Agreement.

Students who enrolled at the University of Wyoming prior to the fall of 2003 and who maintained continuous enrollment have the option of satisfying USP 1991 or USP 2003 requirements. Wyoming community college students who transfer to UW will have the option of meeting either the USP 1991 requirements or the USP 2003 requirements.

University Studies Designations

Beginning Fall Semester 2003, students entering UW are required to fulfill the **University Studies Program 2003**. Students who entered UW or a Wyoming community college prior to fall 2003 may complete the previous University Studies Program (USP 1991). Students must complete all of the requirements in the program under which they are enrolled, (either USP 1991 or USP 2003). Students who are currently under the USP 1991 requirement may choose to switch to USP 2003 with a University Studies Petition; however, they will be responsible for completing all of the USP 2003 requirements. Careful selection of courses is essential, as some courses may satisfy both 1991 and 2003 USP requirements, while others do not.

The following table displays the codes for both USP 1991 and USP 2003. The major difference between codes for the two systems is the use of alphanumeric designations for the old (1991) USP system, and solely letter designations for the new (2003) USP system. The sequence A, B, C, used for Writing and Quantitative Reasoning Categories would stand for Introductory, Lower Division, and Upper Division.

USP codes are listed in course descriptions in brackets with the 1991 USP code followed by the 2003 USP code, (e.g. [M2◀▶QB]).

Area	USP 1991 Codes	USP 2003 Codes
Integrated Cultural Context	-	C
Humanities	C1	CH
Social Sciences	C2	CS
Arts	C3	CA
Diversity in the United States	-	D
Global Awareness	G1	G
Intellectual Community	-	I
Freshman Seminar	F1	-
Information Literacy	-	L
Oral Communication	-	O
Physical Activity and Health	P1	P
Quantitative Reasoning I	M1	QA
Quantitative Reasoning II	M2	QB
Quantitative Reasoning III	M3	-
Integrated Science	-	S
Biological Science	S1	SB
Physical Science	S2	SP
Earth Science	S3	SE
US and Wyoming Constitutions	V1, V2, V3	V
Writing I	W1	WA
Writing II	W2	WB
Writing III	W3	WC

The following courses were approved for the University Studies Program 2003 at the time this bulletin went to press. The process of course approval is ongoing. For a complete and updated list of approved courses, see the USP web site at www.uwyo.edu/unst.

Cultural Context - Integrated (C)

AAST	4546	Agriculture: Rooted in Diversity
AGRI	4546	Agriculture: Rooted in Diversity
AIST	4546	Agriculture: Rooted in Diversity
AMST	3100	Food in American Culture
AMST	4546	Agriculture: Rooted in Diversity
CHST	4546	Agriculture: Rooted in Diversity
CLAS	2020	Classical Greek Civilization
ENGL	4546	Agriculture: Rooted in Diversity
FCSC	4546	Agriculture: Rooted in Diversity
HIST	4546	Agriculture: Rooted in Diversity
WMST	2000	Intro to GLBTQ/NS Studies

Cultural Context - Arts (CA)

AAST	2730	African Creativity and Ritual
ANTH	2730	African Creativity and Ritual
ART	1005	Drawing I
ART	2010	Art History Survey I
ART	2020	Art History II: Renaissance through Modern Art
ART	2730	African Creativity and Ritual
ART	4830	Victorian Women's Lives: Their Art, Literature and Culture
COJO	2400	Introduction to Photography
COJO	3200	Graphics of Communication
EDEL	3170	Meaning in Art
ENGL	4830	Victorian Women's Lives: Their Art, Literature and Culture
FCSC	1180	Applied Design
KIN	3025	Movement Core V: Folk, Square and Social Dance
MUSC	1000	Introduction to Music
MUSC	1380	Wind Ensemble
MUSC	1400	Collegiate Chorale
MUSC	1430	University Orchestra
MUSC	2050	Historical Survey I
MUSC	3480	String Ensemble: Chamber Music
MUSC	4315	America's Ethnic Music
THEA	1000	Intro to Theater
THEA	1100	Beginning Acting
THEA	1410	Ballet I/I
THEA	1420	Ballet I/II
THEA	1430	Modern Dance I/I
THEA	1440	Modern Dance I/II
THEA	2200	Backgrounds of Dance
THEA	3025	Teaching Creative Movement
THEA	4200	20th Century Dance
WMST	4830	Victorian Women's Lives: Their Art, Literature and Culture

Cultural Context - Humanities (CH)

AAST	2450	African Traditional Religions
AAST	4000	Quest for Civil Rights: Martin Luther King, Malcolm X and the Civil Rights Era
AAST	4160	African American Rhetoric
AIST	2290	History of North American Indians
AIST	2340	Native American Culture and Literature
AIST	2345	American Indians in Hollywood Film
AMST	2010	Introduction to American Studies
AMST	2800	Introduction to Museology
ANTH	2800	Introduction to Museology
ARE	3030	History of Architecture
ART	2800	Introduction to Museology

ART	3710	Gender and Humanities
ART	4610	Studies in Art
CHST	2360	Mexican American Literature
CHST	4470	Mexican American Literature
CLAS	2040	Classical Roman Civilization
COJO	2150	Argumentation
COJO	4160	African American Rhetoric
EDEL	2280	Literature for Children
ENGL	1080	Introduction to Women's Studies
ENGL	2020	Introduction to Literature
ENGL	2340	Native American Culture and Literature
ENGL	2345	American Indians in Hollywood Film
ENGL	2360	Mexican American Literature
ENGL	2410	Literary Genres
ENGL	2425	Literatures in English I
ENGL	2430	Literatures in English II
ENGL	2435	Literatures in English III, 1865- present
ENGL	3150	World Literature
ENGL	3710	Gender and Humanities
FREN	2140	Introduction to Reading
GERM	2140	Introduction to Literature
GERM	3006	20TH Century German Culture and Civilization
HIST	1110	Western Civilization I
HIST	2080	The Holocaust
HIST	2250	American Religious History I (to 1865)
HIST	2252	American Religious History II (1865-1945)
HIST	2290	History of North American Indians
HIST	2315	History of non-Western Religions
HIST	2320	History of Islam
HIST	2800	Introduction to Museology
HIST	3250	World Christianities
HIST	3710	Gender and Humanities
HP	1151	Freshman Honors Colloquium I
HP	1161	Freshman Honors Colloquium II
PHIL	1000	Introduction to Philosophy
PHIL	2100	The Greek Mind
PHIL	2300	Ethics in Practice
PHIL	2310	Philosophy of Religion
PHIL	2330	Environmental Ethics
PHIL	2345	Natural Resource Ethics
PHIL	2420	Critical Thinking
PHYS	4690	Science Fact, Fiction and Future
RELI	1000	Introduction to Religion
RELI	2040	Religions of the Middle East
RELI	2050	Religions of Asia
RELI	2080	The Holocaust
RELI	2110	Introduction to the Old Testament
RELI	2200	Contemporary American Religion
RELI	2250	American Religious History I (to 1865)
RELI	2252	American Religious History II (1865-1945)
RELI	2315	History of non-Western Religions
RELI	2320	History of Islam
RELI	2450	African Traditional Religions
RELI	3250	World Christianities
RELI	3400	Religion in the American West
RNEW	2345	Natural Resource Ethics
RUSS	2140	Introduction to Reading
RUSS	3205	Russian Folklore and Folk Life
SPAN	2140	Introduction to Literature
WIND	2100	Introduction to Disability Studies
WMST	1080	Introduction to Women's Studies
WMST	3650	Contemporary U.S. Immigrant Women Writers
WMST	3710	Gender and Humanities

Cultural Context - Social Sciences (CS)

AAST	3670	African Diaspora
AAST	4231	Minority Media Ownership
AGEC	1010	Principles of Macroeconomics
AGEC	1020	Principles of Microeconomics
AIR	3020	Air Force Leadership II
AIST	1001	Foundations in American Indian Studies
AIST	1350	American Indians in Contemporary Society
AIST	2210	North American Indians
AIST	3400	Traditional Ecological Knowledge
AIST	4492	Indian Cultures of Latin America, 15th Century - Present
AMST	2110	Cultural Diversity in America
ANTH	1200	Introduction to Cultural Anthropology
ANTH	1300	Introduction to Archaeology
ANTH	1450	World Archaeology
ANTH	2200	Understanding Cultures
ANTH	2210	North American Indians
CHST	1100	Introduction to Chicano Studies
CHST	2370	Chicano History: Origins to 1900
CHST	3800	Chicanas/os in Contemporary Society
CNSL	2200	Introduction to Student Leadership
COJO	1000	Introduction to Mass Media
COJO	1040	Introduction to Human Communication
COJO	4231	Minority Media Ownership
COJO	4232	Media Convergence
CNSL	2200	Introduction to Student Leadership
ECON	1000	Global Economic Issues
ECON	1010	Principles of Macroeconomics
ECON	1020	Principles of Microeconomics
ECON	1300	Oil: Business, Culture, and Power
EDST	2450	Human Lifespan Development
ENR	4000	Approaches to Environment and Natural Resource Problem-Solving
ENR	4890	Topics in Environment and Natural Resources
FCSC	2121	Child Development
FCSC	3220	Multicultural Influences on the Young Child
GEOG	1000	World Regional Geography
GEOG	1020	Introduction to Human Geography
GEOG	2370	Chicano History: Origins to 1900
GEOG	3030	Geography and Development
GEOG	3400	Traditional Ecological Knowledge
GEOG	3550	Natural Hazards and Society
GEOG	4040	Conservation of Natural Resources
HIST	1320	World Civilization to 1450
HIST	2040	Imperial China
HIST	2370	Chicano History: Origins to 1900
HIST	4492	Indian Cultures of Latin America, 15th Century - Present
HP	4152	Society, Space and the Future
INST	1000	Global Economic Issues
INST	1060	World Regional Geography
INST	1200	Non-Western Political Cultures
INST	2350	How the World Really Works
INST	4155	Women, War and Health
INST	4175	Gender, Women and Health
INST	4680	Shanghai: Past & Present
NURS	4155	Women, War and Health
NURS	4175	Gender, Women and Health
NURS	4960	Women's Bodies/Women's Minds
POLS	1200	Non-Western Political Cultures
POLS	2000	Current Issues in American Politics
POLS	2430	Parties, Interest Groups & Elections
PSYC	1000	General Psychology

SOC	1000	Sociological Principles
SOC	1100	Social Problems
SOC	1350	American Indians in Contemporary Society
SOC	3670	African Diaspora
SOC	3800	Chicanas/os in Contemporary Society
SOC	4680	Shanghai: Past & Present
SPPA	4070	Deaf Culture and the History of Deaf America
WIND	4020	Disability: Supports and Services
WMST	3800	Chicanas/os in Contemporary Society
WMST	4155	Women, War and Health
WMST	4175	Gender, Women and Health
WMST	4960	Women's Bodies/Women's Minds

Diversity in the US (D)

AAST	1000	Introduction to African American Studies
AAST	1030	Social Justice in the 21st Century
AAST	2350	Introduction to African American Literature
AAST	4100	African American Religious Culture
AAST	4160	African American Rhetoric
AAST	4231	Minority Media Ownership
AAST	4233	Race, Ethnicity, Gender in Media
AAST	4250	The Harlem Renaissance
AAST	4455	Literature of Enslavement
AAST	4546	Agriculture: Rooted in Diversity
AAST	4675	US Women of Color
AGRI	4546	Agriculture: Rooted in Diversity
AIST	1001	Foundations in American Indian Studies
AIST	1030	Social Justice in the 21st Century
AIST	1350	American Indians in Contemporary Society
AIST	2210	North American Indians
AIST	2290	History of North American Indians
AIST	2340	Native American Culture and Literature
AIST	2345	American Indians in Hollywood Films
AIST	3000	Plains Culture and History
AIST	3100	Tribal Literature of the Great Plains
AIST	3400	Traditional Ecological Knowledge
AIST	4000	Indians of Wyoming
AIST	4110	Educational Foundations in American Indian Education
AIST	4546	Agriculture: Rooted in Diversity
AMST	1030	Social Justice in the 21st Century
AMST	2110	Cultural Diversity in America
AMST	4250	The Harlem Renaissance
AMST	4546	Agriculture: Rooted in Diversity
ANTH	2210	North American Indians
CHST	1030	Social Justice in the 21st Century
CHST	1100	Introduction to Chicano Studies
CHST	2360	Mexican American Literature
CHST	2370	Chicano History: Origins to 1900
CHST	3200	Perspectives of Chicana Studies
CHST	3800	Chicanas/os in Contemporary Society
CHST	4470	Chicano/a Folklore
CHST	4546	Agriculture: Rooted in Diversity
CHST	4675	UW Women of Color
COJO	3190	Cross-Cultural Communication
COJO	4160	African American Rhetoric
COJO	4231	Minority Media Ownership
EDSE	4254	Becoming a Reflective Practitioner: Specific Pedagogy in Music
EDST	2480	Diversity and the Politics of Schooling
EDST	4110	Educational Foundations in American Indian Education
ENGL	1080	Introduction to Women's Studies
ENGL	2345	American Indians in Hollywood Film
ENGL	2340	Native American Culture and Literature

ENGL	2350	Introduction to African American Literature
ENGL	2360	Mexican American Literature
ENGL	3100	Tribal Literatures of the Great Plains
ENGL	4450	African American Novel
AAST	4455	Literature of Enslavement
ENGL	4546	Agriculture: Rooted in Diversity
FCSC	3220	Multicultural Influences on the Young Child
FCSC	4546	Agriculture: Rooted in Diversity
GEOG	2370	Chicano History: Origins to 1900
GEOG	3400	Traditional Ecological Knowledge
HIST	2250	American Religious History I (to 1865)
HIST	2252	American Religious History II (1865-1945)
HIST	2290	History of North American Indians
HIST	2370	Chicano History: Origins to 1900
HIST	3000	Plains Culture and History
HIST	4000	Indians of Wyoming
HIST	4405	American Encounters: Cross Cultural Relations to 1850
HIST	4406	American Encounters from 1850
HIST	4546	Agriculture: Rooted in Diversity
MUSC	4315	America's Ethnic Music
NURS	3020	Cultural Diversity in Family Health Care
PHIL	2345	Natural Resource Ethics
RELI	2200	Contemporary American Religion
RELI	2250	American Religious History I (to 1865)
RELI	2252	American Religious History II (1865-1945)
RELI	3400	Religion in the American West
RELI	4100	African American Religious Culture
REWM	4051	Environmental Politics
RNEW	2345	Natural Resource Ethics
SOC	1350	American Indians in Contemporary Society
SOC	2350	Race and Ethnic Relations
SOC	3800	Chicanas/os in Contemporary Society
SOWK	4060	Diversity and Difference in Social Work
SPPA	4070	Deaf Studies
WIND	2100	Introduction to Disability Services
WIND	2700	Women with Disabilities
WMST	1030	Social Justice in the 21st Century
WMST	1080	Introduction to Women's Studies
WMST	2000	Intro to GLBTQ/NS Studies
WMST	2700	Women with Disabilities
WMST	3200	Perspectives of Chicana Studies
WMST	3650	Contemporary US Immigrant Women Writers
WMST	3800	Chicanas/os in Contemporary Society
WMST	4675	UW Women of Color
Global Awareness (G)		
AAST	2450	African Traditional Religions
AAST	2730	African Creativity and Ritual
AAST	3670	African Diaspora
AECL	1000	Agroecology
AGEC	3860	Economics of World Food & Agriculture
AGEC	4880	International Agricultural Trade, Marketing and Policy
AIR	4010	National Security Affairs I
AIST	4492	Indian Cultures of Latin America, 15th Century - Present
ANTH	1200	Introduction to Cultural Anthropology
ANTH	1300	Introduction to Archaeology
ANTH	1450	World Archaeology
ANTH	2200	Understanding Cultures
ANTH	2730	African Creativity and Ritual
ANTH	3015	Introduction to the Music of the World's Peoples
ARE	3030	History of Architecture
ART	2730	African Creativity and Ritual
ART	4650	International Art Studio, Turkey/India
BUSN	2000	Introduction to International Business
CHIN	3055	Business Chinese
CRMJ	4280	Comparative Criminal Justice
ECON	1000	Global Economic Issues
ECON	1300	Oil: Business, Culture, and Power
ENGL	3150	World Literature
ENR	2000	Environment and Society
ESS	3480	Environmental Change
FCSC	4181	Global Textile Marketplace
FREN	2140	Introduction to Reading
GEOG	1000	World Regional Geography
GEOG	1020	Introduction to Human Geography
GEOG	3030	Geography and Development
GEOG	3480	Environmental Change
GEOL	1600	Global Sustainability
GEOL	3600	Earth & Mineral Resources
GEOL	3650	Energy: A Geological Perspective
GERM	2140	Introduction to Literature
HIST	1330	World Civilizations from 1450
HIST	2040	Imperial China
HIST	2315	History of non-Western Religions
HIST	2320	History of Islam
HIST	3250	World Christianities
HIST	4492	Indian Cultures of Latin America, 15th Century - Present
HLSC	4100	Global Public Health
HLSC	4520	Public Health in Developing Countries
INST	1000	Global Economic Issues
INST	1060	World Regional Geography
INST	1200	Non-Western Political Cultures
INST	2000	Introduction to International Business
INST	2310	Introduction to International Relations
INST	2350	How the World Really Works
INST	3000	Social Change
INST	3100	Chinese Society
INST	3400	Politics and Society of Turkey
INST	3860	Economics of World Food & Agriculture
INST	4100	Global Public Health
INST	4110	Sociology of International Development
INST	4155	Women, War, and Health
INST	4175	Gender, Women, and Health
INST	4250	Economic Development in Asia
INST	4370	Global Political Economy
INST	4680	Shanghai: Past & Present
LIFE	2002	Global Ecology
MOLB	4520	Public Health in Developing Countries
MUSC	3015	Introduction of the Musics of the World's Peoples
NURS	4155	Women, War, and Health
NURS	4175	Gender, Women, and Health
PHIL	3250	Global Justice
POLS	1200	Non-Western Political Cultures
POLS	2300	World Politics in the Post-Cold War Era
POLS	2310	Introduction to International Relations
POLS	4890	Seminar in Comparative Politics
RELI	1000	Introduction to Religion
RELI	2040	Religions of the Middle East
RELI	2050	Religions of Asia
RELI	2315	History of non-Western Religions
RELI	2320	History of Islam
RELI	2450	African Traditional Religions
RELI	3250	World Christianities
RUSS	2140	Introduction to Reading
RUSS	3205	Russian Folklore and Folk Life
SOC	3000	Social Change

SOC	3050	Japanese Society	PHIL	1200	Intellectual Community in Philosophy
SOC	3100	Chinese Society	POLS	1111	Issues in Political Science
SOC	3670	African Diaspora	PSYC	1001	Issues in Psychology
SOC	4110	Sociology of International Development	PSYC	1111	Psychology and Social Justice
SOC	4370	Global Political Economy	RELI	1050	Worlds of Religion
SOC	4680	Shanghai: Past & Present	SOWK	1001	Intellectual Community in Social Work
SOWK	4881	International Studies	SOWK	1002	Intellectual Community: The Social Work Profession
SPAN	2140	Introduction to Literature	SPPA	1010	Introduction to Communication Disorders
SPAN	3120	Survey of Spanish American Literature	THEA	1020	Theatre and Dance Intellectual Community
THEA	2200	Backgrounds of Dance	THEA	1021	Freshman Seminar: Academic and Professional Issues in Dance
WMST	4155	Women, War and Health	UWYO	1000	Intellectual Community of Undeclared Students
WMST	4175	Gender, Women and Health	UWYO	1450	Building Community, Affirming Diversity: Strategies for Success in College and Life
WMST	4590	Women of India	WMST	1020	Intellectual Community: Women in Sports
Intellectual Community (I)			WMST	1030	Social Justice in the 21st Century
AS	1000	Intellectual Community of Undeclared Students	WMST	1090	Women in Contemporary Society
AS	1205	First Year Experience Seminar	Information Literacy (L)		
AS	3105	From Gilgamesh to the Bomb	AS	1000	Intellectual Community of Undeclared Students
AAST	1030	Social Justice in the 21st Century	AS	1205	First Year Experience Seminar
ACCT	1010	Principles of Accounting I	ACCT	1020	Principles of Accounting II
ADED	1000	Adult Education Inquiry	AGEC	1000	Agriculture and Applied Economics Orientation
ADED	1008	Eastern Thought Western Practice	AGRI	1001	Intellectual Community and Information Literacy in Agriculture
AGEC	1000	Agriculture and Applied Economics Orientation	AGRI	3000	Discovering and Utilizing Ideas and Information
AGRI	1001	Intellectual Community and Information Literacy in Agriculture	ANSC	1000	Intellectual Community in Animal and Veterinary Sciences
AGRI	3000	Discovering and Utilizing Ideas and Information	ANTH	2000	Introduction to Linguistic Anthropology
AIST	1030	Social Justice in the 21st Century	ART	1310	Sculpture I
AMST	1030	Social Justice in the 21st Century	BOT	3100	Plants and Civilization
ANSC	1000	Intellectual Community in Animal and Veterinary Sciences	BOT	4100	Writing in Biological Sciences
ANTH	1000	Intellectual Community in Anthropology	CHEM	1001	The Chemical Community
ART	1115	Digital Media	CNSL	1000	Relationship Skills: Counseling in Action
CHEM	1001	The Chemical Community	CNSL	2200	Introduction to Student Leadership
CHST	1030	Social Justice in the 21st Century	COJO	1001	Issues in the Mass Media
CNSL	1000	Relationship Skills: Counseling in Action	COJO	1041	Issues in Human Communication
COJO	1001	Issues in the Mass Media	CRMJ	1005	Issues in Criminal Justice
COJO	1041	Issues in Human Communication	CRMJ	3680	Research Methods
CRMJ	1005	Issues in Criminal Justice	EDSE	1000	Exploring Hot Topics in Secondary Education
EDAD	1000	Schools and Democracy	EDST	1500	Education for Social Justice
EDEL	1000	Exploring Hot Topics in Education	ENGL	4025	Writing for the Web
EDSE	1000	Exploring Hot Topics in Secondary Education	ENR	1100	Environment & Natural Resources Problems & Policies
EDST	1500	Education for Social Justice	ES	1000	Orientation to Engineering
ENGL	1030	Intellectual Community in Cinema, etc.	ES	1002	Introduction to Engineering Information Literacy
ENGL	1040	Introduction to Creative Writing	ESS	1000	Wyoming in the Earth System
ENR	1100	Environment and Natural Resource Problems and Policies	FCSC	1010	Perspectives in Family and Consumer Sciences
ES	1000	Orientation to Engineering	GEOG	2150	Foundations of Geographic Information Science and Technology
ESS	1000	Wyoming in the Earth System	GEOL	1001	Intellectual Community/Earth Sciences
FCSC	1010	Perspectives in Family and Consumer Sciences	HIST	3020	Historical Methods/Introduction to Historical Methodology
GEOL	1001	Intellectual Community/Earth Sciences	HLSC	1010	Exploring the Health Sciences
HIST	1010	Introduction to History: Encounters with Difference	HLSC	1020	Intellectual Community: Women in Sports
HLSC	1010	Exploring the Health Sciences	HP	1020	Freshman Honors Colloquium I
HLSC	1020	Intellectual Community: Women in Sports	HP	1151	Freshman Honors Colloquium I
HP	1000	Intellectual Communities	INST	1010	International Studies Proseminar
INST	1010	International Studies Proseminar	ITEC	1000	Visual Literacy for Life and Learning
ITEC	1000	Visual Literacy for Life and Learning	ITEC	2360	Teaching with Microcomputers
KIN	1004	Foundations of Physical Education	KIN	1004	Foundations of Physical Education
KIN	1005	Introduction to Kinesiology and Health Promotion	KIN	1005	Introduction to Kinesiology and Health Promotion
LANG	1030	Intellectual Community in Cinema, etc.	LBRY	3010	Research from a Distance
LIFE	1001	Biology as Culture	LBRY	3020	Managing and Navigating the World of Information
MATH	1305	Bit Streams and Digital Dreams	LIFE	1001	Biology as Culture
MOLB	1010	Science and Society			
MUSC	1003	Introduction to University Life as a Music Major			
NURS	1000	Introduction to the Intellectual Community in Nursing			
PATB	1001	Discovering Careers in Veterinary Medicine			

MOLB	1010	Science and Society
MUSC	1003	Introduction to University Life as a Music Major
NURS	1000	Introduction to the Intellectual Community in Nursing
NURS	4055	Evidence-Based Nursing for the RN
NURS	4150	Professional Roles: Researcher
PHCY	6250	Drug Literature Evaluation
PATB	1001	Discovering Careers in Veterinary Medicine
POLS	1111	Issues in Political Science
PSYC	1001	Issues in Psychology
SOWK	1001	Intellectual Community in Social Work
SOWK	1002	Intellectual Community: The Social Work Profession
SOWK	1900	Women and Leadership
SPPA	1010	Introduction to Communication Disorders
THEA	1020	Theatre and Dance Intellectual Community
THEA	1021	Freshman Seminar: Academic and Professional Issues in Dance
UWYO	1000	Intellectual Community of Undeclared Students
UWYO	1450	Building Community, Affirming Diversity: Strategies for Success in College and Life
WMST	1020	Intellectual Community: Women in Sports
WMST	1900	Women and Leadership
ZOO	4100	Writing in Biological Sciences
Oral Communication (O)		
COJO	1010	Public Speaking
COJO	1020	Communication and Civic Engagement
EDST	3000	Teacher as Practitioner
ERS	1000	Energy and Society
PETE	4720	Petroleum Engineering Design I
PETE	4735	Petroleum Engineering Design II
SOWK	1900	Women and Leadership
WMST	1900	Women and Leadership
Physical Activity and Health (P)		
NURS	3630	Nursing Therapeutics: Health Promotion
PEAC	1001	Physical Activity and Your Health
Quantitative Reasoning (QA)		
MATH	1000	Problem Solving
MATH	1100	Number and Operations for Elementary School Teachers
MATH	1400	College Algebra
MATH	1405	Trigonometry
MATH	1450	Algebra and Trigonometry
Quantitative Reasoning (QB)		
ENR	4500	Risk Analysis
MATH	1050	Finite Math
MATH	1105	Math for Elementary School Teachers II
MATH	2200	Calculus I
MATH	2350	Business Calculus
SOC	2070	Introductory Statistics for the Social Sciences
STAT	2000	Statistics and the World
STAT	2010	Statistical Concepts for Business and Management Science
STAT	2050	Fundamentals of Statistics
STAT	2070	Introductory Statistics for the Social Sciences
Natural Science - Integrated Science (S)		
GEOL	1005	Earth History
GEOL	1600	Global Sustainability
LIFE	1002	Discovering Science
Natural Science - Biological (SB)		
AECL	1000	Agroecology
AECL	2025	Horticultural Science
AECL	2026	Horticultural Sciences Laboratory
ANTH	1100	Introduction to Biological Anthropology
ENR	1200	Environment
ENTO	1000	Insect Biology (no lab)
ENTO	1001	Insect Biology (with lab)
KIN	2040	Human Anatomy
KIN	2041	Human Anatomy Laboratory
LIFE	1003	Current Issues in Biology
LIFE	1010	General Biology
LIFE	1020	Life Science
LIFE	2002	Global Ecology
PLNT	2025	Horticultural Science
PLNT	2026	Horticultural Science Laboratory
PSYC	4080	Physiological Psychology
ZOO	2040	Human Anatomy
ZOO	2041	Human Anatomy Laboratory
Natural Science - Earth (SE)		
AECL	2010	Introduction to Soil Science
ASTR	1050	Survey of Astronomy
ASTR	1070	The Earth: Its Physical Environment
ATSC	2000	Introduction to Meteorology
ENR	1500	Water, Dirt, and the Earth's Environment
ESS	2000	Geochemical Cycles and the Earth System
GEOG	1010	Introduction to Physical Geography
GEOL	1070	The Earth: Its Physical Environment
GEOL	1100	Introduction to Physical Geology
GEOL	1200	Historical Geology
GEOL	1500	Water, Dirt, and the Earth's Environment
GEOL	2000	Foundations of Geology I
GEOL	2080	General Field Geology
GEOL	3080	General Field Geology
GEOL	3400	Geological Hazards
GEOL	3600	Earth & Mineral Resources
GEOL	3650	Energy: A Geological Perspective
SOIL	2010	Introduction to Soil Science
Natural Science - Physical (SP)		
CHEM	1000	Introductory Chemistry
CHEM	1020	General Chemistry I
CHEM	1030	General Chemistry II
CHEM	1050	General Chemistry and Qualitative Analysis I
CHEM	1060	General Chemistry and Qualitative Analysis II
PHYS	1050	Concepts of Physics
PHYS	1090	Fundamentals of the Physical Universe
PHYS	1110	General Physics I
PHYS	1120	General Physics II
PHYS	1210	Engineering Physics I
PHYS	1220	Engineering Physics II
PHYS	1310	College Physics I
PHYS	1320	College Physics II
U.S. and Wyoming Constitutions (V)		
ECON	1200	Economics, Law and Government
HIST	1211	United States History to 1865
HIST	1221	US from 1865
HIST	1251	Wyoming History
HP	1200	US and Wyoming Government
POLS	1000	American and Wyoming Government
Writing 1 (WA)		
ENGL	1010	College Composition and Rhetoric
ENGL	1210	College Composition and Rhetoric for International Students
HP	1020	Freshman Honors Colloquium I
Writing 2 (WB)		
AAST	2350	Introduction to African American Literature
AGEC	3400	Agricultural Law

AMST	2010	Introduction to American Studies	EDSE	4272	Subject Matter Specific Methods II: Art Education K-12
ANTH	3015	Introduction to the Music of the World's Peoples	EDSE	4273	Subject Matter Specific Methods II: Secondary Social Studies Education
ANTH	3300	Ethnographic Methods in Anthropology	EDSE	4275	Subject Matter Specific Methods II: Secondary Science
ANTH	3500	Gender and Society	EDSE	4276	Subject Matter Specific Methods II: Secondary Modern Language Education
CE	3210	Civil Engineering Materials	EDSE	4277	Subject Matter Specific Methods II: Secondary Industrial Technology Education
CHE	3040	Unit Operations Laboratory I	ENGL	4000	21st Century Issues in Professional Writing
CLAS	2020	Classical Greek Civilization	ENGL	4010	Technical Writing in the Professions
CLAS	2040	Classical Roman Civilization	ENGL	4025	Writing for the Web
COJO	2100	News Writing and Reporting	ENGL	4070	Writing for Non-Profits
EDST	3000	Teacher as Practitioner	ENGL	4460	American Indian Literature
ENGL	2005	Writing in Technology and the Sciences	ENGL	4990	Senior Seminar
ENGL	2020	Introduction to Literature	ENR	4051	Environmental Politics and Administration
ENGL	2025	Writing in Popular Genres	ENR	4900	Environment and Natural Resources Assessment Practice
ENGL	2030	Critical Reading and Writing	ESE	4070	Energy Systems Design II
ENGL	2035	Writing for Public Forums	ESS	4950	Exploring the Earth System
ENGL	2350	Introduction to African American Literature	FCSC	4127	Directing Preschool and Day Care Programs
ENGL	2410	Literary Genres	FCSC	4139	Prevention Programs in Family Services
ENR	4000	Approaches to Environment and Natural Resource Problem-Solving	FCSC	4182	Textile Industry and the Environment
ESS	3480	Environmental Change	FREN	4140	17th Century French Literature
FCSC	2170	Clothing in Modern Society	GEOG	4051	Environmental Politics and Administration
FREN	3050	Third Year French I	GEOG	4540	Topics in Cultural Ecology
GEOG	3480	Environmental Change	GEOL	3080	General Field Geology
GERM	3050	Third Year German I	GEOL	4820	Capstone
GERM	4080	German-English and English-German Translation	GERM	3006	20TH Century German Culture and Civilization
HIST	3020	Historical Methods/Introduction to Historical Methodology	HIST	4030	Departmental Proseminar
MUSC	3015	Introduction of the Musics of the World's Peoples	INST	4110	Sociology of International Development
PETE	4720	Petroleum Engineering Design II	INST	4950	Capstone
POLS	3500	Gender and Society	KIN	3015	Teaching Lab II and Assessment in Physical Education
PSYC	2000	Research Methods in Psychology	ME	4070	System Design II
SOC	3500	Gender and Society	MOLB	4300	Writing in Molecular Biology
SPAN	3050	Intermediate Spanish Composition and Conversation	NURS	4150	Professional Roles: Researcher
WMST	3500	Gender and Society	NURS	4255	Nursing Leadership
WMST	4400	Women and Work	PETE	4735	Petroleum Engineering Design II
Writing 3 (WC)			PHCY	6250	Drug Literature Evaluation
AAST	4100	African American Religious Culture	PHYS	4690	Science Fact, Fiction and Future
ACCT	4600	Ethics and Professionalism	POLS	4051	Environmental Politics and Administration
AECL	4990	Agroecology Seminar	POLS	4850	Seminar in American Politics and Institutions
AGEC	4950	Senior Thesis I	POLS	4890	Seminar in Comparative Politics
AGEC	4960	Senior Thesis II	PSYC	4050	Experimental Psychology
AGEC	4965	Agribusiness Strategy and Ethics Capstone	PSYC	4220	Psychopharmacology
AIST	4460	American Indian Literature	PSYC	4740	Advanced Social Psychology
AMST	4051	Environmental Politics and Administration	PSYC	4830	Senior Thesis in Psychology
AMST	4985	Senior Seminar	RELI	4000	Theories of Religion
ANSC	4630	Topics and Issues in Animal Science	RELI	4100	African American Religious Culture
ANTH	4010	History of Anthropological Thought	REWM	4051	Environmental Politics and Administration
BOT	4100	Writing in Biological Sciences	REWM	4900	Rangeland Management Planning
CHE	4080	Process Design II	RNEW	4510	Research Planning
COJO	3160	Theory of Language and Society	SOC	4090	Social Research Methods
COJO	4100	Investigative Reporting	SOC	4110	Sociology of International Development
COJO	4110	Feature Writing Seminar	SOC	4650	Urban Sociology
CRMJ	3680	Research Methods	SOWK	4570	Social Work Research Project
CRMJ	4280	Comparative Criminal Justice	SPAN	4200	Introduction to Research
EDEL	4309	Elementary Literacy Methods	SPPA	4750	Research Methods in Communication Disorders
EDEL	4409	Elementary Math/Science Methods	THEA	4200	20th Century Dance
EDSE	3278	Subject Matter Specific Methods I: Secondary Agriculture Education	THEA	4930	Theatre History I
EDSE	4254	Becoming a Reflective Practitioner: Specific Pedagogy in Music	WMST	4700	Feminist Theories and Methodologies
EDSE	4270	Subject Matter Specific Methods II: Secondary English Education	ZOO	4100	Writing in Biological Sciences
EDSE	4271	Subject Matter Specific Methods II: Secondary Mathematics Education			

Division of Student Affairs

408 Old Main, (307) 766-5123, Fax: (307) 766-2696 Sara Axelson, Vice President, Student Affairs

The Division of Student Affairs is the administrative unit of the university that is responsible for providing leadership and coordination of programs and services designed to support student learning and development in and outside the classroom.

In partnership with UW faculty, staff, and students, the Division of Student Affairs orchestrates the enrollment management departments of the University to recruit and retain a student body of the size and diversity appropriate to the needs of the state, the demands of the world of work, and the resources of the institution. The division also develops and delivers services, programs, and facilities that promote the intellectual, personal, cultural, and civic development of students; coordinates efforts to create a caring community in which individuals are respected, encouraged to pursue excellence, and achieve their potential; and fosters honoring the diversity of individuals and cultures.

There are three service clusters within the Division of Student Affairs which include Enrollment Management; Health and Wellness; and Residence Life, Dining Services, and the Wyoming Union. The Enrollment Management cluster consists of the Admissions Office; Center for Advising and Career Services; Office of the Registrar; Student Educational Opportunity which includes University Disability Support Services; and Office of Student Financial Aid. The Health and Wellness cluster includes Campus Recreation; the Dean of Students Office which includes Multicultural Affairs; Student Health Service; and the University Counseling Center which includes the university's drug and alcohol education program. The third cluster consists of Residence Life, Dining Services, and the Wyoming Union. The Office of Alumni Affairs, the Associated Students of the University of Wyoming (ASUW), and the Cowboy Parents are also a part of the Division of Student Affairs and are essential components of the support services structure designed to help students succeed.

Enrollment Management

Admissions Office

Noah Buckley, Director of Admissions

146 Knight Hall, (307) 766-5160

Web site: www.uwyo.edu/admissions

A new undergraduate student's first official contact with the University of Wyoming is often through the Admissions Office. This unit is responsible for recruiting/admitting undergraduate students to the university. Responsibilities include the development of effective school relations, programs with high schools and community colleges, recruitment of prospective freshmen and undergraduate transfer students, the orientation of new undergraduates, and the administration of resident/nonresident regulations for tuition classification. The Admissions Office determines initial scholarship eligibility for all new undergraduate students. This office also facilitates the admission process for graduate students. The Admissions Office also manages the International Students and Scholars office. A detailed description of admission to the university and procedures can be found in the admission policies section of this publication.

International Students and Scholars

Jill Johnson, Associate Director of Admissions

Cheney International Center, Suite 5, (307) 766-5193

Web site: www.uwyo.edu/ISS

International students, numbering approximately 640 from nearly over countries, are a vital part of international education at the University of Wyoming. As such, International Students and Scholars (ISS) works to promote an interchange of ideas and understanding from among all of the countries represented on campus. ISS is responsible for recruitment of international students and provides advising and counseling to all international students/scholars for their academic, social, personal, and immigration concerns. The office also promotes and implements social and cultural activities for international awareness and educational exchange through International Education Week, Friendship Families, American Conversation Club, international coffee hours, and other special programs. Many of these activities are coordinated through the ISS-sponsored International Resource Center in the Cheney International Center, Room 1.

International students and visitors are required to contact International Students and Scholars to confirm their arrival at the University of Wyoming and to consider the office their primary contact for further information and assistance. Students must be enrolled as full-time students each semester as required by the U.S. Citizenship and Immigration Services. The ISS e-mail address is uwglobal@uwyo.edu.

National Student Exchange: The University of Wyoming is a member of the National Student Exchange (NSE) consortia. Through NSE, students are provided an opportunity to attend one of more than 175 U.S. institutions in the NSE consortium. NSE offers a student the chance to live in another part of the United States and to travel and experience college life in different settings for an academic semester or a year under his or her normal UW tuition and fees. Financial aid is often available and academic credit is guaranteed to transfer back to UW.

For more information about the National Student Exchange, please contact International Students and Scholars, Cheney International Center Suite 5 or call (307) 766-5193. The e-mail address is uwglobal@uwyo.edu.

Center for Advising and Career Services

Jo Chytka, Director

222 Knight Hall, (307) 766-2398

Web site: www.uwyo.edu/CACS

The Center for Advising and Career Services (CACS) provides a variety of services to UW students, including advising undecided students, and A&S undeclared students; providing academic support to various populations of probationary, conditionally admitted, and reinstated students; assisting students campus-wide with their career exploration, planning, and job search needs; assisting in coordinating discussions, information dissemination, and event planning between the various professional advisors and advising offices on campus; and coordinating national tests and exams through the University Testing Center.

The center is committed to providing a comprehensive and integrated service that moves a student along a continuum of receiving academic advising, exploring academic and career options, selecting a college major, and finally, implementing his/her degree in the world of work.

Undeclared students and A&S students admitted with conditions, placed on probation, or reinstated to the university are highly encouraged to meet with a CACS career counselor. The purpose of this meeting is to analyze the student's past academic progress and future career goals to develop a strategic plan to maximize his/her academic success and future employment opportunities. CACS also works closely with other campus offices and departments to engage students in available study skill and tutorial resources.

Students interested in engaging in career exploration activities may make an appointment to meet with a career counselor to discuss their career goals and/or confirm their choice of major. Various assessment tools that provide feedback on the match between a student's interests or personality type and the world of work are available. CACS houses a career resource library, which contains information pertaining to a broad range of career fields, internship opportunities, specific employer information, and general job search strategies. These materials are available for check out.

Students are advised to use the eRecruiting link on the CACS homepage to find out about and apply for summer, internship, and permanent job opportunities. Each year numerous employer representatives from business, industry, health care, education, and government visit CACS to interview students for these types of opportunities. All information pertaining to these visits is contained in the eRecruiting link on the CACS homepage. Students need to register with CACS to obtain their username and password.

CACS hosts numerous general and specialized job fairs each year for students and alumni. Upcoming job fair dates can be found on the CACS homepage.

The University Testing Center: The University Testing Center coordinates national tests and exams and is housed in the Knight Hall basement, room 4. Students may register to take national tests and professional school entrance exams. Information is available on the University Testing Center web site www.uwyo.edu/UTC or by calling (307)766-2188.

Office of the Registrar

Tammy Aagard, Registrar

167 Knight Hall, (307) 766-5272

Web site: www.uwyo.edu/registrar

The Office of the Registrar is responsible for overseeing course registration, transcripts, verification of enrollment, adding/dropping/withdrawing from courses, and for maintaining student academic records. This involves responsibility for web registration, as well as preparation and electronic publication of the fall and spring *Class Schedules*, *Summer Bulletin*, and *University Catalog*. The office is also responsible for the electronic degree audit program, graduate record processing, and for determining whether or not students have successfully met all degree requirements. Additionally, this office evaluates all transfer credit for undergraduate students to determine transferability as well as UW equivalents.

Student Educational Opportunity (SEO)

Pilar Flores, Director

330 Knight Hall, (307) 766-6189 (TTY: 766-3073)

Web site: www.uwyo.edu/SEO

Student Educational Opportunity is composed of both on-campus and outreach projects with offices throughout Wyoming. These projects serve students who are first generation; income-eligible; students with cognitive, psychological or physical disabilities; ethnic minority students; and non-traditional students. SEO assists eligible students to plan and prepare for entry into higher education, succeed in the higher education environment, and graduate from college by providing academic success services, disability-related accommodations when appropriate, and instruction in basic skills, career, and personal development. All projects within SEO seek to increase the public awareness of the needs of ethnic minority, first generation, income-eligible students, and students with disabilities in an educational environment.

On-Campus Projects

Academic Services: Academic Services coordinates and provides free group and individual tutoring to students who participate in SEO projects. Other activities include the development of workshops on academic success, and assisting UW students in identifying and accessing academic services.

McNair Scholars Program: The McNair Scholars Program prepares students to pursue doctoral level study. Services include intensive academic support including tutoring and academic counseling; activities related to successful application to graduate school and pursuit of financial aid opportunities; preparation for the GRE; and faculty mentoring. The capstone of the program is a paid summer research internship program which prepares students for admission to graduate level education. Students who are juniors and seniors, income-eligible, and first generation college students or who are from ethnic minority groups under-represented in graduate education qualify for program services. The McNair Scholars Project is a federally funded TRIO project. Note: this is a graduate school preparation program; it is not a scholarship program.

Student Success Services: The Student Success Services (SSS) project offers academic support to students who are first generation college students, income-eligible, and/or individuals with disabilities. Student Success Services provides assistance with academics, personal/social choices, financial issues and pursuit of financial aid opportunities, and choice of college major and related career opportunities. The SSS project also provides its students with individual and group tutoring. All services are free to eligible participants and services are intended to help students be successful in college and to stay in college through graduation. SSS is a federally funded TRIO project.

University Disability Support Services: University Disability Support Services (UDSS) provides a variety of services for students with physical, sensory, cognitive, or psychological disabilities, including printed materials in alternative format, note-taking assistance; classroom relocation, testing accommodations, access to adapted computers, parking assistance, advocacy, sign language interpreters, mobility orientation for the blind, as well as other academic support services. UDSS assists UW to meet its legal and ethical obligations under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Services are coordinated with the efforts of the Division of Vocational Rehabilitation and Wyoming Services for the Visually Impaired, when appropriate. Students with disabilities who anticipate needing accommodations to fully participate in classes and programs at the University of Wyoming are strongly encouraged to register with UDSS and provide documentation of their disability.

Outreach Projects

Educational Opportunity Center: The Educational Opportunity Center (EOC) assists first generation and income-eligible adults throughout Wyoming to continue their education. Services include assistance with college and financial aid applications, career and college exploration, and GED preparation. Outreach offices are located in Casper, Cheyenne, Ethete, Evanston, Gillette, Powell, Riverton, Rock Springs, and Sheridan. EOC is a federally funded TRIO project.

GEAR-UP: The Wyoming Statewide GEAR-UP project provides services to 2000 low-income pre-college students throughout the state each year. Student services include career exploration, advising and supporting students in taking a college preparation curriculum, college preparation, ACT preparation, college exploration, application, and planning, and assistance with financial aid processes and procedures. Student services are provided through GEAR-UP coordinators located at each of Wyoming's seven community colleges. The GEAR-UP grant also works with the Wyoming Department of Education in providing teacher training and school improvement initiatives. All GEAR-UP services are aimed at increasing student academic preparation and performance levels suited for post-secondary education, rates of high school graduation, rates of post-secondary education participation and graduation, and GEAR-UP student and family knowledge of post-secondary education options, high school preparation needs, and means of financing.

Math/Science Initiative Project: The Math/Science Initiative Project (MSIP) provides services to income-eligible and first generation 9th through 12th grade high school students throughout Wyoming. MSIP is designed to generate the skills and motivation necessary to be successful in high school and to complete a college degree program in a math or science area. Assistance with high school coursework and tasks related to college enrollment are provided throughout the academic year. The MSIP program includes a six-week summer academic session with an intensified math and science curriculum that includes performing active research under the guidance of university staff and graduate students. MSIP is a federally funded TRIO project.

Upward Bound: The Upward Bound program works with income-eligible, first generation high school students (grades 9-12) and their families to help them gain the skills and motivation necessary to successfully complete high school and to pursue a college degree. The program includes a six-week summer academic component designed to help students develop academically and socially in a university setting. Tutorial and enrichment services are provided throughout the academic year and participants and their families receive individualized assistance in completing tasks related to successful college enrollment. Outreach offices are located in Albany, Fremont, Laramie, and Natrona counties. Upward Bound is a federally funded TRIO project.

Office of Student Financial Aid

David Gruen, Director

174 Knight Hall, (307) 766-2118

Web site: www.uwyo.edu/SFA

The Office of Student Financial Aid assists students in obtaining funds to attend the University of Wyoming by coordinating and administering all forms of financial assistance to students. Four broad categories of aid are available: scholarships, grants, loans, and work-study employment. Over 1,000 different scholarship programs, funded through federal, state, institutional, and private sources, are coordinated. Federal Pell, ACG-Smart, and Federal Supplemental Educational Opportunity Grants are available to undergraduate students with significant financial need, who are pursuing a first bachelor's degree. Hathaway Scholarships, Federal Perkins, Federal Direct and Federal Direct PLUS Loans are available to qualified students. Federal Work-Study employment is available to students with a qualifying level of financial need. For additional information, please refer to the Student Financial Aid section in this bulletin.

Health and Wellness

Campus Recreation

Pat Moran, Director

Half Acre Gym, (307) 766-3370

Web site: www.uwyo.edu/Rec

Our mission is to provide recreational opportunities to a diverse campus community that enhance the learning and workplace environment and promote mental and physical health via quality facilities, equipment, and programs. Our programs, which include open recreation, intramural sports, club sports, and the outdoor program, offer a broad range of coordinated activities for individuals and groups that promote health awareness, a sense of community and a lifelong appreciation for wellness and recreational activities. Supporting the value of student development, our programs strive to offer opportunities to students that develop leadership skills and promote responsibility while maintaining a balance between personal, professional, and academic pursuits.

Through interactions with the Campus Recreation department, students will learn about making healthy lifestyle choices, appreciate individual differences and similarities, and enhance their feelings of engagement, belonging, and loyalty to UW.

Open Recreation**Half Acre, West Lobby****Phone: (307) 766-3370**

The Open Recreation program is housed primarily in Half Acre Gym with additional recreational opportunities in the Corbett building on the east campus. UW's Open Recreation program, available to the entire student population, faculty, staff and spouses, provides quality equipment for individuals to participate in non-organized, informal activities such as basketball, racquetball, volleyball, wallyball, or badminton. Patrons can also take advantage of swimming, weight training, aerobic training, personal training services, and group fitness and instructional classes. For more information on the open recreation program, stop by the service window in the lobby of Half Acre, pick up a Campus Recreation brochure, or visit the Campus Recreation web site.

Intramural Sports**Half Acre, Second Floor North****Phone: (307) 766-4175**

UW's Intramural Sports program offers organized individual and team competitive sport events in men's, women's, and co-recreational leagues. Students and employees can participate in organized recreation level sport competition in approximately 30 activities per semester such as flag football, soccer, inner-tube water polo, wallyball, wrestling, badminton, basketball, volleyball, or ping-pong. Information is available from the Intramural Office or by checking our web site (choose the Intramural link). Every member of the university community is encouraged to become familiar with the many aspects of intramural sports, which are designed to encourage participation and socialization regardless of previous experiences, sport skills, or group affiliation. Come alone or with a group to sign up for a fun time.

Club Sports

Half Acre, Second Floor North

Phone: (307) 766-6396

The Club Sports program offers a higher level of athletic sport competition than Open Recreation and Intramural Sports to UW students. Some of the current UW Club Sport teams for men and women include badminton, baseball, trap, volleyball, soccer, ice hockey, rugby, ultimate frisbee, cycling, Nordic ski racing, lacrosse, softball, racquetball, and fencing. UW faculty or staff with an interest in coaching or officiating a club sport should contact the Club Sports Office. Visit our web site for more information on Club Sport teams and activities.

Outdoor Program

Half Acre, First Floor South Lobby

Phone: (307) 766-2402

UW's Outdoor Program (OP) offers a variety of outdoor experiences as well as training to use the indoor climbing wall. Participants have opportunities to develop lifetime recreational skills, gain an appreciation and concern for our natural environment, and meet new people. OP sponsors a variety of seasonal programs and outings throughout the year. These activities range from day and weekend trips to nearby destinations to extended trips at unique destinations. OP also runs clinics and sponsors guest speakers, presentations, and other educational programs. Activities are offered for all skill levels through such venues as back country ski outings, trail running, snowshoe outings, back country hiking and camping trips, or rock climbing. OP provides an extensive line of rental equipment to the campus community. The Outdoor Program staff is ready to expose the university community

to a whole new realm of experiences not available anywhere else on campus. Visit our web site for more information on OP activities, services, and fees.

Dean of Students Office**David S. Cozzens, Dean of Students and Associate Vice****President for Student Affairs****128 Knight Hall, (307) 766-3296****Web site: www.uwyo.edu/DOS**

The Dean of Students Office (DOS) serves as an entry point for UW student support services. The staff in DOS work to enhance the quality of life for all UW students. Assistance with situational needs and student life concerns of individual students and groups of students regarding their personal, academic, and/or social welfare are coordinated by the DOS staff.

Several offices and programs comprise the Dean of Students Office. These include the Dean of Students, Multicultural Affairs, the Students' Attorney, Early Alert program, and Student Judicial Affairs, all located in Knight Hall. The Student Leadership (SLCE), Greek Life, Multicultural Resource Center, Rainbow Resource Center, ASUW Business Office, Nontraditional Student/Women's Center, Veteran's Center, and Student Media offices are located in the Wyoming Union.

Services available through the Dean of Students Office include individual advisement and consultation regarding situational student life concerns; referral coordination with other university and community services; conflict resolution and consultation regarding student conduct, rights, and responsibilities; advisement in grievance procedures, due process, and student appeals of disputed decisions; official university withdrawals; and authorized absences and emergency contacts.

DOS staff also have responsibilities as advisers to ASUW Student Government and/or student organizations including Panhellenic and Interfraternity Councils and Freshman Senate.

The professional staff provide direct assistance to students and groups at any time in the student's career at the university. Information, individual advisement and consultation, and assistance with administrative procedures are facilitated in the Knight Hall offices.

ASUW Business Office: A major component of ASUW student government is funding recognized student organization activities. The ASUW Business Office, whose staff are members of the Dean of Students Office, serves as a support unit to the financial undertakings of ASUW as well as providing training and leadership for students involved in fiscal matters of the student government.

Greek Life: The national fraternities and sororities at UW provide a living/learning environment designed to support the goals of their members. Through specifically designed programs, the coordinator of Greek Life facilitates personal growth, scholastic achievement, and leadership development, as well as being available for individual consultation. The Dean of Students Office also monitors the Greek Relationship Statement between UW and Greek chapters.

Student Conduct, Rights and Responsibilities: The Trustees, as a governing body of the university, are charged with the statutory duty and authority to make all rules and regulations including the administrative responsibility to regulate and control whatever conduct and behavior of the members of the university community impedes, obstructs, or threatens the achievement of the educational goals and mission of the university. The university community, in order to function in an orderly and creative manner, ascribes to a code of conduct to which the student

must adhere. This information entitled *Rights and Responsibilities - "UW Student Code of Conduct"* is distributed to each student who is granted admission to the university. This information and other university regulations are published in order to inform students of their rights and responsibilities and the minimum ethical standard of conduct expected of them as members of the university community. Additional copies of this information may be obtained at the Dean of Students Office, from the assistant dean of students for judicial affairs, or on the web.

Student Media Office: The Student Media Office, is partially funded by student fees. It meets the informative, educational, and cultural needs of the university community through such publications as *The Branding Iron* (the daily student newspaper published Tuesday-Friday and weekly during the summer session), the literary magazine *Owen Wister Review* (published spring semester), and the new feature magazine *Frontiers* (published fall and spring semesters) which are published under the auspices of the Board for Student Media.

The board is composed of students, faculty, staff, and selected members of the Wyoming Press Association. These publications provide an excellent opportunity for students to gain valuable experience in newspaper, magazine, advertising, sales, and production.

For more information about student publications, contact the Student Media Office, Room 302, Wyoming Union, (307) 766-6190.

Students' Attorney: Legal services are provided to University of Wyoming students by a full-time attorney. This service is provided through student fees, and there is no additional charge for the attorney's time. The attorney assists students seeking advice in connection with personal legal problems. Information is readily available on a variety of subjects. The Students' Attorney Office also facilitates the effective and prompt handling of legal referrals, (307) 766-6347.

Student Legal Services Clinic: The Students' Attorney may refer fee paying students to this clinic for legal services that include but are not limited to domestic relations matters, including divorces, child custody and/or support disputes; domestic violence; and landlord/tenant disputes. The clinic cannot represent a student on any legal matter that involves another UW student, the University of Wyoming, or a recognized student organization. The clinic is located at 21st and Garfield Ave., (307) 766-4360.

Multicultural Affairs

Conrad Chavez, Manager, Multicultural Affairs

Dean of Students Office

117 Knight Hall, (307) 766-6193

Web site: www.uwyo.edu/oma

Multicultural Affairs, a part of the Dean of Students Office, serves under-represented groups in higher education at the University of Wyoming. It also provides leadership and advocacy to support diversity and to prepare students to interact in a diverse world. Multicultural Affairs helps UW create a campus climate supportive of the success of racial and ethnic minorities. Multicultural Affairs also provides opportunities for all students who are interested in diverse experiences, programs, and access to multicultural resources.

The Multicultural Affairs (MA) assists Hispanic/Latino, African-American, Asian-American, American Indian, biracial, and multiracial students to enroll in college, complete a college degree, enroll in graduate programs, increase employment potential following graduation, and assists all students with diversity information. MA provides information and services on financial aid, employment opportunities, internships, graduate schools, programming, general information and orientation,

career exploration, tutoring, academic advising, referral services, as well as personal support and guidance. MA also assists the multicultural student organizations with their activities.

Multicultural Resource Center: The Multicultural Affairs-sponsored Multicultural Resource Center (MRC) is a student gathering place for social interaction, cultural and educational programming, and educational resources for study and research. The MRC is also a unique facility in the state of Wyoming which collects and displays materials reflecting the concerns of Hispanics/Latinos, African-Americans, American Indians and Asian-Americans. The MRC houses a permanent collection of books, periodicals, and academic equipment. The MRC provides a meeting place for groups concerned with these communities and is located in the Wyoming Union, Room 103. For more information call (307) 766-6463.

Nontraditional and Gender Programs

Dolores Cardona, Associate Dean of Students

Dean of Students Office

114 Knight Hall, (307)766-6228

Nontraditional & Gender Programs, a part of the Dean of Students Office, serves nontraditional students, women students, and GLBTQ students through student centers located in the Wyoming Union through peer connections and programming aimed at helping students to be successful at UW.

Nontraditional & Women's Center: The Nontraditional & Women's Center (NT&WC) serves as a supportive student center conveniently located in the Wyoming Union where both nontraditional and women students gather to study, use computers, socialize, meet other students, have an adult conversation, and find out information and resources for financial aid, community services, and academic support while at UW. The NT&WC is also a location where many UW commuter students meet and work from while on the Laramie campus. Nontraditional students are students over 25 years of age, married, single parents, veterans, commuters, or students returning to college after several years away. The Nontraditional Student Council also works out of the NT&WC. Women's leadership and issues are also of concern to the Women's Center, regardless if you are a traditional or nontraditional undergraduate or graduate woman student. The Nontraditional & Women's Center is located in Union 104 and 102.

Rainbow Resource Center: The Rainbow Resource Center (RRC) serves as a resource for gay, lesbian, bisexual, transgender, queer (GLBTQ) students, faculty and staff, their family and friends as well as the larger Laramie community. The RRC provides support, advocacy, education, the facilitation of programs, and a library of over 800 books on GLTBQ issues. The center also has many other resources, including magazine titles, movies, network-connected computers with printing, and references to other services that are queer-friendly. Spectrum, UW's GLTBQ organization, also works closely with the RRC. Students gather to study, relax, and socialize in a safe environment. The RRC is located in Union 106. For more information, call (307)766-3478.

Veteran's Center: A space to provide resources, programming, and community for UW student veterans, localized in Knight Hall. For information call 766-3478.

Associated Students of the University of Wyoming (ASUW)**020 Wyoming Union, (307) 766-5204****Web site: www.uwyo.edu/ASUW**

The Associated Students of the University of Wyoming (student government) is comprised of three branches: the executive, legislative, and judicial. Students who pay fees are automatically members of ASUW. Officers and senators are elected annually by the students and are representative of each of the seven colleges. They meet weekly to consider areas of concern to students.

The ASUW student government represents student opinion to the administration, faculty, staff, and State of Wyoming legislature. ASUW membership on university committees and legislative statements of student opinion passed by the ASUW Senate ensure that university policies are made with the concerns of students in mind. In addition, the ASUW president serves as an ex-officio member of the University of Wyoming Board of Trustees and conveys student opinion to the institution's highest governing body.

ASUW is also one of the vehicles through which students provide their own programs of activities and services. Included in these programs are ASUW activities committees, ASTEC (technical services), and student transportation services, all located in the Wyoming Union; the Students' Attorney Office in Knight Hall; and child care services.

Student Health Service**Joanne Steane, M.D., Director****Health/Student Building, (307) 766-2130****Web site: www.uwyo.edu/ShSer**

The Student Health Service (SHS) provides personalized health care to eligible students by maintaining a high quality medical outpatient clinic. The clinic provides primary health care, health education, and preventive services to enable students to complete their course of studies. The professional staff consists of four physicians, one nurse practitioner, a psychiatric nurse practitioner, one physician assistant, two registered pharmacists, and registered nurses, in addition to other professional and administrative personnel. The Student Health Service offers a specialist clinic for orthopedics.

Undergraduate and professional full-time students taking 12 or more credit hours and graduate students taking 9 or more hours are eligible for services at the SHS. Undergraduate and graduate part-time students who have purchased the optional benefit package are also eligible. Enrollment in, or waiver from, the University of Wyoming Student Medical Insurance Program has no effect on eligibility to use the Student Health Service. Students enrolled during the summer pay a summer fee for SHS. Students not enrolled for summer but who were enrolled spring semester and are pre-registered for fall semester may pay the same summer fee to be eligible to use the SHS. Laboratory diagnostic procedures, medications, specialty clinics, and office procedures are available. There are affordable charges for these services. There are also nominal charges for supplies such as ace bandages, splints, crutches, and other medical devices.

The Student Health Service is open from 8 a.m. to 5 p.m. Monday through Wednesday and Friday and 9 a.m. to 5 p.m. on Thursday during the fall and spring semesters. During Christmas and spring breaks, the SHS is open from 8 a.m. to noon and 1 p.m. to 5 p.m. weekdays. Summer hours are 7:30 a.m. to noon and 1 p.m. to 4:30 p.m. weekdays. Hours are subject to change to reflect the needs of the university. The Student Health Service is closed on university holidays and weekends. An after-hours nurse advice line is available when the SHS is closed

by calling 766-2130. All students are urged to have adequate health insurance coverage for illnesses or emergency visits to the local hospital or a physician's office when the Student Health Service is closed. Insurance coverage is also recommended for medical care that is not available at the Student Health Service, including treatment of major injuries, surgery, and hospitalization. The student is responsible for all charges for services provided by persons or institutions outside of the Student Health Service.

University Counseling Center**Dan W. Socall, Ph.D., Director****341 Knight Hall, (307) 766-2187****Web site: www.uwyo.edu/UCC**

The University Counseling Center (UCC) provides comprehensive, time-effective mental health services to the university students and community. The UCC is a resource center for students to enhance personal success skills in dealing with the challenging and sometimes stressful university environment. The professional UCC staff work together with students to help them find effective ways to approach concerns and problems. We also support students in learning to make healthy lifestyle choices that promote their personal, social, and academic goals. Group and individual counseling services, in a professional and confidential atmosphere, are provided to students with personal and interpersonal concerns. Other services include crisis intervention, consultation, and education to the UW community. Individual counseling appointments are made in person during regular office hours, 8 a.m. - 5 p.m. Monday through Friday. The UCC offers walk-in services, various hours a day, when students may simply walk in to be seen for a brief appointment, to determine future services they might need. Counseling services are free to UW students. For after-hour emergencies, students can talk to an on-call counselor by calling 766-8989.

Campus Consultation and Outreach: UCC staff consults with academic and student services personnel, student leaders, and university administration regarding counseling and mental health issues and ways to better the UW living/learning environment. Outreach programs can be initiated by student or staff request or by UCC staff bringing issues of concern to various campus populations. Some current issues include suicide prevention, respect for diversity, sexual orientation issues, and stress management. Generally, UCC asks for a minimum of two weeks notice for an outreach presentation, however, in urgent situations triggered by trauma, outreach programs will be offered on a shorter notice.

AWARE (Alcohol Wellness Alternatives, Research and Education): The AWARE Program is committed to a healthy campus community and a drug-free learning environment. AWARE Program staff strive to utilize the best practices in providing drug and alcohol education and prevention programming for the University of Wyoming campus and community. The AWARE Program promotes a standard of wellness in regard to healthy choices surrounding alcohol use and the prevention of illicit drug use by college students. To achieve these goals, the AWARE Program offers a broad range of services ranging from individual interventions to consultative and educational services for campus groups and the community at large. AWARE also coordinates the Cowboy CHOICES 180 Proof Peer Education group. Additionally, the AWARE Program coordinates the UW A-Team, a campus-community coalition dedicated to reducing underage and excessive alcohol use. For more information, please visit the web site at www.uwyo.edu/aware or feel free to contact via telephone at (307)766-2187, email (aware@uwyo.edu), or in person by visiting 341 Knight Hall.

STOP Violence Program: The mission of the STOP Violence Program is primarily to prevent domestic/relationship violence, sexual assault and stalking on the campus of the University of Wyoming. Prevention efforts focus on education and outreach and these topics, which are led by the UCC staff, are substantially produced by the staff of the local rape crisis clinic, the SAFE project, (800) 230-3556. The UCC staff provides services to victims and those concerned at (307) 766-2187.

Another focus of the STOP Violence Program's mission is providing support and resources if a student becomes the victim of violence. One resource is an on-campus advocate, who can help a student access services available through other university departments or off campus agencies. Support is also offered by providing information to these students, their friends and families, about the effects of domestic/relationship violence, stalking or sexual assault.

STOP is located on the 2nd floor of Knight Hall. Office Hours are 8 a.m. to 5 p.m. weekdays, (307) 766-2170. For after hours emergencies, please call (307) 745-3556 (The Albany County Safe Project in Laramie).

Residence Life, Dining Services, and Wyoming Union

Residence Life & Dining Services

Beth McCuskey, Executive Director

Washakie Center, Lower Level, (307) 766-3175

Web site: www.uwyo.edu/reslife-dining

Residence Life & Dining Services provides comfortable, clean, and affordable housing and dining for students that is conducive to students' personal and academic development. The university operates six furnished residence halls and a variety of furnished and unfurnished apartments.

New Student Live-in Policy: The UW Trustees have established a policy requiring all new students to live in the UW residence halls during their first academic year on campus and to take a minimum of the 12-accesses-per-week dining plan. The policy is based on extensive student development research indicating that a student's chance of academic success and satisfaction with the college experience greatly improves through the residential living experience.

For a student to be considered for an exemption to the policy, a request with appropriate documentation must be sent to the Executive Director, Residence Life & Dining Services, Dept. 3394, 1000 E. University Ave., Laramie, WY 82071. Students will be considered exempt from the policy if they can provide documentation for one of the following:

- 21 years of age or older
- Married
- Single parent with custody of child(ren)
- Reside with parent(s) or legal guardian(s) within a 60-mile radius of Laramie or in a property purchased by parent(s) or legal guardian(s)
- Completion of two semesters as a full-time student or the equivalent credit hours at UW, or another university or college
- Have documented medical or health conditions prohibiting residence hall living

Students must apply for exemption prior to 5 p.m. the day before the halls open for the semester (August 18, 2010 for the fall 2010 semester). Housing accommodations at the University Apartments may be available for students who have children or minors living with them.

Residence Halls: The residence halls provide convenient living, studying, and dining accommodations for the university community. Various living environments are available. Professional staff and trained resident assistants are available to all students to help make residence hall living an enjoyable and productive part of campus life. The residence halls also provide laundry facilities, study rooms, and access to computer labs for the use of hall residents. University computer network access is available in each room.

Room assignments are made according to the date the completed contract form and \$100 security deposit are received. The housing deposit is included in the enrollment confirmation deposit paid by new UW students. Students returning to UW who wish to live in the residence halls must pay the housing deposit when they complete their housing contract. Hall, roommate, and other preferences may be indicated on the contract and will be considered. Students wishing to room together should submit contracts together prior to the posted deadline of May 1.

Dining Services: A variety of dining plans, services, and payment options are offered for both on- and off-campus students, faculty, and staff. Dining plans are identified by the number of times a customer may enter Washakie Dining Center per week. Additional PLU\$\$ dollars can be added to any dining plan, allowing for additional meals and services at dining locations across campus.

All students living in the residence halls may choose between the "Unlimited-," any 15-, or any 12- dining plan. Meals are served during the contract periods for each semester. Limited services will be available over Thanksgiving and Spring Break.

Dining plans are not just for students living in the residence halls. Any student, staff member, or faculty member can purchase one of the varieties of dining plans designed to fit their needs.

The Washakie Dining Center is an all-you-care-to-eat dining facility for students, faculty, and staff. Meals at the Washakie Dining Center can be purchased in several ways. A UW Student ID card can be used to access dining plan meals, PLU\$\$ dollars, or cash previously deposited to the holder's WyoOne account. Credit cards (VISA and MasterCard) and cash are also accepted.

In addition to Washakie Dining Center, a variety of convenient and affordable dining options are located in the Wyoming Union and throughout campus to further meet the dining needs of busy students. These locations offer customizable menu selections and extended dining hours. These dining locations accept PLU\$\$, WyoOne card funds, Mastercard and Visa.

For specific information related to room and dining plan rates, contract terms and conditions, dates of availability, or other questions, please contact Residence Life & Dining Services at (307) 766-3175 or toll free at (866) 653-0212 or email at reslife-dining@uwyo.edu. Those admitted to the university are encouraged to apply for a room and board contract online at www.uwyo.edu/reslife-dining.

University Apartments: The university provides one-, two-, and three-bedroom furnished or unfurnished apartments for students, faculty, and staff. Located on the east side of campus, the apartments

are near the golf course, shopping centers, recreational areas, and the hospital. The apartments also offer children's programs and a community center.

Apartment assignments are made on a year-round basis. The date an application is received is used in determining assignment priority. Requests should be made as early as possible after acceptance to the university.

Application forms and additional information about apartment rates, availability, and eligibility guidelines may be obtained by contacting the University Apartments Office, 2413 Arrowhead Lane #369, Laramie, WY 82072, (307) 766-3176 or toll free at (866) 653-0212, or email at reslife-dining@uwyo.edu.

Off-Campus Housing: The university assumes no responsibility for the students' choice of off-campus living environment. Students living off-campus are encouraged to contract for meals with Residence Life & Dining Services.

For additional information about the residence halls, dining plans, or university apartments visit www.uwyo.edu/reslife-dining; call toll free (866) 653-0212; or if in Laramie, (307) 766-3175 (residence halls) or 766-3176 (university apartments); FAX (307) 766-3613 or email at reslife-dining@uwyo.edu. Information may also be obtained by writing to Residence Life & Dining Services, Dept. 3394, 1000 E. University Ave., Laramie, WY 82071.

Wyoming Union

Darcy DeTienne, Director

001 Wyoming Union, (307) 766-3765

Web site: www.uwyo.edu/Union

The Wyoming Union is the community center for campus life, enhancing and complementing out-of-class educational experiences. Open daily, the Union provides facilities, services, and various activities to all of the campus community.

The Wyoming Union has a number of services available. A variety of food services are located on the main level as well as CJ's Convenience Store, the Copy Center, Union Information Desk/Ticket Office, UW Bookstore, a computer lounge, the Multicultural Resource Center, the Nontraditional Student/Women's Center, Rainbow Resource Center, and First Interstate Bank. The Campus Activities Center, Union administrative offices, ASUW Student Government, Student Leadership and Civic Engagement Office, Center for Volunteer Service, ASUW Gallery, ASTEC (Associated Students Technical Services), Greek Affairs office, computer lab, billiards hall, program lounge, and the Gardens (coffee/beverage bar) are located on the lower level.

The Wyoming Union Information Desk offers campus as well as community information and ticket sales. UW Food Service provides meals, snacks and catering service. The Union's conference and meeting facilities include rooms of various sizes and a large ballroom. For reservations and information on these services, contact the Events Office at (307) 766-3161.

Campus Activities Center

The Campus Activities Center (CAC) serves as the hub of student activities on campus. Professional staff in the office offer guidance and assistance for programming committees, late-night programming efforts, volunteer services, more than 200 recognized student organizations, and student leadership development.

Recognized student organizations at the University of Wyoming are established to promote a learning and social experience for individuals who share common interests. Students are encouraged to join and are free to organize associations that will provide opportunities to participate in educational, academic, cultural, and social activities. The staff in the Campus Activities Center is available to help groups of students develop organizations, sponsor activities, and coordinate efforts with other entities on campus. A complete listing and descriptive classification of all current recognized student organizations is available from the CAC and online at www.uwyo.edu/cac.

The CAC is also home to a number of campus-wide programming committees. These include:

- Friday Night Fever (coordinating free alternative programming every Friday night and some Saturdays)
- The Student Activities Council (SAC – coordinating free quality entertainment and activities for all students throughout the academic year)
- The ASUW Homecoming Committee (coordinating UW's annual homecoming celebration)
- The Concerts and Convocations Committee (coordinating big-name entertainment at an affordable ticket price)

Students who participate in the leadership of any of these committees or organizations gain valuable hands on experience in negotiation, programming, problem solving, marketing, public speaking, teamwork, and leadership, as well as opportunities for personal growth.

Center for Volunteer Service

The Center for Volunteer Service (CVS) facilitates the development of volunteerism and leadership opportunities by connecting students, staff, and faculty with volunteer opportunities within Laramie and across the region and nation, and internationally.

All students are welcome to stop at the Center for Volunteer Service in the lower level of the Union to see how they can get involved. Students may also visit the CVS web site at www.uwyo.edu/uwvolunteers.

The Center for Student Leadership and Civic Engagement

The Center for Student Leadership and Civic Engagement (SLCE) is an office located on the lower level of the Wyoming Union. Born of a unique collaboration between the Dean of Students Office and the Wyoming Union, SLCE is predicated on the notion that universities have a responsibility to prepare all students for active citizenship. A healthy American democracy demands ethical, engaged leadership, and SLCE seeks to cultivate these ideals among our UW students. Students are invited and encouraged to visit the office in Room 011.

Office of Alumni Affairs

The Office of Alumni Affairs is the primary link between UW and its former students. To foster loyalty to UW, the office - through the UW Alumni Association - coordinates alumni and volunteer programs and events, alumni social events throughout the nation, annual Homecoming activities, alumni recognition programs, the UW specialty license plate program, and alumni scholarship fundraising and selection efforts. Located in an historic Laramie home on the south side of the campus at 14th Street and Grand Avenue, the office serves to welcome alumni visitors returning to the campus. In addition, the office publishes the *Alumnens* four times a year to keep alumni and friends informed of issues and activities related to the university and former students.

Cowboy Parents

408 Old Main • 307-766-5294

Web Site: www.uwyo.edu/cowboyparents

Cowboy Parents (formerly Associated Parents of the University of Wyoming) is an organization that provides parents and families with their own University of Wyoming connection serving as a conduit for information and assistance. Cowboy Parents provides opportunities for families to get involved with the goal of promoting student success while also providing the institution with a unique perspective from parents and families. Cowboy Parents provides email updates, frequent and timely publications, a toll-free hotline, and much more. Parents and families of enrolled UW students are automatically members of Cowboy Parents and membership is free.

Other University Services

University Bookstore

Misty Eaton, Manager

Wyoming Union, 1-800-370-2676, (307) 766-3264,

TTY: (307) 766-3267

Web site: www.uwyobookstore.com;

www.facebook.com/uwbookstore

The Bookstore is a self-supporting university department founded in 1921. It provides students, faculty, staff, and campus visitors with a variety of products and services. In order to fulfill its primary mission, the bookstore stocks new and used textbooks, general books, school supplies, office products, educationally priced computer software, fine art supplies and electronics. As a convenience, the Bookstore also stocks additional items such as gifts, insignia gifts and clothing, greeting cards, candy and sundries. Services the Bookstore provides include prepaid textbook reservations, bookbinding, special order book service, cap and gown rental, used book buy back, and postage stamps, as well as UPS, FAX and Federal Express.

The Bookstore is located on the main level of the Wyoming Union. Hours of operation during the academic year are: 7:30 a.m. to 5:00 p.m., Monday through Friday; TBA Saturday.

Music

David Brinkman, Department Head

258 Fine Arts Center, (307) 766-5242

Web site: www.uwyo.edu/music

The Department of Music offers many opportunities for students to participate in musical activities as well as to hear concerts by faculty artists, student ensembles and visiting artists. All qualified students within the university, no matter their major, are invited to participate for credit in any of the following: Marching Band, Symphonic Band, Wind Ensemble, Symphony Orchestra, Chamber Orchestra, Collegiate Chorale, Opera Theater, Jazz Band, Bel Canto, Singing Statesmen, Civic Chorus, and the many smaller ensembles such as string ensembles, brass ensembles, percussion ensemble, and various chamber groups. Note: some ensembles are by audition only. Private lessons on any instrument and voice are available at a fee to all interested students.

Summer offerings may include lessons, attractive workshops, seminars, and regular courses. A summer music camp for students in grades 7 through 12 is also offered which includes band, choral, orchestral and keyboard experience culminating in gala concerts. For further information, please write to the Department of Music, Dept. 3037, 1000 E. University Ave., Laramie, WY 82071 or musicdpt@uwyo.edu.

Theatre and Dance

Leigh Selting, Department Head

205 Fine Arts Center, (307) 766-2198

Theatre and Dance at the University of Wyoming offers students an excellent opportunity to participate in all aspects of theatre and dance arts. Auditions for productions are open to all qualified students within the university regardless of major or college. The production program provides opportunities for students to participate in technical theatre stage crews, set construction, costuming, lighting and sound. There are also opportunities to perform dance, drama, musicals and operas. Playwriting, screen writing, directing and choreography are available through upper-division courses. The Fine Arts Center contains a proscenium theatre, an experimental theatre, an acting for the camera studio and a dance studio, plus full support facilities for scene and costume construction. Full-time university students may purchase tickets through the Fine Arts Ticket Office at a greatly reduced price.

University Police Department

Troy Lane, Chief of Police

1426 E. Flint, (307) 766-5179

Web site: www.uwyo.edu/UWPD

The University Police Department is responsible for crime prevention, public safety, and law enforcement in the UW community. The department is staffed by 14 certified peace officers, four security guards, and eight full-time staff members. All officers are fully trained and have arrest authority. The department operates 24 hours per day, 365 days a year. To keep members of the UW community aware of police activity on campus, the department maintains a chronological log of all incidents reported to the department. This log is made available to news media and is open for public inspection through the UWPD web site. University crime reports are also included annually in the United States Department of Justice publication, Crime in the United States. Crime statistics, as well as other public safety information, are included in the annual Public Safety Report, which is available online. Free informational pamphlets on topics such as theft, sexual assault, drug and alcohol abuse, and harassing phone calls are available from the department. In addition, department personnel present public safety programs upon request to any group or organization. Further information is available through the UWPD World Wide Web site.

Traffic and Parking Regulations For parking information see the TransPark web site at www.uwyo.edu/tap.

Bicycle Regulations The University of Wyoming Bicycle Program was developed to promote an environment in which bicycles, pedestrians, and motor vehicles can safely co-exist. Persons riding bicycles are asked to familiarize themselves with the regulations and bike paths described in the pamphlet *Safe Cycling at UW*, which is available on the University Police Department web site. All bicycles must be registered.

University of Wyoming Alumni Association

Robbie Darnall, Executive Director

214 South 14th Street, Alumni House, (307) 766-4166

Web site: wyoalumni.com

The University of Wyoming Alumni Association has been serving the university and alumni since the association was first organized in 1895.

The Alumni Association currently serves more than 100,000 former students of the University of Wyoming, offers scholarships to outstanding high school seniors and Wyoming community college transfer students as well as UW juniors, seniors, graduate, Outreach, and non-traditional students. UWAA promotes faculty excellence and development with its annual Outstanding Faculty Award. The Outstanding Faculty Award was created for graduating seniors who wish to nominate a teacher/professor who made a difference in their college careers.

The Alumni House is located at 214 South 14th Street and serves as a campus information center for current and former students, their families and friends of the university. The Alumni House also serves as an official outlet for UW class rings and other campus memorabilia and gifts.

The Wyoming Student Alumni Association (WyoSAA) works to increase student awareness of what the Alumni Association means to the university. Each year WyoSAA also sponsors the UW Homecoming Parade and senior send-off.

University Outreach Programs

University Outreach Mission

The University of Wyoming is dedicated to providing teaching, research and service to the people of Wyoming across the state, as reflected in the mission statement of the university: The University of Wyoming will provide coordinated service to the people of Wyoming through credit and noncredit instruction, lifelong learning, professional and cultural programming. As a part of outreach, the university will disseminate widely the results of its basic and applied research, and, when appropriate, direct research to meet economic, social and cultural challenge faced by the state and nation.

Outreach Units

The University of Wyoming serves the state through its two outreach units, each of which is an integral part of the university's mission. The two units consist of the Cooperative Extension Service and the Outreach School.

Cooperative Extension Service

Glen Whipple, Director

103 Agriculture Building, (307) 766-5124

The 1914 Smith-Lever Act created the Cooperative Extension Service, stating that its purpose was to "provide instruction and practical demonstrations in agriculture, home economics and related subjects." The University of Wyoming Cooperative Extension Service is part of a national educational network which establishes partnerships with the United States Department of Agriculture, the state of Wyoming, the University of Wyoming, and county and tribal governments. UW Cooperative Extension maintains offices in 27 Wyoming communities.

The mission of the University of Wyoming Cooperative Extension Service (UW CES) is to provide lifelong learning opportunities for the people of Wyoming and empower them to make choices that enhance their quality of life. To accomplish its mission, the UW CES continually updates its programs to meet the changing priorities, organizational structures and external relationships of Wyoming and its citizens. It is a dynamic organization pledged to providing educational programs which enable Wyoming citizens to improve their lives and communities through partnerships that put experience and research knowledge to work. The UW CES delivers university research-based knowledge to Wyoming consumers through the broad program areas of Profitable and Sustainable Agricultural Systems, 4-H and Youth Development, Nutrition and Food Safety, Sustainable Management of Rangeland Resources, and Community Development Education. Programs include a wide range of topic areas, including food and nutrition, water quality, wildlife, crop production, resource management, and energy related issues.

UW CES can be accessed on campus through its administrative offices in the College of Agriculture and Natural Resources. In the state, UW CES offices are found in each county and serve as resources to the county, while also representing a major connection between the university and the people of Wyoming.

Outreach School

Maggi Murdock, Ph.D., Dean and

Associate Provost for Academic Affairs

R. Scott Seville, Ph.D., Associate Dean and

Associate Professor of Zoology and Physiology

Brent Pickett, Ph.D., Associate Dean and

Director, UW/CC Center

W. Reed Scull, Ed.D., Associate Dean and

Director, Outreach Credit Programs

Dept. 3106, 1000 E. University Ave.

Laramie, WY 82071

333 Wyoming Hall, (307) 766-3152

Web site: outreach.uwyo.edu

The mission of the Outreach School is to extend the University of Wyoming's educational programs to people in the state of Wyoming and beyond with innovative and unique opportunities for learners of many ages, interests, locations, and motivations. Our programs and services are organized under four units, with UW Outreach Regional Centers located in communities throughout Wyoming.

The four units of the Outreach School working in partnership to deliver a broad spectrum of UW programs are:

Division of Outreach Credit Programs

W. Reed Scull, Ed.D., Associate Dean and Director

Web site: outreach.uwyo.edu/ocp

The University of Wyoming was the first university west of the Missouri to offer correspondence courses. For nearly a century UW has sent its faculty across the state to meet with citizens, students, teachers, business owners, ranchers, and farmers to help them learn. Today the Division of Outreach Credit Programs, in partnership with the university's colleges and departments, extends the university learning experience to students across the nation with audio conferencing, video conferencing, correspondence study, and Web-based instruction.

Using on-site, online, and mediated instruction, the division offers baccalaureate degree completion programs as well as certificate and graduate degree programs. Upper division undergraduate- and graduate-level courses are also offered to satisfy continuing professional education requirements or to meet requests for professional development. The division also offers a wide variety of educational opportunities for teachers in collaboration with the College of Education and school districts.

Undergraduate Majors

Accelerated BSN

Bachelor of Applied Science

Business Administration (online)

Criminal Justice

Elementary Education

Family and Consumer Sciences (online)

Psychology

RN/BSN completion (online)

Social Science

Undergraduate Minors

Women's Studies

Graduate Majors

Adult and Post-Secondary Education (online)

Executive Master of Business Administration (online)

Educational Leadership

Instructional Technology (online)

Kinesiology and Health

Nursing—Nurse Educator (online)
 Public Administration
 Education: Curriculum and Instruction
 Special Education
 Speech-Language Pathology
 Social Work

Certificate and Endorsement Programs

Early Childhood Program Director Certificate
 Early Childhood Mental Health Certificate
 Land Surveying Certificate
 Health and Medical Social Work Certificate
 Rural Behavioral/Mental Health Social Work Certificate
 School Social Work Graduate Preparatory Certificate
 Teachers of American Indian Children Certificate
 Early Childhood, Birth to Five Endorsement
 Early Childhood, Birth to Eight Endorsement
 Early Childhood, Special Education Endorsement
 Literacy Certificate/Endorsement
 Principal Certificate/Endorsement
 English as a Second Language (ESL) Endorsement

Audio conferencing uses long-distance telephone lines and a centrally-located audio conferencing bridge to link as many as 96 class sites at a time. These courses usually can be delivered to any location at which there is a telephone line, provided at least three students are enrolled at each site. If a course is offered statewide or nationwide, students in any location may take the course as long as there is sufficient enrollment at that site. Audio conferencing courses may include recorded lectures as well as an online component that provides a number of communication and information sharing tools.

Video conferencing is an interactive technology enabling students at each site to see and hear each other and their instructor. Video conference courses can be delivered to specific sites in Wyoming, provided at least three students are enrolled per site with a total enrollment of 25 students. Video conference courses may include an online component.

Web-based courses are available “anytime, anyplace.” They are, however, semester-based and often include specific times for student and faculty dialogue. Learning online is interactive and collaborative; students generally need to be online in class a few times each week throughout the semester. Students and instructors share discoveries and materials throughout each developmental step of the course using online communication tools such as e-mail, threaded discussions, document sharing, and live chat sessions. Outreach Credit Programs offers the following types of web-based instruction: Internet and Online UW.

Hybrid courses are delivered through a combination of web-based instruction and one or more other delivery methods.

Correspondence study courses, or print-based courses, meet the needs of site-bound students by offering a variety of study opportunities. These courses are designed to provide flexibility with open enrollment throughout the year, a more self-paced and independent study format, and nine months to complete each course. To enroll in a correspondence study course, it is not necessary to be admitted to the university.

For further information, contact the Division of Outreach Credit Programs, Dept. 3274, 1000 E. University Ave., Laramie, WY 82071; (800) 448-7801; or e-mail: ocp@uwyo.edu

University of Wyoming/Casper College Center

Brent Pickett, Ph.D., Associate Dean and Director

125 College Drive, Casper WY 82601

(307) 268-2713

Web site: www.uwyo.edu/uwcc

For more than 30 years the University of Wyoming/Casper College Center (UW/CC), in partnership with Casper College, has offered on-site courses and a slate of university degree programs in Casper. The UW/CC Center is also the location in Natrona County for statewide degree programs and classes offered through Outreach Credit Programs.

The UW/CC Center was established to meet the needs of students unable to move to Laramie. Some of these students are nontraditional students who may be older or have families, homes, or jobs in the Casper area. The Center is designed to meet the academic needs of students in a setting providing small classes, dedicated staff, and award-winning faculty. Courses are taught by resident and visiting faculty who are regular or part-time members of UW academic departments. A full-service office handles admission, registration, financial aid, and advising.

Classes are taught on-site at the Casper College campus and at the UW Outreach Building, which is located separately from Casper College. The Outreach Building is also a site for statewide classes and degree programs via video conferencing and audio conferencing. Audio and video technologies are also available on the Casper College campus.

An average of more than 700 students enroll in UW courses and degree programs through the UW/CC Center each semester, and more than 3,000 students have received their UW degrees.

Undergraduate Majors

Applied Science
 Biology
 Business Administration
 Communication
 Criminal Justice
 Elementary Education
 Family and Consumer Sciences
 Humanities and Fine Arts
 Journalism
 Mathematics and Science
 RN/BSN completion (online)
 Psychology
 Secondary Science Education, Biology
 Social Science
 Social Work
 Technical Education

Graduate Majors Offered

Adult and Post-Secondary Education
 Business Administration
 Counseling
 Curriculum and Instruction
 Educational Leadership
 Instructional Technology
 Kinesiology and Health
 Nursing—Nurse Educator
 Public Administration
 Social Work
 Special Education
 Speech-Language Pathology

Certificate Programs Offered

Early Childhood Mental Health
 Early Childhood Program Director
 Land Surveying
 Social Work (Health and Medical)
 Social Work (Rural Behavior/Mental Health)
 Teachers of American Indian Children

Endorsements

Early Childhood, Birth to Five
 Early Childhood, Special Education
 English as a Second Language
 Principal
 Special Education
 Wyoming Reading

For more information, contact the UW/CC Center at 125 College Drive, Casper, WY 82601; (307) 268-2713, (877) 264-9930; or e-mail: os-uwcc@uwyo.edu.

Division of Outreach Technology Services

Tony Pedersen, Interim Director

Web site: outreach.uwyo.edu/ots

The Division of Outreach Technology Services (OTS) provides technological support for the programs and services offered through the Outreach School. The division units are University of Wyoming Television (UWTV), Outreach Engineering, and Computer Support Services. OTS, in partnership with UW's IT Division, manages and operates the Outreach Video Network (OVN) at 47 sites in 21 communities statewide. The division also manages the Wyoming Equality Network video sites.

UWTV provides full professional services for television and video-tape production, programming, and distribution. These services also include streaming video, satellite downlinking, video conferencing, and video/DVD duplicating. Instructional TV conferencing classrooms on the Laramie campus are utilized primarily for Outreach credit courses. UWTV's production facilities include a full production studio, several single cameras for on-location productions, three Avid edit suites, and video duplicating in VHS and DVD formats for distribution. All of the above are available to government clients, educational institutions, and non-profit organizations at modest rates. UWTV accepts commercial clients at appropriate rates.

For further information, contact the Division of Outreach Technology Services, Dept. 3106, 1000 E. University Ave., Laramie, WY 82071; (307) 766-4999; tpeder@uwyo.edu.

Wyoming Public Media

Jon Schwartz, General Manager

Web site: wyomingpublicradio.net

Wyoming Public Media (WPM) delivers three radio streams to residents of Wyoming and beyond, as well as internet streaming, podcasts, and web information services via wyomingpublicmedia.net. Wyoming Public Radio (WPR) is its primary service and is the state's only National Public Radio member. WPR has been serving Wyoming for over 40 years with news, music, and entertainment, now with 26 stations and translators statewide. WPM also operates a full-time jazz station in Laramie; full-time classical stations in Rock Springs/Green River, and Laramie; and HD2 digital-only classical music channels in Casper, Jackson, Laramie, and Cheyenne.

WPR Stations and Translators

Afton	91.3	KUWA	Laramie	88.5	KUWY
			Classical		
Alta/Driggs, ID	91.3	KUWR	Newcastle	90.5	KUWN
Buffalo	90.5	KBWU	Pinedale	90.9	KUWX
Casper	91.3	KUWC	Powell	90.1	KUWP
Cheyenne	91.9	KUWR	Rawlins	89.1	KUWR
Cody	90.1	KUWP	Rawlins	89.9	KUWI
Douglas	91.7	KDUW	Riverton	90.9	KUWR
Dubois	91.3	KUWR	Rock Springs	90.5	KUWZ
Evanston	93.5	KUWR	Sheridan	91.3	KSUW
Gillette	90.9	KUWG	Sundance	91.5	KUWD
Green River	90.5	KUWZ	Thermopolis	91.3	KUWT
Jackson	90.3	KUWJ	Torrington	89.9	KUWR
Lander	91.9	KUWR	Worland	91.3	KUWT
Laramie	91.9	KUWR			

Jazz and Classical Services

Jackson	90.3	KUWJ	HD2 Classical Wyoming
Laramie	91.9	KUWR	HD2 Classical Wyoming
Cheyenne	91.9	KUWR	HD2 Classical Wyoming
Casper	91.3	KUWC	HD2 Classical Wyoming
Reliance	88.5	KZUW	FM Classical Wyoming
Rock Springs	88.5	KZUW	FM Classical Wyoming
Green River	88.5	KZUW	Jazz Wyoming
Laramie	88.5	KUWY	Jazz Wyoming
Laramie	90.1	KUWL	Jazz Wyoming

For further information, contact Wyoming Public Media at Dept. 3984, 1000 E. University Ave., Laramie, WY 82071; (307) 766-4240 in Laramie, or (800) 729-5897 within Wyoming.

UW Outreach Regional Centers

An academic coordinator administers each Outreach Regional Center. These individuals are responsible for coordinating adult education and educational activities sponsored by the university and the Outreach School. <http://outreach.uwyo.edu/regionalcenters.asp>

NORTHEAST REGIONAL CENTER—SHERIDAN

Campbell, Crook, Johnson, and Sheridan Counties
Box 1500, Whitney Building, #121C Sheridan, WY 82801
(307) 674-6446, ext. 4551

NORTHEAST REGIONAL CENTER—GILLETTE

300 West Sinclair, Gillette, WY 82718
(307) 686-0044

NORTHWEST REGIONAL CENTER—POWELL

Big Horn, Park, and Washakie Counties
231 West 6th Street, Powell, WY 82435
(307) 754-6108

NORTHWEST REGIONAL CENTER—CODY

1501 Stampede Ave., Unit 9020 Cody, WY 82414
(307) 587-9837

SOUTHEAST REGIONAL CENTER

Laramie and Platte Counties
Laramie County Community College - Enterprise Center
1400 East College Drive, Cheyenne, WY 82007
(307) 632-8949

EASTERN REGIONAL CENTER

Converse, Goshen, Niobrara, and Weston Counties
at Eastern Wyoming College
3200 West "C" Street, Torrington, WY 82240
(307) 532-8204

SOUTHWEST REGIONAL CENTER

Carbon, Lincoln, Sublette, Sweetwater, and Uinta Counties
at Western Wyoming Community College
2500 College Drive, Box G-340, Rock Springs, WY 82901
(307) 382-1817

WEST CENTRAL REGIONAL CENTER—RIVERTON

Fremont, Hot Springs, and Teton Counties
2725 West Main Street, Riverton, WY 82501
(307) 856-8651

WEST CENTRAL REGIONAL CENTER—JACKSON

240 S. Glenwood, P.O. Box 4901
Center for the Arts Bldg., Jackson, WY 83001
(307) 734-0224

NATRONA COUNTY—UW/CC CENTER

125 College Drive, Casper, WY 82601
(307) 268-2713

Special Programs and Facilities for Research and Study

The Libraries

Mary M. Farrell, Dean

William Robertson Coe Library, (307) 766-3279

The University Libraries include the William Robertson Coe Library, housing general reference, humanities, social science, psychology, medicine, and education materials, as well as the Grace Raymond Hebard Collection; the Library Annex, located in the basement of the Biological Science Building, housing government publications and older journals; the Brinkerhoff Earth Resources Information Center, located in the S.H. Knight Geology Building; the Learning Resource Center, located in the Education Building; the Rocky Mountain Herbarium Research Collection, located in the Aven Nelson Building; and the National Park Service Research Center collection in Jackson, Wyoming. The UW/Casper College Center is served by the Casper College Goodstein Foundation Library.

The libraries' cataloged collections total nearly 1.5 million volumes, with over 35,000 volumes added annually. 14,000 active periodical and serial titles are supplemented with access to over 57,000 unique electronic journals. In addition, the libraries provide extensive microforms collections and a library of over 169,000 maps, and serve as a depository for United States government publications.

Through participation in the Wyoming Libraries Database (WYLD), Colorado Alliance of Research Libraries ("Alliance"), the Bibliographical Center for Research in Denver, the National Network of Libraries of Medicine, on-line information retrieval systems, and the interlibrary loan network, access is provided to other library resources from throughout the nation and the world.

The College of Law maintains a separate Law Library.

Library Faculty:

SANDRA M. BARSTOW, B.A. Kalamazoo College 1973; M.L.S. Western Michigan University 1977; M.B.A. Rollins College 1983; Librarian, University Libraries 2004, 1988.

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LORI J. PHILLIPS, B.A. University of Wyoming 1989; M.L.S. University of Arizona 1991; Associate Librarian, University Libraries 1999, 1992.

LAWRENCE SCHMIDT, B.S. Montana State University 1987; M.S. 1995; M.L.S. Emporia State University 2002; Associate Librarian, University Libraries 2008, 2002.

ROBERT A. STALEY, B.A. Gettysburg College 1969; M.A. University of Manitoba 1974; M.L.S. University of Pittsburgh 1974; Associate Librarian, University Libraries 2008, 2002.

LORI J. TERRILL, B.A. University of Wyoming 1993; M.L.S. Emporia State University 1995; Associate Librarian, University Libraries 2006, 2000.

BRYAN P. TRONSTAD, B.S. Montana State University 2000; M.L.S. University of Alabama 2003; Assistant Librarian, University Libraries 2004.

WILLIAM O. VAN ARSDALE, III, B.A. Southwestern College-Kansas 1968; M.A. University of Denver 1973; Associate Professor, University Libraries 1987, 1981.

SUSAN C. WYNNE, B.A. Clemson University 1995; M.L.I.S. University of South Carolina 2004; Assistant Librarian, University Libraries 2006.

Centennial Complex

Designed by internationally prominent architect Antoine Predock to represent a town at the foot of a mountain, this dramatic building contains the collections of the American Heritage Center and the UW Art Museum. It is located at 2111 Willett Drive, just north of the Arena Auditorium and War Memorial Stadium.

American Heritage Center

Mark Greene, Director
(307) 766-4114

The American Heritage Center is the university's repository of manuscripts, rare books library, and official archives. The Center places service to UW undergraduates, graduate students, and faculty, as its highest priority. But because the Center's collections are known worldwide, UW undergraduates using the Center's holdings are likely to be working alongside scholars from Japan or Nigeria or the producers of PBS's American Experience.

The Center's collections are of interest to far more than history majors. The Center's collections go beyond Wyoming's or the region's borders and support a wide range of research and teaching activities in the humanities, sciences, arts, business, and education. So far, students from courses in 17 departments—African-American Studies, American Indian Studies, American Studies, Anthropology, Art, Geography, History, the Lab School, English, Music, Nursing, Pharmacy, Secondary Education, Sociology, University Studies, Political Science, Women's Studies—regularly do research in the American Heritage Center.

The Center is one of the largest and most-consulted primary source repositories in the U.S. Major areas of collecting include Wyoming and the American West, the mining and petroleum industries, Western politics, environment and natural resources, journalism, air and rail transportation, the history of books, and 20th century entertainment such as popular music, radio, television, and film.

Students and faculty are encouraged to visit and make use of the collections – no appointments are necessary. The American Heritage Center is open from 8 a.m. to 5 p.m. Tuesday through Friday, Mondays 10 a.m. to 9 p.m.

American Heritage Center Faculty:

SHANNON BOWEN, A.B. Randolph-Macon Woman's College 1996; M.A. University of Wyoming 2001; Associate Archivist 2008, 2001.

RICHARD G. EWIG, B.A. University of Wyoming 1979; M.A. 1980; Associate Archivist 2010, 1994.

MATTHEW FRANCIS, B.A. Bluffton University 2002; M.A. Wright State University 2008; Assistant Archivist 2008.

BENJAMIN M. GOLDMAN, B.A. Arizona State University 1998; C.A.S. Syracuse University 2009; M.S. 2009; Assistant Archivist 2009.

MARK A. GREENE, B.A. Ripon College 1980; M.A. University of Michigan 1984; Director 2002.

SHAUN HAYES, B.A. Bowling Green State University 2006; M.L.I.S. University of Pittsburgh 2008; Assistant Archivist 2009.

LAURA UGLEAN JACKSON, B.A. Colorado State University 2004; M.L.S. Simmons College 2007; Assistant Archivist 2008.

GINNY KILANDER, B.A. Indiana University 1992; M.A. University of Wyoming 1998; Associate Archivist 2010, 1999.

GREGORY J. KOCKEN, B.A. University of Wisconsin - Eau Claire 2007; M.A. University of Wisconsin - Madison 2009; Assistant Archivist 2009.

ANNE MARIE LANE, B.A. University of Missouri 1973; M.A. University of Kansas 1980; M.L.S. University of Arizona 1992; Archivist/Curator of Rare Books 2006, 1995.

LESLIE C. WAGGENER, B.A. University of Texas, Austin 1995; M.L.I.S. 2000; Associate Archivist 2007, 2000.

D. CLAUDIA THOMPSON, B.A. Metropolitan State College, Denver 1977; M.A. University of Denver 1978; Associate Archivist 2006, 2001, 1995.

JOHN WAGGENER, B.A. University of Wyoming 1994; M.A. 2001; Associate Archivist 2007, 2000.

Art Museum

Susan Moldenhauer, Director & Chief Curator
(307) 766-6622

Located on the east side of campus in the award-winning Centennial Complex, the UW Art Museum was established to bring the world of art to Wyoming. With "imagine learning from the masters" as a guiding principle, a rotating schedule of exhibitions range from ancient artifacts to contemporary art to subjects about the American West. The Art Museum's permanent collection of 7,000 objects spans Modern and Contemporary Art, American and European Art, Photography, and art of the Americas, Asia and Africa.

Exhibitions are accompanied by a wide-range of public programs, including panel discussions, exhibition tours with curators, and lectures by artists and scholars. An active K-12 program enhances the museum experience through tours, hands-on studio activities, and after-school-classes.

Art Express, the museum's outreach programs include the *Ann Simpson Artmobile Program* and the *Touring Exhibition Service*. The Artmobile takes original art and a museum educator to Wyoming's communities for programs in schools, community centers, museums, and galleries. The *Touring Exhibition Service* circulates as many as eight exhibitions of original art to venues across the state and beyond.

The Museum Store supports the Art Museum's education mission by offering items related to exhibition subjects and collection themes in addition to fine gifts, specialty children's items, and a growing array of museum reproduction prints, cards, watches, and T-shirts.

The Art Museum is free to all and is open Monday through Saturday, 10 a.m.–5 p.m. Hours are extended to include Sunday 1-5p.m. June through August and Mondays until 9 p.m. in the months of February, March, April, September, October, and November. Additional information on the Art Museum and its programs may be found at www.uwyo.edu/artmuseum.

Art Museum Faculty

HEATHER BENDER, B.A. Salisbury State University 1991; Master Teacher 2009.

WENDY BREDEHOFT, B.F.A. University of Wyoming 1984; M.F.A. Vermont College 1996; Education Curator 2006.

NICOLE CRAWFORD, B.A. University of Nebraska 1997; M.A. 2005; Curator of Collections 2009.

RACHEL MILLER, B.A. University of Wyoming 2007; M.A. University of Denver 2009; Assistant Curator 2009.

ELIZABETH WETZBARGER, B.A. University of Wyoming 2006; Ann Simpson Artmobile Curator 2007.

Anthropology Museum

The Anthropology Museum is located on the main floor of the Anthropology Building. Rotating displays are drawn from ethnographic materials, physical anthropology collections and extensive faunal and archaeological collections. The museum's theme, "The Human Odyssey," examines human biological and cultural change with emphasis on Native American cultures. Other exhibits relate to research and course offerings in the Department of Anthropology. They are designed with the interest of the general public in mind.

The Anthropology Museum is open 8 a.m. to 5 p.m. Monday through Friday during the academic year. During the summer, hours are from 7:30 a.m. to 4:30 p.m. Monday through Friday.

Division of Information Technology

Robert Aylward, Vice President for Information Technology

202 Ivinson Building, (307) 766-4860

Web site: www.uwyo.edu/InfoTech

Academic computing labs, central computer facilities, instructional technologies, selected software licensing, computer training, telephone, and data communication service are important parts of academic and administrative life at the University of Wyoming. The Division of Information Technology's goal is to manage UW's computing and communications facilities in a professional, service-oriented manner for the campus community.

Information Technology maintains academic and administrative software applications, a state-of-the-art Windows domain, UNIX systems, and a wide range of peripheral computer equipment. An extensive campus-wide data network provides connectivity to these computers and the Internet from the various computer labs across campus, most campus buildings, and university housing. There are approximately 200 wireless Ethernet access points across campus. Current information, updates, access point location maps, and "How-To" directions

for students, faculty and staff are available online at www.uwyo.edu/InfoTech/wireless. Use of these University computing and data facilities is governed by UW Regulation 3-690, Ethical Use of Computers and Data Communications Facilities.

The central computers operate 24 hours a day, with the exception of system maintenance time. System maintenance work is required periodically on the data network, computing systems and servers. Maintenance on Information Technology supported systems is scheduled between 12:01 a.m. and 12:00 noon on Sundays.

High-speed data ports installed in the University residence halls, fraternities, sororities, and the River Village apartments connect directly to the campus data network. Other university residences have wireless access and dial-up access to the network and Internet. More information can be found at www.uwyo.edu/ResNet or call Residence Life's ResNet Help Line at 766-2989 for further university residence related information.

Several computer labs are located throughout campus for students, faculty, and staff. Many labs are staffed by student lab assistants who are able to answer lab-related questions. The computer labs contain personal computers with a wide variety of software and computing equipment. The computer labs in Coe Library and the Information Technology Center are open and staffed 24 hours during the normal academic year, except during system maintenance time. The UWStudent Remote Lab System is a collection of lab nodes that are designed to be accessed from a remote network connection. The remote lab nodes are configured identical to the UWStudent lab nodes found on campus. Access to student H: drive storage, roaming profiles, and specialized software are all available through the remote lab nodes.

More information, including a link to the UW Student Remote Lab System, a complete listing of labs, lab schedules, and software policies, is available online at microlab.uwyo.edu. Scheduled hours for labs are also posted at the entrance of each lab. For questions and assistance, please e-mail asu-it@uwyo.edu or call the HelpDesk at 766-4357, option 1.

The Classroom Technology Support group (CTS) provides support and maintenance for audio visual, lecture capture in specific classrooms, and other technology used in classrooms across campus. Call the Help Desk at 766-4357, option 1 or email userhelp@uwyo.edu. For immediate assistance in a classroom where a class is being taught, please call 766-4357 (6-HELP), option 1, then option 3. Someone will arrive to provide assistance. Training for classroom technologies is available by appointment. Call 766-2872 for more information. Training for the Classroom Building is provided by ECTL and CTS at the beginning of each semester. Please go to www.uwyo.edu/classroombuilding for further details.

Data Center Operations (DC Ops) manages and operates the 6000 ft² University Data Center, located in the Information Technology Center. The Data Center provides a state of the art, highly redundant infrastructure space for University IT Equipment. University Departments may apply for co-location space in the Data Center to house appropriate production IT equipment. See the ITC Data Center

web page (<http://uwadmnweb.uwyo.edu/InfoTech/itc/datacenter/default.asp>) for more information on co-location, or contact DC Ops at operate-it@uwyo.edu.

Information Technology provides a range of telephone services on campus. In addition to basic phone service, long distance, Unified Messaging (voice mail), caller ID and call waiting ID are also available. Contact Information Technology's Telecom Help Desk in the Information Technology Center (ITC), room 160, or call 766-4357, option 2, for more information.

Also available are sales and maintenance support for PCs, laser printers, and other peripheral equipment as well as Apple Computer products. PC Sales Consultants are located in the ITC and may be contacted at 766-2875; Apple Sales Consultants are also located in the ITC and may be contacted at 766-2749. PC or Apple sales can be contacted via e-mail at itsales@uwyo.edu. Computer repair requests may be submitted by filling out the Web form at www.uwyo.edu/ITRepair or by contacting the Help Desk at 766-4357, option 1.

Information Technology's Help Desk provides; telephone, remote desktop, online chat, walk-in and in-office support during normal business hours. Call the Client Support Services Help Desk at 766-4357, option 1 or visit the Computer Service Center in the ITC. Help Desk phone and online chat support is available outside normal business hours. Help Desk hours are posted at www.uwyo.edu/InfoTech/support/helpdesk.htm. Client Support also maintains "How To" help documents which cover subjects such as University computer accounts, how to connect to the network and how to access available software in the computing facilities. A complete listing of available documentation is online at www.uwyo.edu/AskIT. Selected software licensing checkout, software purchase, and training class reservations may also be made at the Front Desk in the lobby of the ITC. To accommodate student personal productivity, students who are enrolled at UW are eligible to obtain a set of Microsoft products including Microsoft Office for Windows, Microsoft Office for Macintosh, and Windows Operating System upgrades at little or no cost. Free antivirus software is also available for student use. Visit the WyoWare student software Web site at www.uwyo.edu/software/students for more information or to download the software after enrolling for a class.

The Division of Information Technology's main office is located in room 372 of the Information Technology Center and is open during normal business hours. Those in need of assistance are encouraged to call the Client Support Help Desk at 766-4357, option 1 or the Division Office at 766-4860.

Geological Museum

(307) 766-2646, 2650

E-mail: uwgeoms@uwyo.edu

Web site: www.uwyo.edu/geomuseum

The Geological Museum, in the east wing of the S.H. Knight Geology Building, contains exhibits that interpret the story of ancient Wyoming. Highlight exhibits include: one of the world's only six mounted fossil skeletons of the well-known dinosaur Apatosaurus (Brontosaurus); skeletal cast and displays of the world-renowned "Big Al" the Allosaurus; a 50-million-year-old garfish from Wyoming's Green River Formation (one of the largest complete freshwater fossil fish on display in the world); a skull cast of Wyoming's state dinosaur, Triceratops; a one-of-a-kind, life-size, copper-plated Tyrannosaurus rex statue; and a fluorescent mineral room, featuring specimens from Wyoming and the world.

The museum maintains important display collections (particularly vertebrate and invertebrate fossils) that are available for study by students, as well as scientists from other institutions. The museum provides unique opportunities for undergraduate students to pursue research and display projects in Wyoming paleontology.

William D. Ruckelshaus Institute of Environment and Natural Resources

Ingrid C. Burke, Director; (307)766-5080

In the summer of 2002, the University of Wyoming Board of Trustees named the Institute of Environment and Natural Resources after William D. Ruckelshaus. Mr. Ruckelshaus, who was the U.S. Environmental Protection Agency administrator under Presidents Nixon and Reagan, served as institute board chairman from the institute's inception in 1994 until 2000. His leadership has guided the development of the institute as a forum for meaningful discussions on environmental and natural resource issues of concern to the state, the region, and the nation.

The William D. Ruckelshaus Institute of Environment and Natural Resources represents a partnership among UW faculty and students, a prominent advisory board of leaders in the field of environment and natural resources, and the aspirations of a land-grant university. The Institute's mission is to advance effective decision-making on environmental and natural resource issues by promoting and assisting collaborative, informed approaches that sustain both the economy and the environment. The institute strives to empower citizens and communities with accurate and unbiased scientific, technical, and socio-economic information that can assist in formulating effective, collaborative solutions to complex environmental and natural resource issues.

The Ruckelshaus Institute is joined with the Helga Otto Haub School of Environment and Natural Resources at the University of Wyoming, and together with the Wyoming Conservation Corps, the institute and school comprise the Environment and Natural Resources program at UW. The Ruckelshaus Institute and Haub School work in tandem, with the institute focusing on research and outreach, and the school offering courses and degrees for undergraduates, graduate students, and mid-career professionals.

Inquiries about institute programs should be directed to the William D. Ruckelshaus Institute of Environment and Natural Resources, University of Wyoming, Dept. 3971, 1000 E. University Ave., Laramie, WY 82071-2000. E-mail: ienr@uwyo.edu.

Wyoming Geographic Information Science Center

Jeff Hamerlinck, Director

Agriculture C, Room 337 (307) 766-2532

E-mail: wygisc@uwyo.edu

Web site: www.uwyo.edu/wygisc

The Wyoming Geographic Information Science Center (WyGIS) has a mission to advance the understanding and application of geographic information science through basic and applied research, education and training, information and technology transfer, and by promoting utilization of geospatial technologies for science, management, and decision making within the University and throughout the state and region. Examples of geospatial technologies include geographic information systems, geographic cartography and visualization, Global Positioning System-based mapping, and image processing of remotely-sensed Earth resource data derived from aircraft or satellites. Broad applications areas exist in both environmental and social sciences, as well as agriculture, engineering and business.

Established in 2001, WyGIS evolved from the former Spatial Data and Visualization Center (SDVC) which operated on campus between 1996 and 2001. The center operates under the Office of Academic Affairs and in close coordination with the Office of Research, providing assistance to all units on campus and to numerous private, local, state, and federal entities in Wyoming and the Rocky Mountain region. Services include research collaboration, technical expertise, geospatial technology short course training, and geospatial data dissemination.

WyGIS encourages undergraduate and graduate student participation in its research projects and has sponsored students from the McNair Scholars Program and other student research apprentice programs, as well as graduate students affiliated with participating departments and research centers. Part-time employment and internship opportunities are often available. Inquiries may be directed to the center using the contact information provided above.

Statistical Consulting Center

Ken Gerow, Director

337 Ross Hall, (307) 766-6600

Web site: www.uwyo.edu/stats/consultingcenter.asp

The Statistical Consulting Center, a unit of the Department of Statistics, exists to coordinate the statistical knowledge and skills available within the department with the subject-matter expertise of other scientists throughout the university, and to bring that combination to bear on applied research problems in diverse areas. The center can provide assistance in research design, sampling, data collection, and/or data analysis for the full range of research needs. The initial consultation is free. Thereafter, a variety of mechanisms are available to acknowledge the contributions of statistical consulting to a given research project, including co-authorship on a scholarly publication, membership on a thesis or dissertation committee, direct compensation to the consultant at private consulting rates, subcontracting with the center on a grant project, etc. On occasion, the center can also offer paid employment and internships to graduate students who have appropriate training and skills to assist other researchers. For further information about any of the services available through the Statistical Consulting Center, please contact the center via the contact information above.

Wyoming Survey & Analysis Center

Burke D. Grandjean, Executive Director

UW Office Annex, Second Floor

Dept. 3925; 1000 E. University Ave.

Laramie, Wyoming 82071

Phone: (307) 766-2189, Fax: (307)766-2759

Email: wysac@uwyo.edu

Web site: <http://wysac.uwyo.edu>

The Wyoming Statistical Analysis Center was established at the University of Wyoming by Executive Order 2000-5 on September 16, 2000. In June 2004, it merged with the Survey Research Center to create the Wyoming Survey & Analysis Center (WYSAC). The new name and broadened mission were formally recognized by the governor in Executive Order 2008-3.

WYSAC's purpose is to provide information for decision-makers by collecting, managing and analyzing data. WYSAC acts as a nucleus to the University for applied research, policy analysis, needs assessment and evaluation studies, with special emphasis on topics related to education, criminal justice and substance abuse. WYSAC personnel provide assistance to the academic community, University administrative units and both the public and private sectors throughout Wyoming and the region. Interested parties can call upon the center's expertise in survey methods, evaluation research, and information technology to carry out their data collection and analysis on a contract basis.

Services include opinion polling, drawing and construction of samples, design of questionnaires, computer data recording, tabulation of data, policy analysis and grant research. A computer-assisted telephone interviewing system (CATI) is maintained in the center for use by trained interviewers. The center has staff knowledgeable in current US postal regulations for mail surveys, along with hardware and software for scanning the returns. Surveys are also conducted by e-mail, on the Internet, through in-person interviewing and in focus groups. The center offers paid employment and internships to students assisting in such tasks.

For further information on WYSAC or if interested in a graduate assistantship with WYSAC, contact WYSAC via the contact information provided.

UW National Park Service Research Center

Hank Harlow, Director

(307) 766-4227

Web site: www.uwyo.edu/uwnps

The research center operates a field station at the historic AMK Ranch in Grand Teton National Park. Located 65 km north of Jackson, Wyoming. The field station provides scientists abundant research opportunities in the diverse aquatic and terrestrial environments of Grand Teton and Yellowstone National Parks, as well as the National Forests and Wilderness areas that make up the entire Greater Yellowstone area. The station has housing for up to 60 researchers and provides terrestrial and aquatic laboratories, boats, field equipment, a darkroom, conference rooms, and a library, all on site. A small grants program provides funding for individual proposals up to \$5,000 on research conducted in the Greater Yellowstone Area. A Weekly seminar series with barbecue dinner is presented throughout the summer season.

Inquiries concerning the UW-NPS Research Center program should be addressed to: Director, University of Wyoming-National Park Service Research Center, Dept. 3166, 1000 E. University Ave., Laramie, WY 82071.

Red Buttes Environmental Biology Laboratory

Within a few miles of Laramie, the Department of Zoology and Physiology operates the Red Buttes Environmental Biology Laboratory, a 9,600-square-foot facility equipped to handle both aquatic and terrestrial vertebrates. An aquatic ecology and toxicology laboratory, uniquely designed to accommodate a wide range of test conditions of water flow, temperature and composition, is available within the facility. Animal holding and surgical rooms are specifically constructed to accommodate experimentation on small (e.g. mice, squirrels), medium (e.g. coyote, badger) and large (e.g. elk, bighorn sheep) mammals. Outdoor corrals and fish runs are also available on the 400-acre site.

Inquiries concerning the Red Buttes Environmental Biology Laboratory should be addressed to the Department Head, Department of Zoology and Physiology, Dept. 3166, 1000 E. University Ave., Laramie, WY 82071.

Rocky Mountain Herbarium

Located in the Aven Nelson Building, the Rocky Mountain Herbarium and the associated U.S. Forest Service National Herbarium contain more than 850,000 plant specimens. The primary functions of the herbarium are to (1) serve as a source of information on the flora of the Rocky Mountain region in general and of Wyoming in particular; (2) aid in the identification of plants submitted by ranchers, farmers, county agents, and state and federal agencies throughout the region; and (3) serve as a source of research and teaching material in systematic and ecological botany. Thousands of specimens are loaned each year to recognized institutions throughout the United States where research requires a knowledge of western plants.

Open to university students and other qualified researchers, the herbarium invites queries regarding the identification of plants. Those persons wishing assistance in the identification of a plant should send two specimens to the herbarium. Inquiries should be addressed to The Curator, Rocky Mountain Herbarium, Department of Botany, Dept. 3165, 1000 E. University Ave., Laramie, WY 82071.

Western Interstate Commission for Higher Education (WICHE)

The Western Interstate Commission for Higher Education (WICHE) was created in 1953 by the governors and legislators of the western states. The primary commitment is to provide access to educational programs through interstate cooperation. Wyoming provides opportunities for qualified residents in the following programs:

Professional Student Exchange Program (PSEP) offers certified Wyoming residents access to professional education in the fields of dentistry, medicine, occupational therapy, optometry, osteopathic medicine, physical therapy, physician's assistant, podiatry, and veterinary medicine. To be eligible for certification, the applicant must be a legal resident of the State of Wyoming for three continuous years immediately prior to enrolling in professional school. Applications for certification are located at www.uwyo.edu/hs/wichewwamiwydent and are due no later than October 15 of the year preceding the anticipated start date of professional school. Applicants who are accepted to a professional program and who receive state support pay reduced tuition. State support is dependent on continued appropriations from the Wyoming State Legislature.

Western Regional Graduate Program (WRGP): provides opportunities for qualified Wyoming residents to attend distinctive graduate programs in participating WICHE states. Those accepted pay resident or significantly reduced tuition at the school they attend.

Western Undergraduate Exchange (WUE): allows residents of participating states (Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington and Wyoming) to attend a participating institution at reduced cost of 150% of the institution's resident tuition. Not all institutions in the participating states offer WUE opportunities.

The University of Wyoming invites competitive applicants from participating states and awards WUE to highly qualified students. Information can be obtained from the UW Admissions Office.

Information about WICHE programs may be obtained from the WICHE Certifying Office; Dept. 3432, 1000 E. University Ave.; Laramie, WY 82071; (307)766-6704 or (307)766-3499 or WICHE Student Exchange Program, 3035 Center Green Drive, Suite 200; Boulder, CO 80301-2204, (303) 541-0214.

Wilhelm G. Solheim Mycological Herbarium

The Wilhelm G. Solheim Mycological Herbarium, housed on the third floor of the Aven Nelson Building, facilitates the study of symbiotic and biotrophic fungi. The herbarium contains approximately 50,000 specimens of fungi from around the world and the largest collection of fungi in the Rocky Mountain Region. These collections are available for study by qualified students and researchers. A mycological reference library is located with the collection. Specimens may be borrowed by institutions without charge for a one-year period. Inquiries should be addressed to The Curator, Solheim Mycological Herbarium, Department of Botany, Dept. 3165, 1000 E. University Ave., Laramie, WY 82071.

Wyoming Cooperative Research Unit

(307) 766-5415

Web site: www.uwyo.edu/wycoopunit

The Wyoming Cooperative Fish and Wildlife Research Unit is supported by the University of Wyoming, the Wyoming Game and Fish Department, the U.S. Department of Interior and the Wildlife Management Institute. The three permanent unit staff members serve as full faculty in the Department of Zoology and Physiology.

Research is conducted on many types of fish and wildlife issues. The emphasis is on evaluating proposed or actual habitat modifications in the northern Rocky Mountain area on fish and wildlife species and/or communities of organisms. Much of the Wyoming Game and Fish Department's field research is conducted through the unit. Both students hired as technicians as well as graduate assistants are involved in unit research.

For further information contact Leader, Wyoming Cooperative Research Unit, Dept. 3166, 1000 E. University Ave., Laramie, WY 82071.

Study Abroad/Exchange

(307) 766-3677

E-mail: studyabd@uwyo.edu

Web site: www.uwyo.edu/intprograms

Study abroad and student international exchange opportunities are available through the International Programs Office, located on the first floor of the Cheney International Center. UW students with a minimum 2.75 GPA are eligible to apply to participate in a wide variety of for-credit programs of study outside the U.S. Some work and internship options may be available. The international coordinator works with students individually to tailor the program of study to their specific needs. Considerations are made for cost, financial aid, transfer of credit, safety and health, time-to-graduation, country or region desired, and foreign language needed.

In addition to perfecting foreign language skills (in non-English-speaking countries) and learning about another culture in depth, international education makes for a life-changing experience. It alters perspectives by developing flexibility and critical thinking. International education also engenders a sense of what it is to be an American, what it is to be a citizen of the world, and who we are individually. Study abroad and exchange can help clarify life and professional goals, and often develops greater direction, focus, and motivation for the remaining years of university life, and beyond.

Through a combination of foreign partner universities, study abroad consortia, and cooperating U.S. universities, UW provides study abroad opportunities at hundreds of locations across the globe.

Exchange opportunities also exist – they represent programs where students at partner institutions pay their home university tuition and fees, then simply exchange places. As another path to an international experience, self-designed programs of study with non-partner entities can be arranged as well.

Commonly Held Misconceptions about Study Abroad

Myth 1: I can't afford to study abroad.

Fact: There are many programs available that cost the same or nearly the same as attending UW.

Myth 2: I can't use my financial aid to study abroad.

Fact: Other than PEAK funding, financial aid can be used for study abroad. There are also scholarships available to offset additional costs of study.

Myth 3: I can't study abroad for less than a semester.

Fact: There are many short courses offered at UW for summer study abroad (3-6 weeks) led by UW faculty.

Myth 4: Because I speak English only, I am limited to English-speaking countries for study abroad.

Fact: There are a great many programs abroad for English speakers in non-English speaking countries. In order to attract U.S. students, many foreign universities offer courses in English.

Myth 5: I can't graduate on time if I study abroad.

Fact: Study Abroad advisers work with you and your academic adviser to select a place of study that offers the courses you require to complete your degree on time.

Myth 6: My adviser doesn't recommend study abroad.

Advice: Speak with your department chair and/or dean about this. Your adviser may subscribe to the study abroad myths outlined here. Don't be swayed by them.

Myth 7: There is nowhere abroad I can complete courses in my major.

Fact: UW offers hundreds of study abroad sites overseas. There are programs for every major.

Myth 8: It is dangerous to live abroad.

Fact: Study overseas is no more or less dangerous than it is in the U.S. While you should avoid countries experiencing social unrest, repression, outbreaks of violence, or epidemics, host universities and their communities are safe. Just exercise the same precautions you do at home, when visiting a U.S. city, and when walking at night.

Myth 9: The U.S., its institutions, and economy don't need me to study abroad.

Fact: Only 3% of U.S. undergraduates study abroad during college. The U.S. is desperate for its citizens to become internationally competent and/or skilled in another language. Current federal legislation is attempting to attract more U.S. students toward international education within their majors so that the nation can secure itself and its economic future in the 21st century.

For further information, contact International Programs at the phone number or e-mail above, or by writing to Study Abroad and Exchange, Department 3707, 1000 E. University Ave., Laramie, WY 82071.

Wyoming State Veterinary Laboratory

1174 Snowy Range Road, (307) 742-6638

E-mail: montgome@uwyo.edu

Web site: wyovet.uwyo.edu

Located west of campus and operated by the Department of Veterinary Sciences, the Wyoming State Veterinary Laboratory (WSVL) is responsible for diagnosis and reporting of animal diseases. Areas of expertise include morphological and clinical pathology, bacteriology, virology, toxicology, parasitology, electron microscopy, molecular diagnostics, and serology.

Cooperative diagnostic and research activities are conducted with various state and federal agencies. The WSVL building also houses a UW classroom, laboratories for the Wyoming Game and Fish Department, and Wyoming Department of Agriculture Analytical Services Laboratory. Students are encouraged to conduct domestic and wildlife disease research in an interdisciplinary setting.

For further information contact WSVL, 1174 Snowy Range Road, Laramie, WY 82070.

Commonly Used Terms

Academic load: The total semester hours of credit for all courses taken during a specified time—semester or summer session.

Academic probation: Probation is the status of an undergraduate student who is not progressing satisfactorily toward his or her degree. An undergraduate student shall be placed on probation at the end of the semester or term when his or her cumulative grade point average (GPA) falls below a 2.0; 3.0 for graduate students.

Academic reinstatement: Restoration of a student's eligibility to register for courses after being on academic suspension. This process requires a petition that is first reviewed by the dean of the student's college or the Center for Advising and Career Services. Academic reinstatement does not guarantee restoration of financial aid eligibility which is a separate process handled by the financial aid office.

Academic suspension: The status of a person whose enrollment at UW has been terminated because of unsatisfactory academic progress towards either an undergraduate or graduate degree.

Accredited: A term applied to a school or specific program which has been recognized by a national or regional organization as meeting certain academic standards for quality and educational environment. The University of Wyoming, and all UW academic programs are accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools Commission on Institutions of Higher Education. This is the highest level of accreditation in the United States. Some academic programs have professional standards established by their respective accrediting associations.

Add and drop deadlines: The latest date in an academic term when a course may be added or dropped from a student's class schedule *without* approval of someone other than the student. Adding and dropping of courses is done through WyoWeb.

Admission: The process of being admitted to the university with the opportunity to take classes.

AP exam: An Advanced Placement Examination from the College Entrance Examination Board (CEEB) in a specific subject area available nationally to high school students. Obtain information on taking the examination from a high school guidance counselor. Information on university course credit for these examinations is available from the Office of the Registrar.

Audit: Individuals who want to take a course but who do not want either a grade or credit for taking it may register as an audit. The instructor for the course determines the amount of work and/or participation that is required. Marks of either Audit/Satisfactory or Audit/Unsatisfactory are assigned. Audit hours are charged tuition at the normal rate. Audit hours are not used to determine full- or part-time status.

Banner: Banner is a suite of products that are used as our student information system.

CAPP: CAPP is an electronic degree progress/advising support system that matches a student's completed and current UW course work (and any transfer work a student might have) with the current degree requirements to determine the student's progress toward earning a degree.

Class schedule: A publication containing a listing of all courses scheduled to be offered during a specific semester or summer session. *Class Schedules* are available on the Web.

CLEP test: Subject area examination administered by the College Entrance Examination Board.

Concentration: A collection of courses within a major which focuses on a particular subject area.

Continuing probation: A student is placed on academic probation at the end of the semester or term when his or her cumulative grade point average (GPA) falls below a 2.0. A student is considered on continuing probation in subsequent semesters if the student earns a term GPA of 2.0 or above but whose cumulative GPA is still below a 2.0.

Corequisite: A course to be taken or a requirement to be fulfilled at the same time as a particular course is being taken.

Cross-listed course: A course which is identical in content, title, credit hours, and requirements which is offered by one or more academic departments. The four-digit course number must be the same. This designation must be approved by the University Course Review Committee.

Curriculum: The set of courses in a particular degree program. More generally, the courses (in total) offered in a college or university.

Degree requirements: Degree requirements include all requirements of the university (including University Studies Program), college, academic department, and major. All requirements must be successfully met in order to obtain a specific degree.

Drop: To discontinue enrollment in a course or courses prior to the end of the drop/add period at the beginning of a term. A dropped course does not appear on the student's academic transcript. Dropping from a class does not influence a student's Satisfactory Academic Progress measurement, but may impact the amount of financial aid a student earns for the semester in question.

Dual-listed course: A course which is offered at both the 4000- and 5000-level that is identical in course prefix, content, title, and credit hours. The last three digits of the four-digit course number must be the same. The 5000-level course must require additional work beyond that required for the 4000-level course. This designation must be approved by the University Course Review Committee.

Financial aid reinstatement: Restoration of one's financial aid eligibility based on being granted an exception to financial aid or scholarship rules. Financial aid restoration is a separate process from and is not guaranteed by academic reinstatement.

Full-time: A student taking 12 or more credit hours at the undergraduate level or 9 or more credit hours at the graduate level is considered a full-time student. During the summer session, undergraduate students enrolled in 6 or more credit hours and graduate students enrolled in 4.5 or more credit hours are considered full-time.

Grade point average: The semester grade point average (GPA) is the sum of all grade points earned in a semester or term divided by all credit hours attempted for letter grade. Credit hours in courses in which marks of I, W, S, or U were assigned are excluded. The cumulative grade point average is the average of all grades earned at UW.

Lower-division course: Courses normally taken during the freshman and sophomore years. Lower division courses are those numbered between 1000 and 2999.

Major: The primary disciplinary interest or academic subject area of a student as represented by one of the curricula offered by the various academic departments. The undergraduate degree may or may not carry the same title as the major. Every student has one or more majors but may or may not have a minor or concentration.

Minor: A secondary subject area interest (to the major) represented by a specified set of hours and/or courses. Differs from a concentration in that a minor is not a subdivision of the major subject area.

Option: A concentration of elective courses within a major which emphasizes one aspect of the major, chosen by a student according to his or her interests.

Orientation: A program of one to three days on campus designed to acquaint a new student with the facilities, policies, sources of information and assistance, and academic and social environment. Academic advising and registration are also included.

Prerequisite: A requirement to be completed before enrollment in a course or a degree program. Prerequisites for individual courses are listed in their course description in this bulletin. The statement, “or consent of instructor” is implied for all prerequisites. Students are responsible for being aware of a course’s prerequisites prior to enrolling in the course.

Registration: The process of officially enrolling into one or more courses or matriculation at the university.

Satisfactory academic progress: Satisfactory Academic Progress only applies to federal financial aid applicants and recipients. Three measures of a student’s advancement toward the earning of his or her stated degree objective are 1) a grade point average putting the student in good academic standing, 2) a ratio of credit hours earned compared to credit hours attempted in the student’s most recent academic year, and 3) a comparison of the number of credit hours attempted in a college career compared to the number of hours required to earn the pursued degree.

Semester: The division of the calendar year used in academic scheduling. A semester is roughly 15 weeks in length.

Semester credit hour: The unit of academic credit for course work.

Transfer credit evaluations: An evaluation of previous college-level course work from another regionally-accredited academic institution, international post-secondary institution, standardized test, or military course work to determine whether courses are transferable to UW as well as to determine any UW equivalents.

University Catalog: The *University Catalog*, is the official document of the university which includes information on all undergraduate academic programs and their requirements, courses offered by each academic department, lists of faculty, policies and procedures related to admission, financial aid, all registration activity, and tuition and fees. A student’s degree requirements are based on the *University Catalog* in effect the year he or she enters either UW or another catalog year as approved with a petition.

Upper-division course: Courses normally taken during the junior and senior years. These courses are numbered from 3000 – 4999.

“W” Number: A student’s unique identifier in the Banner/WyoWeb system will begin with “W”. This “W” number replaces the Social Security Number as a student’s unique identifier.

Withdrawal: To discontinue enrollment in a course or courses after the end of the drop/add period. When withdrawing from one or more, but not all, courses, a student should obtain and process an Individual Class Withdrawal form. To withdraw from all courses in a semester, a student should begin the process in the Dean of Students Office. A mark of W will be placed on the student’s academic transcript for each course. Withdrawal from a course or from the university may impact both a student’s current and future receipt of financial aid. Ask a financial aid office professional before withdrawal.

WyoWeb: The University of Wyoming portal used for communication with the campus community, registration activity, grade posting, financial aid, course management, and advising. A specialized version of WyoWeb is available for all enrolled students, faculty, staff, and alumni.

Courses of Instruction

Changes in Catalog Information

The course offerings and requirements of the University of Wyoming are under examination and revision continually. This catalog is not a contract; it merely presents the offerings and requirements in effect at the time of publication and in no way guarantees that the offerings and requirements will not change.

Not all courses are offered each term. The listing of courses does not imply a contractual obligation to offer the same during the year of publication of this bulletin. The university reserves the right to offer, limit, or cancel course offerings for academic, funding, or facility considerations, and to cancel any offered course for which there is not sufficient enrollment.

The university reserves the right to change approved course listings at any time during a student's term of residence.

Preparatory Courses Taught at UW by Laramie County Community College

The University of Wyoming has contracted for Laramie County Community College to offer preparatory courses on the university campus. University students will register through the normal university registration process. Inclusion of these courses in a student's schedule will count as part of the credit load for determining full-time status; however, UW credit is not awarded. For further information, contact the LCCC coordinator, Ross Hall, rooms 26 and 27, (307) 766-2514.

Course Credits

The amount of credit offered for any course work published in this bulletin is based on and governed by prior university faculty recommendation and institutional determinations.

A credit hour denotes a unit of academic work. Normally, one credit hour is earned in a course meeting one hour per week for a semester (15-16 weeks). Each credit hour unit requires an average of three hours of student effort per week. In variable credit courses, the efforts required of the students are proportional to the credit hours attempted.

Even if topics differ in separate sections, variable credits limit the credits which can be earned in that course in one semester and career maximum limit the credits from that course considered toward any one degree.

Format of Course Listings

On the following pages, courses approved for offering are listed by college, program subject, and course level (number).

The heading which precedes the brief description of each course shows the current course identification number; former course number(s), if any, in brackets; course title; a designation in bold brackets ([W14▶WA], e.g. [USP 1991▶USP 2003]), if any, concerning applicability of the course to the University Studies Program (see below for designation); an indicator, if any, concerning applicability of the course in postgraduate-careers; the number of semester credit hours established for the course (fixed or variable with the semester); and the career maximum of credit for successive term enrollments in the identified course, if different from the established semester credit-hours limit. For example, "1-3 (Max.9)" means that a student may earn between 1 and

3 hours of credit for that course within one semester and a maximum of 9 hours within a degree career. The course description indicates any prerequisites for that course and if it is offered for satisfactory/unsatisfactory grading only.

Course Levels

University courses are distinguished by number indicating five levels of instruction as follows:

0000-0999	Preparatory courses (no credit)
1000-2999	Primarily for Freshmen and Sophomores
3000-4999	Primarily for Juniors and Seniors
5000-5999	Primarily for Graduate Students
6000-6999	Law courses, WWAMI courses, and Doctor of Pharmacy courses

A bracketed course number [] indicates a previous number of the same course. Double credit cannot be earned by repeating a course.

Prerequisites are the primary factor which normally govern whether a student enrolls for any particular course. However, individual departments and/or colleges may place additional restrictions on course enrollments (e.g. enrollment may be restricted by student classification).

Enrollment in engineering courses is generally limited to engineering students.

Law courses are normally open only to students approved for the program.

Graduate students may enroll in courses numbered 1000-3999 to satisfy undergraduate deficiencies but only courses numbered 4000 and above will be computed into the graduate GPA and allowed for graduate credit.

Dual listed Courses

If a course is dual listed at the 4000/5000 level, the course must be taken at the 5000 level to receive graduate credit regardless of whether the course is in the student's primary program area.

The syllabus for a dual listed course must specifically define differential expectations, outcomes and assessment for the 4000 and 5000-level components. These may include but are not limited to intellectual skills, discipline-specific competencies and challenging learning outcomes. For example, students enrolled in the 5000-level course may be required to lead discussion sessions, submit a portfolio, write a paper or may be involved in a service learning component, internship or collaborative assignment designed to provide experience in applying course information in different contexts.

Students enrolled in the 5000-level course will be expected to demonstrate greater sophistication in content expertise, inquiry, creativity, communication, problem solving, analytic reasoning and/or collaborative learning compared with those enrolled in the 4000 course.

Courses Not Applicable Toward Advanced Degrees

Only courses at the 4000 or 5000 level may be counted for graduate credit. However, some 4000- and 5000-level courses may not be applicable toward undergraduate or graduate degrees. These courses are listed below:

**** 5959. Enrichment Studies in _____. (Any course numbered 5959 is not applicable toward UW degrees.)

EDUC 4740. Field Studies in _____. (Any course in the College of Education numbered 4740 is not applicable toward UW degrees.)

CNSL 5740. Continuing Education in _____.

KIN/HLED 4074. Field Studies in _____.

HLED 4970. Field Experience in Health Education.

University Studies Program Designations

C	=	Integrated Cultural Context
CA	=	Cultural Context - Arts
CH	=	Cultural Context - Humanities
CS	=	Cultural Context - Social Sciences
D	=	Diversity in the United States
G	=	Global Awareness
I	=	Intellectual Community
L	=	Information Literacy
O	=	Oral Communication
P	=	Physical Activity and Health
QA	=	Quantitative Reasoning I
QB	=	Quantitative Reasoning II
S	=	Integrated Science
SB	=	Biological Science
SE	=	Earth Science
SP	=	Physical Science
V	=	U.S. and Wyoming Constitutions
WA	=	Writing I
WB	=	Writing II
WC	=	Writing III

Course Prefixes and Description Index

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AECL	Agroecology	92	GEOG	Geography	147
AGEC	Agricultural economics	73	GEOL	Geology	151
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AIR	Air Force ROTC	311	GRK	Greek	166
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ARE	Architectural engineering	257	HP	Honors program	323
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ART	Art	121	INST	International studies	161
ASTR	Astronomy	124	Itec	Instructional technology	232
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BE	Bioengineering	267	KIN	Kinesiology	281
BOT	Botany	126	LANG	Languages	167
BUSN	Business	215	LATN	Latin	167
CE	Civil engineering	254	LBRY	Information Literacy	318
CHE	Chemical engineering	250	LIBS	Library sciences	233
CHEM	Chemistry	129	LIFE	Life Science (previously BIOL)	169
CHIN	Chinese	164	MATH	Mathematics	172
CHST	Chicano studies	131	ME	Mechanical engineering	269
CLAS	Classics	164	MGT	Management	223
COJO	Communication and journalism	133	MICR	Microbiology	87
CNSL	Counseling	233	MKT	Marketing	225
COSC	Computer science	261	MOLB	Molecular biology	89
CRMJ	Criminal justice	138	MUSC	Music	177
DHYG	Dental hygiene	275	NASC	Natural science	244
DSCI	Decision science	223	NURS	Nursing	292
ECON	Economics	219	PATB	Pathobiology	101
EDAD	Educational administration	238	PEAC	Physical education - activity	280
EDAG	Agricultural education	241	PEAT	Varsity Athletics	280
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