This page was intentionally left blank.
Thank you for choosing Ohio Valley University to continue your education!

Every semester hundreds of students like you come to our beautiful campus in the Mid-Ohio Valley to begin their college careers. What they discover is something similar to VIP seating. By that, I mean they find an open or available chair in the offices around campus. It’s almost like finding a chair with their name on it. This open chair is a place where they are always welcome to come and share their life experiences… their funny stories… their challenges… their plans… their Instagram pictures… and their aspirations—a place to share themselves.

Most people would simply call this an “open-door” policy. We prefer to call it an “open-chair” policy. This is what makes Ohio Valley University so unique. It’s a campus where you are completely supported by people who care about you, and take the time to listen to your needs and help you succeed in life.

I hope to see you around campus and you are always welcome to visit my office. Your VIP seat is ready and waiting!

Harold Shank, Ph.D.
President
Blog: www.haroldshank.com
Twitter: @OVUPrez
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The information provided in this catalog is subject to change without notice and does not constitute a contract between Ohio Valley University and a student or an applicant for admission.
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2014-15 OVU ACADEMIC CATALOG

GENERAL INFORMATION
MISSION OF OHIO VALLEY UNIVERSITY

At Ohio Valley University, we seek to transform lives in a Christ-centered academic community that integrates higher learning, biblical faith, and service to God and humanity. Ohio Valley University seeks to accomplish this mission by:

- Equipping students for life through quality academic programs
- Encouraging life-shaping relationships among faculty, staff, and students
- Fostering holistic growth through varied co-curricular activities
- Promoting knowledge, values, and skills inherent in healthy families and quality relationships
- Connecting students to the global community
- Instilling a desire for life-long learning
- Creating opportunities for growth in faith and service

OHIO VALLEY UNIVERSITY CORNERSTONES

Fulfilling our mission is possible because of important values held by all members of the Ohio Valley University community:

Christ (Colossians 1:15-20): God has placed Christ at the center of everything. All creation began with Christ and finds its true purpose in Him. Our belief in Christ is central to who we are; it directs our academic pursuits, our community, and our service. Christ is our chief cornerstone.

Education that Transforms (Romans 12:1-2): Christ-centered education transforms the whole person—mind, body, and soul. It demands recognition of God’s purposes and a swift response to them in every facet of our daily lives, including our vocation, our career, our relationships, and our service. Christ-centered education changes us from the inside and brings out the best in each of us.

Community (Acts 2:42, 44-47): A Christ-centered community calls for respect, love, and service. It values the worth of each individual. A Christ-centered community unites, bringing harmony and fellowship.

Commitment to Excellence (Philippians 4:8, Colossians 3:23): A commitment to excellence asks us to devote our attention to worthy endeavors. It requires us to utilize our talents without reservation. A commitment to excellence calls us to care more, risk more, dream more, and expect more.
Faith Manifested in Service (James 2:18, 22): Faith is manifested in service, and service is motivated by faith. Faith without service is unexpressed. Service without faith is incomplete. There is a perfect unity between believing and doing that demands both words and actions.

ACADEMIC PRINCIPLES

The following principles represent the philosophy of education at Ohio Valley University. These principles represent ideals derived from our Christian and American heritages and from sound educational research and practice.

A Christian Worldview: The recognition of God as the Creator of the world and the source of ultimate truth underlies Ohio Valley University’s very reason for existence. This recognition directs the creation of the curriculum, the selection of faculty, the methods of instruction, and the development of the entire campus environment. The Christian worldview—as it relates to all the academic disciplines—is explored, discussed, and presented for consideration. However, as students are recruited from a diversity of backgrounds, an interchange of ideas is encouraged and basic tenets of academic freedom are upheld.

Responsibility: The objective of the campus community is to identify and develop students’ levels of personal, academic, and civic responsibility. As high expectations are necessary for quality performance, all students are expected to work to the best of their own abilities, to contribute to the quality of life on campus and in the neighboring communities, and to achieve their highest potential in scholarship. Increased levels of accountability translate into greater measures of personal and vocational success.

Creative and Critical Thinking Skills: Thinking creatively and critically serves both as a foundation of the learning experience and as a goal. Ohio Valley University is committed to the educational values of the liberal arts and sciences, a broad-based preparation that develops wholeness in human life as well as vocational flexibility. Since ideas are discovered and learning takes place within the process of writing, Ohio Valley University is committed to writing throughout the disciplines. Writing tasks may be used to learn course content, to demonstrate progress or mastery, and to explore areas where disciplines overlap.

Application of Knowledge: While knowledge is considered intrinsically valuable, worth having in its own right, the Ohio Valley University community also recognizes that knowledge is best retained when applied; therefore, instructors stress application of knowledge and provide appropriate experiences both inside and outside the classroom. Internships, practicums, observations, and student teaching are examples of opportunities to apply knowledge.

Mastery of Core Knowledge in the Disciplines: While education must transcend mastery of facts or theory, Ohio Valley University instructors recognize that students must attain a basic foundation of information in the disciplines represented in the core curriculum and in the various majors available. Such mastery entails much more than, but certainly includes, a knowledge of the basic ideas, information, and skills that enable one to be an informed, competent participant in the world community.
**Mentoring:** The close relationships that develop between Ohio Valley University staff and students are integral to the educational environment. Faculty members are available to students in many roles outside the classroom, whether advising, sponsoring activities, coaching sports, participating in worship activities, or simply sharing in discussions of current events. Students perceive themselves to be valuable members of a community of learners. Through the mentoring relationships, students are provided with models of professionals who have accomplished much, but who remain lifelong learners.

**Lifelong Learning:** The rapid changes brought about through the information revolution are a significant reality of the twenty-first century. The marketplace will demand ever increasing training and retraining. Academic institutions can best serve their constituents and the marketplace by teaching students how to learn efficiently and by instilling in the students a love for lifelong learning. Students need a desire to seek knowledge, and they need to know how to attain it.

**A CHRISTIAN UNIVERSITY**

Ohio Valley University offers academic training in an environment that encourages Christian living. It is the hope of Ohio Valley University that as students grow intellectually, they will also mature as Christians, building the foundation of their lives on the Bible and its principles. By providing a setting conducive to these principles, Ohio Valley University allows students the opportunity to develop academically, personally, and spiritually. Ohio Valley University is determined to maintain this Christian atmosphere, and the university expects each student to cooperate by maintaining the highest possible standards of honorable conduct.

**A LIBERAL ARTS UNIVERSITY**

Ohio Valley University is a Christian liberal arts university. The concept of a liberal arts education dates from medieval times and has come to mean a general introduction to the basic areas of knowledge, commonly divided into arts, humanities, natural sciences, and behavioral sciences. This broad-based approach to higher education has special relevance in today’s marketplace where employers seek people who can think critically and creatively, solve problems, work effectively with other people, and communicate clearly both orally and in writing. For these reasons, a student’s course of study includes not only the specific requirements of the major, but also a foundation of general education courses that are common to all students. Ohio Valley University’s approach to the liberal arts fosters integration and interdisciplinary learning through a Christian worldview that recognizes truth in all disciplines as emanating from God, the ultimate source of truth.

**A SMALL UNIVERSITY**

The advantages of a small school are many. There are numerous opportunities for students to demonstrate initiative and assume leadership roles. The informal campus atmosphere enables students to be on friendly terms with all faculty and staff. Classes are small, and students know their instructors personally. Students receive individual attention from teachers in the classroom, through academic advising, and at social events. Faculty and staff are eager to mentor students.
HISTORY OF OHIO VALLEY UNIVERSITY

In 1956, several Harding College alumni who dreamed of a Christian college in the Ohio Valley formed a steering committee to begin realizing that dream. The following year, the Ohio Educational Foundation was chartered and began to solicit funds. Parkersburg was chosen in 1958 as the permanent site for the College, and the Ohio Educational Foundation was dissolved and re-chartered in West Virginia as Ohio Valley College, Inc. On September 12, 1960, the first classes began in what had been the facilities of the Sixth & Buckeye Church of Christ. The South Campus was established in 1963 with the construction of an administration/classroom building on 133 acres adjoining Parkersburg and Vienna. In 1963, two residence halls were built, and in 1966, another residence hall and a classroom/library/auditorium were constructed. A new auditorium/student center building was built in 1969. A cafeteria/student center complex was completed in 1979-80, and a new residence hall was added in 1981. A gymnasium/weight room complex was renovated in 1992.

Ohio Valley College consolidated with Northeastern Christian Junior College (NCJC) in 1993. Located near Philadelphia in Villanova, Pennsylvania, NCJC served the Churches of Christ on the Atlantic seaboard from its founding in 1957 until the consolidation. The Morris Clothier mansion served as the primary setting of the infant institution, which was first called Northeastern Institute for Christian Education. In 1964, the Institute became Northeastern Christian Junior College upon approval of the Department of Education of the Commonwealth of Pennsylvania. In 1978, NCJC received regional accreditation through the Middle States Association of Colleges and Schools.

In 1994, Ohio Valley College acquired an additional 134 acres and a four-story educational complex owned by the Roman Catholic Diocese of Wheeling-Charleston, West Virginia. This purchase became the Ohio Valley College Main Campus in the fall of 1994. The new facility boasted two auditoriums, a large chapel, several classrooms, a gymnasium, a dining hall, a commercial kitchen, conference rooms, living quarters for over 200 students, and two athletic fields. Since its acquisition, the Main Campus has been continuously renovated, and two new residence halls with adjoining student lounge and lobby were completed in August 2003. In June 2005, the Board of Trustees approved the change to university status, and Ohio Valley College became Ohio Valley University. In 2006, the Higher Learning Commission of the North Central Association granted the university the ability to begin offering graduate programs. In 2007, new science labs were opened. In 2010, OVU awarded its first graduate degrees, when a cohort completed a Master of Education in Curriculum and Instruction.

Presidents of Ohio Valley College and Ohio Valley University

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<tr>
<td>J.M. Powell</td>
<td>1966-1970</td>
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<tr>
<td>Justin B. Roberts</td>
<td>1970-1977</td>
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<tr>
<td>Robert W. Stephens, Jr.</td>
<td>1998-2005</td>
</tr>
<tr>
<td>James A. Johnson</td>
<td>2005-2009</td>
</tr>
<tr>
<td>E. Keith Stotts</td>
<td>2009-2011</td>
</tr>
<tr>
<td>Harold Shank</td>
<td>2011-present</td>
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Academic deans of Ohio Valley College and Ohio Valley University
Lewis Case 1960-1963
Justin B. Roberts 1967
J. Ridley Stroop 1967-1968
Harding Lowry 1969
Charles J. Aebi 1970-1985
John E. Williams 1985-1986
John H. Williams 1986-1990
Daniel C. Doak 1991-1999
David Keller 2000-2001
Joy Jones 2001-2007
James Bullock 2007-2013
Joy Jones 2013-present

Presidents of Northeastern Christian Junior College
Rex F. Johnston 1957-1959
J. Harold Thomas 1959-1962
Elza Huffard 1962-1980
Larry Roberts 1980-1986
Bill Bowen 1991-1993

Academic deans of Northeastern Christian Junior College
W. Everett Ferguson, Jr. 1959-1962
C. F. Myer, Jr. 1962-1988
Larry Norsworthy 1991-1993

RELATIONSHIP TO THE CHURCHES OF CHRIST
Chartered in 1958 by members of the churches of Christ, Ohio Valley University is a private, independent, regional, faith-proclaiming, liberal arts university.

ACCREDITATION
In May 1965, the state of West Virginia granted accreditation to Ohio Valley College. Since July 1978, the university has been accredited by the Higher Learning Commission of North Central Association of Colleges and Schools. The Higher Learning Commission of the North Central Association of Colleges and Schools may be contacted at 1-800-621-7440.

The undergraduate education programs are approved by the West Virginia Board of Education, which may be contacted at 1-800-982-2378.
The following bachelor of science programs in the College of Business have been accredited by the International Assembly for Collegiate Business Education (IACBE): accounting, information technology, sports management, organizational administration, and business administration. Programs at OVU have been accredited by the IACBE since October 1998. The IACBE may be contacted at 1-913-631-3009.

ASSOCIATIONS AND ORGANIZATIONS

Ohio Valley University is a member of or has an affiliation with the following associations and organizations:

- American Association of Collegiate Registrars and Admissions Officers (AACRAO)
- Appalachian College Association (ACA)
- Association for Supervision and Curriculum Development (ASCD)
- City of Vienna Emergency Response Team
- Council of Independent Colleges (CIC)
- Great Midwest Athletic Conference (G-MAC)
- Learning Asset Management Project (LAMP)
- Mid-Ohio Valley Chamber of Commerce
- Mideast Honors Association (MEHA)
- National Collegiate Athletic Association (NCAA)
- National Collegiate Honors Council (NCHC)
- National Association of Christian College Admissions Personnel (NACCAP)
- Rotary Club of Parkersburg
- Servicemembers Opportunity Colleges Consortium (SOC Consortium)
- The Washington Center for Internships and Academic Seminars (TWC)
- West Virginia Association of Collegiate Registrars and Admissions Officers (WVACRAO)
- West Virginia Association of Student Financial Aid Administrators (WVASFAA)
- West Virginia Independent Colleges and Universities (WVICU)
- Wood County Development Authority (WCDA)
- Wood/Wirt County Local Emergency Planning Committee

NON-DISCRIMINATION STATEMENT

Ohio Valley University admits students of any race, color, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded and made available to students at the university. Ohio Valley University does not discriminate on the basis of sex, race, color, or national and ethnic origin in the administration of its educational or admissions policies, scholarship and loan programs, or other school-administered programs. If you believe that you have been a victim of discrimination, please contact Human Resources, Ohio Valley University, 1 Campus View Drive, Vienna WV 26105 (humanresources@ovu.edu).
STUDENT RIGHTS AND RESPONSIBILITIES

You Have the Right:

1) To receive full information from colleges and universities regarding their admissions and financial aid policies. Prior to applying, you should be fully informed of policies and procedures concerning application fees, deposits, refunds, housing, and financial aid.

2) To defer responding to an offer of admission and/or financial aid until you have heard from all colleges or universities to which you have applied, or until May 1, whichever is earlier.

You Have the Responsibility:

1) To be aware of the policies (deadlines, restrictions, etc.) regarding admission and financial aid of colleges and universities of your choice.

2) To complete and submit required materials to colleges and universities to which you are applying.

3) To meet all application deadlines.

4) To follow the college application procedures of your high school.

5) To notify the colleges and universities that have offered you admission of your acceptance or rejection of their offer as soon as you have heard from all to which you have applied, or by May 1, whichever is earlier.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Ohio Valley University ordinarily must obtain your written consent before disclosing personally identifiable information from your education records. An exemption is made for what is known as directory information; OVU may disclose what it designates as directory information without your written consent unless you have advised OVU to the contrary. OVU considers directory information to be the following: name, address, e-mail address, telephone number, photograph, date and place of birth, grade level, major, dates of attendance, the most recent educational agency or institution attended, degrees/awards/honors received, participation in officially recognized activities and sports, and height and weight (if a member of an athletic team). The primary purpose of directory information is to allow OVU to include this type of information from your education records in certain school publications, such as a playbill, an honor roll, graduation program, or sports activity sheet. Directory information could also be released to outside agencies (such as a company that manufactures class rings) without your prior consent; if you do not want OVU to release this information to outside groups, notify the university in writing. Any notification you make not to release information should be given to the Office of the Registrar. For additional information, please refer to the FERPA information provided each semester.

REGISTERING A FORMAL COMPLAINT

Despite the University’s best efforts to ensure your safety and security, personal and professional development, and overall transformation, situations may arise that cause you concern. In such cases, you have the right to file a formal complaint in writing with the dean of students. Your
formal complaint should describe the basis for your concern, and you are encouraged to be specific in identifying all individuals involved. Additionally, your complaint must be signed.

The dean of students will investigate the allegations in your complaint, keep you informed about the progress of the investigation, and share the outcome with you.

The Higher Learning Commission of the North Central Association requires the university to maintain a record of formal complaints as well as any follow-up efforts. To protect privacy and in accordance with federal law, neither the complainant’s name nor the names of the individuals identified will be recorded in the university’s complaint log. Individuals may view the formal complaint log in the dean of student’s office.

ACADEMIC STRUCTURE

The vice president for academic affairs is the chief academic officer at Ohio Valley University. The university is organized into four colleges: Arts and Sciences, Biblical Studies and Behavioral Sciences, Business, and Education. Each college is led by a dean. Colleges are further divided into schools; schools are led by a school chair.

LIBRARY

It is the aim of the library to build and maintain a balanced collection of print, non-print, and electronic resources to support the academic programs of Ohio Valley University. The library’s holdings include approximately 60,000 volumes, 60,200 microforms, and 7,000 audiovisuals. The library also provides access to more than 30 electronic databases; these include reference sources, e-books (nearly 200,000 titles are available), and periodicals. Through OCLC, a library service provider, students and faculty may receive interlibrary loan materials from a national network of libraries. The library also provides audiovisual equipment to students and faculty. In addition, librarians offer bibliographic instruction to students. The library’s electronic resources are available to students off-campus via username and password and through some mobile devices.
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SCOPE OF ACADEMIC POLICIES
All policies in this section of the catalog apply to all Ohio Valley University students unless they are specifically overridden by a more stringent college, school, program, or departmental policy.

ADMISSION REQUIREMENTS FOR INCOMING FRESHMEN
To become a student at Ohio Valley University, an incoming freshman student must go through two processes: (1) acceptance and (2) admission. In the acceptance process, potential students demonstrate that they meet OVU’s requirements for acceptance; those accepted by OVU are eligible to continue the admissions process. In the admission process, those who have been accepted submit all required documents. No student may enroll until both processes have been completed.

Acceptance
To be accepted, an applicant must be of good character, have a good attitude, and show a willingness to support the Christian ideals of the University by supporting its mission and complying fully with its regulations. To be accepted in good academic standing, an applicant must do the following:

1) Submit a completed application form.
2) Submit a high school transcript that shows that he or she is scheduled to graduate from (or has already graduated from) high school before enrolling at OVU; those completing the General Education Development (GED) test should show results of the test.
3) Earn a high school GPA of at least a 2.5 on a 4-point scale.
4) Earn a composite score of at least 18 on the ACT or a combined score of at least 1290 on the SAT and submit a score report. This requirement is waived for applicants who graduated from high school four or more years before enrollment and who have not previously taken the ACT or SAT; however, applicants who have this requirement waived will be required to take placement testing in all available subjects to determine course placement for their first semester. Applicants whose scores on placement tests indicate they must take two or more developmental courses will receive provisional acceptance.

Applicants who do not meet the above criteria may be eligible for provisional acceptance. Applicants automatically qualify to be considered for provisional acceptance if they meet one of the following requirements:

1) An ACT composite of 16 or 17 (or a combined score of 1170 to 1280 on the SAT) and at least one of the following conditions: (a) rank in the top half of their high school class or (b) a high school GPA of at least 2.5.
2) An ACT composite of 18 or above (or an SAT score of 1290 or above) but a high school GPA below 2.5 on a 4-point scale.

Applicants who do not automatically qualify to be considered for provisional acceptance may earn provisional acceptance by successfully completing OVU’s Academic Leveling Boot Camp (see the section Academic Leveling Boot Camp below for details). The deadline to apply to attend is July 14, 2014.
All applicants granted provisional acceptance will enter on academic warning and will be required to sign a provisional letter. In addition, they also may be required to undergo additional placement testing, take additional coursework (including leveling courses), and agree to an individualized study plan. Those admitted on academic warning will remain on academic warning until all required developmental courses have been completed successfully. See the section “Satisfactory Academic Progress Guidelines” later in this catalog for details about what it means to be on academic warning.

Ohio Valley University reserves the right to deny acceptance or provisional acceptance to any applicant it determines to be unqualified on the basis of personal conduct, character, or academic preparation inconsistent with its standards.

Students who are accepted or provisionally accepted to the University may not enroll until they have completed the admissions process and registered for classes.

An applicant who does not meet acceptance criteria may petition for acceptance based on an exemption to the Admissions policy; applicants interested in this exemption should contact the Office of Admissions for further information.

**Admission**

In order to enroll at Ohio Valley University, someone who has been accepted or provisionally accepted must complete the admission process listed below. Those who do not complete the admission process will not be able to register for any courses at Ohio Valley University.

To complete the admission process, an incoming student must submit the following:

1) An official FAFSA form, which can be found at www.federalstudentaid.gov (the OUV code is 003819).

2) A dorm deposit or commuter fee. Those living on campus should also fill out the Housing Request Form.

3) Valid ACT or SAT scores. Scores are considered valid if they are provided to OVU through a final official high school transcript or directly from ACT or the College Board. (This requirement is waived for applicants not required to submit ACT or SAT scores.) Any student receiving a score of 18 or below in the Reading, English, or Mathematics section of the ACT (or below 440 on the comparable sections of the SAT) must complete placement testing during the registration process. See the section Developmental Course Policies below for details.

4) Final official high school transcript as well as official transcripts for dual credit courses, Advanced Placement (AP) Examinations, International Baccalaureate (IB) Examinations, or GED testing. To be considered final and official, a transcript must have been received by OVU in a sealed envelope or from a verified electronic clearinghouse. In addition, these requirements must be met:
   - Official transcripts must have a recent date of issue; in addition, an institutional certification will be present.
   - A final high school transcript must show the student’s high school graduation date.
- Students who have completed the GED must request official verification of the GED from the state department of education or school district that awarded the GED.
- Students who have participated in dual credit programs must submit final official transcripts from the institution of higher education that awarded the credit.
- Any student participating in AP or IB courses will need to submit official scores and will need to complete a course acceptance contract with OVU to receive credit for these courses; see the section Credit by Examination below for details.

**ACADEMIC LEVELING BOOT CAMP**

Applicants who have an ACT composite between 12 and 15 (or an SAT between 870 and 1160 are eligible for provisional acceptance by successfully completing the Academic Leveling Boot Camp held in the summer. In addition, applicants who have an ACT composite of 16 or 17 (or an SAT between 1170 and 1280) who have a high school GPA below 2.5 and who ranked in the bottom half of their high school class will also be eligible for provisional acceptance by successfully completing Academic Leveling Boot Camp. The cost of boot camp is $325. The deadline to apply to attend is July 14, 2014.

Academic Leveling Boot camp consists of several days of concentrated academic preparation on campus during the summer. The purpose of the experience is to provide applicants basic study skills and to provide applicants awareness of what is necessary to be a successful college student. During boot camp, participants’ performance will be used to evaluate whether or not a participant should be accepted provisionally. Those accepted provisionally enter the university on Academic Warning; the section above Admission Requirements for Provisional Students provides further details about provisional acceptance and the admissions procedure.

**RESIDUAL ACT TESTING**

Residual ACT tests are offered through Ohio Valley University after all national testing opportunities have passed. Students applying to Ohio Valley University should make every effort to complete the ACT during a national testing period or make arrangements to take the SAT as an alternative.

**TRANSFER STUDENT ADMISSION**

A transfer student is defined as any student transferring undergraduate credits from an institution of higher learning that were earned after the completion of high school. However, students entering college following graduation from high school who have earned college credit while in high school are considered first time college students; they should refer to the general admissions requirements above for admissions information.

Undergraduate students transferring from other colleges or universities must submit an official transcript from each college or university previously attended. A high school transcript and an ACT
or SAT score report must also be submitted if the student has not earned a minimum of 32 semester credit hours that have been accepted for transfer. For these students, the student’s high school transcript and ACT and/or SAT scores will be used to determine financial aid, as stated in the Academic Scholarships section of this catalog; however, the student’s class level and academic standing will be based on the guidelines provided below.

For unconditional acceptance, a student must have a cumulative GPA from the previous institution(s) of at least 2.0. An applicant whose cumulative GPA is below 2.0 will be evaluated as follows:

- If the applicant left his or her most recent previous institution more than three years ago and has a cumulative GPA under 2.0, the applicant will receive provisional acceptance and be placed on Academic Warning or Academic Probation; the academic standing will be determined by applying OVU Satisfactory Academic Progress standards to the applicant’s cumulative record.

- If the applicant left his or her most recent previous institution fewer than three years ago and has a cumulative GPA between 1.0 and 2.0, the applicant will receive provisional acceptance and be placed on either Academic Warning or Academic Probation; the academic standing will be determined by applying OVU Satisfactory Academic Progress standards to the applicant’s cumulative record.

- If the applicant left his or her most recent previous institution fewer than three years ago and has a cumulative GPA of 1.0 or below, the applicant will be admitted as a part-time student and allowed to take up to six credit hours per term. This student is not eligible for financial aid.

An applicant with a cumulative GPA below 2.0 who believes that special circumstances are affecting his or her record is encouraged to present such information at the time of application.

A transfer student’s academic standing after the first term completed at Ohio Valley University will be based on the student’s cumulative hours from all institutions, but the student’s GPA will reflect only the credit hours earned at Ohio Valley University.

**TRANSFER CREDIT**

Except for the restrictions noted in this section, OVU accepts all passed college-level undergraduate credits earned at regionally accredited institutions as at least elective credit. A student who transfers coursework to Ohio Valley University will have that work evaluated on a course-by-course basis. The Office of the Registrar is responsible for evaluating and recording transcript information for admitted transfer students; the Office of the Registrar is the only entity that can decide which courses will be accepted for transfer, and all questions about transfer credit should be directed to that office. This evaluation will be recorded in as timely a manner as possible so that it can be used by the applicant/student and advisor.

Courses with an OVU equivalency will be recorded on the OVU transcript using the equivalent OVU course name and number. Courses without a specific OVU equivalency will be elective credit and identified on the transcript as TRANSELECT for general electives and TRANSTECH for
technical electives. These courses can only be used for fulfilling the total credit hour requirement for a degree; they cannot be used to fulfill any program requirements. Furthermore, some programs limit the number of technical electives that can be used to fulfill degree requirements.

Transfer credit will be displayed on a student’s transcript in summary form. A more detailed listing showing the specific outside courses being transferred in and their OVU equivalencies (as well as transferred courses for which there is no OVU equivalency) is provided to the academic advisor and to the student through the academic advisor. If students have any question about the transferability of their courses or the transcript, they should direct them to the Office of the Registrar. A record showing how OVU has evaluated courses from other colleges and universities is available upon request form the Office of the Registrar.

Decisions about whether coursework accepted in transfer can be used to fulfill specific program requirements are made by the appropriate school chair or college dean. The registrar assigns general education credit.

No more than two courses with a grade of D will be accepted in transfer. In addition, because some programs require that a student must earn a particular grade in certain courses, if the transfer student earned a lower grade than the grade required by OVU, the course will not be accepted in transfer.

Coursework that is accepted in transfer, but which is not the same credit hour value as an equivalent Ohio Valley University course, will be considered as fulfilling degree requirements if the value of the transferred course is at least two-thirds the value of the equivalent Ohio Valley University course.

A student who transfers into a bachelor’s degree program with an associate of science, an associate of arts, or a higher degree from a regionally accredited institution will be considered to have fulfilled general education course requirements. However, other general education program requirements and specific requirements of the program still must be completed. Other associate degrees (for example, an associate of applied science) and work from other types of schools (schools of preaching, unaccredited colleges, colleges without regional accreditation, vocational/technical colleges, etc.) will be evaluated on an individual basis. Generally speaking, Ohio Valley University adheres to the credit practices established by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) and published in its manual Transfer Credit Practices of Designated Educational Institutions.

Ohio Valley University does not accept developmental courses in transfer. Transfer students who have completed developmental courses at their previous institutions and have not completed courses equivalent to ENG131 (College Writing I) or higher or MAT146 (Real World Algebra and Quantitative Reasoning) or higher will need to take placement testing. Students who pass the placement tests will be placed in ENG131 or MAT146 or higher as is appropriate. Students who do not pass the placement tests will be required to take the appropriate developmental courses in English, mathematics, and reading.

Coursework that is transferred to Ohio Valley University at the time of first enrollment does not affect the student’s GPA. For transferred work that has an OVU equivalency, the course grade will appear on the transcript as TA, TB, TC, or TD, based on whether the student earned a grade of A, B,
If an Ohio Valley University student plans to complete coursework at another institution, called a host institution, and transfer the credit toward a degree from OVU, the student should seek approval from the registrar’s office before beginning such coursework. A transient form will need to be completed by the student and verified by an official in the OVU registrar’s office. The student is responsible for providing the completed transient letter to the host institution. Financial aid from OVU is not provided for transient courses unless a consortium agreement is also completed. Enrolling in courses at a host institution may affect a student’s financial aid. Once a student has completed transient courses, an official transcript of the student’s work must be sent to OVU.

When a student enrolled at OVU completes a course at another institution and transfers that course back to OVU, the grade earned in that course might be calculated into the student’s OVU GPA; the Office of the Registrar should be contacted for a detailed policy. OVU students are limited in the number of transfer courses that can be used to complete a degree; at least 23 of the last 32 credit hours completed must be earned from Ohio Valley University. In other words, a maximum of 9 of the last 32 credit hours completed may be transfer hours.

Detailed transfer credit policies are available from the registrar’s office.

EARLY COLLEGE ENTRY PROGRAM

Select high school juniors and seniors are eligible to participate in the Early College Entry Program. While attending classes at Ohio Valley University, a high school junior may ordinarily take a maximum of three credit hours per semester, and a high school senior may ordinarily take a maximum of six credit hours per semester. All classes must be completed prior to a student’s graduation from high school. Students participating in this program pay a special, discounted tuition rate of $75 per credit hour (plus any course fees); in no case may a student earn more than 24 credit hours at this discounted tuition rate.

To qualify for this program, students must meet the following requirements:

1) Be a high school junior or senior
2) Have a high school GPA of at least a 2.8 (on a 4.0 scale)
3) Be recommended for the program by his or her high school guidance counselor
4) Receive approval to participate from the coordinator of the early college entry program

SPECIAL PROGRAM FOR HIGH SCHOOL SENIORS

In order to broaden educational opportunities for qualified high school seniors, Ohio Valley University will admit as full-time students those who have completed their high school junior year if the prospective student meets one of the following conditions: (1) Is in the upper one-fifth of his or her class, or (2) Received an ACT composite score of at least 22 (SAT total of 1530). After the freshman year at Ohio Valley University, a student may receive a high school diploma either through special arrangement with his or her high school or by passing the General Educational Development test (GED).
HOME-SCHOOLED STUDENTS

Ohio Valley University welcomes home-schooled applicants. Home-schooled students must meet the general admission requirements outlined earlier. Transcripts should demonstrate completion of high school, but Ohio Valley University will be flexible regarding documentation of basic credit hours. Because Ohio Valley University believes in the validity of home-school education, home-schooled students will not be required to produce an accredited diploma or the results of a GED test in order to gain admission. However, students who plan to receive financial aid must have either an accredited diploma or a GED.

NON-DEGREE-SEEKING STUDENTS

The status of non-degree-seeking student is designed to allow any interested person to enroll in college-credit courses without declaring a major or seeking a degree; someone wishing to be a non-degree-seeking student does not need to go through the regular admission process but instead completes an abbreviated application form in the registrar’s office. Non-degree-seeking students are not provided with academic advisors or given placement testing; consequently, it is the responsibility of the students themselves to determine whether they have the knowledge or skill set to succeed in a course and to determine whether a course can be used to fulfill degree or transfer credit requirements. In addition, financial aid cannot be awarded to non-degree-seeking students.

The status of non-degree-seeking student is most suited for those who wish to enroll in courses for the following reasons: personal enrichment, learning or upgrading job skills, or fulfilling degree requirements for another college or university. Non-degree-seeking students may also choose to audit most courses for one of the reasons listed; however, those auditing will not earn college credit, though they can receive all the benefits of class attendance and participation.

Transient students (i.e., those taking courses to fulfill degree requirements for another college or university) are considered non-degree-seeking students. Transient students should provide the registrar’s office with transient letters when they complete the abbreviated application form. (For a transient student to receive an official transcript for his or her institution, he or she must go through the official transcript request policy explained elsewhere in this catalog.)

It is the responsibility of all students, including non-degree-seeking students, to be informed about and observe all current regulations, policies, and procedures required by Ohio Valley University. Non-degree-seeking students must agree to comply with all applicable rules and regulations of the university. Ohio Valley University reserves the right to dismiss any non-degree-seeking students who pose a threat to others or to themselves or who are unwilling or unable to comply with university standards.

If a non-degree-seeking student wishes to become a degree seeking student, he or she must follow the appropriate admission requirements (freshman, transfer, international, etc.); the student’s status will not change until the beginning of the subsequent semester.

Further information regarding registration for non-degree-seeking students is available from the Office of the Registrar.
INTERNATIONAL STUDENT ADMISSION

Propective international students must submit the required documents:

1) A prospective international student whose native language is not English must submit an official TOEFL or IELTS score that is less than two years old before admission into the traditional university program as a full-time student. The minimum TOEFL score accepted for admission is 500 on the Paper-based test, 173 on the Computer-based test, or 61 on the Internet-based test; the minimum IELTS score accepted for admission is 6.0. Those with lower scores may apply for the ESL Intensive English Program (ESL-IEP) described below.

2) All prospective international students must submit a clear and legible photocopy (scanned image) of his or her passport. This requirement will ensure accurate input of the student’s bio-data when processing immigration documents. The copy may be sent to the admissions office via email.

3) All prospective international students must submit an official financial verification document; this document proves that the student is able to pay for the first year at Ohio Valley University without working. If the sponsor is the student him- or herself or a close relative, an official bank statement less than six (6) months old with sufficient balance is required. If the sponsor is other than the student him- or herself or a close relative (for example, a person, company, school, etc.), then a notarized official Affidavit of Financial Support must accompany the bank statement. In any case, the original paper (hard) copy of the document must be sent to the admissions office; unofficial forms (such as a fax, photocopy, or a scanned image) are not accepted.

When a prospective international student sends all required application documents, and subsequently gains admission to Ohio Valley University (whether the traditional program or the ESL Intensive English Program), the admissions office will send a Certificate of Eligibility for Nonimmigrant Student (F-1) Status, Form I-20, to the student’s physical mailing address. The accepted student is responsible for verifying that all information in the I-20 is correct and for contacting the admissions office immediately if there is any discrepancy.

Documents Submitted by First-Time International Students

The following document guidelines apply to all first-time international students, i.e., those who are not transferring from another college or university; these guidelines apply whether the student is entering the traditional program or the ESL Intensive English Program.

1) External Examination Results
   If a prospective international student has undergone external examination(s) in his or her own country to certify the completion of secondary education, the student must submit an official copy in the English language to verify the examination result. If an official copy cannot be produced, a “document-by-document” evaluation report from an approved third-party evaluation company is required in lieu of the original copy. Ohio Valley University accepts evaluation from the American Association of Collegiate Registrars and Admissions Officers (AACRAO) or from any evaluator approved by National Association of Credential Evaluation Services (NACES). Recommendations for finding an evaluator company can be given by the admissions office or the registrar.

2) High School Transcripts – English Translation
   If the transcript issued from a foreign high school (or a GED certificate) is written in a
language other than English, the document must either be officially translated into English by the issuing institution or a notarized official English translation must be attached to the original copy. Recommendations for finding a translation company can be given by the admissions office or the registrar.

3) High School Transcripts – Without a 4.0-Scale GPA
When a transcript issued from a foreign high school (or GED certificate) does not indicate a 4.0-scale GPA, the prospective international student must have two recommendation letters submitted to Ohio Valley University in order to be accepted. Those writing the letters of recommendation (teachers, coaches, ministers, etc.) should attest to the applicant’s academic aptitude and personal character and describe the probability of the applicant’s success in college-level work at Ohio Valley University. The writers should send the letters directly to the admissions office in a sealed envelope.

4) Final High School Transcript, Diploma, or GED Certificate
Prior to enrollment, a prospective international student who has been fully accepted to Ohio Valley University as a first-time (non-transfer) student and who has received the I-20 may be required to submit a “document-by-document” evaluation of the certificate that indicates completion of the secondary study; this may include evaluation of one’s final official high school transcript, external examination results, or GED certificate. The admissions office will contact the student when this process is required. Ohio Valley University accepts evaluation from the American Association of Collegiate Registrars and Admissions Officers (AACRAO) or from any evaluator approved by National Association of Credential Evaluation Services (NACES). Recommendations for finding an evaluator company can be given by the admissions office or the registrar.

Transcripts from Post-Secondary Work in Foreign Institutions
International students who transfer with academic credit need to submit their transcripts with an official “course-by-course” evaluation of academic credits in terms of United States equivalents. Ohio Valley University accepts evaluation from the American Association of Collegiate Registrars and Admissions Officers (AACRAO) or from any evaluator approved by National Association of Credential Evaluation Services (NACES). Recommendations for finding an evaluator company can be given by the admissions office or the registrar.

English Placement for Transfer International Students
International students who transfer from other colleges or universities and who do not transfer at least a grade of C in a college-level English composition course may be required to take an English language placement test before registering for classes. Transfer students who do not pass the placement test and who have not submitted a current TOEFL or IELTS score that meets minimum requirements will be required to enroll in the ESL program.

ESL INTENSIVE ENGLISH PROGRAM
The ESL Intensive English Program at Ohio Valley University is designed for students whose English language skills are below what is necessary to succeed in regular university work; the goal is to boost the ability of these students so that they can enroll in either Ohio Valley University (or at another university if he or she meets that university’s admission requirements). The program, which begins in the fall, offers students one year of coursework that will earn them institutional
credit; the credit is designed to prepare and equip students to complete university-level coursework in English. (Institutional credit cannot be used as elective credit, does not count toward the credit hours needed to earn a degree, and will not transfer to other colleges or universities.) A detailed description of this program is available elsewhere in the catalog, in the Special Academic Programs section.

STUDENT ATHLETE ELIGIBILITY

Student athletes must meet the requirements of the NCAA Eligibility Center in order to be eligible during their freshman year. An incoming freshman must have graduated from high school, earned a GPA of at least 2.0 in a core curriculum of at least 16 academic courses that were successfully completed during grades 9 through 12 (beginning August 1, 2018, the NCAA Division II will use a sliding scale to match test scores and core-course grade point averages [GPAs] for initial-eligibility purposes), and earned either a sum of scores of at least 68 on the ACT or, on the SAT, a combined critical reading and math score (the writing section of the SAT is not used) of at least 820 (test taken on a national test date). A student athlete transferring from another four-year institution must meet the following requirements for eligibility: have eligibility remaining at the institution being transferred from, be released from the previous institution, and meet all NCAA and OVU academic standards (the OVU athletic department can explain any exceptions to this rule).

ORIENTATION PROGRAM

New, non-transfer students who begin attending Ohio Valley University are required to attend the orientation program “Freshman Compass” scheduled the week prior to the first day of classes. The program includes a service learning project, a variety of workshops, concerts, social activities, and more, all designed to acquaint our new students with the important aspects of college life. Each student will have the opportunity to meet with an academic advisor and to plan his or her first semester academic schedule.

DEVELOPMENTAL COURSE POLICIES

Ohio Valley University offers a placement program specifically designed to meet the particular academic needs of first-year students. Students will be placed in appropriate courses based on their ACT or SAT scores. All students who score below 19 on the English, reading, or mathematics examination of the ACT (or below 450 on the writing, critical reading, or mathematics examinations of the SAT) may be enrolled in a developmental course for institutional credit. These courses are prerequisites for college-level courses and are given the same weight as other courses in determining a student’s status for full-time enrollment and financial aid. However, institutional credit cannot be used as elective credit, does not count toward the credit hours needed to earn a degree, does not figure into a student’s GPA, and will not transfer to other colleges or universities. Students may not withdraw from developmental courses. In addition, a student required to enroll in two developmental courses is required to enroll in UNI 100 (Concentrated Study Skills). Developmental courses taken at another college or university will not transfer to Ohio Valley University. Students-athletes should be aware that developmental courses count toward athletic eligibility only when they are completed during their first year of enrollment.
Students transferring to Ohio Valley University who have not successfully completed courses equivalent to ENG131 (College Writing I) or higher or MAT146 (Real World Algebra & Quantitative Literacy) or higher will be required to take placement testing to determine their readiness for English, mathematics and reading courses. Also, students who have not taken the ACT or SAT will also be required to take placement testing to determine their readiness for English, mathematics, and reading courses.

Students placed in developmental courses who wish to begin at a higher level must demonstrate their competency or readiness by passing an examination designed for that purpose. The placement program ensures that Ohio Valley University students will be given the best possible opportunity for academic success. It is designed to help entering students progress from where they are academically to where they can be successful.

Placement testing is given only at preannounced times during registration. Practice tests are available at www.testprepreview.com. There is a fee for each placement test taken.

Any student who fails to pass a developmental course will not be in good academic standing; see “Satisfactory Academic Progress Guidelines” later in this catalog for details.

Students required to take developmental coursework in reading must enroll in the appropriate course during their first semester of enrollment at Ohio Valley University and must continue reading coursework until Concepts of College Reading (REA 090) has been successfully completed. Students may earn grades of A, B, NC (no credit), or F in all developmental reading courses (including ESL reading courses).

Students required to take developmental coursework in English composition must enroll in the appropriate course during their first semester of enrollment and must continue to take English coursework until College Writing II (ENG 132) has been successfully completed. Students may earn grades of A, B, and F in all English courses numbered below 100 (including ESL English courses).

Students required to take developmental courses in mathematics must continue in the next higher math course each semester until Real World Algebra and Quantitative Reasoning (MAT 146) or Intermediate Algebra (MAT 147) has been successfully completed. Students may earn grades of A, B, and F in all math courses numbered below 100.

Ohio Valley University does not accept developmental courses in transfer. Transfer students who have completed developmental courses at their previous institutions and have not completed courses equivalent to ENG131 (College Writing I) or higher or MAT146 (Real World Algebra and Quantitative Reasoning) or higher will need to take placement testing. Those who pass the placement tests will be placed in ENG131, MAT 146, or MAT147 as is appropriate; those who do not pass the placement tests will be required to take the appropriate developmental courses in English, mathematics, and reading.
STUDENT RESPONSIBILITY
It is the responsibility of the student to be informed about and to observe all current regulations, policies, and procedures required by the university and by the academic program being pursued. In no case will a regulation be waived or an exception granted because the student pleads ignorance of the regulation or asserts that he or she was not informed of the regulation by an advisor, the registrar, or other authority. It is essential for the student to remain informed of and to observe deadlines established and published by the university or by the major academic area.

CREDIT BY EXAMINATION
Students with sufficient understanding and training in a subject area may earn academic credit by examination. Four types of exam are available: (1) Students applying for admission to Ohio Valley University may earn credit by taking the Advanced Placement (AP) Examination of the College Board in any of several subject areas. A minimum score of 3 is required for credit. Advanced Placement exams should be completed prior to enrollment. (2) Students applying for admission to Ohio Valley University may also earn credit by taking certain International Baccalaureate (IB) Credit exams; IB exams should be completed prior to enrollment. (3) Students enrolled at Ohio Valley University may earn credit by making a satisfactory score on a CLEP subject area. (4) Current students may also earn credit by passing a departmental exam with a grade of C or above. Departmental exams are not available for all courses; to learn whether credit by examination may be earned for a particular course, a student should consult the school or college offering the course.

Credit by examination may be attempted under the following conditions:
1) When a student has not audited the course or attempted and failed the course.
2) When the student needs to validate credit from unaccredited institutions.
3) When the course is not a prerequisite for, or in prior sequence to, a course for which the student has already received credit.
4) When the school or college involved believes there is a reasonable chance for success.

Up to 30 hours of credit, none of which may count toward the 32 hours of credit that must be earned at Ohio Valley University, may be earned through examination. There will be a nominal charge for recording any credit by exam. In addition, a fee for each departmental examination, whether passed or failed, will be added to the student’s bill. Each course for which credit is granted through an examination will be recorded on the student’s transcript with a P, and this credit will not be counted in calculating a student’s grade point average.

PRIOR LEARNING CREDIT
Ohio Valley University students may earn semester credit hours for prior learning by submitting documentation of Technical and Professional Training or Life Learning Papers for evaluation by the Prior Learning Assessment Committee.

The Prior Learning Credit can come from a number of different sources, including workshops, seminars, self-study, non-credit classes, training programs and/or work experiences. It is the prior learning (not just the experience) from these sources that must be documented. There is a $75
charge assessed for each semester hour petitioned. It is important to note that petitioning for prior learning credit does not guarantee that the full number of hours petitioned for will be granted. Students will not receive more than 30 credit hours of Prior Learning Credit. Credit earned from technical courses will be recorded as technical elective credits; some programs limit the number of technical credits that can be used towards degree progress.

Specific guidelines regarding credit for prior learning development and documentation are available in the registrar’s office for students after they have notified their advisor that they would like to petition for Prior Learning Credit. Completed documentation should be submitted to the registrar’s office. Notice of the credit award will be sent to the student within six weeks of submission.

CLASSIFICATION OF STUDENTS

To be considered a full-time student, one has to be enrolled for 12 or more credit hours on the last day to enroll or add a class.

Undergraduate students are classified according to how many credit hours (numbered 100 or above) they have completed:

- Freshman: Up to 27 credit hours completed
- Sophomore: 28 to 59 credit hours completed
- Junior: 60 to 89 credit hours completed
- Senior: 90 or more credit hours completed

CHILDREN ON CAMPUS

In an effort to maintain an atmosphere of academic excellence and integrity for all students, children are not allowed to attend classes. Under extraordinary circumstances, faculty may make exceptions for a limited period of time. In no case may young children be left unattended on the OVU campus.

AUDITING COURSES

Full-time students may audit any course as part of their full-time load. Auditors benefit from the classroom lectures and discussions, but they do not turn in assignments, take examinations, or earn a grade. The course will be recorded on the student’s transcript as “audit.” The number of auditors in any course may be limited.

No student will be permitted to change from audit to credit after the fifth class day of the semester.

No student will be permitted to change from credit to audit after the twelfth week of the semester.

For each audited course, an audit fee applies (and when there is a course fee, the course fee applies); see the Finances section in this catalog for information. The regular audit fees do not apply to courses that are part of an off-campus program (e.g., the Study Abroad Program). There is no refund of tuition on audited classes.
ACADEMIC HONORS

All full-time undergraduate students who have earned at least 12 credit hours of college-level work with a grade point average of 3.5 or above for a particular semester are placed on the Dean’s List for that semester.

Juniors and seniors who meet selection criteria may also be eligible for inclusion in the Alpha Chi honor society. In addition, juniors and seniors who have a cumulative GPA of 3.0 or higher will be considered for nomination to *Who’s Who Among Students in American Universities and Colleges*.

Graduation honors for undergraduates will be based on the following cumulative grade point averages:

- *cum laude* 3.35 to 3.59
- *magna cum laude* 3.60 to 3.84
- *summa cum laude* 3.85 to 4.0

CREDIT HOUR DEFINITION

The US Department of Education and OVU’s accrediting body, the Higher Learning Commission, have established requirements regarding how much time is required to be spent on a course for each credit hour earned. OVU expects you to spend a minimum of two hours outside of class doing coursework (reading, doing homework, writing papers, reviewing for tests, etc.) for each hour you spend in the classroom. For each credit hour, Ohio Valley University schedules at least 50 minutes of classroom time and 10 minutes for students to have one-on-one interaction with the faculty and/or to travel to the next course for approximately fifteen weeks for one semester. An equivalent amount of classroom time is scheduled when classes meet for a different number of weeks (e.g., summer school). For other academic activities, such as laboratory work, internships, practica, studio work, and independent studies, an equivalent amount of work, a minimum of 45 hours of work for each one hour of credit earned, is required; a detailed explanation of how credit hours are computed is available from the registrar. Information about how credit hours are computed for courses offered through the School of Professional Studies is available below in the catalog section entitled School of Professional Studies.

SATISFACTORY ACADEMIC PROGRESS GUIDELINES

Satisfactory academic progress guidelines are instituted to ensure that students are making progress toward meeting graduation requirements; students who do not meet academic progress guidelines jeopardize their ability to continue as a student at Ohio Valley University as well as their financial aid eligibility, as explained below.

To maintain satisfactory academic progress, a student at Ohio Valley University must meet three requirements:

1) Achieve a minimum term and cumulative grade point average during each term of full-time enrollment (qualitative progress).
2) Successfully complete a minimum number of credit hours each term (quantitative progress).
3) Successfully complete at least 75 percent of the credit hours attempted during the term (completion rate). If a student received one of the following grades in a course, the course will be counted toward the student’s attempted hours: A, B, C, D, F, W, I, IP, FI, FIW, P, NP, NC, and NG. A course is considered successfully completed if one of the following grades is earned: A, B, C, D, or P.

Students enrolled in summer courses do not need to earn a minimum number of credit hours during the summer term in order to remain in good academic standing (quantitative progress). However, if a student completes 12 credit hours in courses taken at OVU (or, a minimum of 6 credit hours taken at OVU and 6 or more transferable credits from another university or college) during the summer, he or she must earn a minimum summer GPA of 2.0 in order to remain in good academic standing. For purposes of this policy, all courses taken during the summer, regardless of session (or institution), will be considered together to compute a summer GPA.

After each term, based on his or her academic performance on all three requirements, a student will be considered at one of the following levels: good academic standing, academic warning, academic probation, academic suspension, or academic dismissal. In order to maintain eligibility for federal financial aid, a student must maintain satisfactory academic progress.

A student’s academic standing may change only at the end of fall semester (in December), at the end of spring semester (in May), and at the end of the summer term(s) (in August). The academic standing of all students is reviewed automatically at the end of fall and spring semester. Students taking summer school courses to improve their academic standing should initiate a review when all courses have been completed but before fall semester begins.

A student’s academic status cannot change during a semester. Courses taken at another academic institution while the student is enrolled full-time at OVU might affect a student’s academic standing, but only when standing is reviewed at the end of the fall, spring, or summer term.

Length of Financial Aid Eligibility
Depending on the specific parameters for each federal financial aid program, a recipient of federal financial aid who is pursuing a bachelor’s degree and who maintains satisfactory academic progress may receive assistance for as many as twelve semesters or until he or she has attempted 192 credit hours, whichever comes first; in addition, when a student has met all program requirements of a bachelor’s degree program and is eligible to graduate, he or she may no longer receive financial aid. A student who is pursuing an associate degree and who maintains satisfactory academic progress may receive assistance for as many as six semesters or until he or she has attempted 96 credit hours, whichever comes first; in addition, when a student has met all program requirements of an associate program and is eligible to graduate, he or she may no longer receive financial aid, unless he or she is pursuing a bachelor’s degree.

Good Academic Standing
Each term, to be considered in good academic standing, a student must achieve minimum grade point averages and earn a minimum cumulative number of credit hours; furthermore, during each term of enrollment, a student must complete 75 percent of the credit hours attempted. In addition, if the student is also enrolled in developmental courses (those numbered below 100), additional requirements must be met—see the section below entitled “Students Taking Developmental
Courses.” The grade point average requirements (quality progress) and minimum grade point averages (quantity progress) for the first four semesters of enrollment at OVU are shown in the chart below.

<table>
<thead>
<tr>
<th>Semester of Enrollment in College</th>
<th>Minimum Semester GPA</th>
<th>Minimum Cumulative GPA</th>
<th>Minimum Number of Credit Hours Earned (Cumulative)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>1.6</td>
<td>1.6</td>
<td>9</td>
</tr>
<tr>
<td>Second</td>
<td>1.8</td>
<td>1.7</td>
<td>19</td>
</tr>
<tr>
<td>Third</td>
<td>1.9</td>
<td>1.9</td>
<td>29</td>
</tr>
<tr>
<td>Fourth</td>
<td>2.0</td>
<td>2.0</td>
<td>40</td>
</tr>
</tbody>
</table>

To remain in good academic standing during the fifth semester at OVU and each subsequent term, a student must earn a minimum GPA of 2.0, successfully complete 12 credit hours, and complete 75 percent of the credit hours attempted. If a student in good standing does not make satisfactory academic progress, he or she will be placed on either academic warning or academic probation, as explained below.

**Academic Warning**
If a student in good academic standing fails to achieve one of the minimum requirements (the minimum GPA requirement, the minimum number of credit hours earned, or a completion rate of 75 percent), he or she will be placed on academic warning. (However, if a student in good academic standing earns a term GPA below 1.0, he or she will be placed on academic probation, not warning.) Students on warning may be limited in the number and/or variety of extracurricular activities in which they may participate and the work-study jobs to which they may be assigned. Also, a student on academic warning will be placed on warning for financial aid eligibility.

If a student on warning earns the required minimum GPA, the minimum number of credit hours, and a 75 percent completion rate, he or she will ordinarily be returned to good academic standing; however, if the student is also enrolled in developmental courses (those numbered below 100), additional requirements must be met—see the section below entitled “Students Taking Developmental Courses.” If a student on warning does not make satisfactory academic progress, he or she will be placed on either academic probation or academic suspension, as explained below.

**Academic Probation**
If a student on academic warning fails to achieve one of the minimum requirements (the minimum GPA requirements, the minimum number of credit hours earned, or a completion rate of 75 percent), he or she will be placed on either academic probation or academic suspension. In addition, if the student is also enrolled in developmental courses (those numbered below 100), the student must also meet specific requirements regarding developmental courses—see the section below entitled “Students Taking Developmental Courses.” If the student’s term GPA is below 1.0, the status will be academic suspension; otherwise, the status will be academic probation. In addition, a student in good academic standing who earns a term GPA below 1.0 will be placed on academic probation.

Students on academic probation may be limited in the number and/or variety of extracurricular activities in which they may participate and the work-study jobs to which they may be assigned. Furthermore, a student on probation cannot hold an elective campus office, cannot represent Ohio
Valley University in public functions unrelated to an academic course, cannot participate in University-supported travel unrelated to an academic course, and cannot compete in intercollegiate athletics; it is hoped that probationary status will encourage a student to concentrate on their studies so that suspension can be avoided. Students on probation are limited in their academic load to fifteen credit hours (sixteen if a laboratory science course is included). Also, a student on academic probation will be placed on probation for financial aid eligibility.

If a student on probation earns the required minimum GPA, the minimum number of credit hours, and the 75 percent completion rate, he or she will ordinarily be placed on academic warning; however, if the student is taking developmental courses (those numbered below 100), additional requirements must be met—see the section below entitled “Students Taking Developmental Courses.” If a student on academic probation does not make satisfactory academic progress, the student will be placed on academic suspension, as explained below.

**Academic Suspension (and Financial Aid Suspension)**

If a student on academic probation fails to achieve one of the required minimums (the minimum GPA requirement, the minimum number of credit hours earned, or a completion rate of 75 percent), he or she will be placed on academic suspension. If a student on academic warning earns a term GPA below 1.0, he or she will be placed on academic suspension.

A student on academic suspension will not be permitted to enroll at Ohio Valley University as a full-time student, will not be allowed to participate in on-campus activities, and will not be permitted to represent Ohio Valley University in any public functions.

Any student on suspension who chooses not to return to OVU to complete the requirements to be readmitted will be marked as withdrawn.

Students on academic suspension are also on financial aid suspension; the financial aid suspension is a direct result of having failed to meet satisfactory academic progress, which is a requirement for receiving federal financial aid. As a result, to appeal an academic suspension, students must follow the procedures of a financial aid suspension appeal. An appeal to academic suspension will be granted if the appeal to the financial aid suspension is also granted.

Students on academic suspension may enroll for up to six credit hours per semester at Ohio Valley University, but they are not eligible for federal or institutional financial aid; in other words, the cost of those credit hours will be the responsibility of the student. In addition, a student on academic suspension may not be eligible to receive federal financial aid in future periods of enrollment.

**Academic Dismissal**

If a student who has already been placed on academic suspension once receives a second academic suspension, the student’s status will be academic dismissal. An academic dismissal is permanent.

**Readmission Following Academic Suspension**

Students who wish to reapply to the university after academic suspension may do so after at least one fall or spring semester. To be readmitted after academic suspension, one of two conditions must be met: (1) The student must have completed a minimum of 6 transferable, college-level credit hours at a regionally accredited college or university with a minimum term GPA of 2.0; the
ACADEMIC POLITICS

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coursework must be approved by the registrar. (2) Three or more calendar years must have passed since the suspension. A student readmitted after suspension will return on either academic warning or academic probation. The status will be academic warning if, since suspension, the student has completed a minimum of 24 transferable, college-level credit hours with a minimum term GPA of 2.0 at a regionally accredited college or university. Otherwise, the status will be academic probation. A student readmitted on academic warning can return to good standing after one semester of satisfactory academic progress; a student readmitted on academic probation can return to good standing after two consecutive semesters of satisfactory academic progress. Until a student admitted after academic suspension has been returned to good academic standing, any course in which he or she earned a failing grade must be retaken (if those courses are being offered). Some students admitted after academic suspension will be eligible for and will benefit from Academic Forgiveness; application for Academic Forgiveness must be made within the first two semesters of re-enrollment at OUV. For an explanation of that policy, see the section “Academic Forgiveness.”

A student readmitted after academic suspension might not be eligible for financial aid. If a readmitted student is denied financial aid, an appeal may be filed with the director of financial aid in order to renew financial aid eligibility (see Appealing a Financial Aid Suspension below).

Students Taking Developmental Courses
Developmental courses (those numbered below 100) do not affect a student’s GPA nor do they count toward the total number of credit hours earned toward a degree. In addition to the other requirements regarding satisfactory academic progress described in this section, students who take developmental courses must meet the following policies; if there is a discrepancy between the policies described in this paragraph and in the other requirements for Satisfactory Academic Progress, the more stringent guideline will be followed. (1) A student admitted on academic warning or academic probation must complete all required developmental courses before the student can move to good academic standing. (2) If a student in good academic standing fails to pass one developmental course in a semester, he or she will be placed on academic warning. If a student on academic warning fails to pass one developmental course in a semester, he or she will remain on academic warning. If a student on academic probation fails to pass one developmental course in a semester, the student will remain on academic probation. (3) If a student fails to pass two developmental courses in a semester, his or her academic standing will be dropped one level (from good standing to academic warning, or from academic warning to academic probation, or from academic probation to academic suspension). (4) If a student fails to pass three developmental courses in a semester, his or her academic standing will be dropped two levels (from good standing to academic probation, or from academic warning to academic suspension, or from academic probation to academic suspension).

Appealing a Financial Aid Suspension
A student whose financial aid eligibility has been suspended as a result of a failure to maintain satisfactory academic progress may appeal in writing to the director of financial aid to have his or her financial aid eligibility reinstated. The appeal must be made one week prior to the first day of classes for the upcoming term. To make the appeal, the student should fill out all parts of the form “Requesting an Appeal of a Financial Aid Suspension.” For an appeal to be successful, the student must present evidence of special circumstances such as the death of an immediate family member, the student’s serious injury or illness requiring lengthy recuperation, or other potential situations beyond the student’s control. The appeal must explain why the student failed to make satisfactory
progress and what has changed in his or her situation that will enable him to make satisfactory academic progress at the next evaluation. Written appeals will be considered on an individual basis. The director of financial aid will form a committee to decide on the appeal; members of the committee will be a faculty member, a student, an academic dean, a representative from the financial aid office, and the registrar. While ordinarily the committee will make its decision based on the written appeal made on the form “OVU Academic Suspension Appeal” and attached documentation, the student may request to meet with the committee to further explain his or her reasons for the appeal.

If, based on the appeal, it is determined that the student should be able to meet satisfactory academic progress standards by the end of the next term for which financial aid is awarded, and the appeal committee determines the appeal should be granted, the student will be placed on probation for the subsequent term. If, based on the appeal, it is determined that the student will require more than one term to meet satisfactory academic progress standards, and the appeal committee determines the appeal should be granted, the student will be put on academic and financial aid probation and will be required to complete an academic plan. The academic plan should be developed with the dean of student success, and it must include information that will guide the student towards meeting the university’s satisfactory academic progress guidelines by a specific time. The academic plan will be housed in the Office of the Registrar, and the student’s progress will be reviewed at the end of each term to determine if the student is meeting the requirements of the academic plan. If the student is meeting the requirements of the academic plan, the student will be eligible to receive financial aid as long as the student continues to meet those requirements. If a student wants to change his or her academic plan, he or she must file an appeal with the dean of student success. When filing the appeal, the student must explain what has happened to make the change necessary and how satisfactory academic progress will be achieved.

In any case in which financial aid eligibility is reinstated, the student must continue to maintain satisfactory academic progress. His or her satisfactory academic progress will be reviewed at the end of each term, as is consistent with the university’s satisfactory academic progress policy. If a student who has had his or her financial aid eligibility reinstated and who has been placed on academic and financial aid probation fails to meet either the university’s satisfactory academic progress guidelines or the specific requirements set forth in the student’s academic plan, he or she will again receive a financial aid suspension and might permanently lose eligibility for financial aid.

If a student’s financial aid suspension is denied, the student may continue on a cash-only basis until good academic standing has been achieved.

**Students Admitted on Academic Warning or Probation**

Provisionally admitted students are admitted on academic warning, and they may be required to sign a contract that imposes additional requirements for satisfactory academic progress. A provisionally admitted student who fails to complete required developmental concept courses within the first year may lose eligibility for federal financial aid.

A transfer student’s academic standing is determined by the cumulative GPA and hours transferred to the university from all previous institutions and will be assessed using Ohio Valley University’s satisfactory academic progress guidelines. The student’s academic standing after the first term completed at Ohio Valley University will be based on the student’s cumulative hours from all
ACADEMIC POLICIES

institutions, but the student’s GPA will reflect only the credit hours earned at Ohio Valley University.

Course Incompletes
When a GPA is calculated, a grade of I (Incomplete) is equivalent to a grade of F until a course instructor has submitted a grade change form. The submission must occur prior to the end of the sixth week of the following term (ten weeks in the School of Professional Studies). In the absence of a timely submission of a grade change form, a grade of I changes to an F (Failure to Finish an Incomplete) as the final grade in the course, and the student’s completion rate is adversely affected. If a student receives a grade of I in a course, the course will not be considered complete, and his or her completion rate will be adversely affected until the course is completed.

Withdrawals
A grade of W (withdrawal) does not affect a student’s GPA. A W, however, can cause the student to fail to earn the minimum number of credit hours required each term and thus cause a student’s academic standing to be lowered. If a student receives a grade of W for a course, it will adversely affect the student’s completion rate.

Repetitions
To determine whether a student meets the minimum requirements for GPA and for the number of credit hours completed, Ohio Valley University will compute only the most recent grade for a course that has been repeated to remove a lower grade. If a student has already earned credit hours for a course, repeating it to earn a higher grade will not earn additional credit hours.

Semesters
For the purposes of this policy, a semester is defined as any term in which a student is enrolled in at least twelve credit hours on the last day to add a class. Coursework completed during winterim does not affect academic standing. Part-time students will be considered to have completed a semester for each period of time in which sixteen credit hours have been attempted.

Satisfactory Academic Progress in the Special Education Endorsement Program and the School of Graduate Education
Maintaining satisfactory academic progress and continuing eligibility for Title IV financial aid are just as essential in the Special Education Endorsement Program and the School of Graduate Education as in each of the university’s baccalaureate programs. However, due to the unique nature and purpose of these programs, there are some differences in the programs’ satisfactory academic progress standards as compared to the traditional undergraduate programs (see Satisfactory Academic Progress above).

Students in these programs take courses as they are offered on a pre-determined schedule during the fall, spring, and summer terms. The minimum grade requirement for satisfactory progress in each program is given in the section of the catalog describing the program. A student who fails to achieve the minimum grade standards will be placed on warning until he or she has repeated (with a higher grade) the course(s) in which minimum standards were not met. While on warning, if a student again fails to meet the minimum standard, the student will be placed on probation until he or she has repeated (with a higher grade) the courses in which minimum standards were not met; while on probation, any future course grade below the minimum standard will result in both a permanent suspension from the program and a suspension of Title IV eligibility at the University.
Also, students enrolled in the Special Education Endorsement Program who wish to maintain their federally-funded financial aid eligibility must complete the 27 hours required in the program in no more than nine terms. Students in the School of Graduate Studies will have a maximum of ten terms to complete the required 36 hours in the program. Students who fail to complete their programs within the specified limits may be allowed to continue without the assistance of federal financial aid.

The University’s policies regarding the effect of Incompletes (I) and Course Repetitions in determining satisfactory academic progress are equally applicable in each of these programs. Students who withdraw from a course prior to completing it may receive a grade of W. Because these programs are offered only periodically on a rotating basis, it is advisable for students to do everything they can to avoid withdrawing from a course. Since all courses in these programs are required for program completion, students must repeat those courses in which they receive a W. In such instances, students may not be able to complete their coursework within the specified time limits.

ACADEMIC FORGIVENESS

Academic forgiveness is a program that enables students returning to Ohio Valley University after an absence of three or more years the opportunity to begin a new cumulative GPA; in other words, if a student is granted academic forgiveness, the student’s GPA will no longer be affected by grades earned during his or her previous enrollment. The program is designed for students who earned low grades during the previous enrollment but who are doing well during their current enrollment—it prevents their current cumulative GPA from being penalized by low grades earned during the previous enrollment.

When academic forgiveness is granted, no grades (whether low grades or high grades) from the previous enrollment will be computed in the student’s cumulative GPA. Credit hours earned during the previous enrollment will generally continue to count toward the student’s degree program, with this exception: no more than six credit hours of D work from the previous enrollment will continue to count toward the degree (in other words, a student who earned more than six credit hours with a grade of D will lose some credit hours that had been awarded previously). If the student is granted academic forgiveness, all decisions based on GPA and the number of credit hours earned (satisfactory academic progress, academic honors, scholarships, etc.) will be based on the new cumulative GPA and the revised number of credit hours earned.

To qualify for the program, several conditions must be met:

- The student must fill out an application form; the application form is available from and should be submitted to the registrar’s office.
- The student must not have been enrolled at OVU during the three years previous to the current enrollment.
- A student must apply for the program within the first two semesters of re-enrollment at OVU (or, for a part-time student, before 24 credit hours have been earned).
- A student cannot be on academic probation at the time of application.
Before academic forgiveness is granted, during the current enrollment period the student must complete a minimum of 12 credit hours with a 2.0 GPA; furthermore, the student must be in good academic standing before academic forgiveness can be granted (though students on academic warning may apply).

Students applying for academic forgiveness should be aware of the following:

- The academic forgiveness program is not beneficial for all students who return to OVU; a student should discuss the advantages and disadvantages of the program with his or her academic advisor.
- Academic forgiveness can be granted only once, and once it has been granted, it will not be rescinded.
- Some degree programs require minimum grades in certain courses in order for the course to fulfill program requirements; a student who had taken such a course during the previous enrollment and not received the minimum grade will still need to retake the course to earn the minimum required grade—in other words, academic forgiveness does not negate any minimum course grade requirements.
- A student receiving academic forgiveness must still bear all financial obligations incurred during the previous enrollment; these obligations are not affected by academic forgiveness.
- Students granted academic forgiveness do not receive additional semesters of financial aid eligibility; the student’s complete academic history will be reviewed when eligibility for financial aid is determined.

DISMISSAL FROM CLASS

Students who consistently fail to attend classes, to prepare assignments, to act honestly and responsibly in the academic community, or to behave appropriately in class may be considered to have forfeited their status as students and may be dismissed from one or all of their classes by the vice president for academic affairs.

If a student is dismissed from a class or classes, the student will earn a grade of F and a note of explanation will be affixed to his or her permanent record. A student who is dismissed from a required Bible course faces suspension from the university for the next full semester.

GRADE APPEALS

If a student believes that a final grade is unjust, the student may appeal for the grade to be reviewed. (If the student is objecting to the final grade because he or she has been accused of academic dishonesty, then the appeal procedure below under “Academic Integrity” should be followed) The student should first present a formal written appeal and meet with the instructor to discuss it. The formal written appeal should explain the reasons for the appeal; copies should be sent to the chair of the OVU school offering the course as well as to the relevant college dean. This
A written appeal must be submitted no more than seven calendar days after classes begin in the next term (fall, spring, or summer session). After meeting with the student, the instructor may take up to three business days to deliberate the appeal and communicate the decision to the student in writing.

If the matter is not resolved between the student and the instructor, the student may appeal in writing to the vice president for academic affairs; this appeal must be submitted no more than seven calendar days after the initial written request. (If the vice president for academic affairs is the instructor involved, the faculty representative to Academic Council will receive the notice of the appeal and will handle the responsibilities described below that are ordinarily assigned to the vice president for academic affairs.) Within three business days, the vice president for academic affairs will convene an ad hoc grade appeal committee to consider the appeal. The committee will consist of three faculty members, one junior or senior student, and one administrator. (The faculty member and the student may refuse any two of the initial appointees; however, the replacement appointees must be accepted.) Within seven calendar days of their appointment, the grade appeal committee will meet to hear the testimony of the student, the instructor, and any other appropriate witnesses. (It is permissible for the meeting to occur over the telephone or through other electronic means.) Both the student and the instructor may call witnesses; however, neither the student nor the instructor may bring legal counsel or other advisors to the Committee’s hearings. All hearings will be taped for the record.

The committee will communicate its decision to the student, the instructor, and the registrar within one business day after the conclusion of the meeting. The committee’s decision is final; since both the student and the instructor have had full opportunity to testify before the committee, neither may appeal the decision unless it can be demonstrated to the president that the committee failed to follow proper procedures.

**ACADEMIC INTEGRITY POLICY**

Because Ohio Valley University expects students to follow the highest standards of honorable conduct in all areas of life, it is essential that students maintain high standards of academic integrity. Cheating, plagiarizing (whether intentionally misrepresenting another’s work as one’s own or failing to follow appropriate requirements of documentation), and helping others cheat or plagiarize are all violations of these standards, as is falsifying records such as those kept for field experience, practica, internships, and similar programs. Students who engage in these behaviors in a course in which they are enrolled will face appropriate consequences, which could include failing the assignment in question, failing the course, being placed on restricted status (i.e., the student will not be allowed to participate in on-campus activities, including intramurals, and may not represent Ohio Valley University in public events, including athletic competitions, performances, and presentations), or being suspended or dismissed from Ohio Valley University. Students who engage in these behaviors when they are unrelated to a course in which they are enrolled will also face appropriate consequences, which could include being placed on restricted status or being suspended or dismissed from Ohio Valley University.
If a student believes that he or she is being falsely accused of academic dishonesty, or if the student believes the consequences of an incident of academic dishonesty are unjust, the student may ask that the situation be reviewed.

To ask for a review, the student should give to the vice president for academic affairs written notice of the appeal and the reasons for it within three business days of being informed of the consequences of the alleged incident. (If the vice president for academic affairs is the instructor involved, the faculty representative to Academic Council will receive the notice of the appeal and will handle the responsibilities described below that are ordinarily assigned to the vice president for academic affairs.) Within three business days of receiving notice of the appeal, the vice president for academic affairs will form an ad hoc Academic Integrity Appeal Committee consisting of three faculty members, one junior or senior student, and one administrator. (The faculty member and the student may refuse any two of the initial appointees; however, the replacement appointees must be accepted.) Within one week of their appointment, the Academic Integrity Appeal Committee will meet with the parties concerned to hear testimony from the student, instructor, and any other appropriate witnesses. (It is permissible for the meeting to occur over the telephone or through other electronic means.) Both the student and the instructor may call witnesses; however, neither the student nor the instructor may bring legal counsel or other advisors to the Committee’s hearings. All hearings will be taped for the record.

Within one business day of the conclusion of the meeting, the Academic Integrity Appeal Committee will officially communicate its decision to the student, instructor, and vice president for academic affairs. The committee’s decision is final; since both the student and the instructor have had full opportunity to testify before the committee, neither the student nor the instructor may appeal the decision unless it can be demonstrated to the president that the committee failed to follow proper procedures.

A student making an appeal during a semester should continue to attend all class sessions and complete any required assignments while the appeal is underway.

**GRADES AND QUALITY POINTS**

The following scale is used; however, grades earned in courses numbered below 100 do not affect a student’s GPA:

- **A** designates excellent work
- **B** designates good work
- **C** designates average work
- **D** designates poor work
- **F** designates failing work
- **I** designates incomplete work
- **FI** designates failure to finish an incomplete
- **FIW** designates failure due to improper withdrawal
- **IP** designates work in progress
- **NC** indicates no credit was awarded
- **NG** indicates no grade was awarded
- **NP** indicates course requirements were not met

4 quality points per credit hour
3 quality points per credit hour
2 quality points per credit hour
1 quality point per credit hour
0 quality points per credit hour
0 quality points per credit hour
0 quality points per credit hour
not computed in the GPA
not computed in the GPA
not computed in the GPA
not computed in the GPA
Grades that begin with a $T$ are designated for transfer work. $TR$ means the transfer grade is not being recorded. $TA$ means the student earned a grade of $A$ in the course being transferred, $TB$ means the student earned a grade of $B$ in the course being transferred, etc. Incomplete grades are given only because of illness, emergency, or special circumstances. A grade of $I$ (incomplete) becomes an $FI$ if the coursework is not completed within six weeks (ten weeks in the School of Professional Studies) after the close of the semester or session. An $IP$ (in progress) becomes an $F$ if it is not completed within one year after the close of the semester or session. An $IP$ may be changed to a $W$ within nine months after the close of the semester or session; a grade of $I$ cannot be changed to $W$.

**INCOMPLETES**

A faculty member may submit a grade of Incomplete for a student who meets the following criteria:

- The student could not complete assigned work for the class because of an extraordinary life-event that prevented the student from completing the coursework within the semester dates.
- The student has completed a request form for a grade of Incomplete ($I$) through the office of the registrar.
- The vice president for academic affairs has approved the request to receive a grade of Incomplete.

The request form for a grade of incomplete requires a student to provide written documentation about the circumstances that led to the incomplete work in a specific course or courses. A student should submit a request for an incomplete grade seven days prior to the last day of classes to be considered for the award of an incomplete. The request form must be signed by the instructor of the course and the dean of the college in which the course reside, and then given to the registrar’s office. The vice president for academic affairs will review the request, and the registrar will notify the student whether the request was approved.

A grade of $I$ (incomplete) becomes a grade of $FI$ (failure to finish an incomplete) if the coursework is not completed within six weeks (ten weeks in the School of Professional Studies) after the close of the semester or session.

**DEAD WEEK**

The goals of Dead Week are as follows:

- To prevent too much academic work from being due during the last week before finals exam (and during final exam week)
- To give students the opportunity to start preparing for final exams
- To emphasize the importance of academics
The entire last week of classes (Monday through Friday) during a regular semester is designated as Dead Week. Classes will continue to meet as usual. However, during Dead Week, no major assignments (final exams, unit exams, papers, projects, etc.) may be due. Smaller assignments or revisions of previously given assignments may be due; also, quizzes may be taken.

The following are exceptions to the limitations on Dead Week activities:

- Class presentations by students that were scheduled before the end of the twelfth week of classes
- Semester-long projects that culminate during Dead Week
- Performances
- Deadline extensions requested by individual students.
- End-of-year club parties
- Winter or Spring Banquet
- Campus-wide social activities planned by or formally approved by student life
- Athletic events not scheduled by OVU

**FINAL EXAM WEEK**

Final examinations are given at the end of each semester. No examination will be given before the scheduled time; in cases of emergency, a test may be given later. If a student has more than three exams scheduled on one day, he or she may petition the vice president for academic affairs to reschedule one or more exams.

No major assignment can be due during Final Exam week unless that assignment is a take-home final or some other assignment given in lieu of a traditional final exam.

**ADDRESS CHANGES**

Students should notify the registrar’s office of any address changes.

**EMAIL ADDRESSES**

Each student enrolled in Ohio Valley University is issued an Ohio Valley University email address. Each student is expected to check this address frequently as important information is sent to it from various campus offices. Students may choose to forward this email to a more frequently checked email account for their convenience; the IT staff can show students how to forward email.

**GRADE REPORTS**

Ohio Valley University does not send out paper grade reports at midterm or at the end of the term. Students can learn their grades by checking their online student records. Students are expected to check grades in a timely manner.
TRANSCRIPTS
For a nominal fee, the registrar’s office will send official transcripts of Ohio Valley University coursework. Because student transcripts are confidential, they will not be sent unless the student makes a written request. The registrar’s office only prints official copies of transcripts; students needing unofficial transcripts must print them themselves. A transcript request form is available in the registrar’s office or online at www.ovu.edu/transcripts.

STUDENT RECORDS
Students have the right to inspect, view, and/or request a copy of any of their records that are not specifically exempted by Section 438 of the General Education Provisions Act. The cost of reproduction will be $1 per page.

The registrar maintains all student records, and all requests for examination of student records should be made in writing and directed to the registrar. All examinations of student records will take place in the registrar’s office with a representative of the university present.

After examining their records, students or former students may request that certain records be removed on grounds that the records in question are inaccurate, misleading, or otherwise in violation of student rights. Should the request be refused, students have the right to a formal hearing before a committee appointed by the president within 60 days of receipt of the original request.

REPEATING COURSES TO IMPROVE GRADES
Students may repeat only those courses in which they have earned a grade of C or below. When a course is repeated, the most recent grade is the one counted in computing the grade point average.

REPEATING COURSES FOR ADDITIONAL CREDIT
In most cases, credit can only be earned once for each course; ordinarily, if a student repeats a course, the student will earn no additional credit, and Ohio Valley University will compute the most recent grade for a course. However, certain courses are repeatable for additional credit. The following courses may be repeated for additional credit, but except for specific exceptions made for students in certain majors, no more than four credit hours earned in that course may apply toward a student’s degree at Ohio Valley University:

- COM 111 Newspaper Workshop (1-3 credit hours)
- COM 221 Intercollegiate Forensics (1 credit hour)
- HUM 101 Chapel in Service to God and Humanity (1 credit hour)
- NSC 451 Senior Seminar (2 credit hours)
- MUS 110 Instrumental Ensemble (1 credit hour)
- MUS 111 Jazz Ensemble (1 credit hour)
- MUS 112 A Cappella Singers (1 credit hours)
- MUS 114 Express (1 credit hour)
MUS 113  Private Piano (1-2 credit hours)
MUS 115  Private Voice (1-2 credit hours)
MUS 116  Private Brass (1-2 credit hours)
MUS 117  Private Percussion (1-2 credit hours)
MUS 118  Private String (1-2 credit hours)
MUS 119  Private Woodwind (1-2 credit hours)
MUS 313  Private Piano (1-2 credit hours)
MUS 315  Private Voice (1-2 credit hours)
MUS 316  Private Brass (1-2 credit hours)
MUS 317  Private Percussion (1-2 credit hours)
MUS 318  Private String (1-2 credit hours)
MUS 319  Private Woodwind (1-2 credit hours)
PHED 220  Junior Varsity Baseball (1 credit hour)
PHED 221  Junior Varsity Basketball, Men (1 credit hour)
PHED 250  Varsity Baseball (1 credit hour)
PHED 251  Varsity Basketball, Men (1 credit hour)
PHED 252  Varsity Basketball, Women (1 credit hour)
PHED 253  Varsity Cheerleading (1 credit hour)
PHED 254  Varsity Cross-Country, Men (1 credit hour)
PHED 255  Varsity Cross-Country, Women (1 credit hour)
PHED 256  Varsity Golf, Men (1 credit hour)
PHED 257  Varsity Soccer, Men (1 credit hour)
PHED 258  Varsity Soccer, Women (1 credit hour)
PHED 259  Varsity Softball (1 credit hour)
PHED 260  Varsity Volleyball (1 credit hour)
PHED 261  Varsity Golf, Women (1 credit hour)
PHED 262  Varsity Lacrosse (1 credit hour)
PHED 263  Varsity Wrestling (1 credit hour)
THE 113  Private Acting (1 credit hour)
THE 115  Theatre Production Workshop (1-4 credit hours)
THE 117  Ambassadors (1 credit hour)

**STUDENT LOAD**

For a student to be considered full-time, the minimum load is 12 credit hours. To take more than 18 credit hours, a student must receive special permission from the vice president for academic affairs. In no case will a student be allowed to take more than 21 credit hours.

**ACADEMIC ADVISING**

Each student at Ohio Valley University is assigned an academic advisor to help explore appropriate curricular and career options, complete a degree plan, or prepare for transfer. Advising is designed to make students aware of the university’s expectations, requirements, and resources, and to help students complete a degree successfully. It is the responsibility of students to know their academic
status at all times, to fulfill all degree requirements as stated in the catalog, and to meet all other
requirements for graduation or transfer.

CHANGING MAJORS
To change majors, a student should pick up the correct form from the registrar’s office and fill it
out. The student will retrieve his or her advising file from the current advisor and give it to the
advisor in the new major.

ADDING AND DROPPING COURSES
Students may make changes to their schedule by adding and dropping courses until the add-drop
period closes. The add-drop period for a fifteen-week semester lasts through the fifth day of classes.
The add-drop period for a term that is between four and fifteen weeks long lasts through the third
day of classes. The add-drop period for a term that is less than four weeks long lasts through the
second day of classes. Courses dropped by the close of the add-drop period are not shown on the
student’s grade report or transcript.

Students may drop or withdraw from a course any time through the last class day of the term.
During a regular semester, courses may be dropped without penalty through Friday of the twelfth
week; the student’s grade report and transcript will show a grade of W for such withdrawals.
Courses dropped after Friday of the twelfth week and the Friday before final exam week may be
dropped with penalty; the student’s grade report and transcript will show a grade of either W or F,
depending on whether the student is passing or failing at the time of the withdrawal. A course may
not be dropped after the last class day of the term.

Students may not drop or withdraw from a developmental course, Freshman Focus, an English
course numbered below 199, or a course that fulfills the university’s Bible course requirement.

A fee will be charged for any course dropped after the drop-add period closes.

To add or drop a course (or courses), a student should obtain the appropriate form from the
registrar’s office. The student’s advisor and the business office must sign the form; if the student is
a student-athlete, his or her coach’s signature is also required, as a reduced number of hours may
affect athletic eligibility. If the course is being dropped between the Friday of the twelfth week and
the Friday before finals, the instructor’s signature is also required, as the instructor will assign a
grade of W or F, depending on whether the student was passing (W) or failing the course (F) at the
time of withdrawal. The completed form must be returned to the registrar’s office. If a student
does not follow the proper drop procedure, the student has not officially withdrawn from a course,
and he or she may receive a grade of FIW (failure due to improper withdrawal) in the course.

Because a change in course load may adversely affect financial aid, students are advised to consult
with the financial aid office and the business office before dropping a course, especially if dropping a
course changes the student’s status from full-time to part-time.
If a student is withdrawing from all courses, the procedure for withdrawing from the university must be followed.

**PARTICIPATION IN ONLINE COURSES**

Students who enroll in online courses must make contact with the instructor by the add-drop date; a student who does not make contact by that date will be dropped from the course. A student who makes contact with the instructor by the add-drop date but who wishes to drop the class may do so by following regular add-drop procedures. A student will not be given a refund for any course dropped after the add-drop date.

**WITHDRAWAL FROM THE UNIVERSITY**

During a fall or spring semester, a student who decides to drop all classes and leave the university on or after the first day of classes must follow the steps for a complete withdrawal. This option applies only to the regular fall and spring semesters. A student may initiate the withdrawal with the dean of students in person, by phone, or by email, with the date of the initial contact counted as the date of withdrawal. A student may not initiate withdrawal after the Friday before final exams. To process a complete withdraw from the university, a student must complete the following steps:

1. Meet with the dean of student’s office to explain the reasons for the withdrawal.
2. Obtain a withdrawal form from the registrar’s office and complete it. The form must be signed by the student, registrar, dean of students, vice president for academic affairs, financial aid office, Perkins loan officer (if appropriate), and business office.
3. Complete a financial aid exit interview.
4. Turn in his or her student ID card.
5. Return all library books and receive clearance from library personnel.
6. Provide a forwarding address for mail.
7. If a residence hall student, completely check out of the residence hall, receive clearance from the residence hall supervisor, and return all keys.

If a student initiates a complete withdrawal by the end of the add-drop period (the fifth day of classes), there is no academic penalty and no courses will be shown on the student’s transcript for that semester. If a withdrawal is initiated between the end of the add-drop period and Friday of the twelfth week, transcripts will show a grade of W for withdrawal on the transcript; if the withdrawal is initiated between the Friday of the twelfth week and the Friday before finals, transcripts will show a grade of either W or F on the grade report depending on whether the student is passing or failing at the time of the withdrawal. If at the time of withdrawal, a student has already receiving a failing grade on a transcript due to nonattendance in a class, the grade will not be changed to a W; the grade of F will remain. A complete withdrawal after the add-drop period closes will affect a student’s academic standing; a student in good standing will move to academic warning, a student on academic warning will move to academic probation, and a student on academic probation will move to academic suspension. (See Satisfactory Academic Progress guidelines for details.)
If the student initiates withdrawal before the 25th day of classes, the student may receive a partial tuition refund, but if the withdrawal is initiated on or after the 26th day of classes, the student is not eligible for any refund of tuition (see the section “Withdrawals and Refunds” in the Finances portion of the catalog for details on withdrawal and tuition).

A withdrawal becomes final only when a student has completed the withdrawal process. Students who simply absent themselves from class without providing appropriate notice of intent to may have failing grade(s) posted to their records. This is considered an unofficial withdrawal and student records will be marked the following semester as withdrawn from the institution.

If a student completes a semester or more at Ohio Valley University, but decides not to continue to enroll, he or she will be marked as withdrawn on the 60th day of the semester following the student’s last completed semester.

**ADMINISTRATIVE WITHDRAWAL**

The registrar will administratively withdraw all students, regardless of class level, who miss more than 50% of their class meetings in each of their courses during the first four weeks of a fall or spring semesters. Students may be exempt if they provide to the registrar documentation of continued active enrollment.

Upon being notified of a student’s failure to attend classes, the registrar will request confirmation of non-attendance from all of the student’s instructors. If the registrar verifies the student is not attending classes, the student will be notified that he or she may be administratively withdrawn. The student will then have five business days to complete the formal withdrawal process described in the catalog (a student who undergoes the formal withdrawal may be eligible for a partial refund and may receive grades of W in his or her classes). Otherwise the student will be administratively withdrawn. Students who are administratively withdrawn will not receive any refund for the semester and will receive a grade of FIW (Failure due to Incomplete Withdrawal) in all of their courses. FIW grades are failing grades that adversely affect a student’s academic standing.

**LEAVE OF ABSENCE**

Undergraduate students wishing to leave the University temporarily are able to return to campus after a one- or two-semester absence without having to reapply or pay readmission fees if they are granted a Leave of Absence. To be granted a Leave of Absence, a student needs to satisfy each of the following criteria:

1) The student must be registered during the semester immediately prior to the beginning of the leave.

2) The student must have a cumulative GPA of 2.0 or higher; the student must have this GPA at the time of applying for a Leave of Absence and after final grades have been posted for the term that immediately precedes the term of the requested Leave of Absence.
3) The student must have his or her university account paid in full, both at the time of applying for a Leave of Absence and after final grades have been posted for the term that immediately precedes the term of the requested Leave of Absence.

4) The student must have no pending disciplinary action.

A student who is considering leaving the university temporarily is encouraged to discuss this desire with his or her college dean or advisor before initiating Leave of Absence procedures in order to discuss the potential academic consequences of this action. To begin Leave of Absence procedures, a student should pick up the required form in the registrar’s office. The form must be signed by the student, the registrar, the dean of students, the vice president for academic affairs, the financial aid office, a Perkins loan officer (if appropriate), and the business office; the completed form should be returned to the registrar’s office. Students needing assistance through the withdrawal process should contact the dean of students.

The deadline for a completed Leave of Absence application to be received (not mailed) in the registrar’s office is the last day to drop courses, i.e., the fifth class day of the semester. If a student submits an incomplete application, it will be sent back to the student; if this action causes the deadline to be missed, the student will not be eligible for a Leave of Absence. A final decision regarding approval or disapproval of a Leave of Absence request will be available after grades have been posted for the term that immediately precedes the term of the requested Leave of Absence. After processing the application, the registrar’s office will email the student confirmation and also send confirmation to the appropriate college dean and to the student’s advisor.

For a decision on a Leave of Absence request to be made before the first day of classes, the request must be received three business days before the first day of classes.

A student who does not return at the end of two semesters leave must reapply for readmission and comply with readmission rules.

The Leave of Absence becomes final only when a completed Leave of Absence form or a written notice of intent to take a leave of absence has been approved and filed with the University. Students who simply absent themselves from the university without providing appropriate notice will be considered unofficially withdrawn from the institution.

For a summer term, a Leave of Absence is only necessary if the student’s program requires summer enrollment.

A student on a Leave of Absence will be marked as “Not Attending” until the expiration date of the leave.

CLASS ATTENDANCE POLICY

Regular class attendance is most important. Instructors are responsible for recording attendance in each of their classes. Attendance at 75 percent of the scheduled class sessions is required to receive credit for a given course; in other words, if a student misses more than 25 percent of the class sessions, including both excused and unexcused absences, the student will be dropped from the course and will fail the course.
The instructor of each course will outline in the course syllabus the attendance policy for that course; that policy will be in effect when a student misses up to 25 percent of class sessions. Such policies will define an excused absence, describe how being late for class will affect absences, explain the consequences of unexcused absences, and outline any reinstatement policy. Potential consequences for unexcused absences include (but are not limited to) dropping the student from the course with a failing grade or lowering the student’s grade in the course. An instructor’s course attendance policy frequently is more stringent than the university’s class attendance policy.

Students are responsible for knowing the attendance policy for each course and clearing excused absences with the instructor. Although students involved in Ohio Valley University activities may need to be excused from a class session, it is the student’s responsibility to request the absence from the instructor and to discuss with the instructor how the absence may affect the student’s ability to meet course requirements. While instructors should make reasonable accommodations for students who miss class because of Ohio Valley University-sponsored activities or other sound reasons (e.g., illness or family emergencies), students should recognize that not every course can accommodate absences and that neither the absence nor the notification of the absence will relieve the student from meeting course requirements.

Students who, due to nonattendance, receive failing grades in all of their courses before the end of the semester will be withdrawn from Ohio Valley University.

Any student who is dropped from two or more classes for excessive absences may be suspended for the next full semester.

**BIBLE CLASS ATTENDANCE POLICY**

A student who is dropped from a required Bible course for violating the university’s Class Attendance Policy (see above) will receive a grade of F-IW. If this is the first time a student has received a final grade of F-IW in a required Bible course, the student will be placed on Bible Course Probation for the next full semester. While on Bible Course Probation, a student will not be allowed to participate in university-sponsored activities, including student organizations and intramurals, and may not hold an elective campus office. In addition, a student on Bible Course Probation will not be allowed to represent Ohio Valley University at various events, including performances (except those required as part of a course), intercollegiate athletics, and other competitions.

If a student on Bible Course Probation earns a grade other than F-IW on a Bible course in the subsequent semester, he or she will be removed from probation. If a student on Bible Course Probation earns a grade of F-IW on a required Bible course, he or she will be suspended from the university for one semester (Bible Course Suspension) for the next full semester.

A student is eligible to have status of Bible Course Probation only once. If a student who has been on Bible Course Probation (even if the status has been removed) receives a grade of F-IW in a required Bible course, he or she will be suspended from the university for one semester (Bible Course Suspension).
A student who has been placed on Bible Course Suspension is eligible to be readmitted to the university after one semester. At the time of readmittance, he or she will not be on Bible Course Probation; however, any subsequent grade of F-IW in a required Bible course will result in permanent dismissal from the university.

A student who is being placed on Bible Course Probation or Bible Course Suspension is granted the right of an appeal. Within two weeks of the notice of Probation or Suspension being sent (or, if the Probation or Suspension occurred within the last two weeks of a fall semester, by the end of the first week of spring semester), the student must first write a formal written appeal with the Vice President for Academic Affairs. The appeal must explain the reasons for the appeal. The Vice President for Academic Affairs will convene an ad hoc committee consisting of two faculty members, one staff member, one student, and one administrator who will decide the appeal. The student appealing has the right to meet with the committee, but he or she may rely only on the written appeal. The student may not bring legal counsel or other advisors to the appeal hearing.

CHAPEL & ASSEMBLY ATTENDANCE

Chapel & Assembly is designed to gather the OVU community on a daily basis to strengthen and support the identity, mission, and values of Ohio Valley University. Additionally, Chapel & Assembly is designed to enhance relationships within the community and to enhance each participant’s character development and spiritual formation.

All students are required to attend Chapel & Assembly each semester of fulltime enrollment (12 or more credit hours) and are required to attend fifty (50) of the seventy-three (73) Chapel and Assembly sessions scheduled each semester. All students are expected to meet the above mentioned requirements; students facing certain circumstances may request that their attendance requirement be reduced by the Chapel & Assembly Attendance Committee. Students may request a reduction based on one of the following reasons: because they are student teaching, because they are enrolled full-time in an interdisciplinary studies Track III program and consequently have a class conflict, because they have a work-related conflict, or because they are a commuting student who does not have classes between 9:00 a.m. and 1:00 p.m. on two or more days per week.

A request for a reduction based on one of the above reasons must be submitted to the Dean of Student Life no later than the Friday of the second week of the semester; the request will be reviewed by the Office of Student Life. Students who petitioned for a reduced minimum attendance requirement will be notified of their attendance requirement by the Friday of the third week of the semester. With the exception of student teachers, no full time student will receive a reduced minimum attendance requirement below 28 days.

Students approved to be excused from attending one or more days per week for one of the above mentioned reasons will have their attendance requirement adjusted in the following way: those who are excused one day a week will still need to attend at least 50 chapel sessions, those who are excused two days a week will still need to attend at least 42 chapel sessions, and those who are excused three days a week will still need to attend 28 chapel sessions.

Students are asked to respect the Chapel & Assembly environment by refraining from the use of laptops, headphones, cell phones, and other electronic equipment. Students are also asked to
refrain from any behavior that disrupts the attention of those around them. A student who disregards this policy will be marked absent and will be notified of this absence by an email sent to his or her OVU e-mail address; in addition, those who leave chapel early for non-emergency reasons will be marked absent and notified by the Dean of Student Life.

A student who arrives at 11:05 a.m. or later will be considered tardy and must fill out a tardy slip. Three tardies will be counted as one absence.

Each student’s schedule will list “CHAPEL – Attendance Requirement,” and the student’s grade report and transcript will also show “CHAPEL – Attendance Requirement.” Students will earn a grade of either S (satisfactory) or U (unsatisfactory), based on whether they meet their chapel attendance obligation. Although chapel will look like a course on a student’s transcript, it will be for 0 credit hours; consequently, a student’s Grade Point Average (GPA) will not be affected by whether chapel attendance obligations are met (or not met).

A student who fails to meet the minimum attendance requirement will receive a grade of U on his or her transcript. If this is the first time a student has failed to meet the minimum attendance requirement, he or she will be placed on Chapel & Assembly Probation for the next full semester. While on Chapel & Assembly Probation, a student will not be allowed to participate in university-sponsored activities, including student organizations and intramurals, and will not be allowed to represent Ohio Valley University at various events, including performances (except those required as part of a course), intercollegiate athletics, and other competitions.

If a student on Chapel & Assembly Probation meets the minimum attendance requirement in the subsequent semester, he or she will be removed from probation. If a student on Chapel & Assembly Probation fails to meet the attendance requirement, he or she will be suspended from the university for one semester (Chapel & Assembly Suspension) for the next full semester.

A student is eligible to have the status of Chapel & Assembly Probation only once. If a student has been on Chapel & Assembly Probation (even if the status has been removed) fails to meet the required minimum requirement, he or she will be suspended from the university for one semester (Chapel & Assembly Suspension).

A student who has been placed on Chapel & Assembly Suspension is eligible to be readmitted to the university. At the time of readmittance, he or she will not be on Chapel & Assembly Probation; however, failure to meet the minimum attendance requirement will result in permanent dismissal from the university.

A student on Chapel & Assembly Probation or Chapel & Assembly Suspension is granted the right to an appeal. Within two weeks of the notice of Chapel & Assembly Probation or Suspension being sent, the student must first file a formal written appeal to the Dean of Student Life. The appeal must contain the reasons for the appeal. The Dean of Student Life will convene an ad hoc committee consisting of two faculty members, one staff member, one student, and one administrator who will decide the appeal. The student appealing has the right to meet with the committee, but he or she may rely only on the written appeal. The student may not bring legal counsel or other advisors to the appeal hearing.
LATE INSTRUCTORS
Students are expected to wait a minimum of 15 minutes for a late instructor; unless they receive word of a necessary delay, students may leave after 15 minutes without being marked absent from class.

LEARNING DISABILITIES
Ohio Valley University recognizes that many people who have difficulty with standardized tests or who have learning problems are quite capable of achieving their academic goals with effective assistance. A student with a documented disability who needs special accommodations should notify the vice president for academic affairs.

CHANGES IN CLASSES
To accommodate enrollment or staffing requirements, Ohio Valley University reserves the right to change instructors, cancel and/or add classes, and alter room or time assignments without notice.

INDEPENDENT STUDY
Students desiring an independent study course must submit, in cooperation with the teacher who would guide such study, a learning contract to the vice president for academic affairs, who must approve it prior to registration for the semester involved and before work begins. Learning contract forms are available from the registrar and the vice president for academic affairs.

Students may not take a course by independent study if it is possible to take the course in the classroom. The vice president for academic affairs may grant exceptions to this policy in certain circumstances.

CONSORTIUM AGREEMENTS
If a student needs to enroll in courses that are not being offered by Ohio Valley University in order to fulfill program requirements (such as those in the Track III - Area Concentrations of the Interdisciplinary Studies programs), a consortium agreement may be entered into with another college or university, called a host institution. The host institution must agree to the consortium contract. Once a student has completed the courses at the host institution, a transcript of the student’s work must be sent to Ohio Valley University. Enrolling in courses at a host institution may affect a student’s financial aid.

UNIVERSITY ORIENTATION REQUIREMENT
Incoming students are required to enroll in Freshman FOCUS during their first semester of enrollment as a full-time student at Ohio Valley University. This requirement is waived for
students who have completed one semester as a full-time college student with a GPA of 2.0 before entering OVU.

**DOUBLE MAJORS AND ADDITIONAL BACHELOR’S DEGREES**

Students who are seeking an additional bachelor’s degree will need to complete a minimum of 30 additional credit hours for each degree sought. Students completing a second bachelor’s degree must earn a minimum of 158 credit hours; students completing a third bachelor’s degree must earn a minimum of 188 credit hours. If a student is seeking a second major, but not a second degree, he or she does not need to earn a minimum number of additional hours. In either case, if both programs require a practicum, the same experience may count for both programs if it meets the objectives of both programs and is approved by the dean responsible for each program. In addition, in some cases it may be possible for one senior seminar course to fulfill the requirements of both programs; for the same senior seminar to count for both programs, it must meet the objectives of both programs and be approved by the dean responsible for each program.

**MAJOR AND MINOR REQUIREMENTS**

A major requires at least 40 credit hours, 21 of which must be in upper-level work; a minor requires at least 18 credit hours, at least 6 of which must be in upper-level work (or a designated equivalent).

**GRADUATION POLICIES**

The following policies apply to all students seeking a degree from Ohio Valley University:

1) Students may graduate under the degree requirements of the catalog in force at the time of enrollment or any subsequent catalog, as long as that catalog is not more than seven years old.

2) Candidates must pay the graduation fee.

3) Students must apply for a degree in the registrar’s office by the published deadline; at that time, students must indicate their intended major(s) and, if applicable, any minor(s).

4) All students receiving degrees must participate in graduation exercises unless excused in writing by the vice president for academic affairs.

5) Candidates must complete the required courses specified for the degree earned as well as the specific courses required for the major and, if applicable, any minor(s).

6) A candidate may not be awarded an associate degree at the same graduation at which he or she is awarded a bachelor’s degree.

7) Currently enrolled students may participate in May graduation even if not all degree requirements have been met, if one of the following conditions has been met: (a) The student will have 9 or fewer credit hours left to complete; (b) The student has filed a plan to complete all degree requirements by the following December; the plan must be approved by the vice president for academic affairs by February 1.
8) To participate in graduation exercises, a candidate not currently enrolled at Ohio Valley University must have met all degree requirements.

GENERAL INSTITUTIONAL REQUIREMENTS FOR AN ASSOCIATE DEGREE

The following requirements apply to students seeking an associate of arts or an associate of science:

1) Candidates must complete 64 credit hours.
2) Candidates must satisfy the Bible course requirement.
3) Candidates must select either an Associate of Arts or an Associate of Science; a candidate may not be granted both degrees.
4) Candidates must have a minimum cumulative GPA of 2.0.
5) Candidates must earn at least 32 credit hours from Ohio Valley University.
6) At least 23 of the last 32 credit hours completed must be earned from Ohio Valley University; in other words, a maximum of 9 of the last 32 credit hours completed may be transfer hours.
7) Candidates for the Associate of Arts must fulfill the Associate of Arts Course Requirements; candidates for the Associate of Science must meet the Associate of Science course requirements.

GENERAL INSTITUTIONAL REQUIREMENTS FOR A BACHELOR’S DEGREE

The following requirements apply to students seeking a bachelor of arts or a bachelor of science:

1) Candidates must have a minimum cumulative GPA of 2.0 (some programs require a higher GPA or have other GPA requirements).
2) Candidates must complete 128 credit hours, unless the program calls for a specific number of hours.
3) Candidates must complete 40 credit hours of upper-level work (i.e., 300- or 400-level courses); at least 15 of these hours must have been earned from Ohio Valley University.
4) Candidates must earn at least 32 credit hours from Ohio Valley University.
5) At least 23 of the last 32 credit hours completed must be earned from Ohio Valley University; in other words, a maximum of 9 of the last 32 credit hours completed may be transfer hours. In addition, at least 30 of the last 60 credit hours completed must be earned from Ohio Valley University.
6) Candidates must fulfill general education program requirements, which include the General Education Course Requirements, Bible Course Requirement, Writing Competency Requirement, and Diversity Requirement; for a Bachelor of Arts degree, the Foreign Language Requirement must also be met.
7) Candidates must meet the specific requirements for their program explained elsewhere in this catalog as well as the requirements published by their colleges or schools.
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ASSOCIATE DEGREES
Ohio Valley University offers an Associate of Arts and an Associate of Science. The course requirements to earn each of these degrees are listed below.

Associate of Arts Course Requirements
To achieve an associate of arts degree, a student must fulfill the following course requirements as well as the requirements listed under “General Institutional Requirements for an Associate Degree.” Students completing an associate of arts degree also must fulfill the Bible course requirement described below.

Career Development (1 credit hour)
Required course:
UNI 101  Freshman FOCUS (1 credit hour)
(UNI 101 must be taken during a student’s first semester of full-time enrollment; it is waived for students who have completed one semester as a full-time college student with a GPA of 2.0 before entering OVU.)

Communications (9 credit hours)
Required courses:
ENG 131  College Writing I (3 credit hours)
ENG 132  College Writing II (3 credit hours)
COM 131  Basic Speech Communication (3 credit hours), or any higher-level COM course that includes student speeches; 3 credit hours are required.

Literature (3 credit hours)
Any literature course fulfills this requirement; these OVU literature courses do not require prerequisites:
LIT 235  Western Literature through the Renaissance (3 credit hours)
LIT 236  Western Literature since the Enlightenment (3 credit hours)
LIT 280  Western Literature Seminar International (3 credit hours)

Fine Arts (3 credit hours)
Select from the following:
All art (ART) courses can be used to fulfill this requirement. Except for private music lessons, all music (MUS) courses can be used to fulfill this requirement; however, if a student is using music performance courses to fulfill the requirement, he or she must take at least two consecutive semesters of the same performing ensemble (as well as at least one additional credit hour in the fine arts). In addition, the following courses will fulfill the fine arts requirement: Introduction to Fine Arts (HUM 121), Introduction to Fine Arts International (HUM 280), Theatre Appreciation (THE 121), Introduction to Film (THE 123), and Theatre Appreciation Seminar International (THE 280). A student may also use 3 credits of Ambassadors (THE 117) to fulfill this requirement.

History (3 credit hours)
Select from the following:
HIS 131  Western Civilization I (3 credit hours)
HIS 132  Western Civilization II (3 credit hours)
HIS 133  United States History I (3 credit hours)
HIS 134  United States History II (3 credit hours)
HIS 280  Historical Studies Seminar International (3 credit hours)

Psychology or Sociology (3 credit hours)
Required course:
Any 3-credit hour psychology (PSY) course (except PSY 229, Introduction to Statistics for the Behavioral Sciences) or any 3-credit hour sociology (SOC) course.

Social Sciences Elective (3 credit hours)
Select from the following:
Any history (HIS) course, any political science (POL) course, any psychology (PSY) course (except PSY 229, Introduction to Statistics for the Behavioral Sciences), any sociology (SOC) course, World Political Geography (GEO 231), Principles of Macroeconomics (ECO 236), Principles of Economics (ECO 238).

Physical Education and Wellness (2 courses)
Required course:
One activity-based physical education (PHED) course; these courses are numbered from PHED 100 to PHED 260. Exemptions from physical activity courses will require a letter from an attending physician; a student seeking such an exemption must submit a formal petition to the vice president for academic affairs.
Select from the following:
Any lower-level PHED course (including another activity-based course; only varsity sports may be repeated for physical education credit) or the following Wellness (WEL) courses: Personal and Community Health (WEL 231) and Safety, Accident Prevention, and First Aid (WEL 232).

Mathematics (3 credit hours)
Required course:
MAT 146 (Real World Algebra and Quantitative Reasoning) or any math (MAT) course numbered above MAT 146, or PSY 229 (Introduction to Statistics for the Behavioral Sciences).

Natural Sciences (4 credit hours)
Required course:
Any natural science (NSC) course with a lab.

Information Technology (2 credit hours)
Required courses:
Any computer information technology (CIT) course.
Mathematics, Natural Sciences, or Information Technology Elective (2 credit hours)

Select from the following:
Any natural science (NSC) course, any computer information technology (CIT) course, any math (MAT) course numbered above MAT 145, Quantitative Business Analysis (BUS 332), Technology Applications for Education (EDUC 300), Kinesiology (PHED 300), Introduction to Statistics for the Behavioral Sciences (PSY 229), Anatomy and Physiology for Wellness (WEL 300), Principles of Nutrition (WEL 305), Nutrition across the Life Cycle (WEL 306), Exercise Physiology (WEL 309), or Epidemiology (WEL 409).

Bible
Generally, two credit hours of Bible are required for each fulltime semester of enrollment at Ohio Valley University or the equivalent credit hours of part-time work; see the catalog section below entitled Bible Course Requirement for details.

Associate of Science Course Requirements
To achieve an associate of science degree, a student must fulfill the following course requirements as well as the requirements listed under “General Institutional Requirements for an Associate Degree” elsewhere in this catalog. Students completing an associate of science degree also fulfill the Bible course requirement described below.

Career Development (1 credit hour)
Required courses:
UNI 101 Freshman FOCUS (1 credit hour)
(UNI 101 must be taken during a student’s first semester of full-time enrollment; it is waived for students who have completed one semester as a full-time college student with a GPA of 2.0 before entering OVU.)

Communications (9 credit hours)
Required courses:
ENG 131 College Writing I (3 credit hours)
ENG 132 College Writing II (3 credit hours)
COM 131 Basic Speech Communication (3 credit hours), or any higher-level COM course that includes student speeches; 3 credit hours are required.

Literature (3 credit hours)
Any literature course fulfills this requirement; these OVU literature courses do not require prerequisites:
LIT 235 Western Literature through the Renaissance (3 credit hours)
LIT 236 Western Literature since the Enlightenment (3 credit hours)
LIT 280 Western Literature Seminar International (3 credit hours)

History (3 credit hours)
Select from the following:
HIS 131 Western Civilization I (3 credit hours)
HIS 132 Western Civilization II (3 credit hours)
HIS 133 United States History I (3 credit hours)
HIS 134 United States History II (3 credit hours)
HIS 280 Historical Studies Seminar International (3 credit hours)
Psychology or Sociology (3 credit hours)

Required course:
Any 3-credit hour psychology (PSY) course (except PSY 229, Introduction to Statistics for the Behavioral Sciences) or any 3-credit hour sociology (SOC) course.

Social Sciences Elective (3 credit hours)

Select from the following:
Any 3-credit history (HIS) course, any 3-credit political science (POL) course, any 3-credit psychology (PSY) course (except PSY 229, Introduction to Statistics for the Behavioral Sciences), any 3-credit sociology (SOC) course, World Political Geography (GEO 231), Principles of Macroeconomics (ECO 236), or Principles of Economics (ECO 238).

Physical Education and Wellness (2 courses)

Required course:
One activity-based physical education (PHED) course; these courses are numbered from PHED 100 to PHED 260. Exemptions from physical activity courses will require a letter from an attending physician; a student seeking such an exemption must submit a formal petition to the vice president for academic affairs.

Select from the following:
Any lower-level PHED course (including another activity-based course; only varsity sports may be repeated for physical education credit).
The following Wellness (WEL) courses: Personal and Community Health (WEL 231) and Safety, Accident Prevention, and First Aid (WEL 232).

Mathematics (6 credit hours)

Required courses:
College Algebra (MAT 151) or any math (MAT) course numbered above MAT 151.

Natural Sciences (8 credit hours)

Required courses:
Any natural science (NSC) course; at least one course must have a lab.

Information Technology (2 credit hours)

Required course:
Any computer information technology course (CIT).

Mathematics, Natural Sciences, or Information Technology (12 credit hours)

Select from the following:
Any natural science (NSC) course, any computer information technology (CIT) course, any math (MAT) course numbered above MAT 151, Quantitative Business Analysis (BUS 332), Technology Applications for Education (EDUC 300), Kinesiology (PHED 300 or SPMGT 300), Introduction to Statistics for the Behavioral Sciences (PSY 229), Anatomy and Physiology for Wellness (WEL 300), Principles of Nutrition (WEL 305), Nutrition through the Life Cycle (WEL 306), Exercise Physiology (WEL 309), or Epidemiology (WEL 409).
Bible

Students completing an Associate of Science degree must fulfill the university’s Bible course requirement; generally, two credit hours of Bible are required for each fulltime semester of enrollment at Ohio Valley University or the equivalent credit hours of part-time work; see the catalog section below entitled Bible Course Requirement for details.

GENERAL EDUCATION

The general education program at Ohio Valley University is firmly rooted in the mission of transforming lives. As such the program is designed to be broad, and to integrate liberal arts and profession specific coursework to develop graduates who are civic-minded critical thinkers who hold a global perspective. These graduates will be culturally aware and demonstrate servant leadership. Specific content training and the core curriculum will work in tandem to create a professional who fulfills their unique purpose in their personal and professional life. The General Education program at Ohio Valley University consists of these elements: General Education Course Requirements, Bible Course Requirement, Writing Competency Requirement, and Diversity Requirement. For students earning a Bachelor of Arts, 6 credit hours of a single foreign language are also required. Each is described in detail below.

General Education Course Requirements

The following courses constitute the university’s general education requirements. These requirements must be met to earn any bachelor’s degree as well as an associate of arts. A student who transfers into a bachelor’s degree program with an associate of science, an associate of arts, or a higher degree from a regionally accredited institution will be considered to have fulfilled the general education course requirements, but not the other requirements of the general education program.

Career Development (1 credit hour)

Required course:

UNI 101 Freshman FOCUS (1 credit hour)

(UNI 101 must be taken during a student’s first semester of full-time enrollment; it is waived for students who have completed one semester as a full-time college student with a GPA of 2.0 before entering OVU.)

Communications (9 credit hours)

Required courses:

ENG 131 College Writing I (3 credit hours)
ENG 132 College Writing II (3 credit hours)
COM 131 Basic Speech Communication (3 credit hours), or any higher-level COM course that includes student speeches; 3 credit hours are required.

Literature (3 credit hours)

Any literature course fulfills this requirement; these OVU literature courses do not require prerequisites:

LIT 235 Western Literature through the Renaissance (3 credit hours)
LIT 236 Western Literature since the Enlightenment (3 credit hours)
LIT 280 Western Literature Seminar International (3 credit hours)
Fine Arts (3 credit hours)
Select from the following:
All art (ART) courses can be used to fulfill this requirement. Except for private music lessons, all music (MUS) courses can be used to fulfill this requirement; however, if a student is using music performance courses to fulfill the requirement, he or she must take at least two consecutive semesters of the same performing ensemble (as well as at least one additional credit hour in the fine arts). In addition, the following courses will fulfill the fine arts requirement: Introduction to Fine Arts (HUM 121), Introduction to Fine Arts International (HUM 280), Theatre Appreciation (THE 121), Introduction to Film (THE 123), and Theatre Appreciation Seminar International (THE 280). A student may also use 3 credits of Ambassadors (THE 117) to fulfill this requirement.

History (3 credit hours)
Select from the following:
- HIS 131 Western Civilization I (3 credit hours)
- HIS 132 Western Civilization II (3 credit hours)
- HIS 133 United States History I (3 credit hours)
- HIS 134 United States History II (3 credit hours)
- HIS 280 Historical Studies Seminar International (3 credit hours)

Psychology or Sociology (3 credit hours)
Required course:
Any 3-credit hour psychology (PSY) course (except PSY 229, Introduction to Statistics for the Behavioral Sciences) or any 3-credit hour sociology (SOC) course.

Social Sciences Elective (3 credit hours)
Select from the following:
Any history (HIS) course, any political science (POL) course, any psychology (PSY) course (except PSY 229, Introduction to Statistics for the Behavioral Sciences), any sociology (SOC) course, World Political Geography (GEO 231), Principles of Macroeconomics (ECO 236), Principles of Economics (ECO 238).

Physical Education and Wellness (2 courses)
Required course:
One activity-based physical education (PHED) course; these courses are numbered from PHED 100 to PHED 260. Exemptions from physical activity courses will require a letter from an attending physician; a student seeking such an exemption must submit a formal petition to the vice president for academic affairs.
Select from the following:
Any lower-level PHED course (including another activity-based course; only varsity sports may be repeated for physical education credit) or the following Wellness (WEL) courses: Personal and Community Health (WEL 231) and Safety, Accident Prevention, and First Aid (WEL 232).
Finance (1 credit hour)
Select from the following:
FIN 133 Individual Finance (1 credit hour)
FIN 233 Personal Finance (3 credit hours)

Mathematics (3 credit hours)
Required course:
MAT 146 (Real World Algebra and Quantitative Reasoning) or any math (MAT) course numbered above MAT 146, or PSY 229 (Introduction to Statistics for the Behavioral Sciences).

Natural Sciences (4 credit hours)
Required course:
Any natural science (NSC) course with a lab.

Information Technology (2 credit hours)
Required courses:
Any computer information technology (CIT) course.

Mathematics, Natural Sciences, or Information Technology Elective (2 credit hours)
Select from the following:
Any natural science (NSC) course, any computer information technology (CIT) course, any math (MAT) course numbered above MAT 145, Quantitative Business Analysis (BUS 332), Technology Applications for Education (EDUC 300), Kinesiology (PHED 300), Introduction to Statistics for the Behavioral Sciences (PSY 229), Anatomy and Physiology for Wellness (WEL 300), Principles of Nutrition (WEL 305), Nutrition across the Life Cycle (WEL 306), Exercise Physiology (WEL 309), or Epidemiology (WEL 409).

Bible
Generally, two credit hours of Bible are required for each fulltime semester of enrollment at Ohio Valley University or the equivalent credit hours of part-time work; see the catalog section below entitled Bible Course Requirement for details.

Bible Course Requirement
Every student who has full-time status on the last day to add a class at Ohio Valley University must successfully complete a Bible course offered by Ohio Valley University each semester until all of the following requirements have been met:

1) Four of the five Bible core courses or the approved equivalents are completed.
   Bible core courses:
   BIB 105 Introduction to the Bible
   BIB 106 Life of Christ
   BIB 107 Acts through Revelation
   BIB 205 Old Testament Survey
   BIB 206 Christian Thought
2) A total of 16 credit hours in Bible have been completed.
3) A total of 112 credit hours have been completed.
Freshmen and sophomores are required to select from the Bible core courses, preferably in sequence. (Students may apply to the Bible department for exceptions to this freshman and sophomore requirement.) Juniors who have not taken Christian Thought (BIB 206) are encouraged to select this course; see below for other Bible course recommendations.

Transfer students (or students who complete graduation requirements on an accelerated schedule) may normally complete Bible course requirements by passing a Bible course during each full-time semester of enrollment.

Part-time students may meet Bible course requirements by passing one Bible course for each 16 credit hours of coursework successfully completed.

Certain courses that do not have a BIB prefix may meet the Bible course requirement. Courses that currently meet this requirement are any Religion (REL) course, Business Ethics (BUS 371), Greek (GRK) courses numbered above 102, Hebrew (HEB) courses numbered above 102, and the following History (HIS) courses, all of which are cross-listed as Religion (REL) courses with the same titles: History of the Christian Church (HIS 341), Restoration Church History (HIS 342), Major World Religions (HIS 441), and Renaissance and Reformation, 1400-1648 (HIS 461).

Students who are enrolled in only one Bible course during a semester may not drop the course.

Students who are dismissed from a required Bible course for violating the university’s Class Attendance Policy will face academic consequences; see the section “Bible Course Attendance Policy” in the Academic Policies section above.

A course taken to fulfill the Bible course requirement may also fulfill other degree requirements.

Students who have completed the core courses and who are not completing a Bible major, a Bible minor, or a Bible certificate are encouraged to choose from the following courses to meet the Bible requirement:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIB 211</td>
<td>Marriage and Family</td>
<td>2</td>
</tr>
<tr>
<td>BIB 306</td>
<td>Acts</td>
<td>2</td>
</tr>
<tr>
<td>BIB 308</td>
<td>I Corinthians</td>
<td>2</td>
</tr>
<tr>
<td>BIB 309</td>
<td>Selected Pauline Epistles</td>
<td>2</td>
</tr>
<tr>
<td>BIB 311</td>
<td>General Epistles</td>
<td>2</td>
</tr>
<tr>
<td>BIB 312</td>
<td>Gospel of John</td>
<td>2</td>
</tr>
<tr>
<td>BIB 317</td>
<td>Bible Lands and Ways</td>
<td>2</td>
</tr>
<tr>
<td>BIB 327</td>
<td>Religious Speaking for Women</td>
<td>3</td>
</tr>
<tr>
<td>BIB 329</td>
<td>Christian Service for Women</td>
<td>2</td>
</tr>
<tr>
<td>BIB 332</td>
<td>Global Missions Awareness</td>
<td>2</td>
</tr>
<tr>
<td>BIB 335</td>
<td>Personal Spiritual Development</td>
<td>2</td>
</tr>
<tr>
<td>BIB 344</td>
<td>Christian Evidences</td>
<td>2</td>
</tr>
<tr>
<td>BIB 348</td>
<td>New Testament Church</td>
<td>2</td>
</tr>
<tr>
<td>BIB 373</td>
<td>Contemporary Christian Issues</td>
<td>2</td>
</tr>
<tr>
<td>BIB 413</td>
<td>Teaching the Bible</td>
<td>2</td>
</tr>
</tbody>
</table>

All students are welcome to take other Bible courses; however, other courses will often be more technical in nature.
Writing Competency Requirement
To meet the writing competency requirements, students must do the following:

1) Enroll in an English (ENG) course each semester until College Writing II (ENG 132) has been successfully completed.

2) Earn a grade of at least a C in both College Writing I (ENG 131) and College Writing II (ENG 132).

3) Earn a grade of at least a C on three writing-enhanced courses taken at Ohio Valley University; these courses are all at the 200-level or above. At least one of these courses must be in the student’s major. Writing-enhanced courses are listed below and are designated as such in the Course Description section of this catalog. Students who transfer to OVU in their junior or senior year and who will still lack one of the courses in the final semester before graduation may petition the writing enhanced committee for a waiver based on one of the following: (1) A formal writing sample of at least eight pages which they submit by the end of the semester before graduation. (2) Evidence of having earned a grade of C or higher in a writing course taken at another college or university that is in addition to the equivalents of College Writing I and College Writing II; before any writing course would be approved as helping a student meet this requirement, it must be approved by the director of writing programs. (The kinds of courses that would fulfill this requirement would have names like Business Writing, Professional Writing, Technical Writing, and Advanced Expository Writing; a creative writing course would not fulfill this requirement.)

A course taken to fulfill the writing competency requirement may also fulfill other degree requirements.

The following courses are designated as writing-enhanced courses; all of these have as a prerequisite College Writing II (ENG 132):

- BIB 322 Introduction to Missions (3 credit hours)
- BIB 347 Scripture Interpretation (3 credit hours)
- BUS 310 Business Communications (3 credit hours)
- BUS 432 Business Law II (3 credit hours)
- BUS 433 International Business (3 credit hours)
- BUS 451 Business Policy Seminar (3 credit hours)
- COM 238 Media Writing (3 credit hours)
- CRJ 489 Criminal Justice Practicum (1-6 credit hours)
- EDUC 200 Introduction to Education (2 credit hours)
- EDUC 215 Classroom Management (3 credit hours)
- EDUC 327 Methods of Teaching Language Arts K-6 (3 credit hours)
- EDUC 414 Teaching Reading in the Content Area (3 credit hours)
- EDUC 451 Student Teaching Seminar (2 credit hours)
- ENG 301 Advanced Grammar and Composition (3 credit hours)
- ENG 302 Research, Writing, and Speaking (2 credit hours)
- ENG 331 Creative Writing (3 credit hours)
- ENG 333 Professional Writing (3 credit hours)
- HIS 341 History of the Christian Church (3 credit hours)
- HIS 342 Restoration Church History (3 credit hours)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIS 421</td>
<td>Nineteenth-Century U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>HIS 461</td>
<td>Renaissance and Reformation, 1400-1648</td>
<td>3</td>
</tr>
<tr>
<td>HUM 451</td>
<td>Senior Seminar</td>
<td>3</td>
</tr>
<tr>
<td>LIT 309</td>
<td>Short Story</td>
<td>3</td>
</tr>
<tr>
<td>LIT 313</td>
<td>Poetry</td>
<td>3</td>
</tr>
<tr>
<td>LIT 314</td>
<td>Drama</td>
<td>3</td>
</tr>
<tr>
<td>MAT 350</td>
<td>Mathematical Modeling</td>
<td>3</td>
</tr>
<tr>
<td>MAT 410</td>
<td>Modern Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MGT 230</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 430</td>
<td>Entrepreneurship and Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>NSC 431</td>
<td>Ecology</td>
<td>3</td>
</tr>
<tr>
<td>NSC 490</td>
<td>Directed Research</td>
<td>2</td>
</tr>
<tr>
<td>PSY 290</td>
<td>Research Design</td>
<td>4</td>
</tr>
<tr>
<td>PSY 355</td>
<td>Introduction to Counseling Theories and Practice</td>
<td>3</td>
</tr>
<tr>
<td>PSY 489</td>
<td>Psychology Practicum</td>
<td>3</td>
</tr>
<tr>
<td>REL 341</td>
<td>History of the Christian Church</td>
<td>3</td>
</tr>
<tr>
<td>REL 342</td>
<td>Restoration Church History</td>
<td>3</td>
</tr>
<tr>
<td>REL 461</td>
<td>Renaissance and Reformation, 1400-1648</td>
<td>3</td>
</tr>
<tr>
<td>REL 371</td>
<td>Christian Ethics</td>
<td>3</td>
</tr>
<tr>
<td>SOC 341</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 489</td>
<td>Sociology Practicum</td>
<td>3</td>
</tr>
<tr>
<td>SPMGT 451</td>
<td>Business Policy Seminar</td>
<td>3</td>
</tr>
<tr>
<td>WEL 303</td>
<td>Contemporary Health Issues</td>
<td>2</td>
</tr>
<tr>
<td>WEL 411</td>
<td>Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>WEL 451</td>
<td>Senior Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>

**Diversity Requirement**

In today’s world, an understanding of, appreciation of, and respect for diverse cultures is essential; consequently, to earn a bachelor’s degree, each student must do one of the following: (1) successfully complete one course that fulfills the diversity requirement, (2) successfully complete two semesters of study of a modern foreign language, (3) participate in a study abroad program, or (4) participate in an international trip with a member of the OVU faculty. Those fulfilling the requirement via the third or fourth options (and who are not signing up for one of the courses below) should enroll in SOC 250, Introduction to Cross-Cultural Understanding, for either 0 or 1 credit. Students who believe their life experiences demonstrate significant exposure to diverse cultures may appeal in writing to the Diversity Committee to fulfill the requirement through their life experiences.

A course taken to fulfill the diversity requirement may also fulfill other degree requirements.

The following courses will fulfill the diversity requirement:

- BIB 322         Introduction to Missions
- BIB 332         Global Missions Awareness
- BIB 353         Urban Ministry
- BUS 433         International Business
- HIS 323         Non-Western History
POL 231  Global Community Relations  
REL 441  Major World Religions  
SOC 130  American International Culture  
SOC 250  Introduction to Cross-Cultural Understanding  
SOC 341  Cultural Anthropology  
SOC 351  Understanding Multicultural Diversity  
SOC 352  Understanding Multicultural Diversity – International  
SOC 383  Diversity Management

**Foreign Language Requirement**

To earn a Bachelor of Arts, students must earn at least six credit hours in a single foreign language. For the Bachelor of Arts in Bible, New Testament Greek is required; for all other Bachelor of Arts programs, any foreign language may be used to fulfill this requirement. To earn a Bachelor of Science, students do not need to fulfill a university foreign language requirement, though some programs require credit in a foreign language to earn a Bachelor of Science.

**BIBLE PROGRAM**

The Bible program aims to prepare men and women to be better servants of God and humanity, whether as a professional or a volunteer. At every level of study, emphasis is placed on building a sound understanding of God’s inspired Word and on applying it in practical ways. The curriculum is designed to prepare students to serve effectively according to biblical principles in whatever professional discipline they pursue. Students receive instruction in biblical studies, preaching and teaching, church leadership, counseling, personal spirituality, ethics, and Christian education according to their specific interests. Bible majors are prepared to go directly into ministry or to pursue graduate studies.

Students desiring to major in Bible choose from four degrees: (1) Bachelor of Arts in Bible and Ministry, (2) Bachelor of Science in Bible and Ministry, (3) Bachelor of Science in Bible—Vocational Ministry, or (4) Bachelor of Science in Bible—Vocational Missions. The latter two are available only as second majors.

A minor is required for the both the B.A. and the B.S. in Bible and Ministry. When one or more minors that relate to Bible or ministry are chosen, they serve as specializations or emphases for the Bible degrees. Other minors can be used toward graduation, but they do not serve as specializations. Specializations include such minors as biblical languages, Christian counseling, Christian service for women, Greek, missions, practical ministry, preaching, and youth ministry, among others.

**Requirements for Bachelor of Arts in Bible and Ministry**

Students who plan to pursue graduate study or who would like to keep graduate study as a future option should complete this degree as the language requirement will better prepare them for graduate school. This degree will also serve those who plan to begin full-time ministry upon graduation. The degree program includes a core curriculum of language, textual, doctrinal, historical, and practical ministry courses.
1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
   - Foreign Language Requirement

3) Receive formal admission to the School of Biblical Studies, preferably by the end of the sophomore year; the application is part of BIB 299.

4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on all Bible-related coursework.
   - Earn no hours of D in Bible-related coursework required for graduation.

5) Complete at least 24 credit hours of upper-level Bible courses (courses with a BIB prefix) at Ohio Valley University; at least nine of these credit hours must be in textual studies courses.

6) Complete a minor area of study.

7) Complete 59 credit hours, distributed as follows (see the classification of Bible courses below to determine which courses meet each requirement):
   - 8 credit hours in Bible core courses. The following courses are required:
     - BIB 106 Life of Christ (2 credit hours)
     - BIB 107 Acts through Revelation (2 credit hours)
     - BIB 205 Old Testament Survey (2 credit hours)
     - BIB 206 Christian Thought (2 credit hours)
   - 6 credit hours of Greek readings (students will likely need to take two semesters of New Testament Greek as a prerequisite).
   - 18 credit hours in textual studies courses, with at least nine credit hours in New Testament and six credit hours in Old Testament.
   - 8 credit hours in doctrinal and historical studies courses. BIB 347 – Scripture Interpretation (3 credit hours) is required; students must select one of the following courses: REL 341 – History of the Christian Church (3 credit hours) or REL 342 – Restoration Church History (3 credit hours).
   - 15 credit hours in practical ministry. The following courses are required:
     - BIB 225 Introduction to Practical Ministry (3 credit hours)
     - BIB 320 Personal Evangelism (3 credit hours)
     - BIB 353 Urban Ministry (3 credit hours)
     - BIB 322 Introduction to Missions (3 credit hours)
     - BIB 323 (men) Sermon Preparation and Delivery (3 credit hours)
     - BIB 327 (women) Religious Speaking for Women (3 credit hours)
     - BIB 425 Practicum in Ministry (3 credit hours)

   Students who have worked for at least five consecutive years in full-time ministry may petition for a waiver of Practicum in Ministry (BIB 425); if the waiver is granted, the
student must replace this course with an additional three credit hours of coursework in practical ministry.

- BIB 299 – Bible Program Admission (0 credit hours)
- BIB 451 – Senior Seminar (2 credit hours)
- 2 elective credit hours of Bible (BIB) or Religion (REL)

Requirements for Bachelor of Science in Bible and Ministry

This degree will serve well those students who plan to begin full-time ministry upon graduation; however, because of the lesser language requirement, it is not recommended for those considering graduate school as a future option. The degree program includes a core curriculum of textual, doctrinal, historical, and practical ministry courses.

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

3) Receive formal admission to the School of Biblical Studies, preferably by the end of the sophomore year; the application is part of BIB 299.

4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on all Bible-related coursework.
   - Earn no hours of D in Bible-related coursework required for graduation.

5) Complete at least 24 credit hours of upper-level Bible (BIB) courses at Ohio Valley University; at least nine of these credit hours must be in textual studies courses.

6) Complete a minor area of study.

7) Complete 56 credit hours, distributed as follows (see the classification of Bible courses below to determine which courses meet each requirement):
   - 8 credit hours in Bible core courses. The following courses are required:
     - BIB 106 Life of Christ (2 credit hours)
     - BIB 107 Acts through Revelation (2 credit hours)
     - BIB 205 Old Testament Survey (2 credit hours)
     - BIB 206 Christian Thought (2 credit hours)
   - 18 credit hours in textual studies courses, with at least nine hours in New Testament and six hours in Old Testament.
   - 3 credit hours in biblical language studies coursework.
   - 8 credit hours in doctrinal and historical studies courses. BIB 347 – Scripture Interpretation (3 credit hours) is required; students must select one of the following courses: REL 341 – History of the Christian Church (3 credit hours) or REL 342 – Restoration Church History (3 credit hours).
15 credit hours in practical ministry courses. The following courses are required:

- BIB 225 Introduction to Practical Ministry (3 credit hours)
- BIB 320 Personal Evangelism (3 credit hours)
  or BIB 353 Urban Ministry (3 credit hours)
- BIB 322 Introduction to Missions (3 credit hours)
- BIB 323 (men) Sermon Preparation and Delivery (3 credit hours)
  or BIB 327 (women) Religious Speaking for Women (3 credit hours)
- BIB 425 Practicum in Ministry (3 credit hours)

Students who have worked for at least five consecutive years in full-time ministry may petition for a waiver of Practicum in Ministry (BIB 425); if the waiver is granted, the student must replace this course with an additional three credit hours of coursework in practical ministry.

- BIB 299 – Bible Program Admission (0 credit hours)
- BIB 451 – Senior Seminar (2 credit hours)
- 2 elective credit hours of Bible (BIB) or Religion (REL)

Requirements for Bachelor of Science in Bible—Vocational Ministry

Because many students are interested in preparing to serve in ministry roles while supporting themselves in another occupation or vocation, the Vocational Ministry major was created to provide a brief yet balanced study of biblical and ministry concerns. This degree program is designed to serve a student who desires enough Bible and ministry training to serve in a ministry role in a small church or mission area, but whose primary major is in another discipline. This degree program is also designed to serve a student who already has a bachelor’s degree but would like to change careers; with careful planning, it is possible to earn this degree in one year.

To be eligible for this major, the student must have a primary major outside the School of Biblical Studies. Students who have previously completed a bachelor’s degree at an accredited institution are also eligible to complete this degree.

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:

- General Education Course Requirements
- Bible Course Requirement
- Writing Competency Requirements
- Diversity Requirement

If a student has already received a bachelor’s degree from an accredited institution, it will be assumed that the General Education course requirements have been met.

3) Complete a primary major outside the School of Biblical Studies.

4) Meet the following grade requirements:

- Earn at least a 2.5 GPA on all Bible-related coursework.
- Earn no hours of D in Bible-related coursework required for graduation.
5) Give the School of biblical studies a formal declaration of intent to seek the Bible—Vocational Ministry degree; the application is part of BIB 299. This declaration should be given as soon as possible so that a suitable plan of study can be made.

6) Complete at least 24 credit hours of upper-level Bible (BIB) courses at Ohio Valley University; at least nine of these credit hours must be in textual studies courses.

7) Complete 36 credit hours, distributed as follows (see the classification of Bible courses below to determine which courses meet each requirement):

- 8 credit hours in Bible core courses. The following courses are required:
  - BIB 106 Life of Christ (2 credit hours)
  - BIB 107 Acts through Revelation (2 credit hours)
  - BIB 205 Old Testament Survey (2 credit hours)
  - BIB 206 Christian Thought (2 credit hours)
- 9 credit hours in textual studies courses, with at least five hours in New Testament.
- 3 credit hours in doctrinal and historical studies courses; BIB 347 – Scripture Interpretation (3 credit hours) is required.
- 12 credit hours in practical ministry courses; the following courses are required:
  - BIB 225 Introduction to Practical Ministry (3 credit hours)
  - BIB 322 Introduction to Missions (3 credit hours)
  - BIB 323 (men) Sermon Preparation and Delivery (3 credit hours)
  - BIB 327 (women) Religious Speaking for Women (3 credit hours)
  - BIB 425 Practicum in Ministry BIB (3 credit hours)

  *Students who have worked for at least five consecutive years in full-time ministry may petition for a waiver of Practicum in Ministry (BIB 425); if the waiver is granted, the student must replace this course with an additional three credit hours of coursework in practical ministry.*
- BIB 299 – Bible Program Admission (0 credit hours)
- BIB 451 – Senior Seminar (2 credit hours)
- 2 elective hours of Bible (BIB) or Religion (REL)

Biblical Language Studies coursework is recommended.

Requirements for Bachelor of Science in Bible—Vocational Missions

Because many students are interested in preparing to serve in mission and ministry roles while supporting themselves in another occupation or vocation, the Vocational Missions major was created to provide a brief yet balanced study of biblical and missions concerns. This degree program is designed to serve a student who desires enough Bible and missions training to serve in a ministry role in a small church or mission area, but whose primary major is in another discipline. This degree program is also designed to serve a student who already has a bachelor’s degree but would like to change careers.

To be eligible for this major, the student must have a primary major outside the School of Biblical Studies. Students who have previously completed a bachelor’s degree at an accredited institution are also eligible to complete this degree.

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.
2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

   *If a student has already received a bachelor’s degree from an accredited institution, it will be assumed that the General Education course requirements have been met.*

3) Complete a primary major outside the School of Biblical Studies.

4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on all Bible-related coursework.
   - Earn no hours of D in Bible-related coursework required for graduation.

5) Give the School of Biblical Studies a formal declaration of intent to seek the Bible—Vocational Missions degree; the declaration is part of BIB 299. This declaration should be given as soon as possible so that a suitable plan of study can be made.

6) Complete at least 24 credit hours of upper-level Bible (BIB) courses at Ohio Valley University; at least nine of these credit hours must be in textual studies courses.

7) Complete 36 credit hours, distributed as follows (see the classification of Bible courses below to determine which courses meet each requirement):
   - 8 credit hours in Bible core courses. The following courses are required:
     - BIB 106 Life of Christ (2 credit hours)
     - BIB 107 Acts through Revelation (2 credit hours)
     - BIB 205 Old Testament Survey (2 credit hours)
     - BIB 206 Christian Thought (2 credit hours)
   - 9 credit hours in textual studies courses, with at least five hours in New Testament.
   - 3 credit hours in doctrinal and historical studies courses; BIB 347 – Scripture Interpretation (3 credit hours) is required.
   - 12 credit hours in practical ministry courses. The following are required:
     - BIB 320 Personal Evangelism (3 credit hours)
     - BIB 353 Urban Ministry (3 credit hours)
     - BIB 322 Introduction to Missions (3 credit hours)
     - SOC 341 Cultural Anthropology (3 credit hours)
     - REL 441 Major World Religions (3 credit hours)
   - BIB 299 – Bible Program Admission (0 credit hours)
   - BIB 451 – Senior Seminar (2 credit hours)
   - 2 elective hours of Bible (BIB) or Religion (REL). Recommended: Ministry Field Laboratory (BIB 325) or Practicum in Ministry (BIB 425) with an emphasis in missions.

**Classification of Bible Courses**

Students completing Bible majors, Bible minors, or Bible certificates should use the following classification of courses to determine which courses fulfill course distribution requirements.
Textual Studies
Certain Biblical Language Studies courses also may count as textual studies courses; see below.
BIB 304 Pastoral Epistles (3 credit hours)
BIB 305 Galatians and Romans (3 credit hours).
BIB 306 Acts (2 credit hours)
BIB 307 Hebrews (3 credit hours)
BIB 308 I Corinthians (2 credit hours)
BIB 309 Selected Pauline Epistles (2 credit hours)
BIB 310 Synoptic Gospels (3 credit hours)
BIB 311 General Epistles (2 credit hours)
BIB 312 Gospel of John (2 credit hours)
BIB 313 Pentateuch (3 credit hours)
BIB 315 Joshua-Esther (3 credit hours)
BIB 401 Old Testament Wisdom Literature (3 credit hours)
BIB 402 Luke-Acts (3 credit hours)
BIB 403 Major Prophets (3 credit hours)
BIB 405 Minor Prophets (3 credit hours)
BIB 406 Acts (3 credit hours)
BIB 407 Daniel and Revelation (3 credit hours)
BIB 408 1-2 Corinthians (3 credit hours)
BIB 412 Gospel of John (3 credit hours)

Biblical Language Studies
BIB 160 Introduction to Biblical Languages (3 credit hours)
GRK 101 New Testament Greek I (4 credit hours)
GRK 102 New Testament Greek II (4 credit hours)
HEB 101 Hebrew I (4 credit hours)
HEB 102 Hebrew II (4 credit hours)

The following readings courses may count as textual studies courses unless they are required for the major or minor.
GRK 201 Greek Readings I (3 credit hours)
GRK 202 Greek Readings II (3 credit hours)
GRK 301 Greek Readings III (3 credit hours)
GRK 302 Greek Readings IV (3 credit hours)
HEB 201 Hebrew Readings I (3 credit hours)
HEB 202 Hebrew Readings II (3 credit hours)

Doctrinal and Historical Studies
BIB 284 God’s Eternal Purpose (2 credit hours)
BIB 344 Christian Evidences (2 credit hours)
BIB 346 Doctrinal Issues (3 credit hours)
BIB 347 Scripture Interpretation (3 credit hours)
BIB 348 New Testament Church (2 credit hours)
BIB 373 Contemporary Christian Issues (2 credit hours)
REL 341 History of the Christian Church (3 credit hours)
REL 342    Restoration Church History (3 credit hours)
REL 371    Christian Ethics (3 credit hours)
REL 441    Major World Religions (3 credit hours)
REL 461    Renaissance and Reformation, 1400-1648 (2 credit hours)

**Practical Ministry**

BIB 211    Marriage and Family (2 credit hours)
BIB 225    Introduction to Practical Ministry (3 credit hours)
BIB 320    Personal Evangelism (3 credit hours)
BIB 321    Educational Program of the Church (3 credit hours)
BIB 322    Introduction to Missions (3 credit hours)
BIB 323    Sermon Preparation and Delivery (3 credit hours)
BIB 324    Advanced Homiletics (3 credit hours)
BIB 325    Ministry Field Laboratory (1-6 credit hours)
BIB 326    Biblical Mentoring and Discipling Seminar (2 credit hours)
BIB 327    Religious Speaking for Women (3 credit hours)
BIB 329    Christian Service for Women (2 credit hours)
BIB 332    Global Missions Awareness (2 credit hours)
BIB 335    Personal Spiritual Development (2 credit hours)
BIB 351    Youth Ministry (3 credit hours)
BIB 352    Ministerial Counseling (3 credit hours)
BIB 353    Urban Ministry (3 credit hours)
BIB 354    Children’s Ministry (3 credit hours)
BIB 413    Teaching the Bible (2 credit hours)
BIB 422    Church Growth and Planting (2 credit hours)
BIB 423    Church Leadership (2 credit hours)
BIB 425    Practicum in Ministry (3 credit hours)
BIB 451    Senior Seminar (2 credit hours)
CIT 240    Computer Applications for Ministry (2 credit hours)

The following courses may also be counted as practical ministry courses; however, these courses do not fulfill the university’s Bible course requirement.

COM 321    Public Speaking (3 credit hours)
COM 331    Interpersonal Communications (3 credit hours)
COM 332    Argumentation and Persuasion (3 credit hours)
MUS 122    Song Leading and Worship Skills (1 credit hour)
PSY 242    Group Dynamics (3 credit hours)
PSY 320    Abnormal Psychology (3 credit hours)
PSY 340    Personality Theories (3 credit hours)
PSY 350    Family Systems (3 credit hours)
PSY 355    Introduction to Counseling Theories and Practices
SOC 341    Cultural Anthropology (3 credit hours)
SOC 381    Introduction to Alternative Dispute Resolution (3 credit hours)
SOC 382    Conflict Meditation (3 credit hours)
SOC 383    Diversity Management (3 credit hours)
BIOCHEMISTRY PROGRAM

Biochemistry is a multi-disciplinary science that connects many scientific and engineering disciplines, e.g., biology, agriculture, medicine, pharmacy and biomedical engineering. The core concepts are invaluable for students to build the knowledge and skills in biology and chemistry needed for careers in operational science, teaching, research, and graduate studies. Our BS major in Biochemistry has been designed to meet those needs. Specifically, our students will develop competence in the application of scientific methods for problem-solving, data collection and analysis, and science communication. In addition, the program will integrate faith and learning principles to help our students to become both good scientists and faithful believers.

Requirements for Bachelor of Science in Biochemistry

Students majoring in Biochemistry must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.
2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
3) Receive formal admission to the Biochemistry program, preferably during a student’s sophomore year; the application is part of NSC 299.
4) Earn at least a 2.5 GPA in all NSC courses.
5) Complete a portfolio of work satisfactory to the science faculty.
6) Complete 7 credit hours of mathematics by completing the following courses:
   - MAT 229: Introduction to Statistics (3 credit hours)
   - MAT 241: Calculus and Analytics I (4 credit hours)
7) Complete 59 credit hours distributed as follows:
   - NSC 141 General Biology I (4 credit hours)
   - NSC 142 General Biology II (4 credit hours)
   - NSC 145 General Chemistry I (4 credit hours)
   - NSC 146 General Chemistry II (4 credit hours)
   - NSC 244 Physics I (4 credit hours)
   - NSC 245 Physics II (4 credit hours)
   - NSC 246 Organic Chemistry I (4 credit hours)
   - NSC 247 Organic Chemistry II (4 credit hours)
   - NSC 299 Natural Science Program Admission (0 credit hours)
   - NSC 310 Human Anatomy and Physiology I (4 credit hours)
   - NSC 400 Microbiology (4 credit hours)
   - NSC 423 Genetics (3 credit hours)
   - NSC 434 Biochemistry I (4 credit hours)
   - NSC 435 Biochemistry II (4 credit hours)
PROGRAM REQUIREMENTS

- NSC 441  Cell Biology (3 credit hours)
- NSC 451  Senior Seminar (2 credit hours)
- 3 credit hours of elective coursework in science (courses numbered above NSC 135) or mathematics (courses numbered MAT 151 or higher)

8) Complete one of the following courses for 3 credit hours:
- NSC 343  Introduction to Physical Chemistry (3 credit hours)
- NSC 344  Inorganic Chemistry (3 credit hours)
- NSC 345  Introduction to Instrumental Analysis (3 credit hours)

BIOLOGY PROGRAM

The bachelor of science with a major in Biology will prepare students for graduate programs and careers in biology. Students in the program will use scientific methodology to address questions appropriate to the discipline. Students will develop competence in application of the scientific method, writing within the discipline, and data collection and analysis. The program will integrate faith and learning in an environment designed to show students that they can be scientists and maintain a viable faith in God.

Requirements for Bachelor of Science in Biology

Students majoring in Biology must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

3) Receive formal admission to the Biology program, preferably during a student’s sophomore year; the application is part of NSC 299.

4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA in all life science courses.
   - Earn at least a 2.0 GPA in all physical science courses.

5) Complete a portfolio of work satisfactory to the science faculty.

6) Complete 6 credit hours of mathematics:
   - MAT 229: Introduction to Statistics (3 credit hours).
   - MAT 151: College Algebra (3 credit hours) or higher
   *Consult your advisor to determine which math courses is best for your career goals.*

7) Complete 67 credit hours distributed as follows:
33 credit hours of required life science coursework:
- NSC 141 General Biology I (4 credit hours)
- NSC 142 General Biology II (4 credit hours)
- NSC 310 Human Anatomy and Physiology I (4 credit hours)
- NSC 311 Human Anatomy and Physiology II (4 credit hours)
- NSC 400 Microbiology (4 credit hours)
- NSC 431 Ecology (3 credit hours)
- NSC 423 Genetics (3 credit hours)
- NSC 441 Cell Biology (3 credit hours)
- NSC 451 Senior Seminar (2 credit hours)
- NSC 489 Natural Sciences Practicum (2 credit hours)

27 credit hours of required physical science coursework:
- NSC 145 General Chemistry I (4 credit hours)
- NSC 146 General Chemistry II (4 credit hours)
- NSC 244 Physics I (4 credit hours)
- NSC 245 Physics II (4 credit hours)
- NSC 246 Organic Chemistry I (4 credit hours)
- NSC 247 Organic Chemistry II (4 credit hours)
- NSC 434 Biochemistry I (3 credit hours)
- NSC 299 Natural Sciences Program Admission (0 credit hours)

4 credit hours of elective science coursework
- ENG 333 Professional Writing (3 credit hours)

**BUSINESS AND INFORMATION TECHNOLOGY PROGRAMS**

The business programs at Ohio Valley University are designed to prepare men and women for professional leadership careers. Consistent with the university’s mission, all instruction offered by the College of Business is presented within the framework of Christian principles. Business instruction prepares students for professional careers by helping them to develop technical, analytical, and people skills, and by cultivating in them an awareness of the social, political, and economic environments in which organizations make decisions.

The College of Business is proud to have its bachelor of science programs in accounting, information technology, organizational management, sports management, and business administration accredited by the International Assembly of Collegiate Business Education (IACBE). This organization provides an outcomes assessment that measures the effectiveness of business programs and discovers any need for future changes or improvements within the programs. By selecting a program that has IACBE accreditation, students are at an advantage in reaching their goals.

Students desiring an additional emphasis in management, marketing, or human resources may enroll in upper-level courses in any of these areas as part of the elective coursework in the business administration major.
Requirements for a Bachelor of Science in Accounting, Business Administration, or Information Technology

All graduates receiving a bachelor of science with a major in accounting, business administration, or information technology must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   ▪ General Education Course Requirements
   ▪ Bible Course Requirement
   ▪ Writing Competency Requirements
   ▪ Diversity Requirement

3) Receive formal admission to the Gene and Joyce Wharton School of Information Technology and Business. Admission should occur either toward the end of the sophomore year or near the beginning of the junior year; the application is part of BUS 299. If a junior or senior transfers into the program, formal admission must occur before the student registers for his or her second semester of coursework.

4) Meet the following grade requirements:
   ▪ Earn at least a 2.5 GPA on all business-related coursework.
   ▪ Earn no more than six credit hours of D on business-related coursework.
   ▪ Complete Business Policy Seminar (BUS 451 or SPMGT 451), the capstone course, with a minimum grade of C.

5) Complete a portfolio of work that is satisfactory to the chair of the Gene and Joyce Wharton School of Information Technology and Business; the portfolio will include work from general education courses and business courses.

6) Complete the Educational Testing Service (ETS) Major Field Test in Business. Ordinarily, students must complete this test twice, once while taking Introduction to Business (BUS 121) and once while taking Business Policy Seminar (BUS 451 or SPMGT 451).

7) Demonstrate mathematics competencies by completing the following courses (these courses also may be used to fulfill general education requirements):
   ▪ MAT 151 College Algebra (or a higher-level math course)
   ▪ MAT 229 Introduction to Statistics

8) Complete 55 credit hours of business core courses described below (courses in the lower division may also be used to fulfill general education requirements):
   ▪ Business Core Courses – Lower Division (28 credit hours)
     o ACC 220 Accounting Excel Lab (1 credit hour)
     o ACC 221 Accounting I (3 credit hours)
     o ACC 222 Accounting II (3 credit hours)
     o BUS 121 Introduction to Business (1 credit hour)
     o BUS 299 Business Program Admission (0 credit hours)
     o CIT 140 Information Processing (2 credit hours)
     o CIT 142 Principles of Information Systems (3 credit hours)
     o ECO 236 Principles of Macroeconomics (3 credit hours)
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- ECO 237  Principles of Microeconomics (3 credit hours)
- FIN 233  Personal Finance (3 credit hours)
- MGT 230  Principles of Management (3 credit hours)
- MKT 230  Principles of Marketing (3 credit hours)

- Business Core Courses – Upper Division (27 credit hours)
  - BUS 310  Business Communications (3 credit hours)
  - BUS 332  Quantitative Business Analysis (3 credit hours)
  - BUS 371  Business Ethics (3 credit hours)
  - BUS 431  Business Law I (3 credit hours)
  - BUS 433  International Business (3 credit hours)
  - BUS 451  Business Policy Seminar (3 credit hours)
  - FIN 333  Principles of Business Finance (3 credit hours)
  - MGT 331  Management Information Systems (3 credit hours)
  - MGT 333  Introduction to Operations Management (3 credit hours)

9) Complete the specific coursework required for one of the following business majors: Accounting, Business Administration, or Information Technology.

**Accounting**

Accounting is the language of business, and it is essential to the management of commerce throughout the world. The accounting major is designed to prepare students for careers in managerial accounting, governmental or non-profit accounting, public accounting, and tax services. Consequently, students who major in accounting are constantly needed for financial and business management positions in financial institutions, manufacturing and service firms, governmental entities, and public accounting firms. The accounting major provides students with the required coursework to take the Certified Public Accountant (CPA) examination. The accounting major also provides an excellent background for graduate education in business, law, and public administration.

The following requirements are based upon coursework mandated by the state boards of accountancy of West Virginia and Ohio. Completion of these requirements will qualify a student to sit for the Uniform CPA exam in West Virginia. It will also meet Ohio basic exam requirements, except that Ohio mandates not less than 150 semester credits to sit for the exam. (West Virginia requires 150 credits for CPA licensure, but not to take the exam.) Successful completion of the CPA exam, plus 150 semester credits, and satisfaction of experience requirements can lead to licensure in either or both states.

To earn a bachelor of science in accounting, a student must meet all of the requirements for a bachelor of science in Accounting, Business Administration, or Information Technology; in addition, the following courses, worth 30 credit hours, are required:

**Required Courses (30 credit hours)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 321</td>
<td>Intermediate Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 322</td>
<td>Intermediate Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 341</td>
<td>Cost Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 421</td>
<td>Introduction to Taxation</td>
<td>3</td>
</tr>
<tr>
<td>ACC 422</td>
<td>Federal Income Tax</td>
<td>3</td>
</tr>
</tbody>
</table>
ACC 431  Accounting Systems (3 credit hours)
ACC 441  Auditing and Information Assurance (3 credit hours)
ACC 451  Advanced Accounting (3 credit hours)
ACC 461  Government & Not-for-Profit Accounting (3 credit hours)
BUS 432  Business Law II (3 credit hours)

**Business Administration**
Consistent with the concept of a broad-based curriculum, the business administration major is designed for the individual who desires a broad spectrum of business courses that combine several fields of study. Those completing their degree in business administration may choose to pursue graduate or professional education, begin their careers in entry-level management training positions, or initiate an entrepreneurial enterprise. The coursework included in the general business administration major may also be combined with a minor or a planned sequence of electives from outside the business curriculum in order to meet the student’s specific objectives.

To earn a bachelor of science in business administration, a student must meet all of the requirements for a bachelor of science in business-related disciplines; in addition, 18 additional hours of approved business-related courses are required.

**Required Courses (18 credit hours)**
This major does not require specific courses; instead students will choose 18 credit hours of upper-level coursework (i.e., 300- and 400-level courses) in the following disciplines (courses chosen must be approved by the dean of the College of Business): Accounting (ACC), Business (BUS), Computer Information Technology (CIT), Economics (ECO), Finance (FIN), Marketing (MKT), and/or Management (MGT).

**Information Technology**
Managers can be more effective and efficient when assisted by computer-based information systems. In this specialization, the student learns how information technology can be used to solve business problems, enhance corporate performance, and gain a competitive advantage in the marketplace.

A bachelor of science with a major in information technology provides the educational background to pursue a career in applying information technologies in both corporate and non-profit environments. Courses provide students with the knowledge and ability to function successfully in a rapidly changing organizational and technological environment. Students may pursue career opportunities in business information technology, management information systems, information centers, systems analysis, database administration, network administration, project management, and other related areas.

To earn a bachelor of science in information technology, a student must meet all of the requirements for a bachelor of science in business-related disciplines. In addition, the following courses, worth 21 credit hours, are required:
**Required Courses (15 credit hours)**

- CIT 241 Networks and Networking Technology (3 credit hours)
- CIT 342 Database Management Systems (3 credit hours)
- CIT 344 Information Technology Project Management (3 credit hours)
- CIT 345 Operating Systems (3 credit hours)
- CIT 441 Information Technology Audit and Security (3 credit hours)

*Students must select two specialty areas by taking two of the following courses (6 credit hours):*

- CIT 340 Network Design and Administration (3 credit hours)
- CIT 440 Database Design and Administration (3 credit hours)
- CIT 445 Advanced Server Administration (3 credit hours)

**Requirements for a Bachelor of Science in Sports Management**

The Gene and Joyce Wharton School of Information Technology and Business also offers a major in sports management, an interdisciplinary program that incorporates the principles of marketing and management with the knowledge of sporting activities and wellness programs. The program focuses on the business of sports; students with this degree will be able to compete for positions in promotion and event management, sales administration, and sports marketing, and will work in such settings as health resorts, wellness centers, and country clubs.

Students majoring in sports management must meet the following requirements:

1) Satisfy all of the university’s requirements for a bachelor’s degree, including the following:
   - General Institutional Requirements for a Bachelor’s Degree
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

2) Receive formal admission to the Gene and Joyce Wharton School of Information Technology and Business. Admission should occur either toward the end of the sophomore year or near the beginning of the junior year; the application is part of BUS 299. If a junior or senior transfers into the program, formal admission must occur before the student registers for his or her second semester of coursework.

3) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on all business-related coursework.
   - Earn no more than six credit hours of D on business-related coursework.
   - Complete Business Policy Seminar (SPMGT 451), the capstone course, with a minimum grade of C.

4) Complete a portfolio of work that is satisfactory to the chair of the Gene and Joyce Wharton School of Information Technology and Business; the portfolio will include work from general education courses and business courses.

5) Complete the Educational Testing Service (ETS) Major Field Test in Business, ordinarily, students must complete this test twice, once while taking Introduction to Business (BUS 121) and once while taking Business Policy Seminar (SPMGT 451).
6) Complete the following five foundational courses, worth 18 credit hours (these courses also will meet general education requirements):

   - CIT 140 Information Processing (2 credit hours)
   - ECO 236 Principles of Macroeconomics (3 credit hours)
   - NSC 131 General Biology I (4 credit hours)
   - MAT 151 College Algebra (3 credit hours)
   - MAT 229 Introduction to Statistics (3 credit hours)
   - PSY 101 General Psychology (3 credit hours)

7) Complete 32 credit hours in business courses, distributed as follows:

   - ACC 220 Accounting Excel Lab (1 credit hour)
   - ACC 221 Principles of Accounting I (3 credit hours)
   - ACC 222 Principles of Accounting II (3 credit hours)
   - BUS 121 Introduction to Business (1 credit hour)
   - BUS 310 Business Communications (3 credit hours)
   - BUS 371 Business Ethics (3 credit hours)
   - BUS 431 Business Law I (3 credit hours)
   - FIN 233 Personal Finance (3 credit hours)
   - MGT 230 Principles of Management (3 credit hours)
   - MGT 431 Human Resource Management (3 credit hours)
   - MKT 230 Principles of Marketing (3 credit hours)
   - MKT 332 Promotional Strategies (3 credit hours)

8) Complete 20 credit hours in sports management courses, distributed as follows:

   - SPMGT 299 Sports Management Program Admission (0 credit hours)
   - SPMGT 300 Kinesiology (3 credit hours)
   - SPMGT 301 Sports Officiating (2 credit hours)
   - SPMGT 302 Principles of Coaching (3 credit hours)
   - SPMGT 303 Organization and Administration of Sports (3 credit hours)
   - SPMGT 398 Internship in Coaching (3 credit hours)
   - SPMGT 399 Internship in Sports Administration (3 credit hours)
   - SPMGT 451 Business Policy Seminar (3 credit hours)

9) Complete 6 credit hours in wellness courses, distributed as follows:

   - WEL 232 Safety, Accident Prevention, and First Aid (3 credit hours)
   - WEL 300 Anatomy and Physiology for Wellness (3 credit hours)

**CRIMINAL JUSTICE PROGRAM**

The Bachelor of Science in Criminal Justice offered by the School of Behavioral Sciences is a natural fulfillment of the mission of Ohio Valley University, and it addresses in considerable depth each of the desired learning outcomes for the university. By nature, the program is multidisciplinary. As such, coursework includes topics from a variety of areas including law, law enforcement, psychology, and sociology. This major prepares students for entrance into careers such as probation or parole officers, law enforcement officers, detectives, private investigators, and paralegals. Student may also use this degree to prepare themselves for graduate studies in the behavioral sciences or entrance into law school.
Requirements for Bachelor of Science in Criminal Justice

Students majoring in criminal justice must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

3) Receive formal admission to the criminal justice program, preferably during the second semester of the sophomore year; the application is part of CRJ 299.

4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on all major-related coursework.
   - Earn no more than 4 credit hours of D in major-related coursework required for graduation.
   - Complete Criminal Justice Senior Seminar (CRJ 451) with a minimum grade of B

5) Complete 59 credit hours, distributed as follows (some courses also fulfill general education requirements):
   - 36 credit hours of criminal justice courses:
     The following courses, worth 18 credit hours, are required:
     - CRJ 101 Introduction to Criminal Justice (3 credit hours)
     - CRJ 220 Criminal Law (3 credit hours)
     - CRJ 299 Criminal Justice Program Admission (0 credit hours)
     - CRJ 320 Criminal Procedures (3 credit hours)
     - CRJ 371 Ethics in Criminal Justice (3 credit hours)
     - CRJ 451 Senior Seminar (3 credit hours)
     - CRJ 489 Criminal Justice Practicum (3 credit hours)

     Select 18 credit hours from the following; at least 9 credit hours must be upper-division courses (numbered at the 300- or 400-level):
     - CRJ 150 Police Operations (3 credit hours)
     - CRJ 200 Police Administration and Supervision (3 credit hours)
     - CRJ 230 Fundamentals of Criminal Investigations (3 credit hours)
     - CRJ 240 Laws of Evidence (3 credit hours)
     - CRJ 250 Introduction to Corrections (3 credit hours)
     - CRJ 290 Probation and Parole (3 credit hours)
     - CRJ 292-95 Criminal Justice Special Topics (1-6 credit hours)
     - CRJ 330 Principles of Private Security (3 credit hours)
     - CRJ 334 Constitutional Law (3 credit hours)
     - CRJ 340 Police Report Writing (3 credit hours)
     - CRJ 345 Forensic Psychology (3 credit hours)
     - CRJ 365 Organized Crime (3 credit hours)
     - CRJ 370 Court Systems in the United States (3 credit hours)
     - CRJ 410 Victimology (3 credit hours)
PROGRAM REQUIREMENTS

- CRJ 430  Financial Crimes (3 credit hours)
- CRJ 440  Civil Rights and Liberties (3 credit hours)
- CRJ 445  American Public Policy and Crime (3 credit hours)
- CRJ 450  Law Enforcement in American Society (3 credit hours)
- CRJ 490-91 Criminal Justice Guided Research (1-6 credit hours)
- CRJ 492-95 Criminal Justice Special Topics (1-6 credits)
- CRJ 498  Criminal Justice Program Senior Assessment (0 credit hours)

- 23 credit hours of psychology, sociology, and political science courses:

  The following courses, worth 14 credit hours, are required:
  - PSY 229  Introduction to Statistics for the Behavioral Sciences (4 credit hours)
  - PSY 290  Research Design (4 credit hours)
  - SOC 381  Introduction to Alternative Dispute Resolution (3 credit hours)
  - SOC 382  Conflict Mediation (3 credit hours)

  Select one of the following 3-credit-hour courses:
  - POL 231  Global Community Relations (3 credit hours)
  - SOC 341  Cultural Anthropology (3 credit hours)
  - SOC 351  Understanding Multicultural Diversity (3 credit hours)
  - SOC 441  Major World Religions (3 credit hours)
  - SOC 383  Diversity Management (3 credit hours)

  Select one of the following 3-credit-hour courses:
  - PSY 320  Abnormal Psychology (3 credit hours)
  - PSY 340  Personality Theories (3 credit hours)

  Select one of the following 3-credit-hour courses:
  - PSY 242  Group Dynamics (3 credit hours)
  - PSY 350  Family Systems (3 credit hours)
  - PSY 360  Social Psychology (3 credit hours)

6) A minor area of study is recommended. The following minors are recommended: Alternative Dispute Resolution, Bible, Communication, History, Human Services, Information Technology, Psychology, Sociology, Wellness, and Youth and Family Ministry.

EDUCATION PROGRAM

Ohio Valley University strives to fulfill its mission by developing teachers who have sound ethical principles, a genuine desire to serve and guide their students, and strong academic preparation. Therefore, the education program is interdisciplinary, clinical, and field-based. Its conceptual framework is “The Teacher Professional” (TTP), and this framework provides alignment for state and program goals. Instructional models used included direct instruction, cooperative learning, direct experiences, and interactive learning; these models promote an awareness of individual teaching and learning styles, with a continuous emphasis in faith-based learning and growth.
Teacher preparation and certification is a key issue in education, taken very seriously by the federal and state departments of education, which set high standards for the Ohio Valley University program. To complete this certification program, teacher education candidates must be willing to comply with all program requirements stated in the catalog and in program documents. Teacher certification can only be earned in conjunction with a degree program. Degree requirements are subject to change based on certification requirements from the West Virginia Department of Education; to achieve certification, students might be required to use a more recent catalog than the one in force at the time of first enrollment.

The teacher education program requires that specific criteria be met for program admission, retention, and exit (i.e., graduation) from the program. In addition, at certain transition points (program admission, admission to student teaching, and program completion), each student will be required to complete several requirements before moving on to the next stage of the program. These transition points provide a time for reflection by the student and program faculty to be sure that the student’s program is progressing satisfactorily and that the certification program is a good career goal for the student. Program advisors work closely with the students, helping them to fulfill all program components.

Admission Criteria
To achieve admission to the program, a student must fulfill the following requirements:

1) Obtain an ACT composite score of 20 or higher or an SAT combined score (critical reading and math) of 950 or higher.
2) Submit an application for admission to the education program by the required deadline (November 1 or April 1). The application should be submitted in the semester during which a student will complete 60 credit hours; the student should also enroll in EDUC 299, Education Program Admission.
3) Present a portfolio that documents academic work, professional knowledge, and dispositions to the Teacher Education Review Panel (TERP).
4) Achieve a cumulative GPA of 3.0 or higher.
5) Complete 60 semester credit hours of college work.
6) Complete ENG 131 (College Writing I) and ENG 132 (College Writing II) with a grade of B or better.
7) Complete CIT 140 (Information Processing) and COM 131 (Basic Speech Communication) with a grade of B or better.
8) Complete EDUC 200 (Introduction to Education) with a grade of B or better. (This course may be repeated only once.)
9) Receive two positive references from instructors outside the education program.

10) Receive a negative tuberculosis test.

11) Complete the required background check.

12) Achieve West Virginia Department of Education passing scores on the Core Academic Skills for Educators (CASE) tests or receive a West Virginia CASE exemption. Details about this requirement are below.

The Teacher Education Review Panel (TERP) will meet to evaluate applicants to the program. After the panel has evaluated the applicant’s paperwork, the student will meet with TERP to present the portfolio and to make a case for admission to the program.

To be granted admission to the program, students must meet all of the above criteria and receive a positive evaluation from TERP; admission is necessary before a student is permitted to take certain courses within the program and to student teach.

**Core Academic Skills for Educators (CASE) Tests**

For admission to the program, a student must either achieve West Virginia passing scores on the Core Academic Skills for Educators (CASE) tests in Reading, Writing, and Mathematics or be granted a West Virginia exemption. For admission to the program, a student must achieve the following scores: 5712 Reading – 156, 5722 Writing – 162, 5732 Mathematics – 150. Exemptions to the CASE test requirement are given to those whose ACT or SAT scores meet the West Virginia Department of Education guidelines for a waiver (currently, an ACT composite of 26 or higher or an SAT combined score (critical reading and math) of 1170 or higher), to those who achieved West Virginia passing scores on PreProfessional Skills Tests (PPSTs) before September 1, 2013, to those who have earned a master’s degree, to those who are currently licensed to teach. (However, a student who receives a West Virginia exemption but who wishes to teach outside West Virginia may be required by other state departments of education to pass the CASE series or other tests.) During the semester in which a student enrolls in EDUC 200 (Introduction to Education), the student must register for EDUC 220 (CASE Preparation) and must take the CASE tests.

In order to obtain admission to the program and enroll in those courses that have as a prerequisite admission to the education program, a student must achieve passing scores on the CASE tests. A student who does not achieve passing CASE scores on the first attempt must pass all three tests within no more than two additional attempts at each test; in addition, students who did not succeed in passing the CASE test on the first attempt must re-enroll in EDUC 220 (CASE Preparation) for one credit hour in the following semester and participate until passing scores on all three tests have been achieved. If a student does not pass all CASE tests the first time, during the first semester after completing EDUC 200, he or she will only be allowed to enroll in Education (EDUC) courses that do not require admission to the program. However, a student who does not achieve passing CASE scores within one semester of completing EDUC 200 must leave the program for at least two semesters, during which time the student will not be allowed to enroll in any Education (EDUC) or Special Education (SPED) courses. A student who has been required to leave the program for failing to pass the CASE tests must successfully pass all CASE tests before reapplying.

*The West Virginia Department of Education may change its requirements at any time during a student’s program.*
Retention Criteria
In order to maintain their standing in the program, students (whether fully admitted or provisionally admitted) must meet certain requirements.

1) A student must make satisfactory progress in the program, accepting responsibility and working with the advisor to satisfy program requirements and, for a provisionally admitted student, to fulfill requirements for admission.

2) If a student has earned a D or an F in any required course, or a C in a course that requires a grade of A or B, the student must retake the course. As the program progresses, a student who is not flourishing academically will be counseled to enable progress or to consider other options.

3) A student is expected to make satisfactory progress in developing specific knowledge, skills, and dispositions. Assessments include coursework, feedback from instructors and cooperating teachers, and the student’s self-reflection using the Ohio Valley University mission statement rubric.

4) A student must meet all requirements of EDUC 200 (Introduction to Education), including the field experience and preparing for taking CASE tests in that semester.

5) A student must achieve passing CASE scores according to the guidelines described above.

6) Before student teaching, the student must have passed with a grade of at least a B all the required courses that have as a prerequisite admission to the education program.
   - For elementary education students, these courses are EDUC 319 (Methods of Teaching Social Studies K-6), EDUC 321 (Curriculum and Methods of Teaching K-12), EDUC 326 (Methods of Teaching Science K-6), EDUC 327 (Methods of Language Arts K-6), EDUC 328 (Methods of Teaching Reading K-6), EDUC 342 (Methods of Teaching Math K-3), EDUC 343 (Methods of Teaching Math 4-6), EDUC 344 (Diagnostic and Prescriptive Math), EDUC 413 (Diagnostic and Prescriptive Reading), and SPED 341 (Educating Exceptional Children).
   - For secondary education students, these courses are EDUC 321 (Curriculum and Methods of Teaching K-12), EDUC 414 (Teaching Reading in the Content Area), SPED 341 (Educating Exceptional Children), and the curriculum and methods course appropriate to their content specialization, i.e., either ENG 330 (Curriculum and Methods of Teaching English 5-Adult), HIS 330 (Curriculum and Methods of Teaching Social Studies 5-Adult), MAT 330 (Curriculum and Methods of Teaching Mathematics 5-Adult), or NSC 330 (Curriculum and Methods of Teaching Science 5-Adult).
   - For wellness education students, these courses are EDUC 321 (Curriculum and Methods of Teaching K-12), EDUC 322 (Methods of Teaching Health and P.E., K-6), EDUC 414 (Teaching Reading in the Content Area), SPED 341 (Educating Exceptional Children), and WEL 330 (Methods of Teaching School Health and Wellness).

7) By the required deadline in the semester before student teaching, a student must apply for admission to student teaching. This initiates a process that includes an audit of the student’s program by the Teacher Education Review Panel and the OVU registrar. See details below.
8) By the required deadline in the semester before student teaching, a student must achieve the established West Virginia Board of Education score(s) in all appropriate content knowledge Praxis II exams.

9) The student must produce a portfolio of work that is satisfactory to the Teacher Education Review Panel (TERP). The initial portfolio will be submitted as part of the process of applying for program admission to the program and to student teaching; the finished portfolio will be presented to TERP during the student teaching semester.

10) The student must complete a full-time semester of student teaching in the OVU service area during a fall or spring semester. A student must earn a cumulative GPA of at least 3.0 before student teaching, and must earn a letter grade of at least a B on all student teaching coursework.

**Transition Points**

As mentioned above, at certain points within a student’s program he or she will be required to complete several requirements before moving on to the next stage of the program. The first transition point is admission to the program, the requirements for which are detailed above. The second transition point is admission to student teaching, and the final transition point is program completion.

**Admission to Student Teaching**

In the semester prior to student teaching, a student must apply for admission to student teaching by the required deadline (November 1 or April 1). All who apply to student teach must have been admitted to the education program and must have achieved passing CASE scores on all three tests by November 1 or April 1 the semester prior to student teaching. In addition, the student will present the updated professional portfolio to the Teacher Education Review Panel; the portfolio must meet acceptable levels on an assessment rubric. The Teacher Education Review Panel will determine whether or not a student is eligible to participate in student teaching; the Handbook for the College of Education contains the specific criteria for admission to student teaching.

**Program Completion**

To complete the program, a student must earn acceptable ratings on all student teaching and on all Student Teaching Seminar (EDUC 451) tasks. The student also will present the completed professional portfolio to the Teacher Education Review Panel. The portfolio must meet acceptable levels on an assessment rubric. In particular, the student teacher must include sufficient data on his or her effect on student learning and provide evidence that the action research project has been completed successfully. In addition, the student must fulfill all components of the diversity experience and document those in the portfolio. The student also must achieve a passing score on the appropriate Praxis II Principles of Learning and Teaching Test.

**Requirements for Bachelor of Science in Education (Elementary Education)**

To fulfill program exit requirements and to earn a bachelor of science in education, students majoring in elementary education must meet the requirements described below. This program normally requires 128 credit hours. To ensure that students are fulfilling all requirements, all students must meet with their advisors at least once each semester to receive advising and to update their individual progress sheets. Students are also expected to keep track of their credit hours.
1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

3) Receive admission to the teacher education program, preferably by the end of the sophomore year; the application is part of EDUC 299. A student who has not been admitted to the program and admitted to student teaching will not be permitted to student teach.

4) Meet the following grade requirements:
   - Earn at least a 3.0 cumulative GPA.
   - Earn A's and B's in all but four general education courses, with a maximum of one D. For certain general education courses (listed in #9 below), a grade of B or higher is required.

5) Achieve within three attempts the established West Virginia Board of Education scores on the Core Academic Skills for Educators (CASE) tests in Reading, Writing, and Mathematics, or receive a West Virginia exemption. See program admission requirements above for further details about CASE requirements.

6) Produce a satisfactory portfolio of work, and submit it to the Teacher Education Review Panel (TERP) at the times required in the Handbook for the College of Education.

7) Achieve the established West Virginia Board of Education scores on all Praxis II exams, i.e., the content knowledge exam(s) and the Principles of Learning and Teaching Test(s).

8) Complete a full-time semester of student teaching in the OVU service area during a fall or spring semester. A student must earn a cumulative GPA of at least a 3.0 before student teaching, and must earn a letter grade of at least a B on all student teaching coursework.

9) Complete the following courses, worth 17 credit hours, with a grade of B or higher (many of these courses will also be used to fulfill general education requirements):
   - CIT Any computer information technology course (2 credit hours)
   - COM 131 Basic Speech Communication (3 credit hours)
   - ENG 131 College Writing I (3 credit hours)
   - ENG 132 College Writing II (3 credit hours)
   - MAT 149 Mathematics for Teachers (3 credit hours)
   - Students should select one of the following courses:
     - LIT 235 Western Literature through the Renaissance (3 credit hours)
     - LIT 236 Western Literature since the Enlightenment (3 credit hours)

10) Complete the following courses, worth 20 credit hours; these courses will also be used to fulfill general education requirements):
    - HIS 132 Western Civilizations II (3 credit hours)
    - HIS 133 United States History I (3 credit hours)
    - NSC 131 Foundations of Biology I (4 credit hours)
NSC 148  General Physical Science (4 credit hours)
SOC 351  Understanding Multicultural Diversity (3 credit hours)

11) Complete 36 credit hours in the professional education component; unless special permission is received from the director of teacher education, all courses except EDUC 431, 432, and 451 must be completed before student teaching. A minimum grade of B is required in each of these courses, and a student must earn at least a 3.0 GPA on the courses in this component.

   EDUC 200  Introduction to Education (2 credit hours)
   EDUC 215  Classroom Management (2 credit hours)
   EDUC 220  CASE Preparation (audit)
   (The above course is waived for students who are exempt from taking the CASE tests.)
   EDUC 299  Education Program Admission (0 credit hours)
   EDUC 300  Technology Applications in Education (3 credit hours)
   EDUC 320  Educational Psychology (3 credit hours)
   EDUC 321  Curriculum and Methods of Teaching K-12 (3 credit hours)
   EDUC 431  Student Teaching K-3 (5 credit hours)
   EDUC 432  Student Teaching 4-6 (5 credit hours)
   EDUC 451  Student Teaching Seminar (2 credit hours)
   ENG 302  Research, Writing, and Speaking (2 credit hours)
   PSY 233  Human Growth and Development (3 credit hours)
   SPED 341  Educating Exceptional Children (3 credit hours)
   SPED 305  Program Planning in Special Education (3 credit hours)

12) Complete 36 credit hours in the content specialization component; unless special permission is received from the director of teacher education, these courses must be completed before student teaching.

   Certain grade requirements must be met while completing the courses in this component:
   - A student must earn a 3.0 GPA on the courses in this component.
   - For certain courses (listed below), a grade of B or higher must be earned
   - A student must earn a grade of at least a B in all but two courses; in the one or two courses in which a B or higher is not earned, the student must earn a C.

   The following courses require a grade of B or higher.
   EDUC 237  Children’s Literature (3 credit hours)
   EDUC 319  Methods of Teaching Social Studies K-6 (2 credit hours)
   EDUC 326  Methods of Teaching Science K-6 (3 credit hours)
   EDUC 327  Methods of Teaching Language Arts K-6 (3 credit hours)
   EDUC 328  Methods of Teaching Reading K-6 (3 credit hours)
   EDUC 342  Methods of Teaching Math K-3 (3 credit hours)
   EDUC 343  Methods of Teaching Math 4-6 (3 credit hours)
   EDUC 413  Diagnostic and Prescriptive Reading (3 credit hours)
   MAT 151  College Algebra (3 credit hours)
   MAT 251  Math in the Elementary Schools (3 credit hours)

   Students may earn up to two grades of C on the following courses; no grade of D is acceptable.
   HIS 301  West Virginia History (3 credit hours)
   EDUC 322  Methods of Teaching Health and P.E., K-6 (2 credit hours)
EDUC 323  Methods of Teaching Art K-6 (1 credit hour)
EDUC 324  Methods of Teaching Music K-6 (1 credit hour)

**Elementary Math Endorsement, K-6**
Students who are completing a bachelor of science in elementary education may earn an additional K-6 endorsement in elementary math. To achieve this endorsement, students must complete the following course requirements in addition to those required for the bachelor of science in elementary education:

- EDUC 344  Diagnostic and Prescriptive Math, K-6 (2 credit hours)
- MAT 229  Introduction to Statistics (3 credit hours)
- MAT 310  Foundations of Geometry (3 credit hours)
- MAT 350  Mathematics Modeling (3 credit hours)
- SPED 306  Assessment in Special Education (3 credit hours)
- SPED 307  Collaboration and Consultation in Special Education (3 credit hours)

**Special Education Certification, Elementary (K-6)**
Students who are completing a bachelor of science in elementary education may earn an additional K-6 certification in multicategorical special education or in one of the following areas: learning disabilities (LD), behavior disorders (BD), or mental impairments (MI). To achieve this certification, students must pass the appropriate Praxis II examinations, complete student teaching requirements for 20 days following the regular semester’s student teaching, and complete the following course requirements:

- For all of the K-6 special education certifications, students must complete the following courses with a grade of at least a B (all of these courses except EDUC 435, SPED 306, and SPED 307 are required for the elementary education program at Ohio Valley University):
  - EDUC 200  Introduction to Education (2 credit hours)
  - EDUC 320  Educational Psychology (3 credit hours)
  - EDUC 413  Diagnostic and Prescriptive Reading (3 credit hours)
  - EDUC 435  Student Teaching in Special Education (1 credit hour)
  - PSY 233  Human Growth and Development (3 credit hours)
  - SPED 305  Program Planning in Special Education (3 credit hours)
  - SPED 306  Assessment in Special Education (3 credit hours)
  - SPED 307  Collaboration and Consultation in Special Education (3 credit hours)
  - SPED 341  Educating Exceptional Children (3 credit hours)

- For BD certification, students must also (1) complete Curriculum and Methods of Behavior Disorders – SPED 302 (3 credit hours) with a grade of at least a B, and (2) complete 20 hours of field experience while taking this course.

- For LD certification, students must also (1) complete Curriculum and Methods of Learning Disabilities – SPED 303 (3 credit hours) with a grade of at least a B, and (2) complete 20 hours of field experience while taking this course.
For MI certification, students must also (1) complete Curriculum and Methods of Mental Impairments – SPED 304 (3 credit hours) with a grade of at least a B, and (2) complete 20 hours of field experience while taking this course.

For multicategorical certification, students must also (1) complete Curriculum and Methods of Behavior Disorders (SPED 302), Curriculum and Methods of Learning Disabilities (SPED 303), and Curriculum and Methods of Mental Impairments (SPED 304) with a grade of at least a B, and (2) complete 20 hours of field experience in each area while taking these courses (for a total 60 hours of field experience).

An endorsement in Autism Spectrum Disorders (ASD) may be added to a special education endorsement by completing six credit hours in ASD coursework and applying to the West Virginia Department of Education. OVU offers two courses in Autism Spectrum Disorders, Introduction to Autism Spectrum Disorders (SPED 308) and Interventions for Autism Spectrum Disorders (SPED 309).

Requirements for Bachelor of Science in Education (Secondary Education)
The secondary education program trains teachers of students at the secondary school level. Certification in secondary English, mathematics, general science, and social studies is grade 5 through adult; certification in biology is grade 9 through adult. The number of credit hours required for each program varies. Biology Education normally requires 134 credit hours, English Education normally requires 131 credit hours, Mathematics Education normally requires 133 credit hours, General Science Education normally requires 131 credit hours, and Social Studies Education normally requires 133 credit hours.

To fulfill program exit requirements and to earn a bachelor of science in education, students majoring in secondary education must meet the requirements described below.

To ensure that students are fulfilling all requirements, all students must meet with their advisors at least once each semester to receive advising and to update their individual progress sheets. Students are also expected to keep track of their credit hours.

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

3) Receive admission to the teacher education program, preferably by the end of the sophomore year; the application is part of EDUC 299. A student who has not been admitted to the program will not be permitted to student teach.
4) Meet the following grade requirements:
   - Earn at least a 3.0 cumulative GPA.
   - Earn A's and B's in all but four general education courses, with a maximum of one D.
     For certain general education courses (listed in #10 below), a grade of B or higher is required.

5) Achieve within three attempts the established West Virginia Board of Education scores on
    the Core Academic Skills for Educators (CASE) tests in Reading, Writing, and
    Mathematics, or receive a West Virginia exemption. See program admission requirements for
    further details about CASE requirements.

6) Produce a satisfactory portfolio of work, and submit it to the Teacher Education Review
    Panel (TERP) at the times required in the Handbook for the College of Education.

7) Achieve the established West Virginia Board of Education scores on all Praxis II exams,
    i.e., the content knowledge exam(s) and the Principles of Learning and Teaching Test(s).

8) Complete a full-time semester of student teaching in the OVU service area during a fall or
    spring semester. A student must earn a cumulative GPA of at least a 3.0 before student
    teaching, and must earn a letter grade of at least a B on all student teaching coursework.

9) Complete an appropriate mathematics (MAT) course with a grade of B or higher. Students
    majoring in Biology Education, English Education, General Science Education, or Social
    Studies Education must select from Intermediate Algebra (MAT 147) or higher. This
    course can also be used to fulfill general education (or content specialization)
    requirements.

10) Complete the following courses, worth 14 credit hours, with a grade of B or higher (these
    courses will also fulfill general education requirements):
    
    | Code | Course                                          |
    |------|------------------------------------------------|
    | CIT  | Any computer information technology course (2 credit hours) |
    | COM 131 | Basic Speech Communication (3 credit hours)            |
    | ENG 131 | College Writing I (3 credit hours)                     |
    | ENG 132 | College Writing II (3 credit hours)                    |
    | LIT  | Any literature course (3 credit hours)                 |

11) Complete Understanding Multicultural Diversity (SOC 351); this course will fulfill general
    education requirements.

12) Complete the professional education component; unless special permission is received
    from the director of teacher education, all courses except EDUC 433 and 451 must be
    completed before student teaching. A minimum grade of B is required in each of these
    courses, and a student must earn at least a 3.0 GPA on the courses in this component. The
    number of credit hours earned in professional education will be 39 (37 for English
    Education majors). All courses are required, even if a different catalog was in force at the
    time the student first enrolled at Ohio Valley University

    | Code | Course                                          |
    |------|------------------------------------------------|
    | EDUC 200 | Introduction to Education (2 credit hours)      |
    | EDUC 215 | Classroom Management (2 credit hours)           |
    | EDUC 220 | CASE Preparation (audit)                        |
    | EDUC 299 | Education Program Admission (0 credit hours)    |

(Th
EDUC 300  Technology Applications in Education (3 credit hours)
EDUC 320  Educational Psychology (3 credit hours)
EDUC 321  Curriculum and Methods of Teaching K-12 (3 credit hours)
EDUC 414  Teaching Reading in the Content Area (3 credit hours)
EDUC 433  Student Teaching 5-12 (10 credit hours)
EDUC 451  Student Teaching Seminar (2 credit hours)
ENG 302  Research, Writing, and Speaking (2 credit hours)

(The above course is waived for those majoring in English Education.)
PSY 233  Human Growth and Development (3 credit hours)
SPED 305  Program Planning in Special Education (3 credit hours)
SPED 341  Educating Exceptional Children (3 credit hours)

13) Complete the courses required for the appropriate content specialization component; unless special permission is received from the director of teacher education, these courses must be completed before student teaching. A student must earn a 3.0 GPA on the courses in this component. In addition, a student must earn a grade of at least a B in all but two courses; in the one or two courses in which a B or higher is not earned, the student must earn a C. As noted below, in the Biology Education program, certain courses require a grade of B or higher.

Content Specialization: Biology Education, 9-Adult (53 credit hours)
The following courses (18 credit hours) require a grade of B or higher.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSC 141</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>NSC 310</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>NSC 145</td>
<td>General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>NSC 330</td>
<td>Curriculum &amp; Methods of Teaching Science, 5-Adult</td>
<td>3</td>
</tr>
<tr>
<td>MAT 151</td>
<td>College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

(A higher-level algebra or calculus course may be substituted for the above.)

Biological Sciences (25 credit hours):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSC 142</td>
<td>General Biology II</td>
<td>4</td>
</tr>
<tr>
<td>NSC 311</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>NSC 400</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>NSC 431</td>
<td>Ecology</td>
<td>3</td>
</tr>
<tr>
<td>NSC 432</td>
<td>Genetics</td>
<td>3</td>
</tr>
<tr>
<td>NSC 434</td>
<td>Biochemistry</td>
<td>3</td>
</tr>
<tr>
<td>NSC 441</td>
<td>Cell Biology</td>
<td>4</td>
</tr>
</tbody>
</table>

Physical Sciences (12 credit hours):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSC 146</td>
<td>General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>NSC 246</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>NSC 434</td>
<td>Biochemistry</td>
<td>4</td>
</tr>
</tbody>
</table>

Content Specialization: English Education, 5-Adult (48 credit hours)

Required courses (39 credit hours):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 301</td>
<td>Advanced Grammar and Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENG 330</td>
<td>Curriculum &amp; Methods of Teaching English, 5-Adult</td>
<td>3</td>
</tr>
<tr>
<td>ENG 333</td>
<td>Professional Writing</td>
<td>3</td>
</tr>
</tbody>
</table>
LIT 235  Western Literature through the Renaissance (3 credit hours)
LIT 236  Western Literature since the Enlightenment (3 credit hours)
LIT 301  American Literature to 1865 (3 credit hours)
LIT 302  American Literature since 1865 (3 credit hours)
LIT 310  Novel (3 credit hours)
LIT 411  Foundations of Literary Theory (3 credit hours)
LIT 422  Young Adult Literature (3 credit hours)
LIT 441  British Literature to 1800 (3 credit hours)
LIT 442  British Literature since 1800 (3 credit hours)
LIT 446  Shakespeare (3 credit hours)

Students should select two of the following courses (6 credit hours):
LIT 309  Short Story (3 credit hours)
LIT 313  Poetry (3 credit hours)
LIT 314  Drama (3 credit hours)

Students should select one of the following courses (3 credit hours):
COM 238  Media Writing (3 credit hours)
EDUC 237  Children’s Literature (3 credit hours)
ENG 331  Creative Writing (3 credit hours)
LIT 280  Western Literature Seminar International (3 credit hours)
THE 121  Theatre Appreciation (3 credit hours)
THE 123  Introduction to Film (3 credit hours)

Any foreign language reading course (3 credit hours)

Transfer students may substitute upper-level literature hours taken at their previous institution for certain courses required by Ohio Valley University, subject to approval of the advisor and the director of teacher education.

Content Specialization: General Science Education, 5-Adult (52-53 credit hours)

Biological Sciences (16 credit hours):
NSC 141  General Biology I (4 credit hours)
NSC 142  General Biology II (4 credit hours)
NSC 310  Human Anatomy and Physiology I (4 credit hours)
NSC 311  Human Anatomy and Physiology II (4 credit hours)

Physical Sciences (24 credit hours):
NSC 145  General Chemistry I (4 credit hours)
NSC 146  General Chemistry II (4 credit hours)
NSC 231  Introduction to Astronomy (4 credit hours)
NSC 232  Physical Geology (4 credit hours)
NSC 244  Physics I (4 credit hours)
NSC 245  Physics II (4 credit hours)

Science elective—one course chosen from the following (3-4 credit hours):
NSC 400  Microbiology (4 credit hours)
NSC 431  Ecology (3 credit hours)
NSC 432  Genetics (3 credit hours)
NSC 434  Biochemistry (3 credit hours)
NSC 441  Cell Biology (4 credit hours)
PROGRAM REQUIREMENTS

Additional requirements (9 credit hours):
MAT 151 College Algebra (3 credit hours)
(A higher-level math course may be substituted for the above.)
MAT 229 Introduction to Statistics (3 credit hours)
NSC 330 Curriculum & Methods of Teaching Science, 5-Adult (3 credit hours)

Content Specialization: Mathematics Education, 5-Adult (48 credit hours)
Required courses:
MAT 151 College Algebra (3 credit hours)
MAT 152 Trigonometry (3 credit hours)
MAT 229 Introduction to Statistics (3 credit hours)
MAT 241 Calculus and Analytics I (4 credit hours)
MAT 242 Calculus and Analytics II (4 credit hours)
MAT 255 Discrete Mathematics (3 credit hours)
MAT 289 Practicum in Mathematics (1 credit hour)
MAT 301 Calculus and Analytics III (3 credit hours)
MAT 310 Foundations of Geometry (3 credit hours)
MAT 321 Statistical Methods (3 credit hours)
MAT 325 Foundations of Mathematics (3 credit hours)
MAT 330 Curriculum & Methods of Teaching Math, 5-Adult (3 credit hours)
MAT 340 Linear Algebra (3 credit hours)
MAT 350 Mathematical Modeling (3 credit hours)
MAT 401 Differential Equations with Numerical Methods (3 credit hours)
MAT 410 Modern Algebra (3 credit hours)

Content Specialization: Social Studies Education, 5-Adult (51 credit hours)
Required history coursework (21 credit hours):
HIS 131 Western Civilizations I (3 credit hours)
HIS 132 Western Civilizations II (3 credit hours)
HIS 133 United States History I (3 credit hours)
HIS 134 United States History II (3 credit hours)
HIS 301 West Virginia History (3 credit hours)
HIS 323 Non-Western History (3 credit hours)
HIS 330 Curriculum and Methods of Social Studies 5-Adult (3 credit hours)

Additional history coursework (9 credit hours)
HIS Nine credit hours of upper-level history courses work; 6 hours should be in U.S. History and 3 hours in European and/or World History.

Required additional social science coursework (21 credit hours)
ECO 236 Principles of Macroeconomics (3 credit hours)
GEO 231 World Political Geography (3 credit hours)
POL 135 United States Government (3 credit hours)
POL 231 Global Community Relations (3 credit hours)
PSY Three credit hours of psychology
SOC 351 Understanding Multicultural Diversity (3 credit hours)
SOC Three credit hours of sociology
Special Education Certification, Secondary (5-A)

Students who are completing a bachelor of science in secondary education biology, English, general science, mathematics, or social studies may earn an additional certification (5-A) in multicategorical special education or in one of the following areas: learning disabilities (LD), behavior disorders (BD), or mental impairments (MI). To achieve this certification, students must pass the appropriate Praxis II examinations, complete student teaching requirements for 20 days following the regular semester’s student teaching, and complete the following course requirements:

- For all of the 5-A special education certifications, students must complete the following courses with a grade of at least a B: (Each of these courses is required by all of the secondary education programs at Ohio Valley University, except EDUC 413, EDUC 435, MAT 330, SPED 306, and SPED 307.)
  - EDUC 200  Introduction to Education (2 credit hours)
  - EDUC 320  Educational Psychology (3 credit hours)
  - EDUC 413  Diagnostic and Prescriptive Reading (3 credit hours)
  - EDUC 414  Teaching Reading in the Content Area (3 credit hours)
  - EDUC 435  Student Teaching in Special Education (1 credit hour)
  - MAT 330  Methods of Teaching Mathematics, 5-Adult (3 credit hours)
  - PSY 233  Human Growth and Development (3 credit hours)
  - SPED 305  Program Planning in Special Education (3 credit hours)
  - SPED 306  Assessment in Special Education (3 credit hours)
  - SPED 307  Collaboration and Consultation in Special Education (3 credit hours)
  - SPED 341  Educating Exceptional Children (3 credit hours)

- For BD certification, students must also (1) complete Curriculum and Methods of Behavior Disorders – SPED 302 (3 credit hours) with a grade of at least a B, and (2) complete 20 hours of field experience while taking this course.

- For LD certification, students must also (1) complete Curriculum and Methods of Learning Disabilities – SPED 303 (3 credit hours) with a grade of at least a B, and (2) complete 20 hours of field experience while taking this course.

- For MI certification, students must also (1) complete Curriculum and Methods of Mental Impairments – SPED 304 (3 credit hours) with a grade of at least a B, and (2) complete 20 hours of field experience while taking this course.

- For multicategorical certification, students must also (1) complete Curriculum and Methods of Behavior Disorders (SPED 302), Curriculum and Methods of Learning Disabilities (SPED 303), and Curriculum and Methods of Mental Impairments (SPED 304) with a grade of at least a B, and (2) complete 20 hours of field experience in each area while taking these courses (for a total 60 hours of field experience).

An endorsement in Autism Spectrum Disorders (ASD) may be added to a special education endorsement by completing six credit hours in ASD coursework and applying to the West Virginia Department of Education. OVU offers two courses in Autism Spectrum Disorders, Introduction to Autism Spectrum Disorders (SPED 308) and Interventions for Autism Spectrum Disorders (SPED 309).
Requirements for Bachelor of Science in Education (Wellness Education)
The Bachelor of Science in Education with a major in physical education and wellness trains teachers of students from preschool through adults. The program normally requires 133 credit hours.

To fulfill program exit requirements and to earn a bachelor of science in education, students majoring in wellness education must meet the requirements described.

To ensure that students are fulfilling all requirements, all students must meet with their advisors at least once each semester to receive advising and to update their individual progress sheets. Students are also expected to keep track of their credit hours.

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

3) Receive admission to the teacher education program, preferably by the end of the sophomore year; the application is part of EDUC 299. A student who has not been admitted to the program will not be permitted to student teach.

4) Meet the following grade requirements:
   - Earn at least a 3.0 cumulative GPA.
   - Earn A's and B's in all but four general education courses, with a maximum of one D. For certain general education courses (listed in #11 below), a grade of B or higher is required.

5) Achieve within three attempts the established West Virginia Board of Education scores on the Core Academic Skills for Educators (CASE) tests in Reading, Writing, and Mathematics, or receive a West Virginia exemption. See program admission requirements for further details about CASE requirements.

6) Produce a satisfactory portfolio of work, and submit it to the Teacher Education Review Panel (TERP) at the times required in the Handbook for the College of Education.

7) Achieve the established West Virginia Board of Education scores on all Praxis II exams, i.e., the content knowledge exam(s) and the Principles of Learning and Teaching Test(s).

8) Complete a full-time semester of student teaching in the OVU service area during a fall or spring semester. A student must earn a cumulative GPA of at least a 3.0 before student teaching, and must earn a letter grade of at least a B on all student teaching coursework.

9) Complete Foundations of Biology – NSC 131 (4 credit hours) with a grade of C or higher; this course will also fulfill general education requirements.

10) Complete Understanding Multicultural Diversity – SOC 351 (3 credit hours); this course will fulfill general education requirements.
11) Complete the following courses, worth 17 credit hours, with a grade of B or higher (these courses can also be used to fulfill general education requirements):

- CIT Any computer information technology course (2 credit hours)
- COM 131 Basic Speech Communication (3 credit hours)
- ENG 131 College Writing I (3 credit hours)
- ENG 132 College Writing II (3 credit hours)
- LIT Any literature course (3 credit hours)
- MAT 147 Intermediate Algebra (3 credit hours)

12) Complete 36 credit hours in the professional education component; unless special permission is received from the director of teacher education, all courses except EDUC 434 and 451 must be completed before student teaching. A minimum grade of B is required in each of these courses, and a student must earn at least a 3.0 GPA on the courses in this component.

- EDUC 200 Introduction to Education (2 credit hours)
- EDUC 215 Classroom Management (2 credit hours)
- EDUC 220 CASE Preparation (audit)

(The above course is waived for students who are exempt from taking the CASE tests.)

- EDUC 299 Education Program Admission
- EDUC 300 Technology Applications in Education (3 credit hours)
- EDUC 320 Educational Psychology (3 credit hours)
- EDUC 321 Curriculum and Methods of Teaching K-12 (3 credit hours)
- EDUC 414 Teaching Reading in the Content Area (3 credit hours)
- EDUC 434 Student Teaching in Wellness Education P-A (10 credit hours)
- EDUC 451 Student Teaching Seminar (2 credit hours)
- ENG 302 Research, Writing, and Speaking (2 credit hours)
- PSY 233 Human Growth and Development (3 credit hours)
- SPED 341 Educating Exceptional Children (3 credit hours)

13) Complete 51 credit hours in the content specialization component; unless special permission is received from the director of teacher education, these courses must be completed before student teaching. A student must earn a 3.0 GPA on the courses in this component. In addition, a student must earn a grade of at least a B in all but two courses; in the one or two courses in which a B or higher is not earned, the student must earn a C.

- 9 credit hours from physical education activity courses, distributed as follows:
  - PHED 110 Foundations of Physical Fitness (2 credit hours)
  - 6 additional 1-credit hour activity-based physical education courses; these courses are numbered from PHED 100 to PHED 260. Varsity sports may count for one of these credit hours.

- 16 credit hours of physical education courses, distributed as follows:
  - PHED 300 Kinesiology (3 credit hours)
  - PHED 301 Sports Officiating (2 credit hours)
  - PHED 302 Principles of Coaching (3 credit hours)
  - PHED 303 Organization and Administration of Sports (3 credit hours)
  - PHED 332 Curriculum & Methods of Teaching Health and P.E., K-6 (2 credit hours)
  - PHED 336 Lifetime Wellness Activities (3 credit hours)
- 3 credit hours in special education, earned by taking the following required course:
  - SPED 401 Adapted Physical Education (3 credit hours)
- 23 credit hours in wellness courses, distributed as follows:
  - WEL 231 Personal and Community Health (3 credit hours)
  - WEL 232 Safety, Accident Prevention, and First Aid (3 credit hours)
  - WEL 300 Anatomy and Physiology for Wellness (3 credit hours)
  - WEL 304 Human Sexuality (2 credit hours)
  - WEL 305 Principles of Nutrition (3 credit hours)
  - WEL 309 Exercise Physiology (3 credit hours)
  - WEL 330 Methods of Teaching School Health and Wellness (3 credit hours)
  - WEL 411 Epidemiology (3 credit hours)

**ENGLISH PROGRAM**

Ohio Valley University seeks to fulfill its mission by preparing students for employment or for graduate study in English and language arts. This program is also designed to prepare English education majors in critical areas such as literature, writing, grammar, the media, language, and other aspects of communication.

Courses are designed to include faith-based concepts and to prepare students academically for their chosen careers. Because the major provides students room for many elective credits in their degree program, it gives students the opportunity to explore diverse academic disciplines.

**Requirements for Bachelor of Arts in English**

Students majoring in English must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
   - Foreign Language Requirement

3) Receive formal admission to the English program, preferably during a student’s sophomore year; the application is part of ENG 299.

4) Meet the following grade requirements:
   - Earn a grade of B or higher in College Writing I (ENG 131) and College Writing II (ENG 132).
   - Earn at least a 2.75 GPA on the required literature, genre, and writing courses.
   - Earn a grade of C or higher on all required courses.

5) Earn no more than 6 hours of electives in technical fields.
6) Complete 6 credit hours in a single foreign language.

7) Complete at least 15 credit hours of upper-level English (ENG) or literature (LIT) courses at Ohio Valley University.

8) Complete 47 credit hours, distributed as follows:

- 27 credit hours of required literature courses:
  - LIT 235 Western Literature through the Renaissance (3 credit hours)
  - LIT 236 Western Literature since the Enlightenment (3 credit hours)
  - LIT 301 American Literature to 1865 (3 credit hours)
  - LIT 302 American Literature since 1865 (3 credit hours)
  - LIT 310 Novel (3 credit hours)
  - LIT 411 Foundations of Literary Theory (3 credit hours)
  - LIT 441 British Literature to 1800 (3 credit hours)
  - LIT 442 British Literature since 1800 (3 credit hours)
  - LIT 446 Shakespeare (3 credit hours)

- 6 credit hours of genre requirements chosen from the following:
  - LIT 309 Short Story (3 credit hours)
  - LIT 313 Poetry (3 credit hours)
  - LIT 314 Drama (3 credit hours)

- 6 credit hours of writing requirements:
  - ENG 301 Advanced Grammar and Composition (3 credit hours)
  - ENG 333 Professional Writing (3 credit hours)

- 6 credit hours chosen from the following:
  - COM 238 Media Writing (3 credit hours)
  - COM 330 Oral Interpretation of Literature (3 credit hours)
  - EDUC 237 Children’s Literature (3 credit hours)
  - THE 121 Theatre Appreciation (3 credit hours)
  - THE 123 Introduction to Film (3 credit hours)
  - Any LIT or ENG course
  - Any foreign language reading course beyond the 6 credit hours required (3 credit hours)

- ENG 299 English Program Admission (0 credit hours)
- ENG 451 English Senior Seminar (2 credit hours)

HISTORY PROGRAM

The history major at Ohio Valley University is designed to meet the needs of students who are challenged by the past and who see its relevance today and in the future. Because we live in an ever-changing world, it is vital to understand what issues and trends have molded us into what we are and what we will become. History is the basic element that ties all the academic disciplines together and gives insight into how they developed, not in a static vacuum, but in a dynamic environment that has been shaped by all events, all persons, and all knowledge.
History is a discipline that promotes a general understanding of the human condition and hones a number of life skills vital to every profession, like critical thinking, information gathering and synthesis, and inductive and deductive reasoning. The history major prepares students for many professions, though typically the history major is a traditional avenue into law, government service, and teaching.

Requirements for Bachelor of Arts in History
Students majoring in history must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.
2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
   - Foreign Language Requirement
3) Receive formal admission to the history program, preferably during a student’s sophomore year; the application is part of HIS 299.
4) Earn no more than 6 hours of electives in technical fields.
5) Complete 6 credit hours in a single foreign language.
6) Complete 51 credit hours, distributed as follows:
   - 12 credit hours of required foundational courses:
     - HIS 131 Western Civilization I (3 credit hours)
     - HIS 132 Western Civilization II (3 credit hours)
     - HIS 133 United States History I (3 credit hours)
     - HIS 134 United States History II (3 credit hours)
   - 9 credit hours of United States history, chosen from the following:
     - HIS 301 West Virginia History (3 credit hours)
     - HIS 311 Colonial American History (3 credit hours)
     - HIS 317 Contemporary American History (3 credit hours)
     - HIS 421 Nineteenth-Century U.S. History (3 credit hours)
   - 12 credit hours of European and world history, chosen from the following:
     - HIS 280 Historical Seminar International (3 credit hours)
     - HIS 321 Modern European History, 1650-1900 (3 credit hours)
     - HIS 323 Non-Western History (3 credit hours)
     - HIS 453 World History since 1945 (3 credit hours)
     - HIS 460 Women’s History (3 credit hours)
     - HIS 461 Renaissance and Reformation, 1400-1648 (3 credit hours)
   - 6 credit hours of religious history, chosen from the following:
     - REL 341 History of the Christian Church (3 credit hours)
     - REL 342 Restoration Church History (3 credit hours)
HUMANITIES PROGRAM

The Bachelor of Arts in Humanities will enable you to earn a broad, liberal arts education while also developing a concentration in a field that you choose. The degree is designed to strengthen your critical thinking and communication skills, two skills highly valued by employers. Due to its flexibility, you can use this degree to help prepare you for graduate or professional school in a number of different fields. Because of the large number of elective credits, it gives students the opportunity to explore diverse academic disciplines; the large number of elective credits also makes this degree attractive to those who transfer colleges or change majors.

Requirements for Bachelor of Arts in Humanities

Students majoring in humanities must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
   - Foreign Language Requirement

3) Receive formal admission to the humanities program, preferably during a student’s sophomore year; the application is part of HUM 299.

4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on courses taken to fulfill Humanities requirements
   - Earn a grade of C or higher on all required Humanities courses.

5) Earn no more than 6 hours of electives in technical fields.

6) Complete 6 credit hours in a single foreign language.
7) Complete 54 credit hours, distributed as follows (these courses are in addition to those taken to fulfill general education requirements):

- 15 credit hours selected from the following (for this requirement, five different prefixes are required):
  - 3 credit hours of upper-level Communications (COM)
  - 3 credit hours of upper-level English (ENG)
  - 3 credit hours of upper-level History (HIS)
  - 3 credit hours of upper-level Literature (LIT)
  - 3 credit hours of upper-level Religion (REL)
  - 3 credit hours of Art (ART)
  - 3 credit hours of Music (MUS)
  - 3 credit hours of Theatre (THE)

- 15 hours of humanities electives (see below for an explanation of what coursework would be considered humanities), of which 9 credit hours must be upper-level, and no more than 9 credit hours in any one field.

- Humanities Practicum (HUM 489) for 3 credit hours

- Humanities Senior Seminar (HUM 451) for 3 credit hours

- 18 credit hours in a minor or concentration, selected from the following options:
  - Any minor established in the catalog
  - 18 credit hours in any one department
  - 18 credit hours organized around a theme chosen in conjunction with the student’s advisor and approved by the faculty of the School of Liberal Arts

Coursework in these areas would be considered humanities: Anthropology, Art, Communications, Foreign Languages, Human Geography, History, Literature, Music, Philosophy, Political Science, and Religion; coursework from other departments will be evaluated on a case-by-case basis.

INTERDISCIPLINARY STUDIES PROGRAMS

The Bachelor of Arts in Interdisciplinary Studies at Ohio Valley University is designed to integrate multiple disciplines around a core curriculum. Such a program will enable students to gain understanding of the fundamental ideas that cross a broad range of disciplines. The programs are further designed to provide students with a perspective that focuses on the unchanging human values in a constantly changing world. The interdisciplinary degree provides good career preparation since its broad program of study enables students to develop skills in analytical thinking, effective writing, and meaningful oral communication. The professional world is volatile and uncertain, and a broad education is good insurance against possible obsolescence of job skills obtained in a much narrower program of study. What many employers value most is a person’s ability to communicate and think.

A degree in interdisciplinary studies provides a student with a future that allows for career mobility. In order to provide students with a choice of various combinations of academic subject areas, the program in interdisciplinary studies includes four distinct tracks. The first three tracks
and some of the area concentrations of the fourth track lead to a bachelor of arts; some of the area concentrations of the fourth track lead to a bachelor of science.

Requirements for a Bachelor of Arts in Interdisciplinary Studies
Each student majoring in interdisciplinary studies will meet the following requirements as well as the specific requirements of the chosen track: Specialized Studies, Pre-Law, or Area Concentration.

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.
2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
   - Foreign Language Requirement
3) Receive formal admission to the interdisciplinary studies program, preferably by the sophomore year; the application is part of HUM 299.
4) Propose a specific program of coursework and have it approved by the school chair.
5) Complete a portfolio of work satisfactory to the school chair (the portfolio is completed in Senior Seminar – HUM 451).
6) Earn no more than 6 hours of electives in technical fields.
7) Complete 6 credit hours of a single foreign language.
8) Complete the specific requirements of the chosen track: Specialized Studies, Pre-Law, or Area Concentration.

Specialized Studies – Track I
This program is designed to allow students to concentrate on the humanities while synthesizing one or two academic subject areas together to form the degree. It requires student to fulfill all the requirements for a bachelor’s degree in interdisciplinary studies, and to complete an additional 57 credit hours distributed according to the following area requirements:

1) Complete 26 credit hours in the humanities; these credit hours are beyond those used to fulfill general education requirements. The 26 credit hours must include the following 17-18 credits hours:

   - ENG One of the following: Advanced Grammar (ENG 301; 3 credit hours), Research, Writing, and Speaking (ENG 302; 2 credit hours), Professional Writing (ENG 333; 3 credit hours), or Creative Writing (ENG 331; 3 credit hours)
   - HIS Any upper-level history course (3 credit hours)
   - HUM 299 Humanities Program Admission (0 credit hours)
   - HUM 451 Senior Seminar (3 credit hours)
PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 489</td>
<td>Humanities Practicum (for at least 3 credit hours)</td>
</tr>
<tr>
<td>REL</td>
<td>Any upper-level religion course (3 credit hours)</td>
</tr>
<tr>
<td>LIT</td>
<td>Any upper-level literature course (3 credit hours)</td>
</tr>
</tbody>
</table>

2) Complete 18 credit hours each in two of the following areas; at least 6 credit hours in each area must be 300- and 400-level courses. The credit hours are in addition to those used to fulfill general education requirements: Bible, business, communication, education, history, humanities, literature, mathematics, natural sciences, or behavioral sciences.

Pre-Law – Track II
This track is designed to provide the student with a meaningful academic background that prepares them for law school. Law schools do not recommend a specific academic major, but instead want prospective student to possess strong analytical and critical thinking skills, to write clearly, to speak effectively, and to understand individual and group behavior. Ohio Valley University offers students the opportunity to be trained in alternative dispute resolution (ADR), a subject matter that few colleges or universities offer at the undergraduate level. National surveys have consistently shown that alternative dispute resolution is one of the most desired skills for anyone involved with jurisprudence; consequently, coursework in ADR is integral to the pre-law track. To complete this track, students fulfill all the requirements for a bachelor’s degree in interdisciplinary studies, and complete an additional 60-61 credit hours distributed according to the following area requirements (the credit hours are in addition to those used to fulfill general education requirements):

1) Complete 18 credit hours for a minor in alternative dispute resolution, with courses distributed as follows:

- 15 credit hours of foundational courses:
  - PSY 340 Personality Theories (3 credit hours)
  - PSY 355 Intro. to Counseling Theories & Practices (3 credit hours)
  - SOC 381 Introduction to Alternative Dispute Resolution (3 credit hours)
  - SOC 382 Conflict Mediation (3 credit hours)
  - SOC 383 Diversity Management (3 credit hours)

- 3 credit hours chosen from the following:
  - BUS 371 Business Ethics (3 credit hours)
  - MGT 334 Employee Relations (3 credit hours)
  - PSY 360 Social Psychology (3 credit hours)
  - REL 371 Christian Ethics (3 credit hours)
  - SOC 351 Understanding Multicultural Diversity (3 credit hours)

2) Complete 42-43 credit hours distributed as follows; the credit hours are in addition to those used to fulfill general education requirements. (Up to 6 credit hours of a foreign language may be used as a substitute in communications, history, or literature, but no more than 3 credit hours may be substituted in any one area.)

- Complete the following specific courses, worth 24 credit hours:
  - BUS 431 Business Law I (3 credit hours)
  - CRJ 334 Constitutional Law (3 credit hours)
  - COM 332 Argument and Persuasion (3 credit hours)
  - ENG 301 Advanced Grammar and Composition (3 credit hours)
ENG 333 Professional Writing (3 credit hours)
HUM 299 Humanities Program Admission (0 credit hours)
HUM 451 Senior Seminar (3 credit hours)
HUM 489 Humanities Practicum (for at least 3 credit hours)
POL 135 United States Government (3 credit hours)

- Complete two of the following, for 6 credit hours:
  - CRJ 101 Introduction to Criminal Justice (3 credit hours)
  - BUS 432 Business Law II (3 credit hours)
  - CRJ 220 Criminal Law (3 credit hours)
  - CRJ 240 Laws of Evidence (3 credit hours)
  - CRJ 370 Court Systems in the United States (3 credit hours)
  - CRJ 440 Civil Rights and Liberties (3 credit hours)
  - MGT 451 Employment Law (3 credit hours)

- Complete one of the following, for 3 credit hours:
  - COM 321 Public Speaking (3 credit hours)
  - COM 331 Interpersonal Communication (3 credit hours)

- Complete one of the following, for 3-4 credit hours:
  - ACC 220 Accounting Excel Lab (1 credit hour) and
  ACC 221 Accounting I (3 credit hours)
  - MAT 229 Introduction to Statistics (3 credit hours)
  - PSY 229 Introduction to Statistics for the Behavioral Sciences (4 credit hours)

- Complete the following, for 6 credit hours:
  - HIS Any upper-level history course (3 credit hours)
  - LIT Any upper-level literature course (3 credit hours)

**Area Concentrations – Track III**

Earning a bachelor of arts or a bachelor of sciences in with a concentration in one of the areas described below will require students to take some courses either at or online from another college or university. Ohio Valley University has entered into agreements with certain colleges and universities in the vicinity so that OVU students can take required courses on their campuses while paying tuition to OVU; see the Finances section of this catalog for details. The courses listed below as “support courses” are those that Ohio Valley University does not presently offer.

A student who completes a degree in Interdisciplinary Studies in one of these areas is taking coursework that is substantially the same as what would be taken by a student majoring in that area, and a student who has performed well while pursuing the interdisciplinary studies degree should be prepared for graduate school or a job in the chosen area.

**Music**

Students in this concentration should fulfill all the requirements for a bachelor’s degree in interdisciplinary studies, and complete an additional 56-58 credit hours according to the following requirements:
1) Complete the following 9 hours of humanities:

- **ENG 333** Professional Writing (3 credit hours)
- **HUM 299** Humanities Program Admission (0 credit hours)
- **HUM 451** Senior Seminar (3 credit hours)
- **HUM 489** Humanities Practicum (for at least 3 credit hours)

2) Complete the following 47-49 credit hours of music, distributed as follows:

- Complete 6 semesters of Music Recital Attendance (MUS 100). This is a 0-credit hour course.
- Complete the following music theory courses, worth 12 credit hours:
  - MUS 141 Music Theory I (3 credit hours)
  - MUS 142 Music Theory II (3 credit hours)
  - MUS 143 Sight Singing and Ear Training I (1 credit hour)
  - MUS 144 Sight Singing and Ear Training II (1 credit hour)
  - MUS 241 Music Theory III (3 credit hours)
  - MUS 243 Sight Singing and Ear Training III (1 credit hour)
- Complete the following music history courses, worth 9 credit hours:
  - MUS 211 Music Literature (3 credit hours)
  - MUS 394 Music History I (3 credit hours)
  - MUS 395 Music History II (3 credit hours)
- Complete 6 credit hours from participation in music ensembles, selected from the following (students may enroll in each course more than once; the ordinary limitation that a student may earn only 4 credit hours in any one ensemble is waived for students completing the area concentration in music):
  - MUS 110 Instrumental Ensemble (1 credit hour)
  - MUS 111 Jazz Ensemble (1 credit hour)
  - MUS 112 A Cappella Singers (1 credit hour)
- Complete 12 credit hours through private instruction in a primary area, either voice or an instrument. Four credit hours (two semesters) will be taken at the 100-level; 8 credit hours (four semesters) will be taken at the 300-level.
- Complete 2 credit hours (two semesters) through private instruction in a secondary area, either voice or an instrument.
- Complete 2 credit hours in piano instruction, either through private instruction or class piano (this requirement is waived if the student’s primary or secondary instrument is piano).
- Complete 6 credit hours chosen from the following courses:
  - MUS 421 Form and Analysis (3 credit hours)
  - MUS 422 Conducting (3 credit hours)
  - MUS 423 Orchestration and Arranging (3 credit hours)

**Spanish**

Students in this concentration should fulfill all the requirements for a bachelor’s degree in interdisciplinary studies, and complete an additional 33 credit hours according to the following requirements:
1) Complete the following courses in the humanities, worth 9 credit hours:
   - ENG 333 Professional Writing (3 credit hours)
   - HUM 299 Humanities Program Admission (3 credit hours)
   - HUM 451 Senior Seminar (3 credit hours)
   - HUM 489 Humanities Practicum (for at least 3 credit hours)

2) Complete one of the following courses in sociology:
   - SOC 351 Understanding Multicultural Diversity (3 credit hours)
   - SOC 342 Cultural Anthropology (3 credit hours)

3) Complete 21 credit hours in upper-level Spanish. (In addition, before enrolling in upper-level Spanish courses, the student needs to demonstrate his or her competency for these courses, either through coursework or through placement exams.)

MATHEMATICS PROGRAMS

Mathematics is a great way to explore the workings of our world; indeed, some of the greatest achievements of the human mind belong to the discipline of mathematics. A good example is calculus: it has provided a framework which helps us understand population growth, engineering, economics, and even sports. The invention of calculus by Newton and Leibnitz ranks with the works of Shakespeare, Beethoven, and Einstein in the spectrum of human accomplishment throughout history.

Mathematics, including calculus, algebra, analysis, graph theory, number theory, and their applications, gives structure and logic to a universe that sometimes seems fraught with inexplicable issues. However, there are two central ideas which underpin all of mathematics: infinity and absolute truth. Without an understanding of these conceptual pillars, we cannot unlock the power of the discipline. It is no accident that these two principles of mathematics underlie all of creation, because they are also central to attaining an insight into the nature of God. It follows naturally that mathematics provides a wonderful vehicle for one of the main tenets of Christian education: the integration of faith and learning. For all of these reasons, the College of Arts and Sciences at Ohio Valley University provides the following two programs.

Requirements for Bachelor of Science in Mathematics

A Bachelor of Science with a major in Mathematics will prepare students for a wide variety of careers upon graduation. Students in the program will study the structure, form, and relationships of our world from a quantitative perspective and learn to analyze, digest, and use them more completely for the benefit of humanity. Students will develop competence in the language of science, logic, problem solving, numerical career skills, application of abstract concepts, writing within the discipline, and data collection and analysis.

Students seeking a Bachelor of Science in Mathematics must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
PROGRAM REQUIREMENTS

- General Education Course Requirements
- Bible Course Requirement
- Writing Competency Requirements
- Diversity Requirement

3) Receive formal admission to the program, preferably during the student’s sophomore year while completing the lower level core curriculum; the application is part of MAT 299. To achieve admission, a student must earn a 2.75 GPA on courses listed below as the lower level core curriculum.

4) Earn at least a 2.5 GPA in all mathematics courses.
5) Complete a portfolio of work satisfactory to the math faculty.
6) Complete the requirements in a minor approved by the math faculty.
7) Complete the following physics sequence, worth 8 credit hours (these can be used to fulfill general education requirements):
   - NSC 244 Physics I (4 credit hours)
   - NSC 245 Physics II (4 credit hours)

8) Complete one of the following sequences, worth 7 or 8 credit hours:
   - ACC 220/221/222: Accounting Excel Lab, Accounting I & II (7 credit hours)
   - NSC 141/142: General Biology I & II (8 credit hours)
   - NSC 145/146: General Chemistry I & II (8 credit hours)

9) Complete 45 credit hours distributed as follows:
   - 14 credit hours of required lower level core curriculum:
     - MAT 229 Introduction to Statistics (3 credit hours)
     - MAT 241 Calculus and Analytics I (4 credit hours)
     - MAT 242 Calculus and Analytics II (4 credit hours)
     - MAT 255 Discrete Mathematics (3 credit hours)
     - MAT 299 Mathematics Program Admission (0 credit hours)
   - 18 credit hours of required upper level core curriculum:
     - MAT 301 Calculus and Analytics III (3 credit hours)
     - MAT 321 Statistical Methods (3 credit hours)
     - MAT 325 Foundations of Mathematics (3 credit hours)
     - MAT 401 Differential Equations (3 credit hours)
     - MAT 340 Linear Algebra (3 credit hours)
     - MAT 410 Modern Algebra (3 credit hours)
   - 6 credit hours of mathematics electives, chosen from the following:
     - MAT 310 Foundations of Geometry (3 credit hours)
     - MAT 350 Mathematical Modeling (3 credit hours)
     - MAT 420 History of Mathematics (3 credit hours)
     - MAT 421 Probability (3 credit hours)
     - MAT 430 Introduction to Real Analysis (3 credit hours)
- 7 credit hours of required professional courses:
  - ENG 333  Professional Writing (3 credit hours)
  - MAT 289  Mathematics Practicum (1 credit hour)
  - MAT 451  Mathematics Senior Seminar (3 credit hours)

**Requirements for Bachelor of Arts in Mathematics**

Mathematics in particular, as with higher education in general, is concerned with abstraction, not just in scientific learning, but also in humane learning: it trains the intellect and helps to form good habits of mind. Mathematics is an excellent discipline on which to center a well-rounded liberal arts education, since it explicitly leads students to develop skills in problem-solving, critical thinking, and precise communication. Mathematics is the language of description, analysis, and design used in the study of structure, form, and relationship, common threads in areas of human endeavor beyond just the sciences. Quick reflection brings to mind music, language, and art, any of which could be included in this program as a minor. Additionally, the Bachelor of Arts requires foreign language competency, which is useful in unlocking various components of a complete education.

Considering this context, the Bachelor of Arts in mathematics offers a satisfying major to Ohio Valley University students, providing intellectual challenge, and developing necessary skills of reason. For employability, its completion would be an excellent recommendation of a well-rounded applicant. A command of mathematical skills and processes allows one to deal with complex challenges more efficiently and effectively, solve practical problems, and consider theoretical alternatives.

Students seeking a Bachelor of Arts in Mathematics must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
   - Foreign Language Requirement

3) Receive formal admission to the program, preferably during the student’s sophomore year while completing the lower level core curriculum; the application is part of MAT 299. To achieve admission, a student must earn a 2.75 GPA on courses listed below as the lower level core curriculum.

4) Earn at least a 2.5 GPA in all mathematics courses.

5) Complete a portfolio of work satisfactory to the math faculty.

6) Complete the requirements in a minor approved by the school chair.

7) Complete six credit hours of a single foreign language.
8) Complete Physics I (NSC 244) for 4 credit hours (this course also fulfills general education requirements).

9) Complete 42 credit hours distributed as follows:
   - 14 credit hours of required lower level core curriculum:
     - MAT 229 Introduction to Statistics (3 credit hours)
     - MAT 241 Calculus and Analytics I (4 credit hours)
     - MAT 242 Calculus and Analytics II (4 credit hours)
     - MAT 255 Discrete Mathematics (3 credit hours)
     - MAT 299 Mathematics Program Admission (0 credit hours)
   - 18 credit hours of required upper level core curriculum:
     - MAT 301 Calculus and Analytics III (3 credit hours)
     - MAT 310 Foundations of Geometry (3 credit hours)
     - MAT 321 Statistical Methods (3 credit hours)
     - MAT 325 Foundations of Mathematics (3 credit hours)
     - MAT 340 Linear Algebra (3 credit hours)
     - MAT 410 Modern Algebra (3 credit hours)
   - 3 credit hours of mathematics electives, chosen from the following:
     - MAT 350 Mathematical Modeling (3 credit hours)
     - MAT 401 Differential Equations with Numerical Methods (3 credit hours)
     - MAT 420 History of Mathematics (3 credit hours)
     - MAT 421 Probability (3 credit hours)
     - MAT 430 Introduction to Real Analysis (3 credit hours)
   - 7 credit hours of required professional courses:
     - ENG 333 Professional Writing (3 credit hours)
     - MAT 289 Mathematics Practicum (1 credit hour)
     - MAT 451 Mathematics Senior Seminar (3 credit hours)

PSYCHOLOGY PROGRAM
The Bachelor of Science in Psychology is a natural fulfillment of the mission of Ohio Valley University, and it addresses in considerable depth each of the desired learning outcomes for the university. The program also provides the training for a profession that demonstrates the understanding that service to God and others is the key to a useful and rewarding life.

Requirements for Bachelor of Science in Psychology
Each student majoring in psychology will fulfill a set of core requirements; in addition, each student must choose one of the following tracks and fulfill the requirements of that specific track: Pre-Professional, Christian Counseling, Human Services, or General. The requirements are as follows:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
General Education Course Requirements
Bible Course Requirement
Writing Competency Requirements
Diversity Requirement

3) Receive formal admission to the psychology program, preferably during the second semester of the sophomore year; the application is part of PSY 299.

4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on all psychology-related coursework.
   - Earn no more than 4 credit hours of D in psychology-related coursework required for graduation.
   - Complete Introductory Psychology Seminar (PSY 111) with a minimum grade of B
   - Complete Psychology Senior Seminar (PSY 451) with a minimum grade of B

5) Complete the following 35 credit hours in core courses:
   - PSY 101 General Psychology (3 credit hours)
   - PSY 111 Introductory Psychology Seminar (3 credit hours)
   - PSY 229 Introduction to Statistics for the Behavioral Sciences (4 credit hours)
   - PSY 290 Research Design (4 credit hours)
   - PSY 299 Psychology Program Admission (0 credit hours)
   - PSY 320 Abnormal Psychology (3 credit hours)
   - PSY 340 Personality Theories (3 credit hours)
   - PSY 355 Introduction to Counseling Theories and Practice (3 credit hours)
   - PSY 421 History and Systems of Psychology (3 credit hours)
   - PSY 441 Cognitive Psychology (3 credit hours)
   - PSY 451 Senior Seminar (3 credit hours)
   - PSY 489 Psychology Practicum (3 credit hours are required))
   - PSY 498 Psychology Program Senior Assessment (0 credit hours)

6) Complete the additional requirements for one of the four tracks: Pre-Professional (21 credit hours), Christian Counseling (29 to 31 credit hours), Human Services (21 credit hours), or General (6 credit hours).

7) A minor area of study is recommended. Certain minors are recommended for each track; see below for specific information about each track.

**Pre-Professional Track**
The pre-professional or clinical track provides a generalist degree in psychology; it is designed for those planning to pursue graduate work or to enter the work force in such areas as clinical psychology, counseling psychology, marriage and family therapy, and counseling.

The following minors are recommended for students in this track: Alternative Dispute Resolution, Biology, Business, Christian Counseling, Christian Service for Women, Criminal Justice, Human Services, Sociology, Wellness, and Youth and Family Ministry.
In addition to fulfilling the psychology core requirements (35 credit hours) and other requirements listed above, students completing this track must meet the following course requirements (21 credit hours).

**Required Psychology Coursework (21 credit hours):**

- The following courses (12 credit hours) are required:
  - PSY 360 Social Psychology (3 credit hours)
  - PSY 439 Biological Psychology (3 credit hours)
  - PSY 440 Tests and Measurements (3 credit hours)
  - PSY 460 Learning Theories (3 credit hours)

- Students must choose one of the following courses (3 credit hours):
  - PSY 233 Human Growth & Development (3 credit hours)
  - PSY 234 Child Development (3 credit hours)
  - PSY 236 Adult Development and Aging (3 credit hours)

- Students must at least 9 hours from the following courses:
  - PSY 201 Stress Management (2 credit hours)
  - PSY 242 Group Dynamics (3 credit hours)
  - PSY 292-95 Psychology Special Topics (1-6 credit hours)
  - PSY 304 Human Sexuality (2 credit hours)
  - PSY 305 Sports Psychology (3 credit hours)
  - PSY 327 Psychology Field Laboratory (1-6 credits)
  - PSY 345 Forensic Psychology (3 credit hours)
  - PSY 350 Family Systems (3 credit hours)
  - PSY 353 Drugs and Behavior (3 credit hours)
  - PSY 442 Industrial & Organizational Psychology (3 credit hours)
  - PSY 443 Health Psychology (3 credit hours)
  - PSY 470 Behavior Modification (3 credit hours)
  - PSY 480 Advanced Statistics (4 credit hours)
  - PSY 485 Advanced Research and Design (4 credit hours)
  - PSY 490-91 Psychology Guided Research (1-6 credits)
  - PSY 492-95 Psychology Special Topics (1-6 credit hours)

**Recommended Bible or Religion Courses:**

- BIB 211 Marriage and Family (2 credit hours)
- BIB 335 Personal Spiritual Development (2 credit hours)
- REL 371 Christian Ethics (3 credit hours)
- REL 372 Philosophy of Religion (3 credit hours)
- REL 441 Major World Religions (3 credit hours)

**Christian Counseling Track**

The Christian counseling track couples a background of psychology with specific courses in Bible. It is designed for those who wish to practice counseling in a ministry setting.
The following minors are recommended for students in this track: Bible, Biblical Languages, Biblical Text, Christian Service for Women, Criminal Justice, Human Services, Sociology, and Youth and Family Ministry.

In addition to fulfilling the psychology core requirements (35 credit hours) and other requirements listed above, students completing this track must meet the following course requirements (29-31 credit hours).

Required Psychology Coursework (15 credit hours):
- The following courses are required (6 credit hours):
  - PSY 242 Group Dynamics (3 credit hours)
  - PSY 350 Family Systems (3 credit hours)
- Students must choose one of the following courses (3 credit hours):
  - PSY 233 Human Growth and Development (3 credit hours)
  - PSY 234 Child Development (3 credit hours)
  - PSY 236 Adult Development & Aging (3 credit hours)
- Students must choose 6 credit hours of additional PSY courses. Those students who may attend graduate school in counseling or psychology are strongly encouraged to select Social Psychology (PSY 360), Biological Psychology (PSY 439), Tests and Measurements (PSY 440), or Learning Theories (PSY 460).

Required Bible or Religion Coursework (14-16 credit hours):
- The following courses are required (5 credit hours):
  - BIB 211 Marriage and Family (2 credit hours)
  - BIB 352 Ministerial Counseling (3 credit hours)
- Students must choose one of the following courses (3 credit hours):
  - BIB 346 Doctrinal Issues (3 credit hours)
  - REL 441 World Religions (3 credit hours)
- Students must choose one of the following two courses (2 credit hours):
  - BIB 335 Personal Spiritual Development (2 credit hours)
  - BIB 373 Contemporary Christian Issues (2 credit hours)
- Students must choose two Bible textual studies courses (4 to 6 credit hours). These courses may be 2-credit-hour or 3-credit-hour courses; to determine which courses are classified as textual studies courses, see the Bible program description or the course descriptions of Bible courses.

Human Services Track
The human services track couples a background in psychology with courses in social work and sociology. It is designed for students who intend to attend graduate school in social work or to work in such settings as a human service agency or a community-based agency.

The following minors are recommended: Alternative Dispute Resolution, Christian Counseling, Christian Service for Women, Criminal Justice, Family Ministry, Sociology, or Youth and Family Life Ministry.
In addition to fulfilling the psychology core requirements (35 credit hours) and other requirements listed above, students completing this track must meet the following course requirements (24 credit hours).

Required Psychology Coursework (3 credit hours):
- Students must choose one of the following courses (3 credit hours):
  - PSY 350 Family Systems (3 credit hours)
  - PSY 360 Social Psychology (3 credit hours)

Required Sociology Coursework (6 credit hours):
- The following courses are required (6 credit hours):
  - SOC 101 Principles of Sociology (3 credit hours)
  - SOC 351 Understanding Multicultural Diversity (3 credit hours)

Required Social Work Coursework (15 credit hours):
- The following courses are required (15 credit hours):
  - SWK 231 Introduction to Social Work (3 credit hours)
  - SWK 233 Human Behavior and the Social Environment I (3 credit hours)
  - SWK 333 Human Behavior and the Social Environment II (3 credit hours)
  - SWK 350 Social Welfare Policy (3 credit hours)
  - SWK 352 Methods of Social Work (3 credit hours)

Recommended Bible or Religion Courses:
- BIB 211 Marriage and Family (2 credit hours)
- BIB 335 Personal Spiritual Development (2 credit hours)
- REL 371 Christian Ethics (3 credit hours)
- REL 372 Philosophy of Religion (3 credit hours)
- REL 441 Major World Religions (3 credit hours)

General Track (Second, or Double, Major)
Because many students are interested in the subject of psychology and how it may supplement another occupation or violation, the Psychology – General Track was created to provide a brief yet balanced study of the field of psychology. This degree program is designed to serve a student who desires enough content knowledge in psychology to improve life and interpersonal skills, but whose primary major is in another discipline. This degree program is also designed to serve a student who already has a bachelor’s degree but would like to change careers.

To be eligible for this major, the student must have a primary major outside the Psychology program. Students who have previously completed a bachelor’s degree at an accredited institution are also eligible to complete this degree.

In addition to fulfilling the psychology core requirements (35 credit hours) and other requirements listed above, students completing this track must have a primary major outside the School of Behavioral Sciences and meet the following course requirement (6 credit hours).

Required Psychology Coursework
Students must choose 6 credit hours of additional PSY courses. Those students who may attend graduate school in counseling or psychology are strongly encourage to select Social Psychology (PSY 360), Biological Psychology (PSY 439), Tests and Measurements (PSY 440), or Learning Theories (PSY 460).

**SOCIIOLOGY PROGRAM**

The Bachelor of Science in Sociology offered by the School of Behavioral Sciences is a natural fulfillment of the mission of Ohio Valley University, and it addresses in considerable depth each of the desired learning outcomes for the university. Sociology courses examine human society as well as the social behavior of groups and social institutions, including social, religious, political, and business organizations. Furthermore, sociology courses study the behavior and interaction of groups, trace groups’ origins and growth, and analyze the influence of group activities on individual members. This major prepares students for entry into careers such as market analysis, research assistance, writing, or policy analysis. Sociology student are strongly advised to consider this degree as preparation for graduate studies in the behavioral sciences.

**Requirements for Bachelor of Science in Sociology**

Students majoring in sociology must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.
2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement
3) Receive formal admission to the sociology program, preferably during the second semester of the sophomore year; the application is part of SOC 299.
4) Meet the following grade requirements:
   - Earn at least a 2.5 GPA on all major-related coursework.
   - Earn no more than 4 hours of D in major-related coursework required for graduation.
   - Complete Sociology Senior Seminar (SOC 451) with a minimum grade of B
5) Complete 50 credit hours, distributed as follows (some courses also fulfill general education requirements):
   - 15 credit hours of required sociology courses:
     - SOC 101 Principles of Sociology (3 credit hours)
     - SOC 299 Sociology Program Admission (0 credit hours)
     - SOC 341 Cultural Anthropology (3 credit hours)
     - SOC 351 Understanding Multicultural Diversity (3 credit hours)
     - SOC 451 Senior Seminar (3 credit hours)
     - SOC 498 Sociology Program Senior Assessment (0 credit hours)
     - SOC 489 Sociology Practicum (3 credit hours)
PROGRAM REQUIREMENTS

- 3 credit hours of required political science courses:
  - POL 231 Global Community Relations (3 credit hours)
- 8 credit hours of required psychology courses:
  - PSY 229 Introduction to Statistics for the Behavioral Sciences (4 credit hours)
  - PSY 290 Research Design (4 credit hours)
- 24 credit hours selected from the following:
  - ECO 236 Principles of Macroeconomics (3 credit hours)
  - PSY 360 Social Psychology (3 credit hours)
  - REL 371 Christian Ethics (3 credit hours)
  - SOC 220 Criminal Law (3 credit hours)
  - SOC 292-95 Sociology Special Topics (1-6 credits)
  - SOC 327 Field Work in Sociology (3 credit hours)
  - SOC 334 Constitutional Law (3 credit hours)
  - SOC 365 Organized Crime (3 credit hours)
  - SOC 381 Introduction to Alternative Dispute Resolution (3 credit hours)
  - SOC 382 Conflict Mediation (3 credit hours)
  - SOC 383 Diversity Management (3 credit hours)
  - SOC 410 Victimology (3 credit hours)
  - SOC 433 Organizational Leadership (3 credit hours)
  - SOC 440 Civil Rights and Liberties (3 credit hours)
  - SOC 441 Major World Religions (3 credit hours)
  - SOC 445 American Public Policy and Crime (3 credit hours)
  - SOC 450 Law Enforcement in American Society (3 credit hours)
  - SOC 490-91 Sociology Guided Research (1-6 credit hours)
  - SOC 492-95 Sociology Special Topics (1-6 credits)
  - SWK 233 Human Behavior and the Social Environment I (3 credit hours)
  - SWK 333 Human Behavior and the Social Environment II (3 credit hours)
  - SWK 350 Social Welfare Policy and Services (3 credit hours)
  - SWK 352 Methods of Social Work (3 credit hours)

6) A minor area of study is recommended. The following minors are recommended: Alternative Dispute Resolution, Christian Counseling, Christian Service for Women, History, Human Services, Missions, Psychology, Wellness, and Youth and Family Ministry.

WELLNESS PROGRAM

The health sciences wellness program is a general health program for those interested in pursuing careers in community health education, community services and public health, or in enrolling in graduate courses in public health, community health, health promotion, or health sciences. The program is interdisciplinary; besides coursework in wellness, students also take courses in physical education, psychology, math, and science.
Requirements for Bachelor of Science in Wellness

Students majoring in wellness must meet the following requirements:

1) Satisfy the General Institutional Requirements for a Bachelor’s Degree.

2) Satisfy the requirements of the General Education program, which includes the following:
   - General Education Course Requirements
   - Bible Course Requirement
   - Writing Competency Requirements
   - Diversity Requirement

3) Receive formal admission to the wellness program, preferably during the sophomore year; the application is part of WEL 299.

4) Complete 69-70 credit hours, distributed as follows (some courses also fulfill general education requirements):
   - 28 credit hours of required wellness courses:
     - WEL 231 Personal and Community Health (3 credit hours)
     - WEL 232 Safety, Accident Prevention, and First Aid (3 credit hours)
     - WEL 299 Wellness Program Admission (0 credit hours)
     - WEL 300 Anatomy and Physiology for Wellness (3 credit hours)
     - WEL 304 Human Sexuality (2 credit hours)
     - WEL 305 Principles of Nutrition (3 credit hours)
     - WEL 306 Nutrition throughout the Life Cycle (3 credit hours)
     - WEL 309 Exercise Physiology (3 credit hours)
     - WEL 411 Epidemiology (3 credit hours)
     - WEL 451 Senior Seminar (2 credit hours)
     - WEL 489 Wellness Practicum (3 credit hours)
   - 5 credit hours of required physical education courses:
     - PHED 110 Foundations of Physical Fitness (2 credit hours)
     - PHED 300 Kinesiology (3 credit hours)
   - 10 credit hours of required lower-level psychology courses:
     - PSY 101 General Psychology (3 credit hours)
     - PSY 233 Human Growth and Development (3 credit hours)
     - PSY 290 Research Design (4 credit hours)
   - 6 credit hours of upper level psychology courses chosen from the following:
     - PSY 320 Abnormal Psychology (3 credit hours)
     - PSY 340 Personality Theories (3 credit hours)
     - PSY 350 Family Systems (3 credit hours)
     - PSY 353 Drugs and Behavior (3 credit hours)
     - PSY 360 Social Psychology (3 credit hours)
     - PSY 439 Biological Psychology (3 credit hours)
     - PSY 443 Health Psychology (3 credit hours)
     - PSY 460 Learning Theories (3 credit hours)
     - PSY 470 Behavioral Modification (3 credit hours)
- 3 credit hours of required sociology courses:
  - SOC 101 Principles of Sociology (3 credit hours)
- 11 credit hours of natural science courses:
  - NSC 131 Foundations of Biology (4 credit hours)
  - NSC 135 Introduction to General Chemistry (4 credit hours)
  - NSC 439 Biological Psychology (3 credit hours)
- 3 or 4 credit hours of math courses chosen from the following:
  - MAT 229 Introduction to Statistics (3 credit hours)
  - PSY 229 Introduction to Statistics for Behavioral Sciences (4 credit hours)
- 3 credit hours of required English courses
  - ENG 333 Professional Writing (3 credit hours)

*Recommended courses for fulfilling Bible course requirement:*
BIB 335 Personal Spiritual Development
BIB 211 Marriage and Family
REL 371 Christian Ethics
REL 441 Major World Religions

**MINORS**
The following minors are offered by Ohio Valley University.

**Accounting**
*This minor is available only to students majoring in business administration and information technology.*
This minor requires students must take 18 credit hours of upper-level (300- or 400-level) accounting courses, including the following: Intermediate Accounting I (ACC 321), Intermediate Accounting II (ACC 322), and Introduction to Taxation (ACC 421).

**Auditing and Information Assurance**
*This minor is available only to students majoring in accounting or information technology. Although the minor requires 30 credit hours, only 18 credit hours are in addition to the requirements of the student’s major.*
This minor requires 30 credit hours. The following courses are required: Intermediate Accounting (ACC 321), Intermediate Accounting II (ACC 322), Accounting Systems (ACC 431), Auditing and Information Assurance (ACC 441), Introduction to Forensic Accounting (ACC 471), Database Management Systems (CIT 342), Operating Systems (CIT 345), Advanced Server Administration (CIT 445), Information Technology Auditing and Security (CIT 441), and Information Assurance (CIT 471).
Alternative Dispute Resolution
This minor requires 18 credit hours. The following courses are required: Introduction to Alternative Dispute Resolution (SOC 381), Conflict Mediation (SOC 382), Diversity Management (SOC 383), Personality Theories (PSY 340), and Introduction to Counseling Theories and Practices (PSY 355). In addition, students must take 3 credit hours chosen from the following: Business Ethics (BUS 371), Interpersonal Communications (COM 331), Employee Relations (MGT 334), Social Psychology (PSY 360), Christian Ethics (REL 371), or Understanding Multicultural Diversity (SOC 351).

Bible
This minor requires 18 credit hours of Bible (BIB) courses. The following are required: Life of Christ (BIB 106), Acts through Revelation (BIB 107), Old Testament Survey (BIB 205), and Christian Thought (BIB 206); 6 credit hours of upper-level textual studies courses; 2 credit hours of doctrinal and historical studies courses; and 2 credit hours of practical ministry courses. See the Bible program description for classification of Bible courses. This minor is not available to Bible majors.

Biblical Languages
This minor requires 22 credit hours of biblical languages courses, including at least 8 credit hours of Hebrew, 8 credit hours of Greek, and at least 6 credit hours of Greek and/or Hebrew readings (it may include the Greek required for the B.A. in Bible).

Biblical Text
This minor requires 18 credit hours, including 15 credit hours of upper-level textual studies courses, plus 3 credit hours chosen from biblical language courses, practical ministry courses, or doctrinal or historical studies courses. See the Bible program description for classification of Bible courses. This minor is not available to students majoring in Bible.

Biology
This minor requires 19 credit hours. Biology I (NSC 141) is required; the remaining fifteen credit hours must be upper-division courses selected from any of the upper-division life science offerings as long as prerequisites (or co-requisites) are met. (For example, Human Anatomy and Physiology I and II have chemistry as a prerequisite or co-requisite.)

Business
This minor requires 21 credit hours of business courses. The following courses are required: Accounting I (ACC 221), Accounting II (ACC 222), Personal Finance (FIN 233), Principles of Management (MGT 230), and Principles of Marketing (MKT 230). In addition, a student must earn 6 credit hours an upper-level courses in accounting (ACC), business (BUS), computer information technology (CIT), finance (FIN), management (MGT), or marketing (MKT). This minor is not available to students majoring in business.
Children’s Ministry
This minor requires a minimum of 18 credit hours. The following courses are required: Educational Program of the Church (BIB 321), Children’s Ministry (BIB 354), Youth Ministry (BIB 351), and Human Growth and Development (PSY 233). In addition, students must take two 300- or 400-level textual studies courses (see the Bible program description for a list of textual courses) and either Teaching the Bible (BIB 413) or Scripture Interpretation (BIB 347).

Christian Counseling
This minor requires 29 credit hours of coursework in psychology and Bible. The following psychology courses, worth 9 credit hours, are required: Personality Theories (PSY 340), Family Systems (PSY 350), and Introduction to Counseling Theories and Practice (PSY 355). In addition, students must choose 3 credit hours from the following courses, all of which are worth 3 credit hours: General Psychology (PSY 101), Human Growth and Development (PSY 233), Child Development (PSY 234), or Adult Development and Aging (PSY 236). The following Bible courses, worth 6 credit hours, are required: Scripture Interpretation (BIB 347) and Ministerial Counseling (BIB 352). For 2 credit hours, students must choose either Marriage and Family (BIB 211) or Personal Spiritual Development (BIB 335). Students must choose 3 credit hours from the following courses, each of which worth 3 credit hours: Doctrinal Issues (BIB 346) or Major World Religions (REL 441). In addition, students must complete 6 credit hours of upper-level textual studies courses (see the Bible program description for a list of textual studies courses).

Christian Service for Women
This minor is available to women only.
This minor requires 18 credit hours of Bible (BIB) courses. The following courses are required: Introduction to Practical Ministry (BIB 225), Religious Speaking for Women (BIB 327), Christian Service for Women (BIB 329), and Personal Spiritual Development (BIB 335). In addition, a student must earn 5 credit hours in 300- or 400-level textual studies. Three credit hours of biblical (BIB) electives are also required; Bible majors, however, must select Children’s Ministry (BIB 354) in place of this biblical elective. See the Bible program description for a list of textual studies courses.

Coaching
This minor requires 18 credit hours of coursework in wellness and physical education courses. The following courses are required: Foundations of Physical Fitness (PHED 110); Sports Officiating (PHED 301); Principles of Coaching (PHED 302); Organization and Administration of Sports (PHED 303); Safety, Accident Prevention, and First Aid (WEL 232); and Principles of Nutrition (WEL 305). In addition, students must take one of the following for 2 credit hours: Internship in Physical Education and Health (PHED 461), Internship in Coaching (PHED 462), or Seminar in Physical Education (PHED 470).
Communications
This minor requires 18 credit hours of coursework. At least 12 credits must have a COM prefix, and at least 12 credits must be 300-level or above. No more than 6 credits can be used for both a student’s major and the minor. The following courses will count toward the minor: Any COM course numbered higher than Basic Speech Communication (COM 131), Newspaper Workshop (COM 111), Sermon Preparation and Delivery (BIB 323), Advanced Homiletics (BIB 324), Religious Speaking for Women (BIB 327), Business Communication (BUS 310), Advanced Grammar and Composition (ENG 301), Creative Writing (ENG 331), and Professional Writing (ENG 333).

Criminal Justice
This minor requires 18 credit hours of criminal justice coursework. The following courses are required: Introduction to Criminal Justice (CJR 101), Criminal Law (CJR 220), and Ethics in Criminal Justice (CRJ 371). In addition, a student must earn 9 credit hours from upper-level courses in criminal justice.

Education
This minor requires 18 credit hours. The following courses (for 10 credit hours) are required: Introduction to Education (EDUC 200), Educational Psychology (EDUC 320), Classroom Management (EDUC 215), and Human Growth and Development (PSY 233). Students also must select 8 credit hours of any EDUC or SPED courses for which the student has met the prerequisite(s), or other courses chosen in collaboration with the advisor and the dean of the college of education.

English
This minor requires 18 credit hours beyond the 3 credit hours of literature taken to fulfill general education requirements; 9 credit hours must be in upper-level courses. Advanced Grammar and Composition (ENG 301) is required; the remaining courses may be chosen from English (ENG) and literature (LIT) courses at the 200-level or above.

Greek
This minor requires 20 hours of Greek (the hours of Greek required for the Bachelor of Arts in Bible may be included).

History
This minor requires 18 credit hours. Students must choose at least 6 credit hours from the following courses: Western Civilization I (HIS 131), Western Civilization II (HIS 132), United States History I (HIS 133), and United States History II (HIS 134). In addition, students should select at least 9 credit hours from upper-level history courses. Any of following religion courses may be substituted for the upper-level history courses: History of the Christian Church (REL 341), Restoration Church History (REL 342), or Major World Religions (REL 441); students taking REL 341, REL 342, and Renaissance and Reformation, 1400-1648 (HIS 461) will have an emphasis in church history.
Human Services
This minor requires 18 credit hours. The following courses are required: Understanding Multicultural Diversity (SOC 351), Introduction to Social Work (SWK 231), Human Behavior and the Social Environment I (SWK 233), Human Behavior and the Social Environment II (SWK 333), Social Welfare Policy and Services (SWK 350), and Methods of Social Work (SWK 352).

Information Technology
This minor requires 18 credit hours. The following courses are required: Principles of Information Systems (CIT 142), Networks and Networking Technology (CIT 241), Database Management Systems (CIT 342), and Operating Systems (CIT 345). In addition, a student must earn 6 credit hours of upper-level coursework in Computer Information Technology (CIT) courses.

Marketing
This minor is available only to students majoring in accounting, business administration, information technology, and sports management.
This minor requires 18 credit hours, including 12 credit hours of upper-level marketing (MKT) courses and 6 hours of business (ACC, BUS, CIT, ECO, FIN, MKT, or additional MGT) courses.

Management
This minor is available only to students majoring in accounting, business administration, information technology, and sports management.
This minor requires 18 credit hours, including 12 credit hours of upper-level management (MGT) courses and 6 hours of upper-level business (ACC, BUS, CIT, ECO, FIN, MGT, or additional MKT) courses.

Mathematics
A minor in mathematics requires 20 credit hours. The following courses, worth 14 credit hours, are required: Introduction to Statistics (MAT 229), Calculus and Analytics I (MAT 241), Calculus and Analytics II (MAT 242), and Discrete Mathematics (MAT 255). In addition, a student must earn 6 credits of upper-level coursework in Mathematics; for this work, any upper-level Mathematics course except for Curriculum and Methods of Mathematics (MAT 330) may be selected.

Missions
This minor requires 25 credit hours, including the following courses: Introduction to Missions (BIB 322), Cultural Anthropology (SOC 341), Personal Evangelism (BIB 320), Church Growth and Planting (BIB 422), and Major World Religions (REL 441). For the additional 10-11 credit hours, students must take 7 to 10 credit hours in upper-level textual studies (see the Bible program description for a classification of textual studies courses), including at least one class from Acts (BIB 306 or BIB 406) or First Corinthians (BIB 308 or BIB 408), and one of the following: Global Missions Awareness (BIB 332), Ministry Field Laboratory (BIB 325) focused in missions, or Practicum in Ministry (BIB 425) focused in missions.
Music
A minor in music requires 19 credit hours. The following courses, worth 11 credit hours, are required: Music Theory I (MUS 141), Music Theory II (MUS 142), Sight Singing and Ear Training I (MUS 143), Sight Singing and Ear Training II (MUS 144), Music Literature (MUS 221). In addition, students must take four semesters of Music Recital Attendance (MUS 100), 2 credit hours of private voice or instrument instruction at the lower level (MUS 113, 115, 116, 117, 118, or 119), 1 credit hour of private voice or instrument instruction at the upper level (MUS 313, 315, 316, 317, 318, or 319), 4 credit hours of participation in ensembles (MUS 110, 111, 112, or 114), and 1 credit hour of piano instruction.

New Testament
This minor is only available to students who are majoring in Bible.
A minor in New Testament requires 27 credit hours of New Testament textual studies courses. (At least 6 credit hours of New Testament Greek readings are recommended and can be counted toward this minor.)

Old Testament
This minor is only available to students who are majoring in Bible.
A minor in Old Testament requires 18 credit hours of Old Testament textual studies courses. (At least 8 credit hours of Hebrew are recommended and can be counted toward this minor.)

Practical Ministry
This minor is only available to students who are majoring in Bible.
A minor in practical ministry requires 30 credit hours in practical ministry courses. At least 21 credit hours must be in courses with a BIB prefix.

Preaching
This minor is only available to students who are majoring in Bible.
A minor in preaching requires 18 credit hours. The following courses are required: Sermon Preparation and Delivery (BIB 323), Advanced Homiletics (BIB 324), Ministry Field Lab (BIB 325) focused on preaching for 3 credit hours, Ministerial Counseling (BIB 352), Doctrinal Issues (BIB 346), and any upper-level COM course that includes student speeches.

Psychology
This minor requires 18 credit hours of psychology coursework. The following courses are required: General Psychology (PSY 101), Personality Theories (PSY 340), and Introduction to Counseling Theories and Practices (PSY 355). In addition, a student must take at least 9 credit hours of 300- and 400-level psychology coursework.

Sociology
This minor requires 18 hours. The following courses are required: Principles of Sociology (SOC 101), Cultural Anthropology (SOC 341), and Understanding Multicultural Diversity (SOC 351). In addition, students must choose 9 credit hours of 300- and 400-level sociology (SOC) course. The courses chosen cannot also be a requirement of the student’s major area of study.
Theatre
This minor requires 21 hours. The following courses are required: Theatre Appreciation (THE 121), Introduction to Technical Theatre (THE 213), and Oral Interpretation of Literature (COM 330). Students must select either Playwriting (THE 231) or Directing (THE 343). Students must select either Dramatic Literature (LIT 314) or Shakespeare (LIT 446). Students must select either Acting (THE 213) or three credits from Private Acting (THE 133). In addition, students must select 3 credits from the following (COM 221), Theatre Production Workshop (THE 115), Ambassadors (THE 117); this 3-credit requirement could also be fulfilled with any of the non-chosen options above.

Wellness
This minor requires 19 hours. The following courses are required: Personal and Community Health (WEL 231); Safety, Accident Prevention, and First Aid (WEL 232), Human Sexuality (WEL 304 or PSY 304), Principles of Nutrition (WEL 305), and Foundations of Physical Fitness (PHED 110). Students also must choose two of the following courses: Anatomy and Physiology for Wellness (WEL 300), Nutrition throughout the Life Cycle (WEL 306), Exercise Physiology (WEL 309), Epidemiology (WEL 411), Adapted Physical Education (SPED 401), or Kinesiology (PHED 300).

Youth and Family Ministry
This minor requires 30 to 34 credit hours, depending on which courses are chosen. The following courses are required: Introduction to Practical Ministry (BIB 225), Youth Ministry (BIB 351), Ministerial Counseling (BIB 352), Marriage and Family (BIB 211), Human Growth and Development (PSY 233), Group Dynamics (PSY 242), Family Systems (PSY 350), and either Pastoral Epistles (BIB 304) or Scripture Interpretation (BIB 347). Students also must take 11 credit hours of upper-level textual studies (BIB 304 can count toward these 11 hours). See the Bible program description for classification of Bible courses.

CERTIFICATE PROGRAMS IN BIBLE
To encourage students who are not completing a Bible major or minor to find their place of ministry in the kingdom of God, Ohio Valley University offers certificates in eleven ministry areas; each certificate requires a student to complete 12 credit hours. The certificates are available only to students who are making satisfactory progress in a degree program and who organize their Bible courses to meet the requirements below. See the Bible program description for classification of Bible courses. These areas and their requirements are as follows:

Biblical Text
Required courses:
12 credit hours of upper-level textual studies courses
Children's Ministry

*Required courses:*

One textual studies course

BIB 354    Children’s Ministry
EDUC 215    Classroom Management
PSY 233    Human Growth and Development

*Select one of the following:*

- BIB 321    Educational Program of the Church
- BIB 351    Youth Ministry
- REL 413    Teaching the Bible

Church History

*Required courses:*

REL 341    Church History
REL 342    Restoration Church History
HIS 351    Renaissance and Reformation

*Select one of the following:*

- BIB 280    Biblical Studies International
- BIB 290    Sophomore Seminar: Special Topics in Archeology
- REL 441    Major World Religions

Doctrinal and Historical Studies

*Required courses:*

12 credit hours of doctrinal and historical studies courses

Greek

*Required courses:*

Four semesters of Greek

Hebrew

*Required courses:*

Four semesters of Hebrew

Missions

*Required courses:*

BIB 322    Introduction to Missions
SOC 341    Cultural Anthropology

*Select six credit hours from the following:*

- BIB 320    Personal Evangelism
- BIB 325    Ministry Field Laboratory focused on missions
- BIB 353    Urban Ministry
- BIB 422    Church Growth and Planting
- REL 441    Major World Religions
- 3-4 credit hours of upper-level textual studies course
Preaching

Required courses:
- BIB 323 Sermon Preparation and Delivery
- BIB 324 Advanced Homiletics
- BIB 347 Scripture Interpretation
- COM 321 Public Speaking

Teaching the Bible

Required courses:
- BIB 321 Educational Program of the Church
- PSY 233 Human Growth and Development

Select one of the following:
- BIB 325 Sermon Preparation and Delivery (for men)
- BIB 327 Religious Speaking for Women (for women)

Select one of the following:
- EDUC 321 Curriculum and Methods of Teaching K-12
  (prerequisite is EDUC 320 – Educational Psychology)
- One 3-hour upper-level textual studies course

Women’s Ministry

Required courses:
- BIB 225 Introduction to Practical Ministry
- BIB 327 Religious Speaking for Women
- BIB 329 Christian Service for Women

One 300- or 400-level textual studies course

Select one of the following:
- BIB 354 Children’s Ministry
- A second 300- or 400-level textual studies course

Youth Ministry

Required courses:
- BIB 351 Youth Ministry
- PSY 233 Human Growth and Development

Select one of the following:
- BIB 304 Pastoral Epistles
- BIB 347 Scripture Interpretation

Select one of the following:
- BIB 352 Ministerial Counseling
- BIB 211 Marriage and Family and BIB 325 (Internship in Youth Ministry) for 1 credit hour
- PSY 242 Group Dynamics
- PSY 350 Family Systems
- One 3-hour upper-level textual studies course
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2014-15 OVU ACADEMIC CATALOG

SPECIAL ACADEMIC PROGRAMS
ESL INTENSIVE ENGLISH PROGRAM

The ESL Intensive English Program (IEP) at Ohio Valley University is designed for those whose English language skills are below what is necessary to succeed in regular university work; the goal is to boost the ability of these students so that they can enroll in either Ohio Valley University (or at another university if he or she meets that university’s admission requirements). The program offers students one year of non-credit classes designed to prepare and equip students to complete university-level coursework in English.

Applicants are admitted to begin during fall semester only, unless separate arrangement is made as an exception. To enter the program, an applicant must first gain full acceptance to Ohio Valley University by submitting the following documents to the Admissions Office (see the above section International Student Admission for a complete description):

- Application for Admission
- Official transcripts of all secondary education or GED equivalent
- Transcripts of all college-level work, if applicable; transcripts from non U.S.-accredited colleges and universities must undergo evaluation.
- Photocopy of valid passport (bio-data page)
- Financial verification document

For admission to the ESL Intensive English Program, TOEFL or IELTS (or similar language evaluation exams) are NOT required, nor are ACT or SAT scores.

In this program, students spend about 20 hours in the classroom each week and are also provided with academic support (conversation partners, language lab, tutoring, etc.). Students in the program are eligible to live in the residence halls.

Students who successfully complete the program will become eligible to register for the regular courses required to complete their intended degree at Ohio Valley University.

Intensive English Curriculum

Students in the program will enroll in the following non-credit courses. After successfully completing all courses, students will obtain a certificate of completion.

Fall Semester:
ESL 071 English Speaking, Pronunciation, and Listening I
ESL 075 English Reading I
ESL 080 English Writing I
ESL 085 English Grammar I
UNI 102 Orientation to American Life (1 credit hour)
BIB 105 Introduction to the Bible (ESL) (2 credit hours)

Spring Semester
ESL 072 English Speaking, Speaking, and Pronunciation II
ESL 076 English Reading II
Based on a student’s performance in his or her ESL courses each semester, the student will be granted academic credit (that can be used to fulfill degree requirements) in the following courses:

_Fall Semester_
- EFL 101 – English as a Foreign Language I (3 credits)
- EFL 102 – English as a Foreign Language II (3 credits)

_Spring Semester_
- EFL 103 – English as a Foreign Language III (3 credits)
- EFL 104 – English as a Foreign Language IV (3 credits)

**Intensive English Course Descriptions**

**ESL 071 English Speaking, Pronunciation, and Listening I** Focus on improving spoken communication of the English language through oral instruction and practice as well as instruction in how to decode common spelling patterns, how to stress syllables and words, become more familiar with the English alphabet, and practice stress, intonation, and rhythm. Grade basis is A, B, C, NC, or F. Lecture 3 hours; lab 3 hours.

**ESL 072 English Speaking, Pronunciation, and Listening II** Continued focus on improving spoken communication of the English language through oral instruction and practice as well as instruction in how to decode common spelling patterns, how to stress syllables and words, become more familiar with the English alphabet, and practice stress, intonation, and rhythm. Grade basis is A, B, C, NC, or F. Lecture 3 hours; lab 3 hours.

**ESL 075 English Reading I** Instruction and practice in reading and studying text, including understanding the nature of reading, reading for specific purposes, and comprehension. Grade basis is A, B, C, NC, or F.

**ESL 076 English Reading II** Continued instruction and practice in reading and studying text, including understanding the nature of reading, reading for specific purposes, and comprehension. Grade basis is A, B, C, NC, or F.

**ESL 080 English Writing I** Concentration on word formation, spelling, and syntax necessary to correctly use the English language to read, speak, listen, and write. Grade basis is A, B, C, NC, or F.

**ESL 081 English Writing II** Continued concentration on word formation, spelling, and syntax necessary to correctly use the English language to read, speak, listen, and write. Grade basis is A, B, C, NC, or F.
ESL 085 **English Grammar I** Instruction and practice in learning the correct usage of all parts of speech, including nouns, verbs, prepositions, adjectives, adverbs, and the like. Grade basis is A, B, C, NC, or F.

ESL 086 **English Grammar II** Continued instruction and practice in learning the correct usage of all parts of speech, including nouns, verbs, prepositions, adjectives, adverbs, and the like. Grade basis is A, B, C, NC, or F.

ESL 099 **American Culture** Promotion of the understanding of American culture through the study of American history, language, customs, and institutions. In connection with this course, students will take a variety of field trips to both local and national sites of interest. Grade basis is A, B, C, NC, or F.


EFL 103 **English as a Foreign Language III** (3 credits) English grammar, vocabulary, writing, listening, speaking, and American culture. A continuation of EFL 101 & 102. Prerequisite: Enrollment in the Intensive English Program, grade of C or higher in EFL 101 and 102, or consent. Co-requisite: EFL 104. Offered spring.

EFL 104 **English as a Foreign Language IV** (3 credits) English grammar, vocabulary, writing, listening, speaking, and American culture. A continuation of EFL 101 & 102. Prerequisite: Enrollment in the Intensive English Program, grade of C or higher in EFL 101 and 102, or consent. Co-requisite: EFL 103. Offered spring.

**Program Costs**
For the year, students will pay $11,750 for tuition and fees and $7,010 for room (standard double) and meals (15 meals per week, 240-block plan), making a total cost of $18,760. Not included in the fee is the cost of books and materials, which is estimated to be approximately $500 per semester and personal money of $750 per semester. With these estimated fees included, the cost of the program is $21,260. In addition, students are responsible for any other fees common to OVU students, such as a dorm deposit of $150, a key deposit of $35, and an orientation fee of $250.

**HONORS PROGRAM**
The Ohio Valley University Honors Program was created to attract, inspire, and retain exceptional students who seek intense intellectual challenge and who are prepared to invest the high degree of effort required to thrive in the honors community. The program encourages students to develop high academic standards, exercise independent thought, and gain insight into the scholarship and leadership responsibilities associated with the intellectual gifts that God has given them.
In harmony with the university’s mission, participants develop and refine these attributes:

- Breadth, as achieved through interdisciplinary coursework.
- Depth, as achieved through significant accomplishments in a focused area of study.
- Global awareness, as achieved through reflection on the interconnectedness of the world.
- Collaborative capacity, as achieved through intellectual and social exploration within a community of learners.
- Commitment to service, as achieved through active involvement in addressing the interests of others.

In addition to fulfilling the goals of the university’s general education program, the Honors Program seeks to fulfill the following goals:

- To encourage and develop the leadership skills of students in the program
- To promote and expand the abilities of students in the program to communicate successfully and effectively in both written and oral situations.

**Admission Standards**

To qualify for the Honors Program, an incoming freshman should score 26 or above on the ACT (or a 1760 or above on the SAT) and have a minimum 3.0 cumulative grade point average (GPA) from high school. Any student who does not meet these requirements but still desires entrance into the program should contact the director of the program. All interested in the program must complete an Honors application and meet all requirements for admittance into Ohio Valley University before being accepted into the Honors Program. As the program is designed to take eight semesters to complete, students transferring in from other colleges and universities will only be admitted in rare circumstances.

**Satisfactory Academic Progress for the Honors Program**

To remain eligible to participate in the Honors Program, a student must maintain a 3.35 cumulative GPA. A student whose cumulative GPA drops below 3.35 will be placed on program probation for one semester. If the cumulative GPA requirement is met after the probationary semester, the student will be taken off probation; if the GPA requirement is not met, then he or she is ineligible to earn honors credits until that minimum GPA requirement has been met.

**Honors Curriculum**

Successful completion of the Honors Program involves three parts, all of which are described in detail below:

- 21 lower-division (100- and 200-level) credit hours
- 12 credit hours of upper-division (300- and 400-level) courses
- Completion of an Honors Project

**Lower Division Honors Courses**

Students will complete the lower-division requirement primarily through honors-designated courses. These courses are usually designed also to meet general education requirements, though some courses may not fulfill general education requirements for some students, especially in
situations in which an incoming honors program student has already fulfilled a general education requirement in other ways (e.g., through transfer credit or AP credit). Although there is no required sequence of honors courses, those most commonly available are listed below. Students are strongly encouraged to meet with the Honors Program director each semester to make the best course selection.

The following are commonly offered Honors Courses:

- BIB 106H  
  Life of Christ (2 credit hours)
- BIB 107H  
  Acts to Revelation (2 credit hours)
- BIB 205H  
  Old Testament Survey (2 credit hours)
- COM 292H  
  Honors Communication (3 credit hours)
- HUM 121H  
  Introduction to Fine Arts (3 credit hours)
- LIT 235H  
  Western Literature through the Renaissance (3 credit hours)
- LIT 236H  
  Western Literature since the Enlightenment (3 credit hours)
- HIS 133H  
  United States History I (3 credit hours)
- POL 135H  
  United States Government (3 credit hours)
- UNI 292H  
  Honors Leadership (3 credit hours)

**Honors Contracts**

Students will complete 12 hours of upper-division work during which they will enter into an honors contract with the instructor. Prospective courses must be 300-400 level within the student’s desired major or other areas approved by the honors director. These courses will generally be taken during the student’s junior and senior years; preferably, a student will complete one course with an honors contract during each semester of the junior and senior years. In a course with an honors contract, the instructor and the student will work together to redesign one or more of the assignments to meet the stated goals of the Honors Program. The emphasis is on the quality of the completed assignments rather than on the quantity of the work assigned; in other words, honors students will be completing different assignments, not additional assignments.

Up to six of these contract hours may be independent studies or research hours as is fitting for the individual discipline. Such courses will be designed to further the student’s work on his or her honors project. Students interested in such courses should speak to their academic advisor or the director of the honors program.

**Honors Project**

The culmination of the student’s honors work is the honors project. This project is designed to showcase the student’s written and oral communication skills and leadership ability, as described in the goals of the Honors Program. The specific form of the project will be developed in consultation between the student, his or her primary academic advisor, and the honors director, but all projects will do the following:

- Grow out of the student’s major coursework. A plan for the project will be discussed and developed by the student, primary academic advisor, and honors director during the late sophomore or early junior semesters.
- Include a written portion. Specific contents will vary by discipline but might include presentation of a thesis or hypothesis, arguments, methodologies, conclusions, etc. The
final copy will be approved by the student’s academic advisor and turned in to the honors director.

- Include an oral presentation. Each student will be required to present his or her work in a forum and respond to questions.

Work on this project begins at the end of the student’s sophomore year. Once a student has a proposal approved, he or she should enroll in the course Honors Project (HNRS 400) for zero credit hours each semester until the project is completed. Specific semester-by-semester guidelines are provided during the sophomore year or are available from the honors program director upon request.

**Honors Co-Curricular Activities**

The program is committed to the university’s ideal of transforming lives, a process that means more than merely learning skills or preparing for a specific career. Transformation involves finding connections between the classroom and life and embracing those connections in every facet of one’s existence. Honors students will be given the opportunity to participate in a variety of co-curricular activities that encourage and facilitate discussion; these activities will include such things as traveling to historical and cultural sites and attending lectures, devotionals, and performing arts events. The Honors Program at Ohio Valley University is a member of the National Collegiate Honors Council (NCHC), and students in the program will have the opportunity to participate in NCHC-sponsored conferences and activities.

**THE EDGE**

The Edge is a special summer program designed for high school students. In this program, students spend one week on campus in the summer taking a one-credit special topics course. In addition, to spending time in the classroom, students stay in the residence halls and also participate in chapel, field trips, community service, and other activities.

The program is open to those who have completed their sophomore or junior year of high school. Applicants must submit an application form, high school transcripts, and references.

**SPECIAL EDUCATION ENDORSEMENT PROGRAM**

The Special Education Endorsement Program is delivered in a Special Education Institute format for certified teachers who need to add multicategorical special education certification or a single special education area to their core certifications. Participants are eligible for an endorsement in multicategorical special education that is added to an existing teaching license. Students take courses in a combination of online and blended formats using the Sakai learning system. Class size is limited to 20. The cost is $335 per credit hour, plus a $50 technology fee for each course; the cost of a course worth 3 credit hours is $1,055.

The courses offered are on the undergraduate level. The grade level of the endorsement a participant receives corresponds with the participant’s current certificate. For example, a participant with an elementary education certificate will be eligible to receive the special education
endorsement for grades K-6, while a participant with a secondary education certification will be eligible to receive the special education endorsement for grades 5-Adult.

Additionally, an endorsement in Autism Spectrum Disorders (ASD) may be added to a special education endorsement by completing six credit hours in ASD coursework and applying to the West Virginia Department of Education. OVU offers two courses in Autism Spectrum Disorders, Introduction to Autism Spectrum Disorders (SPED 308) and Interventions for Autism Spectrum Disorders (SPED 309).

**Admission Standards for Special Education Endorsement Program**

To be eligible, participants should have a bachelor’s degree in education with prior certification in one of the following areas: elementary education, secondary English, secondary mathematics, secondary general science, secondary social studies, biology, or reading specialist. Teachers in other certification programs may earn certification in special education through an alternative program created by the West Virginia Department of Education (WVDE); details are available directly from the WVDE website. In addition, participants must have already successfully completed the following courses (or equivalents): Introduction to Education, Survey of Exceptional Children (Introduction to Special Education), Human Growth and Development, Differentiated Instruction, Educational Psychology, and Regular Education Student Teaching. Students enrolled in the program must meet the Satisfactory Academic Progress guidelines described above under Academic Policies; however, for students enrolled in this program, a 3.0 GPA is required to remain in good academic standing.

**Endorsement Criteria**

To earn multicategorical certification, students must meet the following requirements:

1) Satisfactorily complete the courses listed below (unless the course was taken in a prior certification program).

   - EDUC 415 Differentiated Instruction (1 credit hour)
   - SPED 302 Curriculum and Methods for Behavior Disorders (3 credit hours)
   - SPED 303 Curriculum and Methods for Learning Disorders (3 credit hours)
   - SPED 304 Curriculum and Methods for Mental Impairments (3 credit hours)
   - SPED 305 Program Planning in Special Education (3 credit hours)
   - SPED 306 Assessment in Special Education (3 credit hours)
   - SPED 307 Collaboration and Consultation in Special Education (3 credit hours)

2) Satisfactory completion of coursework in reading and mathematics (unless equivalent courses have already been taken):

   For K-6 special education certification, the requirements are as follows:
   - EDUC 328 Methods of Teaching Reading K-6 (3 credit hours)
   - EDUC 343 Methods of Teaching Math 4-6 (2 credit hours)
   - EDUC 413 Diagnostic and Prescriptive Reading (3 credit hours)
For 5-Adult special education certification, the requirements are as follows:

EDUC 413  Diagnostic and Prescriptive Reading (3 credit hours)
EDUC 414  Teaching Reading in the Content Area (3 credit hours)
MAT 330  Curriculum and Methods of Math, 5-A (3 credit hours)

3) Earn a grade of at least a B in all required courses; no single course may be repeated more than once to raise the student’s grade.

4) Achieve West Virginia passing scores on the required Praxis II tests in Special Education for mult_categorical certification.

Requirements are subject to change based on certification requirements from the West Virginia Department of Education; to achieve certification, students might be required to use a more recent catalog than the one in force at the time of first enrollment.

STUDY ABROAD PROGRAM

In today’s world, a meaningful education should include an international component. Students who study abroad will often be more deeply affected and will remember the international experience long after they have forgotten much of a traditional classroom course. Regardless of what academic field or career a student pursues, global awareness will provide a significant component for a successful education.

The Study Abroad Program at Ohio Valley University helps create various learning opportunities. Most students will use the coursework earned through these opportunities to meet general education requirements.

In one frequently offered program, students have spent approximately four weeks in Europe, split between England, Paris, and Italy (primarily Florence, Venice, and Rome). In addition, students will spend approximately two weeks in classes on campus prior to departure. The program begins the week following final exam week in the spring. Twelve credit hours are available.

Various instructors or departments also have also create study abroad offering; these programs might offer coursework to meet general education or program requirements.

Program fees vary; usually included in the fees are tuition, room and board, round-trip air fare, group travel, museum entrance fees, and tickets to performing arts events. Personal travel, books, cost for passport, and other expenses not directly related to the program are not included.

To be eligible for participation, a student must have a minimum cumulative GPA of 2.5.
THE WASHINGTON CENTER FOR INTERNSHIPS AND ACADEMIC SEMINARS

Ohio Valley University is affiliated with The Washington Center for Internships and Academic Seminars, an independent, nonprofit organization serving hundreds of colleges and universities by providing students opportunities to work and learn in Washington, D.C. for academic credit. Semester-long internships are available in the fall, spring, and summer; one- or two-week seminars occur at various times throughout the academic year. Students in all disciplines are eligible to participate, and financial aid is available. For further details, contact The Washington Center website (www.twc.edu) or the vice president for academic affairs.
COURSE NUMBERING CONVENTIONS

Course numbers have three digits. The first digit indicates the level of the course: 1 for freshmen, 2 for sophomore, 3 for junior, and 4 for senior. Courses numbered 300 and above may be taken only by juniors and seniors, except by special arrangements with the instructor and the dean or vice president for academic affairs. Courses numbers that begin with a 1 or a 2 are called lower-division or lower-level in this catalog; course numbers that begin with a 3 or 4 are called upper-division or upper-level in this catalog. Certain courses may at times be offered for honors credit; when offered in this way, the course will have an H added to the number. Course descriptions show the scheduled rotation for courses; courses for which no rotation is shown are generally offered each semester. Courses that have as a prerequisite “participation in the SPS program” are offered only through the School of Professional Studies; see the SPS office for information about when those courses will be offered. Occasionally, a course number changes; if a course number changes, a student who took it with the previous number may not retake the course for additional credit.

ACCOUNTING

ACC 220 Accounting Excel Lab (1 credit) This course focuses on some of the advanced features of Excel, including templates, sorting and filtering, importing and exporting, advanced formulas, analysis tools, and collaboration. Prerequisite: CIT 140 or instructor’s approval. Co-requisite: ACC 221. Offered fall.

ACC 221 Accounting I (3 credits) The basic course in accounting theory and practice, which includes the analysis and recording of business transactions from a managerial viewpoint with applications to single proprietorships, partnerships, and corporations. Co-requisite: ACC 220. Offered fall.

ACC 222 Accounting II (3 credits) Continuation of ACC 221. Partnership and corporation accounting, control accounting, decision making, and further study of statements and analysis. Prerequisite: ACC 221. Offered spring.

ACC 292-95 Accounting Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

ACC 321 Intermediate Accounting I (3 credits) In-depth study of conceptual framework of accounting, disclosure standards for general purpose financial statements, and measurement standards for cash, receivables, inventories, revenues and expenses. Prerequisite: ACC 222. Offered fall.

ACC 322 Intermediate Accounting II (3 credits) Measurement and reporting standards for tangible and intangible operating assets, investments, liabilities, contingencies, stockholder’s equity, and special problems of revenue recognition. Prerequisite: ACC 321. Offered spring.
ACC 335 Managerial Accounting (3 credits) Study of the use of cost accounting data by management as a tool for planning, control, and decision making. Focus on cost behavior, design of job order and process costing systems, cost-volume-profit analysis, segment reporting, direct and absorption costing, standard cost systems, flexible budgets, capital budgeting, relevant costs, and product pricing. Not required for accounting majors. Prerequisite: ACC 222 and or consent. Offered fall.

ACC 341 Cost Accounting (3 credits) Cost control systems and procedures will be emphasized. Job and process cost accounting; dealing with determining, reporting, analyzing, and controlling the cost of a particular process, job, service, unit or department will be undertaken. Standard costs, transfer pricing, variable costing and capital decisions will be introduced. Prerequisite: ACC 222. Offered fall, odd-numbered years.

ACC 399 Accounting Internship (1-3 credits) Professional accounting work experience in an external organization (pre-arranged and pre-approved internship) supervised by a faculty member. Fifty hours of work per credit hour, plus written assignments. Prerequisite: Accounting major or minor with minimum of ACC 321 or ACC 421, 64 credit hours, cumulative GPA of 2.0, business coursework GPA of 2.5, and approval of school chair. Offered fall, spring, and summer.

ACC 421 Introduction to Taxation (3 credits) Introduction to taxation with emphasis on broad provisions of federal income tax as it applies to individuals, and proprietorships. Prerequisite: ACC 222. Offered fall.

ACC 422 Federal Income Taxes (3 credits) Continuation of ACC 421 with emphasis on the impact of federal income taxes on business proprietorships, partnerships, corporations and fiduciaries. Prerequisite: ACC 421. Offered spring.

ACC 431 Accounting Systems (3 credits) Computer systems as they relate to design, implementation, and operation of accounting information systems and internal control procedures. Lab use of accounting computer programs. Prerequisite: ACC 222. Offered fall, odd-numbered years, and summers.

ACC 441 Auditing and Information Assurance (3 credits) A study of the planning, evidence gathering, internal control review, sampling, and application of procedures used to audit assets, liabilities, equity and related income statement accounts of an organization. Includes an evaluation of the audit and assurance profession including professional standards, ethics and liability of CPAs. Also includes the reporting requirements for compilation and review services and a thorough study of the types of audit opinions. Prerequisite or co-requisite: ACC 322 or consent of school chair.

ACC 451 Advanced Accounting (3 credits) Application of financial accounting principles to specialized problems in business mergers and acquisitions; consolidated financial reporting; introduction to not-for-profit accounting; advanced partnership accounting; foreign currency translation and measurement for financial reporting purposes; exposure to current accounting problems. Prerequisite: ACC 322, or consent of school chair. Offered fall.

ACC 461 Governmental and Not-for-Profit Accounting Accounting, reporting, and budgeting for governmental and not-for-profit entities and the use of fund accounting data for planning and control. Prerequisites: ACC 321. Offered spring, odd-numbered years.
ACC 471 Introduction to Forensic Accounting This course covers topics associated with modern forensic and investigative accounting. Topics include the psychology of financial fraud, auditing for fraud and other financial crimes, cybercrime, use of technology in detection and evidence gathering, litigation support, and analysis of actual fraud cases. Course objectives include understanding the principles and practices used by public accountants, internal auditors, government investigators, and others engaged in examination of financial statements, supporting data, and internal control systems. Prerequisite: ACC 222; suggested prerequisite or co-requisite: ACC 321, ACC 322, or ACC 441. Offered spring, odd-numbered years.

ACC 490-1 Accounting Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

ACC 492-95 Accounting Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

ACC 498 Accounting Seminar – Capstone (3 credits) A capstone course. A course taken at other colleges or universities will not transfer in as a substitute for this course.

AMERICAN SIGN LANGUAGE

ASL 101 American Sign Language I (3 credits) This course introduces the student to American Sign Language (ASL) and to the Deaf culture in American. Focus is on building sign vocabulary, fingerspelling, grammatical structure and syntax rules, facial expressions, use of personal space, mime and the development of sensitivity and awareness of the Deaf community in America. The student is expected to acquire basic expressive and receptive signing skills and sign vocabulary to converse with a person who is Deaf. This includes: exchanging personal information; asking for and sharing background information; exchanging information involving numbers; giving and receiving directions; and exchanging favorites. This course is not designed to train the student to function as an interpreter for the Deaf. Offered on demand.

ASL 102 American Sign Language II (3 credits) A continuation of ASL 101. Prerequisite: ASL 101 or equivalent. Offered on demand.

ASL 201 American Sign Language III (3 credits) A continuation of ASL 102. Prerequisite: ASL 102 or equivalent. Offered on demand.

ASL 202 American Sign Language IV (3 credits) A continuation of ASL 201. Prerequisite: ASL 201 or equivalent. Offered on demand.

ART

ART 101 Drawing I (3 credits) An introduction to basic drawing principles designed for the student with limited drawing experience or for the more experienced student who needs a systematic study of drawing fundamentals as a prerequisite for advanced studies. Consists of compositional theory and problem-rendering techniques and an exploration of drawing in a variety of subject matter in several drawing media. Course fee: $25. Offered fall, odd-numbered years.
ART 102 Drawing II (3 credits) Continuation of Drawing I. Increased emphasis on the creative factor, development of personal style and refinement of technique. Introduction to color in drawing media is given. Course fee: $25. Prerequisite: ART 101. Offered spring, even-numbered years.

ART 111 Design I (3 credits) A study of design, its elements and principles. The varied application of line, shape, space, texture, pattern and value will be explored in depth. An introduction to design in the graphic arts is given. Course fee: $25. Offered fall, even-numbered years.

ART 112 Design II (3 credits) A continuation of Design I with the addition of use of color. Extensive work with the principles of balance and rhythm with an emphasis on unity, variety, and proportion to enhance creativity and visual expression. Some three-dimensional work includes an introduction to commercial art. Course fee: $25. Prerequisite: ART 111. Offered spring, odd-numbered years.

ART 121 Art Appreciation (3 credits) A historical study of painting, sculpture, and architecture from prehistoric times to the present. Various works are discussed in relation to the culture of their times. Offered on demand.

ART 131 Water Color (3 credits) This course introduces the novice artist to a variety of watercolor tools and supplies, and students will learn many watercolor painting techniques. Realism and abstraction will be explored through the elements and principles of art, and student work will be critiqued. Course fee: $25. Offered fall, even-numbered years.

ART 132 Oil Painting (3 credits) This course introduces the novice artist to basic oil painting techniques, color theory, and composition. Subject matter will include still life, landscape, and contemporary content. Elements of art and principles of design will be used as a foundation for this course. Studio time and critique will be included. Course fee: $25. Offered spring, odd-numbered years.

ART 280 Art Appreciation Seminar International (1-4 credits) Offered as part of an international program and designed to provide a general introduction to the nature and history of art as it is reflected in the geographical region included in the itinerary of the international program, enhanced by visiting the historical sites, museums, and artifacts associated with the topical study. Specific course topics may vary according to the geographic region.

ART 292-95 Art Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

ART 492-95 Art Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.
BIB 090 Introduction to the Bible - ESL (2 credits) A general introduction to the Bible taught within the context of an English as a Second Language setting. The basic structure of the Bible, key ideas, events and people will be presented at an English comprehension level appropriate to international students who are at the college level of their English language capabilities. Available only to students in the ESL program. Offered on demand.

BIB 105 Introduction to the Bible (2 credits) An introduction for the beginning Bible student to such concerns as how we got the Bible, the authority and inspiration of Scripture, basic Bible content with an emphasis on the timeline of the Bible, and how to understand the Bible. Cannot be taken for credit if a student has already taken a Bible course numbered above 200. Offered on demand.

BIB 106 Life of Christ (2 credits) A survey of the gospel accounts of the life of Christ, designed to introduce students to both historical and thematic content of the Gospels from which practical applications can be drawn.


BIB 160 Introduction to Biblical Languages (3 credits) This course is an introduction to Greek and Hebrew. Students will learn the Greek and Hebrew alphabets, basic issues in grammar, methods of doing word studies, and the use of basic tools for biblical languages. Offered spring.

BIB 205 Survey of the Old Testament (2 credits) A survey of the books of the Old Testament, from Genesis to Malachi, designed to acquaint students with OT historical chronology and events, OT wisdom and prophetic literature, as well as such themes as the acts and nature of God, His covenants with mankind, and the morality He expects of man.

BIB 206 Christian Thought (2 credits) A survey of major biblical doctrines designed to help the student identify distinctive Christian thought. Prerequisite: at least one of BIB 106, 107, or 205.

BIB 211 Marriage and Family (2 credits) A study of dating, marriage, and family relationships with emphasis on building mutual Christian responsibilities. This course examines the biblical model of marriage and family through the use of scriptural study and Christian worldview development. Prerequisite: sophomore standing. Students cannot earn credit for both BIB 211 and PSY 211.

BIB 225 Introduction to Practical Ministry (3 credits) An introduction to ministry which employs a variety of self-discovery instruments to help the student understand the nature of ministry informed by his or her personal preferences and aptitudes. Required for Bible program admission. A practical ministry course. Prerequisite: 30 hours or permission. Offered fall.
BIB 280 Biblical Studies International (1-4 credits) Offered as part of an international program and designed to provide a general introduction to a topical study appropriate to Biblical literature and/or its historical and cultural background, enhanced by visiting the historical sites, museums, and artifacts, associated with the topical study. Specific course topics may vary according to the geographic region.

BIB 281 Biblical Studies International: Luke–Acts (3 credits) Offered as part of an international program and designed to introduce the teachings and life of Jesus and trace the activities of the early Christian church through a study of Luke’s writings and by visiting the actual sites of these events.

BIB 284 God’s Eternal Purpose (2 credits) This course focuses on the key concepts of salvation as they are revealed in scripture. A primary objective of this course is to determine the orderly revelation and application of salvation principles. A practical ministry course. Offered summer.

BIB 292-95 Bible Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

BIB 299 Bible Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

BIB 304 Pastoral Epistles (3 credits) An exegetical study of the text of 1-2 Timothy and Titus with an emphasis on defining an appropriate doctrine of leadership. A textual studies course. Prerequisite: Sophomore standing. Offered fall, even-numbered years.

BIB 305 Galatians and Romans (3 credits) An exegetical study of the text of Galatians and Romans with emphasis upon Paul’s concept of law, gospel, grace, and faith. A textual studies course. Prerequisite: Sophomore standing. Offered spring, odd-numbered years.


BIB 307 Hebrews (3 credits) An exegetical study of the epistle to the Hebrews with emphasis on the distinctive contributions of the author to New Testament thought. A textual studies course. Prerequisite: Sophomore standing. Offered spring, odd-numbered years.

BIB 308 I Corinthians (2 credits) A general study of I Corinthians focused on practical applications, moral choices, and healthy church dynamics and relationships. A textual studies course. Prerequisite: Sophomore standing. Offered spring. Students cannot earn credit for both BIB 308 and BIB 408.

BIB 309 Selected Pauline Epistles (2 credits) An introductory historical and exegetical study working toward practical applications in selected Pauline passages. A textual studies course. Prerequisite: Sophomore standing. Offered spring, odd-numbered years.

BIB 311 General Epistles (2 credits) An introductory historical and exegetical study working toward practical applications in selected passages from the General Epistles. A textual studies course. Prerequisite: Sophomore standing. Offered fall, odd-numbered years.

BIB 312 Gospel of John (2 credits) An in-depth study of the Gospel of John with special attention to introductory material and critical questions. A textual studies course. Prerequisite: Sophomore standing. Offered spring, even-numbered years. Students cannot earn credit for both BIB 312 and BIB 412.

BIB 313 Pentateuch (3 credits) A study of the first five Old Testament books with special attention to developing themes, historical and exegetical studies, and applications for the contemporary church. A textual studies course. Prerequisite: Sophomore standing. Offered spring, odd-numbered years.

BIB 315 Joshua–Esther (3 credits) An examination of Israel’s history from their establishment in the Promised Land to their return from exile, drawing upon historical, exegetical, and archaeological materials. A textual studies course. Prerequisite: Sophomore standing. Offered fall, odd-numbered years.

BIB 317 Bible Lands and Ways (2 credits) A study of the geography and culture of the lands mentioned in the Bible as they relate to the events which took place in the ancient world. Prerequisite: Sophomore standing.

BIB 320 Personal Evangelism (3 credits) Methods of and motives for personal evangelism are combined with laboratory and field experiences in personal and home Bible study. A practical ministry course. Prerequisite: Sophomore standing. Offered fall, odd-numbered years.

BIB 321 Educational Program of the Church (3 credits) The teaching program of the church is described and its organization studied. Emphasis is given to methods of teaching and characteristics of good Bible teachers. A practical ministry course. Prerequisite: Sophomore standing. Offered spring, even-numbered years.

BIB 322 Introduction to Missions (3 credits) A study of biblical principles relating to world evangelism, with a survey of current world evangelism methods and how the most productive methods relate to Biblical methods. A practical ministry course. A writing-enhanced course. Fulfills diversity requirement. Prerequisite: ENG 132, Sophomore standing. Offered fall, even-numbered years.

BIB 323 Sermon Preparation and Delivery (3 credits) An introduction to homiletics with emphasis on preparing and delivering effective, biblical sermons through classroom practice and critique. A practical ministry course. Prerequisite: Sophomore standing and a COM course. Offered spring.
**BIB 324 Advanced Homiletics** (3 credits) An advanced study of homiletics which explores and evaluates various homiletic approaches. A practical ministry course. Prerequisite: Sophomore standing. Offered summer and on demand.

**BIB 325 Ministry Field Laboratory** (1-6 credits) Individual or group experience in conducting ministry or missions. Field Laboratory may be focused in pulpit ministry, educational ministry, youth ministry, family life ministry, missions, or another ministry experience. Techniques of interpersonal communications and ministry or mission methods are practiced in a natural setting. If the Field Laboratory is focused on missions, either BIB 322 or SOC 341 is recommended previously or simultaneously. If Field Laboratory is taken as a second practicum in addition to BIB 425, the field laboratory experience must differ from the 425 experience. If Field Laboratory is focused on camp counseling, PHED 130 must be taken previously or simultaneously. Does not fulfill institutional Bible course requirements. A practical ministry course. Prerequisite: Sophomore standing.

**BIB 326 Biblical Mentoring and Discipling Seminar** (2 credits) An introduction to mentoring as a tool for lifelong development. Its foundation principles are taken from the biblical examples of one person helping prepare another for a life of service. Attention will be given to the teaching of scripture about the nurturing and relational nature of God as the model for mentoring. Each week will have one class meeting and a lab as a time for students to meet with their mentors. Prerequisite: Four of the following five courses: BIB 105, BIB 106, BIB 107, BIB 205, BIB 206. A practical ministry course. Offered spring.

**BIB 327 Religious Speaking for Women** (3 credits) A study of homiletics and textual applications with an emphasis on developing religious presentations of special interest to women’s groups and seminars. A practical ministry course. Prerequisite: Sophomore standing and a COM course. Offered spring, odd-numbered years.

**BIB 329 Christian Service for Women** (2 credits) A study of the opportunities for Christian service available to women in contemporary society, with a focus on the history of women in Christian service, the service of women as described in the biblical text, and practical applications. A practical ministry course. Prerequisite: Sophomore standing. Offered fall, even-numbered years.

**BIB 332 Global Missions Awareness** (2 credits) An introduction to global religious concerns, with components introducing world religions, missions issues, global ethical issues, and cultural and social anthropology. A practical ministry course. **Fulfills diversity requirement.** Prerequisite: Sophomore standing. Offered fall, odd-numbered years.

**BIB 335 Personal Spiritual Development** (2 credits) A practical study of spiritual development based in scripture while exploring journaling, the spiritual disciplines, classic spiritual literature, and the history of spirituality. A practical ministry course. Prerequisite: Sophomore standing. Offered fall, and on demand, in spring.

**BIB 344 Christian Evidences** (2 credits) A study of the evidences for the existence of God and the Bible as God’s inspired revelation. Emphasis given to internal and external evidences of the inspiration of the Bible. A doctrinal and historical studies course. Prerequisite: Sophomore standing. Offered fall.
BIB 346 Doctrinal Issues (3 credits) An examination of the theology and systems of doctrine found in modern denominations in comparison to Biblical teaching. A doctrinal and historical studies course. Prerequisite: Sophomore standing. Offered fall, even-numbered years.

BIB 347 Scripture Interpretation (3 credits) A study of the history of hermeneutics focused on understanding the various theories of Biblical interpretation and interpreting the biblical text using historical-grammatical exegesis. A doctrinal and historical studies course. A writing-enhanced course. Prerequisite: Sophomore standing and ENG 132. Offered fall.

BIB 348 New Testament Church (2 credits) A study of the biblical teaching concerning the identity, nature, composition, history, purpose, and evangelistic thrust of the New Testament church, with a special emphasis upon the conditions of entry and the implications for Christian practice and lifestyle. A doctrinal and historical studies course. Prerequisite: Sophomore standing. Offered spring.

BIB 351 Youth Ministry (3 credits) A practical course designed to introduce the goals, needs, programs, methods, materials, and structure of a youth ministry program in a local congregation. Emphasis will be given to understanding adolescents and to the particular responsibilities of the youth worker. A practical ministry course. Prerequisite: Sophomore standing. Offered fall, even-numbered years.

BIB 352 Ministerial Counseling (3 credits) A practical course designed to introduce the skills and biblical texts needed in church ministry counseling. Course topics include paradigms of ministerial counseling, problems commonly encountered in ministry, counseling men and women, understanding your own natural style, knowing when to refer, and developing a network of trusted referral resources. A practical ministry course. Prerequisite: Sophomore standing. Offered spring, odd-numbered years.

BIB 353 Urban Ministry (3 credits) This course focuses on Christian mission and ministry in the world’s growing cities. A practical ministry course. Fulfills diversity requirement. Prerequisite: Sophomore standing. Offered fall or summer, even-numbered years.

BIB 354 Children’s Ministry (3 credits) An introduction to basic methods and programs of children’s ministry. A practical ministry course. Prerequisite: Sophomore standing. Offered fall, odd-numbered years.

BIB 373 Contemporary Christian Issues (2 credits) A study of religious issues of concern to the contemporary Christian. The objective of the course is to develop a worldview which is philosophically sound and consistent with the biblical text. Using that worldview, this course will examine such contemporary religious issues as Biblical truth, postmodernism, pluralism, and diversity. Other social issues, such as abortion, homosexuality, and the changing roles of women, will also be discussed. Doctrinal issues, such as the place of baptism, instrumental music, perseverance of the saints, and the second coming, will also be discussed in the class. Offered fall, even-numbered years.
BIB 395 Biblical Perspectives (2 credits) An overview of Biblical content with a focus on significant principles and themes from which personal values and ethics emerge. Special emphasis will be placed on those principles and themes which inform life in today’s business world and in the various relationships that are part of contemporary society. Prerequisite: Enrollment in the School of Professional Studies.

BIB 396 Integration of Biblical Principles (2 credits) This course focuses on the principles, problems, and process of leadership as illustrated by biblical accounts, complemented by initial attempts to understand the application of sound Biblical principles to leadership in today’s business community. Prerequisite: Enrollment in the School of Professional Studies.

BIB 397 Christian Leadership (2 credits) An introduction to leadership from a distinctively Christian perspective with particular emphasis on personal introspection and personal leadership vision development. The course builds on theories of leadership by incorporating practical application and skill development. Prerequisite: Enrollment in the School of Professional Studies.

BIB 401 Old Testament Wisdom Literature (3 credits) A study of Job, Proverbs, Ecclesiastes, Psalms, and the Song of Solomon with special emphasis on content, teaching, historical backgrounds, and New Testament citations. A textual studies course. Prerequisite: Junior standing. Offered spring, even-numbered years.


BIB 403 Major Prophets (3 credits) A study of the historical, social, political, and religious backgrounds of Isaiah, Jeremiah, Lamentations, Ezekiel, and Daniel. Selected passages will be used in understanding the importance of the message of the prophets for their own day and in the present. A textual studies course. Prerequisite: Junior standing. Offered fall, even-numbered years.

BIB 405 Minor Prophets (3 credits) A study of the historical, social, and religious backgrounds of the prophets Hosea through Malachi. Attention is given to the importance of the message of the prophets to their own period and to the present day. A textual studies course. Prerequisite: Junior standing. Offered fall, odd-numbered years.

BIB 406 Acts (3 credits) A study of the text of Acts with special attention to the establishment, growth, and distinctive features of the first-century church. A textual studies course. Offered fall. Prerequisite: Junior standing and either Bible major or permission of the instructor. Students cannot earn credit for both BIB 306 and BIB 406.

BIB 407 Daniel and Revelation (3 credits) An exegetical and comparative study of the books of Daniel and Revelation with special emphasis given to the nature of apocalyptic literature. A textual studies course. Prerequisite: Junior standing. Offered spring, even-numbered years.

BIB 408 1-2 Corinthians (3 credits) A general study of Corinthian correspondence focused on practical applications, moral choices, healthy church dynamics and relationships, and authenticity. A textual studies course. Prerequisite: Junior standing and either Bible major or permission of the instructor. Offered spring. Students cannot earn credit for both BIB 308 and BIB 408.
BIB 411 Jesus, The Master Teacher (1 credit) Seminar examining Jesus’ teaching content, style, and context with practical applications. Prerequisite: Junior standing. Co-requisite: EDUC 431, 432, 433, or 434.

BIB 412 Gospel of John (3 credits) An exegetical study of the Gospel of John with special attention to introductory material and critical questions. A textual studies course. Prerequisite: Junior standing and either Bible major or permission of the instructor. Students cannot earn credit for both BIB 312 and BIB 412. Offered spring, even-numbered years.

BIB 413 Teaching the Bible (2 credits) A practical study of the techniques and tools for bringing the Biblical text into a practical, classroom situation. A practical ministry course. Prerequisite: Junior standing.

BIB 422 Church Growth and Planting (2 credits) A survey of crucial factors in church growth and methodology for planting a church at home or abroad. A practical ministry course. Prerequisite: Junior standing. Offered spring, odd-numbered years.

BIB 423 Church Leadership (2 credits) A study of the organization and culture of the local church with emphasis in the roles of elders, deacons, and ministers. A practical ministry course. Prerequisite: Junior standing. Offered spring, even-numbered years.

BIB 425 Practicum in Ministry (3 credits) A practical ministry experience working in an active ministry under the supervision of a faculty member and a field supervisor/mentor for a minimum of 180 hours with weekly reporting. A practical ministry course. Prerequisite: BIB 225 and junior standing.

BIB 451 Senior Seminar (2 credits) A review of the content of the student’s studies in the Bible program, with a special emphasis on reviewing and processing the content of the Biblical text. The student will produce a portfolio, resume, and senior research project. The oral examination required for a degree in Bible is given as a component of this course. A practical ministry course. Prerequisite: Senior standing and BIB 299, or consent of the school chair.

BIB 490-1 Bible Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor. Prerequisite: Junior standing. Offered on demand.

BIB 492-95 Bible Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

BUSINESS

BUS 121 Introduction to Business (1 credit) Orientation to the modern business world through a survey of business principles, practices, and procedures; a background for subsequent specialized courses in business. Course fee: $25. Offered fall and spring.

BUS 292-95 Business Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.
BUS 299 Business Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

BUS 310 Business Communications (3 credits) A study of effective business writing; application of these principles in writing and making oral communications for typical business situations. Prerequisite: Basic typing skills, ENG 132, and COM 131. A writing-enhanced course.

BUS 332 Quantitative Business Analysis (3 credits) This course introduces students to a collection of quantitative tools designed to enhance management decision making. Tools include decision theory/decision analysis, forecasting, inventory control models, linear programming, project management techniques (PERT and CPM), queuing theory, simulation, statistical quality control, and other mathematical modeling of business decisions with applications to the fields of marketing, finance, operations management, among others. Prerequisites: MAT 151, MAT 229, and admission to the business program. Offered on demand.

BUS 371 Business Ethics (3 credits) A study of corporate ethics, individual ethics, the mutual responsibilities of employers and employees, and the legal framework under which U.S. businesses operate. The course will look at ethical teachings of the Bible as applied to business. An approved substitute for Bible the semester it is taken. Prerequisite: Admission to the business program and junior standing, or consent. Offered spring. Students cannot earn credit for both REL 371 (Christian Ethics) and BUS 371 nor can they earn credit for both BUS 394 (Business Ethics) and BUS 371.

BUS 399 Business Administration Internship (1-3 credits) Professional work experience in an external organization (pre-arranged and pre-approved internship) supervised by a faculty member. Fifty hours of work per credit hour, plus written assignments. Prerequisite: Business Administration major with minimum of 64 credit hours, cumulative GPA of 2.0, business coursework GPA of 2.5, and approval of school chair. Offered fall, spring, and summer.

BUS 431 Business Law I (3 credits) Study of the basic legal framework under which U.S. businesses operate. Topics include the legal environment of business, contracts, sales and lease contracts, and negotiable instruments. Prerequisite: Junior standing or consent. Offered fall.

BUS 432 Business Law II (3 credits) An advanced study of the legal framework under which U.S. businesses operate. Topics include debt or creditor relationships, business organizations, government regulation, property and its protection, and the international legal environment. Prerequisite: BUS 431. Offered spring, even-numbered years.

BUS 433 International Business (3 credits) Overview of economic, managerial, and cultural issues relating to international trade. Topics include comparative advantage, balance of trade and payments, international financial structures, monetary exchange systems, and current topics relating to North American, European, and Asian trade and business ventures. Prerequisite: junior standing, ENG 132, and ECO 236, 237, or 238, or consent. Fulfills diversity requirement. A writing-enhanced course. Offered fall.
BUS 451 Business Policy Seminar (3 credits) Capstone course designed to integrate all concepts and tools studied in the business administration program. Includes the use of case studies and computer simulations to analyze policies, strategies, and ethical considerations encountered in business organizations. Course fee: $25. Prerequisite: senior standing with a minimum of 36 hours of general business core courses completed and BUS 299, or consent of the school chair; ENG 132; cumulative GPA of 2.0 in all business courses taken. Course must be passed with a C or above to receive credit. A writing-enhanced course. Cross-listed as SPMGT 451; students can not earn credit for both courses. Offered spring.

BUS 490-1 Business Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

BUS 492-95 Business Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

CHAPEL AND ASSEMBLY

CHAPEL - Attendance Requirement (0 credits) Ohio Valley University requires students to attend its daily chapel & assembly program; depending on the student's schedule, the student is required to attend 50, 42, or 28 sessions per semester. Students who meet their minimum attendance requirement in a semester receive a grade of Satisfactory (S); those who do not meet the requirement receive a grade of Unsatisfactory (U).

CHINESE

CHN 101 Chinese I (3 credits) Mandarin Chinese grammar, vocabulary, writing, listening, speaking, and reading. 3 credits. Offered fall.

CHN 102 Chinese II (3 credits) Continuation of CHN 101. Prerequisite: CHN 101 or equivalent competence. 3 credits. Offered spring.

CHN 201 Chinese III (3 credits) Continuation of CHN 102. Prerequisite: CHN 102 or equivalent competence. 3 credits. Offered fall.

CHN 202 Chinese IV (3 credits) Continuation of CHN 201. Prerequisite: CHN 201 or equivalent competence. 3 credits. Offered spring.

COMPUTER INFORMATION TECHNOLOGY

CIT 140 Information Processing (2 credits) An introduction to the use of business applications for commonly needed reports, documents, and presentation materials. This course will instruct students in the use of various applications and culminate in a semester project which uses all the applications to solve a business or industry issue. Students who believe they are already proficient in these skills should pursue testing out of the course. Topics include: Word, Excel, PowerPoint, Outlook. Course fee: $30.
CIT 141 PC Fundamentals (2 credits) This is an introductory course in personal computer hardware and operating systems. Basic concepts and terminology regarding PC hardware, peripherals, computing concepts, and customer service will be covered. Covers A+ certification. Course fee: $30.

CIT 142 Principles of Information Systems (3 credits) This is an introductory course in information systems. Basic concepts for information technology and information systems will be covered, with a focus on how organizations can leverage IT to accomplish their objectives. Examples of topics included are business processes, IT infrastructure, computing concepts, and strategic business objectives of information systems. Course fee: $30.

CIT 240 Computer Applications for Ministry (2 credits) A hands-on course in how to use the computer in ministry situations. Includes how to develop web pages using HTML, JavaScript, and CSS, how to develop vision aids using presentation software, how to use the computer for Bible study, and how to develop a church bulletin using the computer. A practical ministry course. Course fee: $30. Prerequisites CIT 140 or consent. Offered summer.

CIT 241 Networks and Networking Technology (3 credits) This course is designed to provide students with a firm grasp of basic networking concepts as they pertain to the IT industry. Students will obtain a baseline of knowledge that will enable them to pursue all levels of networking certification, including MCSA, MCSE, CNA and CCNA designations. Designed with a focus on networking software. Topics include: Networking Concepts and Fundamentals, Various types of Cabling and uses of them. Course fee: $75. Offered spring.

CIT 248 Structured Programming (3 credits) This course is designed to provide an introduction to programming logic and program design. The comprehensive, nature of the course provides the beginning programmer with a guide to developing structured program logic. This course assumes no programming language experience and focuses on programming concepts and enforces good style and logical thinking. Topics include: Logic, Algorithms, various programming languages introduced. Course fee: $75. Offered on demand.

CIT 292-95 Information Technology Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

CIT 340 Network Design and Administration (3 credits) This course is designed to provide an in-depth view of the design and administration of modern communications networks. Students will learn various networking design and administration skills. Topics include: network design and specification, router and switching technologies, firewalls and intrusion detection technologies, and advanced TCP/IP network administration. Prerequisite: CIT 241. Course fee: $150. Offered fall.

CIT 342 Database Management Systems (3 credits) This course is an introduction to database systems. Students will learn the fundamentals of using and implementing relational database management systems. First, from the user perspective (i.e., how to use a database system), the course will discuss conceptual data modeling, the relational and other data models, database schema design, and the SQL query language. Further, from the systems perspective (i.e., how to design and implement a database system), the course will study data representation, indexing, transaction processing, and crash recovery. Topics include: Data Modeling, Normalization, SQL, Microsoft Access, MySQL. Prerequisite: CIT 142. Course fee: $75. Offered fall, odd-numbered years.
CIT 344 Information Technology Project Management (3 credits) This course is designed to provide students with an understanding of Project Management. Students will build their skills from an introductory level to become a foundation for tomorrow’s creators and managers by providing meaningful examples of real projects—both successful and failed—and applying the lessons they teach to a sound framework in IT project management. Topics include: Project Management Skills, Microsoft Project. Prerequisite: CIT 142. Course fee: $35. Offered fall, even-numbered years.

CIT 345 Operating Systems (3 credits) This course is designed to provide students with an introduction to operating systems. From Red Hat Linux to Mac OS, this course provides basic-to-intermediate skills in the areas of the organization and structure of modern operating systems and concurrent programming concepts. Issues researched include deadlock, virtual memory, processor scheduling, disk systems, performance, security, and protection. Topics include: Linux, Microsoft Windows, Mac OS, as well as concepts and fundamentals of Operating Systems. Prerequisite: CIT 142. Course fee: $75. Offered fall, odd-numbered years.

CIT 440 Database Design and Administration (3 credits) This course is designed to provide an in-depth view of the design and administration of modern database systems. Students will learn advanced techniques in database design and administration. This course will provide the basic skills needed for a database administrator. Students will gain experience with one or more Enterprise-level database management systems. Prerequisite: CIT 342. Course fee: $75. Offered spring.

CIT 441 Information Technology Auditing and Security (3 credits) This course is designed to provide comprehensive overview of network security. Students will learn various concepts and fundamentals including, general security, communication security, infrastructure security, cryptography basics and operational/organizational security. Issues such as Physical Security, Disaster Recovery, and Business Continuity, will be covered as well as coverage of Computer Forensics and how it relates to further avenues of IT. Topics include: Security, management’s relationship and responsibilities to security. Course fee: $75. Offered spring, even-numbered years.

CIT 442 Systems Analysis and Design (3 credits) Students will learn real-world system analysis skills and techniques within the framework of the systems development life cycle (SDLC). Examples and cases are used to provide actual systems projects that enable students to learn in the context of solving problems, much like the ones they will encounter on the job. Students (assigned to teams) will be required to determine a problem issue and design the various elements necessary to solve it, by drawing on the information and skills they have obtained during their various courses. Topics include: Systems Analysis and Design, Project Skills, Team Orientation, and Object Oriented Programming. Prerequisites: Information Technology majors only, and CIT 344. Course fee: $35. Offered spring, odd-numbered years.
CIT 445 Advanced Server Administration (3 credits) This course is designed to provide an in-depth view of the administration of server operating systems. Students will learn advanced techniques in server installation, administration, and maintenance, as well as the installation and maintenance of middleware services. Topics include: Linux/Unix and Windows Server installation and configuration, network services administration, basic operating systems security, and middleware installation and configuration. Prerequisite: Information Technology majors only, and CIT 345. Course fee: $75. Offered spring.

CIT 471 Information Assurance (3 credits) This course is designed to provide students with an introduction to Information Assurance (IA), with a focus on the core IA concepts of confidentiality, integrity, availability, authentication, and non-repudiation. Students will gain an understanding of the steps necessary to guarantee CIA-AN, as well as related legal and ethical issues. Prerequisite: CIT 441 and one additional upper-level CIT course. Offered fall, odd-numbered years.

CIT 490-1 Information Technology Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

CIT 492-95 Information Technology Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

COMMUNICATIONS

COM 111 Newspaper Workshop (1-3 credits) Fundamentals of preparing a school newspaper. Actual experience in writing for and editing The Highlander, Ohio Valley University’s student newspaper. May be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Meets at specially arranged lab times.

COM 131 Basic Speech Communication (3 credits) Instruction and practice in theory and skills of public, small group, and interpersonal communication, as well as general overview of basic communication forms and methods.

COM 238 Media Writing (3 credits) Fundamentals of writing and editing for the media. Emphasis on news, feature, and editorial writing for print and broadcast journalism. Prerequisite: ENG 132. A writing-enhanced course. Offered spring, odd-numbered years.

COM 221 Intercollegiate Forensics (1 credit) Students in the class prepare and deliver speeches and present them at competitions. Prerequisite: COM 131 or consent of instructor. This course may be repeated for credit. Offered on demand.

COM 292-95 Communications Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

COM 321 Public Speaking (3 credits) Preparation, delivery, and crucial evaluation of prepared speeches, including entertaining, informative, persuasive, inspirational, and motivational speeches. Prerequisite: COM 131 or consent of instructor. Offered fall, odd-numbered years.
COM 330 Oral Interpretation of Literature (3 credits) Instruction and practice in skills of oral interpretation of a variety of literary genres, e.g., the essay, scripture, prose, poetry, children’s literature, and drama. Offered on demand.

COM 331 Interpersonal Communication (3 credits) Study and practice in theory and skills of interpersonal communications including self-perception, verbal and nonverbal behavior, conflict resolution principles, and perceptions of others in one-to-one contexts. Offered spring, even-numbered years.

COM 332 Argumentation and Persuasion (3 credits) Study of principles of practical argumentation and current persuasion theory. Emphasis is placed on recognizing and evaluating the various types of arguments and applying persuasive theory in various contexts. Offered fall, odd-numbered years.

COM 492-95 Communications Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

CRIMINAL JUSTICE

CRJ 101 Introduction to Criminal Justice (3 credit hours) This course provides an introduction to the criminal justice system. The primary goal of this course is to develop a general understanding of the criminal justice system’s response to crime in society. Students will explore the delicate balance between community interests and individual rights by focusing on how the justice system, including police, courts, and corrections, is structured to respond to crime. This requires an understanding of the core elements of the criminal justice system: police, courts, and corrections. Offered spring.

CRJ 150 Police Operations (3 credit hours) Introduction to law enforcement practices and agencies in the United States, including the history, philosophy and operation of federal, state, and local enforcement agencies. Examination of purposes, methods, techniques, and types of patrol. Offered on demand.

CRJ 200 Police Administration and Supervision (3 credit hours) An introduction to principles governing the organization, structure, and administration of law enforcement organizations. Examines the executive’s responsibilities, provides for implementation of command policy, and studies the auxiliary services in support of police operations with specific emphasis on public management theory, the human element in administration, communications, human resource management, the planning process, administering police functions, manpower allocation, and controlling stress. Offered fall, even-numbered years.

CRJ 220 Criminal Law (3 credit hours) This course is a generic study of criminal law in the United States, and does not cover any specific federal or state law. Topics include principles of criminal law, principles of criminal liability, complicity, inchoate crimes, defenses, justifications, excuses, crimes against persons, crimes against property, and crimes against public order. Cross-listed as SOC 220; students cannot earn credit for both courses. Offered fall, even-numbered years.
CRJ 230 Fundamentals of Criminal Investigation (3 credit hours) An overview of the fundamental principles and techniques applicable to police investigation from incident to trial. Criminal investigative techniques of evaluation and preservation of data including initial response to the crime scene, location and recognition of evidence, interviewing, sketching, collection and transportation of evidence, report writing, and court testimony will be reviewed. Prerequisite: CRJ 101, or consent of instructor. Offered spring, odd-numbered years.

CRJ 240 Laws of Evidence (3 credit hours) A thorough study of the evidence rules with specific emphasis on application in preparing and presenting evidence; burden of proof, general admissibility tests, witness testimony, documentary and real evidence. Additional emphasis is placed on law governing proof at trial of disputed issues of fact; burden of proof; presumptions, inferences, and judicial notice; admissibility; examination; impeachment, competency, and privileges of witnesses; hearsay rule and exceptions – all related as nearly as possible to criminal, as opposed to civil, process. Prerequisite: CRJ 101, or consent of instructor. Offered on demand.

CRJ 250 Introduction to Corrections (3 credit hours) This course provides detailed discussions and readings on the role of the correctional system in the United States, an overview of corrections practice and theory, and an examination of the history and development of corrections, the philosophies of corrections, institutional corrections, and corrections in the community. Prerequisite: CRJ 101, or consent of instructor. Offered on demand.

CRJ 290 Probation and Parole (3 credit hours) A study of the development, organization, operation, and result of the systems of probation and parole, as substitutions for incarceration methods; selection; success criteria, and public attitudes. Prerequisite: CRJ 250, or consent of instructor. Offered on demand.

CRJ 292-95 Criminal Justice Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

CRJ 299 Criminal Justice Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

CRJ 320 Criminal Procedure (3 credit hours) This course will examine the rules, principles, and concept governing the enforcement of arrest, search, and seizures in the administration of justice. Prerequisite: CRJ 220 or SOC 220, or consent of instructor. Offered fall, odd-numbered years.

CRJ 330 Principles of Private Security (3 credit hours) A critical examination of crime prevention and security practices and approaches, covering the organization and management of the security functions in industry, business, government, and institutions. The protection of personnel, facilities, and other assets as well as the administrative, legal, and technical problems of loss prevention and control is analyzed; emphasis on evaluating the effectiveness and problems of various approaches. Prerequisite: CRJ 101, or consent of instructor. Offered fall, odd-numbered years.
CRJ 334 Constitutional Law (3 credit hours) A thorough study of the constitutional bases for substantive and procedural law. Emphasis will be placed on the 4th, 5th, 6th, 7th, and 8th amendments of the United States Constitution. Cases will involve current legal decisions affecting the role of our criminal justice profession. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as SOC 334; students cannot earn credit for both courses. Offered on demand.

CRJ 340 Police Report Writing (3 credit hours) A writing intensive course that places special emphasis on familiarizing students with the various writing requirements for criminal justice professionals including develop skills required for crime incident note taking, observation, interviewing, and report writing techniques. Prerequisite: CRJ 150, or consent of instructor. Offered on demand.

CRJ 345 Forensic Psychology (3 credit hours) Surveys the psychological theories and methods pertinent to the legal and criminal justice systems. Course covers the history of forensic psychology, and the impact it has made on criminal justice; i.e. victimization, profiling, reliability of eyewitness testimony, expert witness prep, jury selection, interrogations, insanity, dealing with the mentally ill, and offender types. Prerequisite: CRJ 101 or PSY 101, or consent of instructor. Cross-listed as PSY 345; students cannot earn credit for both courses. Offered on demand.

CRJ 365 Organized Crime (3 credit hours) This course will examine the origins and functioning of organized crime and criminal organizations from a criminal justice perspective. Students will become familiar with federal statutes dealing with organized crime and various departments assigned to investigating them. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as SOC 365; students cannot earn credit for both courses. Offered on demand.

CRJ 370 Court Systems in the United States (3 credit hours) This course is an examination of the role of the judiciary in the criminal justice system including: the structure of the U.S. court system, the prosecution of offenders, the basic right to counsel, the concept of pretrial release, the purpose and function of the grand jury, the procedural processes of adjudication, types and purposes of sentencing, the rules of evidence, rules concerning trial procedure, and the disposition of criminal cases. By focusing on court systems and the rules of procedure, the student will better understand why particular cases are filed in certain courts, and why certain procedures are required, while others are prohibited. Prerequisite: CRJ 101, or consent of instructor. Offered on demand.

CRJ 371 Ethics in Criminal Justice (3 credit hours) This course is designed to provide students with an opportunity to integrate ethics in their understanding of criminal justice. Such issues may include the discretionary power of arrest, the use of deadly force, the decision to prosecute, participation in plea bargaining, representation of the guilty, and the imposition of punishment, to name a few. Prerequisite: CRJ 101, or consent of instructor. This course does not fulfill the OVU Bible requirement. Offered on demand.
CRJ 410 Victimology (3 credit hours) An examination of the victim in the criminal justice system in order to deepen the student’s understanding of the victim of a crime, to provide an organizing structure of the roles of victimology and the reasons for victimization. The course covers the development of victimology, basic concepts and issues, specific types of victimization and societal/system response to the victim. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as SOC 410; students cannot earn credit for both courses. Offered on spring, even-numbered years.

CRJ 430 Financial Crimes (3 credit hours) This course provides a comprehensive introduction to financial fraud and crimes. Special emphasis given to who commits fraud and why, fraud schemes, and fraud detection, deterrence, and investigation. Prerequisite: CRJ 101 or BUS 121, or consent of instructor. Offered on demand.

CRJ 440 Civil Rights and Liberties (3 credit hours) A thorough study of the constitutional bases for civil rights and liberties. Cases will involve current legal decisions that have defined the judiciary system’s views on civil rights and liberties. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as SOC440; students cannot earn credit for both courses. Offered on demand.

CRJ 445 American Public Policy and Crime (3 credit hours) This course involves a detailed examination of the major efforts designed to control or reduce crime. A review of existing knowledge is followed by an investigation of current crime control theories, proposals, and programs. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as SOC 445; students cannot earn credit for both courses. Offered on demand.

CRJ 450 Law Enforcement in American Society (3 credit hours) An examination of the role of the police in contemporary America; emphasis on the philosophy and history of American law enforcement; limitations imposed on law enforcement in a democratic society, law enforcement agencies, police and community relations, problems and issues confronting police, and police ethics. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as SOC 450; students cannot earn credit for both courses. Offered on demand.

CRJ 451 Senior Seminar (3 credit hours) This course is a discussion of the professional opportunities in criminal justice and related fields. It is an exploration of the issues one must consider in order to pursue a career and/or graduate school. Focuses of the course include a review of the field of criminal justice, resume and curriculum vitae writing, and interview techniques. Prerequisite: CRJ 299. Offered on demand.

CRJ 489 Criminal Justice Practicum (1-6 credit hours) Professional work experience in an external setting within the area of criminal justice and/or behavioral sciences. Students may select work setting from several pre-approved sites. At least 35 clock hours of contact are required for each hour of credit. Prerequisite: Junior standing. A writing-enhanced course.

CRJ 490-1 Criminal Justice Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

CRJ 492-95 Criminal Justice Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.
CRJ 498 Criminal Justice Program Senior Assessment (0 credits) During this course, students will complete exit surveys and assessment tests. This course is taken during a student’s final semester before graduation. Course fee: $25. Grade basis is pass/no grade.

ECONOMICS

ECO 236 Principles of Macroeconomics (3 credits) A study of the workings of the economy as a whole, including price levels, employment, national income accounting, fiscal policy, monetary policy, and the banking system. Meets social science general education requirement. Students cannot earn credit for both ECO 236 and ECO 238. Offered fall.

ECO 237 Principles of Microeconomics (3 credits) A study of specific economic units in a capitalist market system (individuals, firms, and industries) focusing on the pricing and output of goods, services, and resources in various market structures. Offered spring.

ECO 238 Principles of Economics (3 credits) A one-semester economics course with emphasis on macroeconomic principles; select microeconomics principles will be incorporated into the course. Meets social science general education requirement. Students cannot earn credit for both ECO 236 and ECO 238, nor can they earn credit for both BUS 391 and ECO 238. Offered on demand.

EDUCATION

EDUC 200 Introduction to Education (2 credits) Career opportunities in education; the nature of the school, the profession, school law, and teacher education. Twenty hours of field experience are required. This course may be repeated only once. Co-requisites: EDUC 220 (unless the student has achieved passing scores on or is exempt from CASE tests) and EDUC 299. Course fee: $42. Prerequisite: ENG 131 and ENG 132, each with a grade of B or higher; to be taken no earlier than the second semester of the sophomore year. A writing-enhanced course. This course may not be completed through transfer. Offered spring.

EDUC 215 Classroom Management (2 credits) Techniques necessary for effective teaching are presented. Attention is given to practical aspects of teaching such as discipline, communication, and interpersonal relationship skills, classroom environment, use of time, and evaluative procedures. Twenty hours of field experience are required. Course fee: $25. Prerequisites or co-requisites: ENG 132; EDUC 200, 233, and 320. A writing-enhanced course. Offered fall.

EDUC 220 CASE Preparation (audit) This seminar will assist teacher education majors in preparing to take the Core Academic Skills for Educators (CASE) basic tests in reading, writing, and math. All students who do not pass one or more CASE tests the first time will be required to register for this seminar the following semester as an audit. Audit only. Offered fall and spring.

EDUC 237 Children’s Literature (3 credits) This course provides a study of the types and sources of children’s literature, involves the extensive reading necessary to acquaint a prospective teacher with the wealth of material available in the field, and demonstrates procedures in the teaching of literature to children. Prerequisite: LIT 235 or 236. Offered spring.
EDUC 292-95 **Education Special Topics** (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

EDUC 299 **Education Program Admission** (0 credits) During this course, students will apply for teacher education program admission and apply for a degree audit through the registrar’s office. Co-requisite: EDUC 200. Grade basis is pass/no grade.

EDUC 300 **Technology Applications in Education** (3 credits) Use and apply technology to the teaching-learning process with software, programs, equipment, and activities used by teachers and students in K-12 classrooms. Prerequisite: CIT 140 or 142. Offered spring.

EDUC 319 **Methods of Teaching Social Studies K-6** (2 credits) A study of the philosophy and methods of teaching social studies to elementary students. Emphasis will be placed on collecting materials and resources to plan and teach K-6 social studies lessons for peer and faculty review. Prerequisites: HIS 132; HIS 133; EDUC 320; and admission to the teacher education program. Offered fall.

EDUC 320 **Educational Psychology** (3 credits) Principles of learning theories and introduction to standardized tests and teacher-constructed assessments used in classrooms. Emphasis will be placed on the interpretation and application of learning theories and assessments to assist the teacher in planning, delivering, and evaluating student learning. Offered spring and summer.

EDUC 321 **Curriculum and Methods of Teaching K-12** (3 credits) A practical and contemporary study of methods and materials of teaching along with study of the organization and development of curriculum. An exploration of future trends in the subject-field content will be examined through discussion, problem solving, and projects. Twenty hours of field experience are required. Course fee: $25. Prerequisites: EDUC 320 and admission to the teacher education program. This course may be repeated only once. Offered fall.

EDUC 322 **Methods of Teaching Health and P.E., K-6** (2 credits) A study of organizing physical education and health instruction and activities in the elementary school classroom, with emphasis on lifetime fitness and wellness. Ten hours of field experience are required. Course fee: $25. Prerequisites: EDUC 200 and EDUC 320. Offered spring.

EDUC 323 **Methods of Teaching Art K-6** (1 credit) A study of the skills, concepts, methods, and materials used for teaching art in the elementary school classroom. Students are required to produce art projects, teach developmentally appropriate art lessons, and adapt lessons and materials for students with exceptionalities. Prerequisite: EDUC 200. Offered fall.

EDUC 324 **Methods of Teaching Music K-6** (1 credit) A study of the skills, concepts, methods, and materials used for teaching music in the elementary school classroom. Students will participate in and teach developmentally appropriate music lessons and adapt lessons and materials for students with exceptionalities. Special emphasis will be placed upon developing the students’ abilities to integrate music with other disciplines in regular classroom instruction. Prerequisite: EDUC 200. Offered fall.
EDUC 326 Methods of Teaching Science K-6 (3 credits) A study of philosophical and methodological issues related to teaching science to elementary students. At least 10 hours of laboratory work is required to collect and organize materials and resources for planning and teaching K-6 science lessons for peer and faculty review. Prerequisites: NSC 131, NSC 148, EDUC 320, and admission to the teacher education program. Offered fall.

EDUC 327 Methods of Teaching Language Arts K-6 (3 credits) A study of methods, resources, and materials for teaching language arts, understanding the processes involved in learning language arts: listening, speaking, thinking, visually representing, handwriting, spelling, and grammar. Ten hours of field experience are required. Course fee: $25. Prerequisites: ENG 302, EDUC 320, and admission to the teacher education program. Co-requisite: EDUC 328. A writing-enhanced course. Offered fall.

EDUC 328 Methods of Teaching Reading K-6 (3 credits) A study of the processes involved in learning and teaching reading as well as resources, methods, and materials available. The study emphasizes the five dimensions of reading (phonemic awareness, phonics, reading fluency, vocabulary development, and comprehension), as well as diversity, learning styles, and special needs. Twenty hours of field experience are required. Course fee: $25. Prerequisites: ENG 302, EDUC 320, and admission to the teacher education program. Co-requisite: EDUC 327. Offered fall.

EDUC 342 Methods of Teaching Math K-3 (3 credits) This course extends mathematic content and professional knowledge for teachers in kindergarten through third grade, with an emphasis on teaching mathematics in a student-centered, problem-based curriculum. Emphasis is on building skills for assessment, correction of error patterns, and adapting curriculum. This course addresses all required standards and research-based strategies for this age group. Twenty hours of field experience are required. Course fee: $25. Prerequisites: MAT 149, MAT 151, MAT 251, and admission to the teacher education program. Offered spring.

EDUC 343 Methods of Teaching Math 4-6 (3 credits) This course extends mathematic content and professional knowledge for teachers in grades four through six, with an emphasis on what it means to teach mathematics in a student-centered, problem-based curriculum. Emphasis is on building skills for assessment, correction of error patterns, adapting curriculum, co-teaching, interacting, and reflecting on educational partnerships. This course addresses all required standards and research-based strategies for this age group. Twenty hours of field experience are required. Course fee: $25. Prerequisites: MAT 149, MAT 151, MAT 251, and admission to the teacher education program. Offered spring.

EDUC 344 Diagnostic and Prescriptive Math (2 credits) A study of the methods, resources, and materials for assessment and correction of K-6 students' difficulties with mathematics, causes, and remediation. Includes use and evaluation of various diagnostic instruments and strategies. Ten hours of field experience are required. Course fee: $25. Prerequisites: EDUC 342 and 343, and admission to the teacher education program. Offered spring, odd-numbered years.
EDUC 413 Diagnostic and Prescriptive Reading (3 credits) A study of assessment and correction of reading problems, their causes, and remediation. Instruction in use of various diagnostic instruments and using the results to plan remediation. Ten hours of field experience are required. Prerequisites: EDUC 237, 320, 327, 328, 414 and admission to the teacher education program. Offered spring.

EDUC 414 Teaching Reading in the Content Area (3 credits) A study of the skills necessary to teach students in grades 4-12 to read content-area textbooks, to develop intrinsic motivation, critical thinking, study skills, vocabulary, fluency, comprehension strategies, and self-monitoring strategies in all students, especially weak readers and English Language Learners. Ten hours of field experience are required. Course fee: $25. Prerequisites: ENG 132, ENG 302 or 333, EDUC 320, and admission to the teacher education program. A writing-enhanced course. Offered spring.

EDUC 415 Differentiated Instruction (1 credit) This course is for those who need study in differentiated instruction as a foundation for effective work with diverse students, including English-Language Learners, students with special needs, and students with diverse learning styles. The course addresses research-based strategies for curriculum and lesson design with focus on assessment of prior knowledge, setting learning goals, planning instruction, assessment of learning, and documenting achievement. Prerequisites: Admission to the teacher education program or teaching certification. Offered on demand.

EDUC 431 Student Teaching K-3 (5 credits) Completing the assignment as a student teacher by working with a cooperating teacher and gradually assuming his or her schedule of planning and teaching, classroom and school duties, extracurricular and professional activities. A grade of A or B is required for course to fulfill program requirements. Course fee: $117. Prerequisite: Admission to the teacher education program and student teaching, and the following courses: EDUC 299, 319, 321, 325, 326, 327, 342, 344, 328, 413, and SPED 341. Offered fall and spring.

EDUC 432 Student Teaching 4-6 (5 credits) Completing the assignment as a student teacher by working with a cooperating teacher and gradually assuming his or her schedule of planning and teaching, classroom and school duties, extracurricular and professional activities. A grade of A or B is required for course to fulfill program requirements. Course fee: $75. Prerequisite: Admission to the teacher education program and student teaching, and the following courses: EDUC 299, 319, 321, 325, 326, 327, 328, 343, 344, 413, and SPED 341. Offered fall and spring.

EDUC 433 Student Teaching 5-12 (10 credits) Completing the assignment as a student teacher by working with cooperating teachers and gradually assuming their schedules of planning and teaching, classroom and school duties, extracurricular and professional activities. A grade of A or B is required for course to fulfill program requirements. Course fee: $192. Prerequisite: Admission to the teacher education program and student teaching, and the following courses: EDUC 299, EDUC 321, EDUC 414, and SPED 341, and either ENG 330, HIS 330, MAT 330, or NSC 330. Offered fall and spring.
EDUC 434 Student Teaching in Wellness Education P-A (10 credits) Completing the assignment as a student teacher by working with cooperating teachers and gradually assuming their schedules of planning and teaching, classroom and school duties, extracurricular and professional activities. A grade of A or B is required for course to fulfill program requirements. Course fee: $192. Prerequisite: Admission to the teacher education program and student teaching, and the following courses: EDUC 299, EDUC 321, EDUC 414, SPED 341, and WEL 330. Offered fall and spring.

EDUC 435 Student Teaching in Special Education K-A (1 credit) This student teaching placement will occur in the semester following the regular student teaching placements. Students will complete a student teaching placement in special education for seven weeks by working with a cooperating teacher and gradually assuming his or her schedule of planning and teaching, classroom and school duties, extracurricular and professional activities. A grade of A or B is required for course to fulfill program requirements. Course fee: $75. Prerequisite: Elementary or secondary education certification or currently in program, and admission to student teaching. Offered fall and spring.

EDUC 451 Student Teaching Seminar (2 credits) A study of classroom performance variables, problem-solving strategies in classroom management, and organizational techniques. Review of establishing schedules, maintaining protocols, and managing attitudes. Course fee: $42. Co-requisite: EDUC 431 and 432, 433, or 434. Prerequisite: Admission to the teacher education program and student teaching and EDUC 299. A writing-enhanced course. Taken during the student teaching semester.

EDUC 490-1 Education Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

EDUC 492-95 Education Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

ENGLISH

ENG 090 Concepts of College Writing (3 credits) Instruction in the process of writing from prewriting activities through revision and editing with a primary focus on the writing of paragraphs. Review of basic principles of grammar, usage, and mechanics. Grade basis is A, B, or F; students may not withdraw from this course. Institutional credit only; this course is designed to prepare students for college-level work—it does not fulfill graduation requirements, and the grade earned does not affect the student’s GPA. Offered fall, and in spring on demand.

ENG 131 College Writing I (3 credits) Instruction and practice in planning, drafting, revising, and editing expository and persuasive prose, for application to academic and personal writing. Introduction to the literary genres of the essay and the short story. Introduces basic principles and forms for citing and documenting outside sources. To fulfill graduation requirements, students must earn a grade of A, B, or C; students may not withdraw from the course. Prerequisite: ENG 090 or a minimum of 19 on the English section of the ACT (or 450 on the SAT).
**ENG 132 College Writing II** (3 credits) Instruction and practice in writing a research paper. Continued instruction in writing expository papers for academic and personal uses. Introduction to the genres of poetry and drama. As in ENG 131, emphasis will be on the process of writing. To fulfill graduation requirements, students must earn a grade of A, B, or C; students may not withdraw from the course. Prerequisite: ENG 131 or equivalent.

**ENG 292-95 English Special Topics** (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

**ENG 299 English Program Admission** (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

**ENG 301 Advanced Grammar and Composition** (3 credits) An in-depth analysis of English grammar with attention to syntax and semantics. Study and practice in advanced writing techniques emphasizing skills in analysis, synthesis, and evaluation. Prerequisite: ENG 132. A writing-enhanced course. Offered fall, even-numbered years.

**ENG 302 Research, Writing, and Speaking** (2 credits) Develop proficiency in use of correct oral and written communication. Prospective teachers will demonstrate their knowledge and skills by completing a research paper, writing and identifying errors, and giving oral presentations. Prerequisites: ENG 132. A writing-enhanced course.

**ENG 330 Curriculum and Methods of Teaching English 5-Adult** (3 credits) A study of the methods, resources, and materials used in middle and senior high schools. Skills to be emphasized include listening, speaking, handwriting, spelling, and grammar. Forty hours of field experience are required. Course fee: $25. Prerequisites: EDUC 320 and admission to the teacher education program. Offered as needed by the program.

**ENG 331 Creative Writing** (3 credits) Development of creative and critical thinking and writing skills. Study of basic literary genres and effective use of language. The primary method of instruction is the writing workshop. Writers give and receive feedback on original work. Prerequisite: ENG 132. A writing-enhanced course. Offered on demand.

**ENG 333 Professional Writing** (3 credits) An intensive writing course with an emphasis on writing in the workplace and/or for graduate school. Prerequisites: ENG 132 and junior standing. A writing-enhanced course. Offered spring.

**ENG 451 English Senior Seminar** (2 credits) Course designed as a culmination of knowledge and skills acquired during the program. Students will complete an action research project under the supervision of a member of the English faculty. Emphasis is on research, writing, analysis, synthesis, and evaluation of an approved topic. Prerequisite: Senior standing with a 2.5 GPA, ENG 299, and a minimum of 30 hours toward major coursework. Course fee: $25. Offered on demand.

**ENG 490-1 English Guided Research** (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.
ENG 492-95 English Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

FINANCE

FIN 133 Individual Finance (1 credit) This course provides a general overview of personal finance and money management. Includes a review of various types of loans, types of credit, investing, and personal budgeting.

FIN 233 Personal Finance (3 credits) Topics designed to assist the consumer in management of personal financial affairs. Includes insurance, savings instruments, banking, personal expenditures and budgeting, personal taxes, house buying, introduction to investments, and estate planning. Prerequisite: Business or IT majors or consent. Offered spring and summer.

FIN 333 Principles of Business Finance (3 credits) Study of the finance function of the firm. Topics include financial statement analysis, ratios, cash budgeting, cost of capital and capital budgeting, debt and equity capital structures, types and evaluation of securities, and overview of securities markets. Prerequisite: ACC 222 and junior standing, or consent. Offered fall.

FRENCH

FRE 101 French I (3 credits) An introduction to the basic skills of listening, speaking, reading, and writing. Offered on demand.

FRE 102 French II (3 credits) A continuation of FRE 101. Prerequisite: FRE 101 or equivalent. Offered on demand.

GEOGRAPHY

GEO 231 World Political Geography (3 credits) An interpretive study of world regions. Attention is focused on the role of location, physical environment, population, ethnic groups, natural resources, and technological change in the evolution of nation-states and dependent territories. Offered online only.

GREEK

GRK 101 Introduction to Greek I (4 credits) The essentials of New Testament Greek language including vocabulary, the basic inflections, and syntax. Offered fall.

GRK 102 Introduction to Greek II (4 credits) A continuation of Greek I. Includes exercises in translation. Prerequisite: GRK 101. Offered spring.

GRK 201 Greek Readings I (3 credits) A review of grammatical principles, development of vocabulary, and translation of selected New Testament passages. The emphasis in translation is from the gospel of John and from I John. Prerequisite: GRK 102. Offered fall.
GRK 202 Greek Readings II (3 credits) A continuation of Greek Readings I with special attention to backgrounds of the Greek text and the critical study of the biblical text and the textual apparatus. Selected passages are translated from the gospels and from Paul’s letters. Prerequisite: GRK 102. Offered spring.

GRK 301 Greek Readings III (3 credits) A continuation of Greek Readings II with translation and interpretation of additional New Testament passages. The course also addresses the application of grammatical principles to the interpretation of New Testament passages. Prerequisite: GRK 201 or 202. Offered fall, on demand.

GRK 302 Greek Readings IV (3 credits) A continuation of Greek Readings III with translation and interpretation of additional New Testament passages and a focus on syntactical, grammatical, and interpretive concerns so that the student is equipped to read regularly from the Greek text. Prerequisite: GRK 201 or 202. Offered spring, on demand.

GRK 492-95 Special Topics (1-6 credits) An upper-level seminar course that serves to integrate and apply knowledge acquired from previous Greek classes to the translation of the Septuagint, Josephus, Church Fathers, etc. Prerequisite: GRK 201 or GRK 202. Offered on demand.

HEALTH CARE MANAGEMENT

HCMGT 320 Principles of Health Care Management (3 credits) An introduction to the management of health care organizations and the issues and trends in health care in the contemporary environment.

HCMGT 331 Health Care Information Systems (3 credits) Study of manual and computer-based information systems used in the health care industry, including input, processing, output, and storage systems, systems design, health care regulations, and managerial control of information systems. Recommended prerequisite: MCMGT 320.

HEBREW

HEB 101 Introduction to Hebrew I (4 credits) The essentials of the Hebrew language, including vocabulary, forms, and syntax. Offered fall, odd-numbered years.

HEB 102 Introduction to Hebrew II (4 credits) A continuation of Hebrew I. Includes exercises in translation. Prerequisite: HEB 101. Offered spring, even-numbered years.

HEB 201 Hebrew Readings I (3 credits) A review of grammatical principles, vocabulary development, and translation of selected Old Testament passages. Prerequisite: HEB 102. Offered fall, even-numbered years.

HEB 202 Hebrew Readings II (3 credits) A continuation of Hebrew Readings I with special attention to understanding and applying the knowledge of Hebrew to interpretation of Old Testament passages. Prerequisite: HEB 102. Offered spring, odd-numbered years.
HEB 492-95 Hebrew Special Topics (1-6 credits) An upper-level seminar course that serves to integrate and apply knowledge acquired from previous Hebrew classes to the translation additional Old Testament Passages or acquisition of skills in Aramaic. Prerequisite: HEB 201 or 202. Offered on demand.

HISTORY

HIS 131 Western Civilization I (3 credits) Historical survey of Western civilization from ancient times to the Renaissance and Reformation with emphasis on the Greek, Roman, and medieval cultures. Offered fall.

HIS 132 Western Civilization II (3 credits) Historical survey of Western civilization from the development of the national state system in seventeenth century Europe to the challenges of the post-Cold War era. Offered spring.

HIS 133 United States History I (3 credits) Study of the history of the United States from colonial times through the Civil War with emphasis on the political life and economic and social trends that dominated the U.S. through the first half of the nineteenth century. Offered fall.

HIS 134 United States History II (3 credits) Growth of the United States politically from 1876 and for other phases of American life from 1860 with special attention to twentieth-century economic, social, and political development. Offered spring.

HIS 280 Historical Seminar International (1-4 credits) Offered as part of an international program and designed to provide a general introduction to a topical study of a broad cultural/historical perspective appropriate to the international itinerary, enhanced by visiting the historical sites, museums, and artifacts associated with the topical study. Specific course topics may vary according to the geographic region.

HIS 292-95 History Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

HIS 299 History Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar's office. Grade basis is pass/no grade.

HIS 301 West Virginia History (3 credits) A study of the formation of the state from its earliest historic beginnings; emphasizes economic, cultural, social, and political developments. Prerequisite HIS 133 or permission. Offered spring.

HIS 311 Colonial American History, 1607-1776 (3 credits) A study of the European background, discovery and settlement of the thirteen colonies; British colonial policy, religion, economic life, and cultural development. Prerequisite: HIS 133 or permission of instructor. Offered fall, odd-numbered years.
HIS 317 Contemporary American History, 1914-Present (3 credits) A study of the United States in World War I, the Depression, World War II, the Cold War and post-Cold War eras, with emphasis on social, political, and economic developments. Prerequisite: HIS 134 or permission of instructor. Offered spring, even-numbered years.

HIS 321 Modern European History, 1650-1900 (3 credits) A study of the most significant events, people, movements and ideas that occurred in Europe during the modern era, giving special attention to how and why many of these issues continue to influence Europe and the world. Prerequisite: HIS 132 or permission of instructor. Offered spring, even-numbered years.

HIS 323 Non-Western History (3 credits) This course is designed to provide students with an overview of non-Western (Asian, African, and Latin American) civilizations from ancient to modern times. Special attention will be given to those individuals, events, and other aspects of history which have made the most lasting impact on their geographic region and the contemporary world. Fulfills diversity requirement. Offered fall, odd-numbered years.

HIS 330 Curriculum and Methods of Social Studies 5-Adult (3 credits) A study of methods, resources, and materials for teaching social studies at the secondary level. Emphasis will be placed on teaching methodology and student learning strategies. Forty hours of field experience are required. Course fee: $25. Prerequisites: EDUC 320 and admission to the teacher education program. Offered as needed by the program.

HIS 341 History of the Christian Church (3 credits) A survey of the history of the Christian Church from the post-apostolic period to modern times, with an emphasis on major personalities and movements as they inter-acted to formulate basic Christian doctrine. The doctrinal developments will be analyzed through the biblical texts on which they were based. Prerequisite: ENG 132. Fulfills Bible course requirement. A writing-enhanced course. Cross-listed as REL 341; students cannot earn credit for both courses. Offered fall, odd-numbered years.

HIS 342 Restoration Church History (3 credits) A survey of how the idea of restoring the New Testament church in modern times developed into a Restoration Movement (Church of Christ, Christian Church-Independent, Disciples of Christ) in America from the 18th century to the present. Concepts integral to the Movement such as, defining the New Testament Church, unity, salvation, music in worship, congregational leadership, fellowship, hermeneutics, etc., will be dealt with not only historically but also in regard to the textual basis. Prerequisite: ENG 132. Fulfills Bible course requirement. A writing-enhanced course. Cross-listed as REL 342. Offered spring, odd-numbered years.

HIS 421 Nineteenth-Century U.S. History (3 credits) A study of the development and expansion of the United States, emphasizing the themes of nationalism, “manifest destiny,” the Civil War and Reconstruction, the Industrial Revolution, and imperialism. Prerequisite: HIS 133 or 134, or consent of instructor. A writing-enhanced course. Offered fall, even-numbered years.
HIS 441 Major World Religions (3 credits) A historical and comparative analysis of the major living world religions: Hinduism, Buddhism, Judaism, and Islam. Key religious concepts such as, divinity, revelation, spirituality, community, liturgy, cosmology, ethics and eschatology will be compared to and contrasted with the corresponding biblical perspective. Fulfills Bible course requirement. Fulfills diversity requirement. Course fee: $25. Cross-listed as REL 441; students cannot earn credit for both courses. Offered spring, even-numbered years.

HIS 453 World History Since 1945 (3 credits) A study of the most significant events and people of the second half of the 20th century with particular attention given to how these have resulted in a globalization and interdependency of all aspects of modern life. Prerequisite: HIS 132 or permission of instructor. Offered spring, odd-numbered years.

HIS 460 Women’s History (3 credits) A study of the modern women’s movement and the major contribution of women in both western and nonwestern cultures. Prerequisite: HIS 131, 132, 133 or 134, or consent of instructor. Offered fall, even-numbered years.

HIS 461 Renaissance and Reformation, 1400-1648 (3 credits) A study of cultural and economic developments of the Renaissance, and of the religious, political and social challenges of the Protestant Reformation. Prerequisite: ENG 132 and HIS 131 or permission of instructor. Fulfills Bible course requirement. A writing-enhanced course. Cross-listed as REL 461; students cannot earn credit for both courses. Offered fall, even-numbered years.

HIS 490-1 History Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

HIS 492-95 History Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

HONORS

HNRS 400 Honors Project (0 credits) Honors Program students who have completed the project proposal process should enroll in this course each semester until the project is completed. Grade basis is pass/no pass. Prerequisite: Participation in the Honors Program.

HUMANITIES

HUM 101 Chapel in Service to God and Humanity (1 credit) Students maintain faithful attendance at daily chapel and volunteer 10 hours of community service with an approved community organization or agency as determined by the University. May be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Grade basis is Pass/Fail.
HUM 121 Introduction to Fine Arts (3 credits) This course is designed for students who have little to no experience with the arts. It is designed to be an introduction to multiple art forms, such as visual art, architecture, sculpture, music, theatre, and film. Students will become familiar with the basic terminology, genre, and creation process associated with each artistic discipline and will gain a better understanding for how to view, listen to, and experience each art form. Emphasis will be placed on the artistic experience; therefore, central to the course will be trips to such things as concerts, art galleries, and plays. Offered spring.

HUM 280 Introduction to Fine Arts Seminar International (0-4 credits) This course is offered as part of a study abroad program and is designed to provide a general introduction to multiple art forms, such as painting, architecture, sculpture, music, and theatre. Students will become familiar with the basic terminology, nature, style, and history of the relevant art forms that will be encountered through the itinerary of the study abroad program, and students will gain a better understanding of how to experience and appreciate each art form. Essential to the course will be visiting the sites, galleries, museums, theatres, and artifacts associated with the topical study. Specific course topics will vary according to the geographic region visited.

HUM 292-95 Humanities Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

HUM 299 Humanities Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

HUM 451 Senior Seminar (3 credits) A capstone project which involves choosing a specific vocation that reflects the student’s interest and academic background. The project will include doing background research in that occupational field, including job descriptions, prospects for employment, job qualifications, and interviewing a person currently employed in that field. A portfolio will be prepared which includes these items as well as other information, such as a resume, examples of written work, letters of recommendation, and an essay on how the student’s degree program helped in preparing for this type of occupation. The course will also include a volunteer community service component. A writing-enhanced course. Course fee: $25. Prerequisite: HUM 299.

HUM 489 Humanities Practicum (1-6 credits) Professional work experience in an external setting with appropriate reading and writing to support the experience. At least 35 hours of contact are required for each hour of credit. The practicum can be repeated for credit. The practicum is given by the consent of the director of interdisciplinary studies or by a designated instructor.

HUM 490-1 Humanities Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

HUM 492-95 Humanities Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.
LITERATURE

LIT 235 Western Literature through the Renaissance (3 credits) This course surveys literature of Western cultures from ancient civilizations through the seventeenth century. Focus is on discussion of and response to primary texts. Prerequisite: ENG 132 or consent of instructor.

LIT 236 Western Literature since the Enlightenment (3 credits) This course surveys literature of Western cultures from early eighteenth century through late twentieth century. Focus is on discussion of and response to primary texts. Prerequisite: ENG 132 or consent of instructor.

LIT 280 Western Literature Seminar International (1-4 credits) Offered as part of an international program and designed to provide a general survey of the literature of a specific region, enhanced by visiting the historical sites, museums, and artifacts associated with the literature. Specific course topics may vary according to the geographic region.

LIT 292-95 Literature Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

LIT 301 American Literature to 1865 (3 credits) Survey of American literature from the colonial period through 1865. Prerequisite: LIT 235 or 236. Offered fall, odd-numbered years.

LIT 302 American Literature since 1865 (3 credits) Survey of American literature since 1865. Prerequisite: LIT 235 or 236. Offered spring, even-numbered years.

LIT 309 Short Story (3 credits) A study of short fiction from different cultures and time periods. Emphasis is placed on setting, character, plot point of view, symbol, theme, and style. Attention will be given to different kinds of critical interpretation and to literary analysis. Prerequisite: ENG 132 and either LIT 235 or 236. A writing-enhanced course. Offered fall, odd-numbered years.

LIT 310 Novel (3 credits) A study of selected novels primarily from the western tradition. Emphasis is placed on the author, setting, character, plot, point of view, symbol, theme, and style. Literary criticism and analysis are also considered. Prerequisite: LIT 235 or 236. Offered fall, even-numbered years.

LIT 313 Poetry (3 credits) A study of poetry structured on the rhetorical strategies of the genre: voice, pattern, image, metaphor, symbol, diction, form, and tone. Prerequisite: ENG 132 and either LIT 235 or LIT 236. A writing-enhanced course. Offered spring, even-numbered years.

LIT 314 Drama (3 credits) A study of dramatic literature from the classical period to the modern era. Emphasis is placed on a close reading of the texts, on the characteristics and vocabulary of the genre, and on the production styles of each time period. Prerequisite: ENG 132 and either LIT 235 or LIT 236. A writing-enhanced course. Offered spring, odd-numbered years.

LIT 411 Foundations of Literary Theory (3 credits) Analysis and application of a variety of trends in literary criticism and literary theory. Prerequisite: LIT 235 or LIT 236. Offered spring, odd-numbered years.
LIT 422 Young Adult Literature (3 credits) Study of selected literature appropriate for students in junior and senior high school. Emphasis on methods in responding to literature through composition. Prerequisite: LIT 235 or 236. Offered spring, even-numbered years.

LIT 441 British Literature to 1800 (3 credits) Survey of British literature from Beowulf through Samuel Johnson. Focus is on discussion of and response to primary texts. Prerequisite: LIT 235 or 236 or permission of instructor. Offered fall, even-numbered years.

LIT 442 British Literature since 1800 (3 credits) Survey of British literature from William Blake through contemporary writers. Prerequisite: LIT 235, 236 or permission of instructor. Offered spring, odd-numbered years.

LIT 446 Shakespeare (3 credits) A study of a representative sample of Shakespeare’s works. Prerequisite: LIT 235 or LIT 236. Offered fall, even-numbered years.

LIT 490-1 Literature Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

LIT 492-95 Literature Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

MATHEMATICS

MAT 080 Concepts of Mathematics (3 credits) A review of the basic computations and operations on whole numbers, integers, and rational numbers. Designed to develop skill in the use of whole number operations, fractions, decimals, percentages, proportion, equation concepts, elementary algebra, and units of measure. Grade basis is A, B, or F. Does not fulfill the mathematics general education requirement. Institutional credit only; this course is designed to prepare students for college-level work—it does not fulfill graduation requirements, and the grade earned does not affect the student’s GPA. Offered fall, and in spring on demand.

MAT 090 Concepts of Algebra (3 credits) A review of basic concepts in algebra and geometry, including topics such as variable expressions, linear equations, polynomials, inequalities, radical expressions, and the Pythagorean Theorem. Grade basis is A, B, or F. Does not fulfill the general education mathematics requirement. Prerequisite: MAT 080 or equivalent. Institutional credit only; this course is designed to prepare students for college-level work—it does not fulfill graduation requirements, and the grade earned does not affect the student’s GPA. Offered fall, and in spring on demand.

MAT 146 Real World Algebra and Quantitative Reasoning (3 credits) Real world, practical problem solving. An application of quantitative reasoning, quantitative literacy, and numeracy. Topics include drawing and analyzing graphs, properties of numbers, infinity, geometry, probability, proportions, statistics, money sense, and imaginary numbers. Prerequisite: MAT 090 or at least a 19 on the mathematics section of the ACT (or 450 on the SAT). Offered fall.
**MAT 147 Intermediate Algebra** (3 credits) Preparatory course for college algebra. Designed for students enrolling with fewer than one and a half years of algebra coursework in high school. Prerequisite: MAT 090 or at least a 19 on the mathematics section of the ACT (or 450 on the SAT).

**MAT 149 Mathematics for Teachers** (3 credits) Sets and set operations, logic, number systems, operations and bases; introduction to algebraic operations; emphasis on the needs of the elementary teacher. Prerequisite: MAT 090 or equivalent or at least an 19 on the mathematics section of the ACT (or SAT equivalent). Offered fall.

**MAT 151 College Algebra** (3 credits) Quadratic equations, ratios, proportions, variation, binomial theorem, progressions, inequalities, complex numbers, permutation and combinations, determinants, probability, partial fractions, and mathematical induction. Prerequisite: MAT 147 or equivalent, or at least a 20 on the mathematics section of the ACT (or 500 on the SAT), or consent of instructor.

**MAT 152 Trigonometry** (3 credits) Trigonometric functions, the right triangle, trigonometric identities and equations, addition formulas, the oblique triangle, logarithms, and the solution of all triangles. Prerequisite: MAT 151 or equivalent, or at least a 22 on the mathematics section of the ACT (or 540 on the SAT), or consent of instructor. Offered on demand.

**MAT 153 Precalculus** (3 credits) Graphs, inverses, and operations of functions. Study of polynomial, rational, exponential, logarithmic, and trigonometric functions. Additional topics from trigonometry and analytic geometry. Prerequisite: MAT 151 or equivalent, or at least a 22 on the mathematics section of the ACT (or 540 on the SAT), or consent of instructor. Offered spring.

**MAT 229 Introduction to Statistics** (3 credits) A mathematical development of the basic techniques of descriptive and inferential statistics including methods of analysis and presentation. Includes hypothesis testing and correlation and regression. Prerequisite: MAT 147 or higher, or at least a 22 on the mathematics section of the ACT (or 540 on the SAT), or consent of instructor. Students cannot earn credit for both MAT 229 and PSY 229. Offered fall.

**MAT 292-95 Mathematics Special Topics** (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

**MAT 241 Calculus and Analytics I** (4 credits) A detailed study of differential and integral calculus. Primarily for majors in mathematics and technical fields. Prerequisite: high school trigonometry or precalculus and one of the following: (1) MAT 151 and either MAT 152 or 153; or (2) at least a 28 on the mathematics section of the ACT (or 680 on the SAT); or (3) consent of instructor. Offered fall.

**MAT 242 Calculus and Analytics II** (4 credits) Continuation of MAT 241. Primarily for majors in mathematics and technical fields. Prerequisite: MAT 241. Offered spring.

**MAT 251 Mathematics in the Elementary School** (3 credits) A study of geometry, probability, and statistics from the elementary school perspective. Prerequisite: MAT 147 or higher, or consent. Offered spring.
MAT 255 Discrete Mathematics (3 credits) This course is an introduction to the mathematics of computer science, including algorithms, combinatorics, number theory, set theory, graph theory, Boolean algebra, functions, relations, binomial theorem, and computability. Prerequisite: MAT 151, a 22 on the mathematics section of the ACT (or 540 on the SAT), or consent of the instructor. Offered fall, even-numbered years.

MAT 289 Mathematics Practicum (1-2 credits) Completion of supervised tutoring and teaching assignments as specified in a mathematics learning contract, including documentation of activities and reflective paper. At least 35 hours of contact are required for each hour of credit. Prerequisite: Sophomore standing and permission of math faculty.

MAT 290-298 Seminar in Mathematics (1-6 credits) Seminar on selected topics in mathematics. Offered on demand.

MAT 299 Mathematics Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

MAT 301 Calculus and Analytics III (3 credits) Continuation of MAT 242. Primarily for majors in mathematics and technical fields. Prerequisite: MAT 242. Offered fall.

MAT 310 Foundations of Geometry (3 credits) Topics include axiomatic method, triangles and circles, parallelism, constructions, and modern concepts of Euclidean geometry. Prerequisite: MAT 241. Offered fall, even-numbered years.

MAT 321 Statistical Methods (3 credits) A mathematically based view of statistics including a brief review of probability, studies of discrete and continuous probability distributions, applications of statistical inference, and sampling distribution theory. Prerequisites: MAT 229 and MAT 242. Offered spring, odd-numbered years.

MAT 325 Foundations of Mathematics (3 credits) Introduces the art of the mathematical proof. Gives an overview of basic ideas and techniques from abstract mathematics, and prepares the student who will take upper-level abstract mathematics courses. Topics covered may include logic, set theory, mathematical induction, relations and orders, functions, equivalence relations and cardinality. Prerequisite: MAT 242. Offered fall, odd-numbered years.

MAT 330 Curriculum and Methods of Math 5-Adult (3 credits) A study of the philosophy and methodology of teaching mathematics to high school students. Emphasis will be placed on higher level math. Forty hours of field experience are required. Course fee: $25. Prerequisites: EDUC 320 and admission to the teacher education program. Offered as needed by the program.

MAT 340 Linear Algebra (3 credits) Systematic study of finite dimensional vector spaces and linear transformations. Dependence, dimension, determinants, eigenvalues and eigenvectors, and canonical forms. Prerequisite: MAT 241. Offered spring, odd-numbered years.
MAT 350 Mathematical Modeling (3 credits) This is a course on analyzing data and creating mathematical models from the data. There will also be an emphasis on analyzing a given model, to see what the underlying assumptions are, and how well these assumptions fit the scenario at hand. This course will also give the students experience in using mathematical software in real-world situations. Prerequisite: ENG 132 and MAT 151 or consent of instructor. A writing-enhanced course. Offered spring, odd-numbered years.

MAT 401 Differential Equations with Numerical Methods (3 credits) Introduction to differential equations. First order differential equations, linear differential equations, and numerical methods such as Runge-Kutta methods. Prerequisite: MAT 301. Offered spring.

MAT 410 Modern Algebra (3 credits) Topics include concepts from set theory, number systems, groups, rings, and fields. Prerequisite: ENG 132 and MAT 325. A writing-enhanced course. Offered spring, even-numbered years.

MAT 420 History of Mathematics (3 credits) Gives a survey of the historical developments and achievements in mathematics from ancient civilizations to the modern era with emphasis on its integral role in the development of civilization. Prerequisite: MAT 241. Offered on demand.

MAT 421 Probability (3 credits) Random variables and their distributions, statistical inference, limited theorems, and consideration of probability as a mathematical system. Prerequisite: MAT 321. Offered on demand.

MAT 430 Introduction to Real Analysis (3 credits) This course emphasizes analysis and applications in multiple math areas, including sequences, convergence, limits, continuity, definite integrals and derivatives, differentials, functional dependence, multiple integrals, and series of functions. Prerequisite: MAT 242 and MAT 325. Offered on demand.

MAT 451 Mathematics Senior Seminar (3 credits) A capstone course designed as a culmination of knowledge and skills acquired during the program. Students will complete a research project on an approved topic under supervision of faculty. Prerequisite: Senior standing or faculty approval with a 2.5 GPA, MAT 299, and a minimum of 30 credit hours toward major coursework. Course fee: $25. Offered on demand.

MAT 490-1 Mathematics Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

MAT 492-95 Mathematics Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

MANAGEMENT

MGT 230 Principles of Management (3 credits) Introduction to the management process of planning, organization, leadership, and control, including the history and development of management theory. Course fee: $150. Prerequisite: BUS 121 and ENG 132. A writing-enhanced course. Offered fall and summer.
MGT 292-95 Management Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

MGT 331 Management Information Systems (3 credits) Study of manual and computer-based information systems used to support managerial decision making, including input, processing, output, and storage systems, systems design and managerial control of information systems. Prerequisite CIT 142. Offered spring.

MGT 333 Introduction to Operations Management (3 credits) Study of the management of operations systems used to produce both goods and services, including system design and analysis. Topics covered and related tools include process analysis, productivity, variety, responsiveness, and quality. Prerequisites: Math above MAT 147 and MGT 230. Offered spring, odd-numbered years.

MGT 334 Employee Relations (3 credits) Study of the labor movement in the U.S., including historical background, current organization and practice of the American labor movement, principles of collective bargaining, U.S. labor law, and current labor-management issues. Prerequisite: ECO 237 or 238. Offered spring, odd-numbered years.

MGT 336 Organizational Concepts (3 credits) Interdisciplinary study of behavioral science management and organizational theory. Study of organizational environments, structure, and behavior, with special emphasis placed on theories of leadership, motivation, formal and informal structures, communication, and group processes. Prerequisites: MGT 230 or consent. Offered spring.

MGT 391 Group and Organizational Behavior (3 credits) A study of group behavior and how group functioning affects organizational effectiveness. Emphasis is placed on decision-making and resolving conflict in groups. Students develop strategies for efficient and productive group management and determine which tasks are handled by groups or individuals.

MGT 399 Management Internship (1-3 credits) Professional work experience in an external organization (pre-arranged and pre-approved internship) supervised by a faculty member. Fifty hours of work per credit hour, plus written assignments. Prerequisite: Business Management or Human Resource Management major with minimum of 64 credit hours, cumulative GPA of 2.0, business coursework GPA of 2.5, and approval of school chair. Offered fall, spring, and summer.

MGT 430 Entrepreneurship & Small Business Management (3 credits) Examination of issues involving the creation and management of new business ventures; overview of managerial, financial, and legal issues affecting small business firms. Prerequisite: ECO 236, 237 or 238, ENG 132, MGT 230, and junior standing, or consent. A writing-enhanced course. Offered fall.

MGT 431 Human Resource Management (3 credits) Study of employer/employee relationships, personnel policies and administration, recruitment, training, supervision, and discipline issues. Recommended: MGT 230 and junior standing. Offered fall.

MGT 433 Organizational Leadership (3 credits) Study of the major theories of leadership, examines the types of leader power, traces the scholarly history of leadership theory development, and integrates popular business literature. Prerequisite: MGT 230 and junior standing, or consent. Cross-listed as SOC 433; students cannot earn credit for both courses. Offered on demand.
MGT 436 Compensation and Benefits (3 credits) An introduction to the management of employee compensation and benefits. Topics include evaluation systems, reward systems, legal and government constraints, wage and salary structures, incentive-based compensation, health and retirement benefits, and administration. Recommended: MGT 431 and junior standing. Offered spring, even-numbered years.

MGT 451 Employment Law (3 credits) Survey of the legal principles guiding the employer-employee relationship. Examines laws regulating hiring, job opportunity, discrimination, affirmative action, sexual harassment, wages, benefits, privacy rights, health safety, employment at will, layoffs and termination. Prerequisites: BUS 431 and MGT 431. Offered spring, odd-numbered years.

MGT 490-1 Management Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

MGT 492-94 Management Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

MGT 495 Strategic Planning (3 credits) This course introduces students to various management planning models and techniques and applies them to business cases. It stresses the concepts of strategic planning and strategic management.

MGT 496 Portfolio Seminar I – Professional Credentials (1 credit) This course provides the introduction to the Portfolio Project, including the contents of each division. Students are required to submit Division I of the portfolio, which is the evidence of professional preparation. Evidence includes an employment cover letter, resume, transcript, other credentials, recommendations, and professional accomplishments.

MGT 497 Portfolio Seminar II – Knowledge, Skills, and Abilities (1 credit) Students are required to submit Division II of the portfolio, which includes a statement on each module showing the Knowledge, Skills, and Abilities (KSAs) learned, developed and/or mastered, as well as a reflective statement showing application of the KSAs to the current workplace or in advancement of the chosen career. Each module end paper or project will also be included.

MGT 498 Portfolio Seminar III – Individual Uniqueness (2 credit) Students are required to submit Division III of the portfolio, which is the individualization of the portfolio showing the talents, philanthropy, community service, church involvement, leisure activities, organizational memberships and philosophy of life.

MARKETING

MKT 230 Principles of Marketing (3 credits) An introduction to the fundamentals of marketing that cover product development, distribution, promotion, and pricing with emphasis on developing a managerial point of view in planning, and evaluating market decisions. Prerequisite: BUS 121. Offered spring and summer.
MKT 292-95 Marketing Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

MKT 331 Consumer Behavior (3 credits) A study of the influence of social and psychological factors upon the behavior of buyers. Topics include the consumer decision process and how it impacts marketing strategy. Prerequisite: BUS 121. Offered fall.

MKT 332 Promotional Strategies (3 credits) Analysis of the uses of various promotions in formulating an overall consumer communication strategy. Topics include advertising, publicity, sales promotion, creative strategies, evaluation of results, and the advantages and disadvantages of differing media and vehicles in reaching the target audience. Prerequisite: MKT 230 or consent. Offered spring, odd-numbered years.

MKT 333 Professional Selling (3 credits) This course covers the fundamentals of selling, sales theory, and sales techniques. Through the use of classroom instruction, role-playing, demonstrations, and sales presentation the student builds skills necessary to succeed in the dynamic world of the corporate sales executive. The personal qualifications required for effective selling are reviewed. Prerequisite: MKT 230 or consent. Offered fall, even-numbered.

MKT 399 Marketing Internship (1-3 credits) Professional work experience in an external organization (pre-arranged and pre-approved internship) supervised by a faculty member. Fifty hours of work per credit hour, plus written assignments. Prerequisite: Marketing major with minimum of 64 credit hours, cumulative GPA of 2.0, business coursework GPA of 2.5, and approval of the school chair. Offered fall, spring, or summer

MKT 430 Marketing Management (3 credits) An advanced study of the practices and policies of sales and marketing management in major business firms. The course includes the study of markets, market trends, sales organization, sales planning and forecasting, sales promotion, advertising, and consumer relations. Prerequisite: A minimum of 9 hours in previous marketing coursework or consent. Offered spring, even-numbered years.

MKT 432 Marketing Research (3 credits) A study of the research methods and techniques applicable to problem solving in marketing. Topics include the planning and execution of market research projects, primary and secondary data collection, use of statistical methods, questionnaire design, interview methods, sampling tabulation, and report writing. Prerequisite: MKT 230, MAT 229, or consent. Offered fall, odd-numbered years.

MKT 490-1 Marketing Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

MKT 492-95 Marketing Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.
MUSIC

MUS 100 Music Recital Attendance (0 credits) Students are required to attend a select number of concerts and performances each semester, both on campus and in the community. Required for students pursuing a minor or an area concentration in music. Grade basis is pass/no grade.

MUS 103 Class Piano I (1 credit) An introductory course in piano for beginners that emphasizes basic musical concepts of rhythm, notation and keyboard theory. Develop skills of musical expression through performance of solo and ensemble piano music. Meets for one hour each week.

MUS 104 Class Piano II (1 credit) A continuation of MUS 103. Prerequisite: MUS 103 or permission from instructor. Meets for one hour each week.

MUS 110-112, 114 Participation in Performance Ensembles A maximum of four credit hours toward a degree may be earned in each ensemble, but students may participate in any or all of the ensembles each semester, subject to the approval of the director.

MUS 110 Chamber Players (1 credit) An instrumental ensemble of two to eight players who perform classical music. The group performs on campus each semester and for other occasions as requested. Open by audition.

MUS 111 Jazz Ensemble (1 credit) Students perform jazz standards of all styles and periods in a “big band” format of saxophone, brass, and rhythm sections. The group rehearses several hours per week. Course fee: $35. Open by audition.

MUS 112 A Cappella Singers (1 credit) Ohio Valley’s oldest and largest music ensemble. The group performs a wide variety of a cappella choral music including hymns, spirituals, and contemporary choral works. Rehearses several hours each week; audition is required. The A Cappella Singers travels a few weekends during the academic year; a spring tour is conducted in May in even-numbered years. All members pay a course fee of $65; first-year members also pay a $100 fee for apparel.

MUS 114 Express (1 credit) Ohio Valley’s Contemporary Christian ensemble. Audition and interview are required. This group travels extensively throughout the United States on its annual summer tour as well as during the school year. Emphasis is placed not only on musical and vocal talent, but also on each member’s ability to communicate effectively with prospective students. Auditions and subsequent interviews for available positions in this ensemble are held each spring on campus. Students rehearse extensively in the summer and during the school year.

Private Instruction in Piano, Voice, Brass, Percussion, String, and Woodwind (variable credit) The teacher will determine a student’s level of ability and prescribe an individualized program of study to maximize student achievement. One 30-minute lesson per week and 30 minutes of practice per day constitute one hour of credit. Students planning to major in music should take two credits per semester. After completing two semesters of study, students who wish to receive more intensive private training will register for the 300-level lesson. Private instruction courses may be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Course fee: $260 per credit hour. Prerequisite: Consent of the instructor.
MUS 113 Private Piano (1-2 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

MUS 115 Private Voice (1-2 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

MUS 116 Private Brass (1-2 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

MUS 117 Private Percussion (1-2 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

MUS 118 Private String (1-2 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

MUS 119 Private Woodwind (1-2 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

MUS 121 Music Appreciation (3 credits) A survey of the history of Western music with a particular emphasis on the genre of blues, jazz, rock and Western Art Music. Emphasis is placed on learning to listen critically to all styles of music and to gain fluency in describing and writing about music. Much time is devoted to understanding music in a cultural context. No prior musical knowledge is necessary. Offered spring.

MUS 122 Song Leading and Worship Skills (1 hour) Basic fundamentals of song leading—using a pitch pipe, recognizing key and time signatures, learning basic conducting patterns and better use of the voice. Worship planning, public prayer and public reading of scripture. Offered on demand.

MUS 131 History of Rock (3 credits) A survey of the history of American popular music of the twentieth and twenty-first centuries. This course focuses on both significant events and performers as well as on listening/analytical skills. Offered fall.

MUS 141 Music Theory I (3 credits) A detailed study of the components that make up the language of music. Melody, rhythm and diatonic harmony are analyzed through listening, performing and writing. Many concepts of music theory will be applied at the piano keyboard. Co-requisite: MUS 143. Offered fall.

MUS 142 Music Theory II (3 credits) A continuation of MUS 141. Prerequisite: MUS 141 or permission of instructor. Co-requisite: MUS 144. Offered spring.

MUS 143 Sight Singing/Ear Training I (1 credit) The study of how to sing music “at sight” and the opposite, how to write music that is heard. Emphasis is placed on singing combined with rhythmic, melodic and harmonic dictation. Co-requisite: MUS 141. Offered fall.

MUS 144 Sight Singing/Ear Training II (1 credit) A continuation of MUS 143. Prerequisite: MUS 143 or permission of instructor. Co-requisite: MUS 142. Offered spring.
**MUS 221 Music Literature** (3 credits) A survey of the history and literature of Western music, with specific emphasis on developing styles and the primary masterworks of each style period. Secondary emphasis will include general music history and the lives of the great composers. Prerequisite: MUS 142 and 144. Offered fall, odd-numbered years.

**MUS 241 Music Theory III** (3 credits) The study of chromatic harmony and atonal music, including written theory (notation and part writing), keyboard harmony, and analysis of the large forms. Prerequisite: MUS 142 and 144. Co-requisite: MUS 243. Offered fall.


**MUS 243 Sight Singing/Ear Training III** (1 credit) Includes rhythmic, melodic, and harmonic dictation and sight singing of chromatic melodies and chord progressions. Prerequisite: MUS 142 and 144. Co-requisite: MUS 241. Offered fall.


**MUS 292-95 Music Special Topics** (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

**MUS 313 Private Piano** (1-3 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind”

**MUS 315 Private Voice** (1-3 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

**MUS 316 Private Brass** (1-3 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

**MUS 317 Private Percussion** (1-3 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

**MUS 318 Private String** (1-3 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

**MUS 319 Private Woodwind** (1-3 credits) For description, see above: “Private instruction in Piano, Voice, Brass, Percussion, String, and Woodwind.”

**MUS 394 Music History I** (3 credits) The first half of a survey of music history, culture and style. Topics will include western music from the ancient period through the Classical Period and applicable contexts. Working knowledge of music theory and notation assumed. Offered on demand.

**MUS 395 Music History II** (3 credits) The second half of the survey of music history, culture and style. Topics will include music of the Romantic and Modern Periods and applicable contexts. Working knowledge of music theory and notation assumed. Offered on demand.
MUS 421 Form and Analysis (3 credits) The study of techniques for the analysis of musical form, including small scale forms such as Binary and Ternary forms and large scale forms such as Sonata-Allegro and Rondo forms. The course also introduces techniques for analyzing twentieth century music. Prerequisite: MUS141, MUS142, MUS241. Offered on demand.

MUS 422 Conducting (3 credits) A practical, experienced-based study of conducting techniques and rehearsal procedures. Offered on demand.

MUS 423 Orchestration and Arranging (3 credits) An introduction to the techniques and processes involved in scoring and arranging music for various instrumental and vocal ensembles. Prerequisite: MUS141, MUS142, MUS241. Offered on demand.

MUS 490-1 Music Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

MUS 492-95 Music Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

NATURAL SCIENCE

NSC 131 Foundations of Biology I (4 credits) This course is an introduction to the basic principles of biological inquiry and the biology of living organisms, including a focus on the human organism. Biological applications for health, the influence of biological science on society, and societal influences on biological science will be addressed. This course fulfills biology requirement for students majoring in sport management, wellness education, and wellness; this course will not fulfill any requirements for students majoring in the sciences (e.g., biology and biochemistry), biology education, or general science education. Course fee: $35. Lecture, 3 hours; lab, 2 hours.

NSC 135 Introduction to General Chemistry (4 credits) A general education course for liberal arts students and for allied health students. The course engages students in three broad study areas. (a) Fundamental principles of chemistry: topics include the atomic structure, chemical bonds, stoichiometry, and radioactivity; introductory topics in organic chemistry and biochemistry are also presented. (b) Health applications in chemistry: dealing with chemistry and medicine, sports and genetic revolution. (c) Societal applications in chemistry: topics include forensic science, environmental chemistry and warfare. Lecture, 3 hours; lab, 3 hours. Does not apply to a major or a minor in the sciences. Cannot be used as a substitute for NSC 145. Course fee: $35. Prerequisite: Math ACT score of at least 19 (or equivalent SAT score) or MAT 147; high school general science or permission of the instructor. Offered fall.

NSC 141 General Biology I (4 credits) This course, which is designed for those who plan to major in a science-related area, is a study of the basic principles of animal biology including the human organism, taxonomy, and genetics. The course is designed for students majoring in the sciences, though other students may take it. Course fee: $35. Lecture, 3 hours; lab, 2 hours. Offered fall.
NSC 142 General Biology II (4 credits) An in-depth study of the principles of biology including the biochemistry of living organisms, ecology, botany, and a study of the characteristics of the organisms in the five kingdoms. Course fee: $35. Prerequisite: one college science course; NSC 141 would be helpful, but is not essential. Lecture, 3 hours; lab, 2 hours. Offered spring, even-numbered years.

NSC 145 General Chemistry I (4 credits) A study of the basic principles of chemistry to include atomic theory, chemical bonding, stoichiometry, periodicity, qualitative analysis, and quantitative relationships in chemical and physical processes. Problem solving is emphasized. Course fee: $35. Lecture 3 hours, Lab, 3 hours. Prerequisite: Math ACT score of 23 or higher, or permission of instructor. Offered fall.

NSC 146 General Chemistry II (4 credits) A continuation of NSC 145 with an emphasis on solution chemistry, acid base equilibria, solubility, kinetics, electrochemistry, quantitative analysis and thermodynamics. Course fee: $35. Lecture, 3 hours; lab, 3 hours. Prerequisite: NSC 145 or the equivalent. Offered spring.

NSC 148 General Physical Science (4 credits) A survey of the principles of astronomy, geology, meteorology, chemistry, and physics. Emphasis will be given to the processes of science as well as the content and to the application of technology to problem-solving. Course fee: $35. Lecture: 3 hours; Lab: 2 hours. Prerequisite: Math ACT score of at least 22, or MAT 147 or higher.

NSC 150 Twenty-First Century Science (4 credits) This course builds foundational knowledge in contemporary science topics including environmental pollution and control, science and politics of climate change, physics and economics of global energy, genetic revolution, and the confrontations between science, religion and social ethics in areas such as abortion and animal rights. The course applies interactive teaching and learning approaches, which include video presentations, classroom debates/presentations, lab activities, online research and field trips. Course fee: $35. Lecture, 3 hours; Lab, 3 hours. Offered on demand.

NSC 210 Human Anatomy and Physiology I (4 credits) An introduction to the normal structure and function of the human body. The course covers principles of the chemistry compounds (biochemistry), cells, tissue, and organs of the body. Four systems are studied for gross and microscopic anatomy and normal functioning; these are integumentary, skeletal, muscular, and nervous systems. The lab work emphasizes microscopic work on cells and tissues, study of bones and tissues, and dissections of brain and eyeball. Course fee: $35. Lecture 3 hours, lab 3 hours. Prerequisite or co-requisite: NSC 135 or equivalent. Offered fall. Students cannot earn credit for both NSC 210 and NSC 310.
NSC 211 Human Anatomy and Physiology II (4 credits) Continuation of NSC 310. This class includes study of the respiratory, circulatory (blood, heart, vessels), lymphatic, urinary, digestive, endocrine, and reproductive systems. Normal anatomy and physiology is emphasized, but some pathology is included. Lab work includes dissection of body systems, plus selected physiology experiments in respiratory volumes, blood and blood genetics, urinalysis, and digestion rates. Critical thinking is developed using clinical examples. The students conduct research as group projects, such as nutrition, development of science events for teens, or clinical interviews. Course fee: $35. Lecture 3 hours, lab 3 hours. Prerequisites: NSC 210 and NSC 135 or equivalents. Offered spring. Students cannot earn credit for both NSC 211 and NSC 311.

NSC 231 Introduction to Astronomy (4 credits) An introduction to the study of the Universe, including the latest theories on the origin of the Universe, the solar system and the Earth. Covered will be the origin of galaxies, stars, planets, asteroids, meteoroids, comets, etc., stressing modern techniques of gathering information about the Universe. Course fee: $35. Lecture 3 hours, lab 2 hours. The lab portion of the course will include observations of the sky, use of telescopes, and use of the celestial sphere and star charts. May also include planetarium visits and other astronomy-related field trips. Offered on spring, even-numbered years.

NSC 232 Physical Geology (4 credits) A general education course for students who seek to understand the origin and operation of planet Earth in the context of modern science and Christian religion. The key topics include the origin, composition, structure, and processes of the Earth. The physical, chemical, and biological processes that shape the Earth are studied in light of the concept of global plate tectonics and the interaction of Earth's subsystems. Students are engaged in related contemporary science such as GIS applications and satellite Earth observation data for mapping and analyzing geologic features. Also, students undertake field visits to interesting geologic sites. Course fee: $35. Lecture 3 hours, lab 2 hours. Offered spring, odd-numbered years.

NSC 244 Physics I (4 credits) A study of the principles of physics to include mechanics, heat, and wave motion. Course fee: $35. Lecture, 3 hours; lab, 3 hours. Prerequisite (or co-requisite): MAT 151 or higher; or at least a 26 on the mathematics section of the ACT (or 620 on the SAT), or permission of the instructor. Offered fall, odd-numbered years.

NSC 245 Physics II (4 credits) A continuation of NSC 244 with an emphasis on electricity, magnetism, and optics. Course fee: $35. Lecture, 3 hours; lab, 3 hours. Prerequisite: NSC 244. Offered spring, even-numbered years.

NSC 246 Organic Chemistry I (4 credits) Study of characteristic reactions, synthesis, and stereochemistry of major classes of organic compounds using a mechanistic approach. Classes of compounds studied include alkanes, alkyl halides, alkenes, and alcohols. Mechanisms studied include: free radical halogenation, nucleophilic substitution, nucleophilic addition, and electrophilic addition. Includes lab portion which provides an introduction to microscale techniques of organic chemistry preparation and purification. Techniques studied will be re-crystallization, distillation, extraction and preparation of simple aliphatic compounds. Course fee: $35. Lecture 3 lecture hours, 3 lab hours. Prerequisites: NSC 146 or equivalent. Offered fall, odd-numbered years.
NSC 247 Organic Chemistry II (4 credits) Continuation of CHEM 223 to include spectroscopic methods, theory and interpretation. Classes of compounds studied include alkynes, aromatics, carbonyls, amides, amines, and synthetic polymers. Mechanisms studied include electrophilic aromatic substitution, Aldol condensation, esterification, and polymerization. Lab work includes some computer simulation, unknown analysis and individual work. The lab portion will include multi-step synthesis, qualitative analysis and instrumental analysis. Some computer simulation and individualized experiments will be involved. Course fee: $35. Lecture 3 hours, lab 3 hours.

Prerequisite: NSC 246 or equivalent. Offered spring, even-numbered years.

NSC 292-95 Natural Sciences Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Course fee: $35.

NSC 299 Science Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

NSC 310 Human Anatomy and Physiology I (4 credits) An introduction to the normal structure and function of the human body. The course covers principles of the chemistry compounds (biochemistry), cells, tissue, and organs of the body. Four systems are studied for gross and microscopic anatomy and normal functioning; these are integumentary, skeletal, muscular, and nervous systems. The lab work emphasizes microscopic work on cells and tissues, study of bones and tissues, and dissections of brain and eyeball. Course fee: $35. Lecture 3 hours, lab 3 hours.

Prerequisite or co-requisite: NSC 145 or equivalent. Offered fall. Students cannot earn credit for both NSC 310 and NSC 210.

NSC 311 Human Anatomy and Physiology II (4 credits) Continuation of NSC 310. This class includes study of the respiratory, circulatory (blood, heart, vessels), lymphatic, urinary, digestive, endocrine, and reproductive systems. Normal anatomy and physiology is emphasized, but some pathology is included. Lab work includes dissection of body systems, plus selected physiology experiments in respiratory volumes, blood and blood genetics, urinalysis, and digestion rates. Critical thinking is developed using clinical examples. The students conduct research as group projects, such as nutrition, development of science events for teens, or clinical interviews. Course fee: $35. Lecture 3 hours, lab 3 hours. Prerequisites: NSC 310 and NSC 145 or equivalents. Offered spring. Students cannot earn credit for both NSC 311 and NSC 211.

NSC 330 Curriculum and Methods of Teaching Science 5-Adult (3 credits) A study of philosophical and methodological issues related to teaching science at the secondary level. Emphasis is placed on upper-level sciences. Forty hours of field experience are required. Course fee: $25.

Prerequisites: EDUC 320 and admission to the teacher education program. Offered as needed by the program.

NSC 341 Zoology: Animals as Organisms (4 credits) Anatomical and physiological study of invertebrate and vertebrate body systems and processes including taxonomy and evolution. Course fee: $35. Lecture 3 hours, lab 2 hours. Prerequisites: NSC 142. Offered summer, even-numbered years.
NSC 342 Botany: Plants as Organisms (4 credits) Development, structure, function, and evolution of vascular and nonvascular plants; physiological and ecological relationships. Course fee: $35. Lecture 3 hours, lab 2 hours. Prerequisites: NSC 142. Offered on demand.

NSC 343 Introduction to Physical Chemistry (3 credits) A presentation of advanced concepts in physical chemistry building on foundational knowledge in General Chemistry. Specifically, the course covers molecular structure and interactions with emphasis on spectroscopic analysis. The 3 laws of thermodynamics are also expanded in addition to molecular motion and transport, and enzyme kinetics. Course fee: $35. Prerequisite: NSC 146, MAT 241 & NSC 247, or permission of instructor. Offered on demand.

NSC 344 Introduction to Inorganic Chemistry (3 credits) A presentation of advanced concepts in inorganic chemistry building on foundational knowledge in General Chemistry. Specifically, the course covers new concepts on atomic theory including the valence bond theory and solution of the “s” block metals, strengths of oxiacids/aquated cations, amphoterism and coordinated complexes. Extraction methods for alkali metals and alkaline earth metals are also covered. Course fee: $35. Prerequisite: NSC 146 & NSC 247, or permission of instructor. Offered on demand.

NSC 345 Introduction to Instrumental Analysis (3 credits) An introductory course in instrumental analysis including mass spectrometry, infrared (IR) spectroscopy and nuclear magnetic resonance (NMR). Also, analysis from the gas chromatograph (GC) and high performance liquid chromatograph (HPLC) are introduced. Course fee: $35. Prerequisite: NSC 146 & NSC 247, or permission of instructor. Offered on demand.

NSC 400 Microbiology (4 credits) An introduction into the history, morphology, and physiology of microorganisms, techniques of isolation, and identifying microorganisms with emphasis given to their effect on human affairs. Course fee: $35. Lecture 3 hours; lab, 3 hours. Prerequisite: Any science course with a lab. Offered spring.

NSC 431 Ecology (3 credits) How animals and plants make their way in the world, ranging from struggle of individual organisms with their surroundings to interactions of populations and communities. Course fee: $35. Prerequisite: ENG 132 and NSC 142 or equivalent. A writing-enhanced course. Offered fall, odd-numbered years.

NSC 432 Genetics (3 credits) Modern genetics including Mendelian and other patterns of inheritance, population genetics, genetic mapping, DNA and gene structure and function, genetic diseases, and introduction to genetic engineering. Course fee: $35. Prerequisite: NSC 141 or equivalent. Offered on demand.

NSC 434 Biochemistry I (4 credits) Emphasizes structure and function of proteins, lipids and nucleic acids, enzymology, intermediary metabolism and its control mechanisms, and energy transformations. Course fee: $35. Lecture, 3 hours; lab 3 hours. Prerequisite: NSC 146, also NSC 141 & 142 are recommended. Offered on demand.
NSC 435 Biochemistry II (4 credits) A continuation of NSC 434 which emphasizes structure and function of proteins, lipids and nucleic acids. It also presents advanced concepts on enzyme kinetics and energy transformations. Course fee: $35. Lecture, 3 hours; lab 3 hours. Prerequisite: NSC 434; also, either NSC 343 or NSC 344 is recommended. Offered on demand.

NSC 439 Biological Psychology (3 credits) A study of the biological basis of human behavior. This course examines neuroanatomy, function of the nervous system, and biological influences upon learning, memory, cognition, sensation, and abnormal behavior. Prerequisite: PSY 101 or consent of instructor. Cross-listed as PSY 439; students cannot earn credit for both courses. Offered on demand.

NSC 441 Cell Biology (4 credits) Examines the relationship between cell structure and function. An emphasis on membrane structure, cell transport, cytoskeleton, gene expression and regulation, cell division and cellular causes of cancer. Laboratory exercises include techniques used in the study of cell biology, including histology, spectrophotometry, cell fractionation, tissue culture, electrophoresis, and immunochemistry. Course fee: $35. Lecture 3 hours, lab 3 lab hours. Prerequisite: NSC 142 and NSC 146. Offered on demand.

NSC 451 Senior Seminar (2 credits) A capstone course during which students present their undergraduate research projects to the OVU community. May be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Course fee: $60. Prerequisite: NSC 299.

NSC 489 Natural Sciences Practicum (1-6 credits) Assignment in a supervised situation involving observation and participation in situations which engage the student in a science related field. Activities such as work in a hospital lab, field work with the department of natural resources, and clinical work at Health South are examples of appropriate positions. At least 35 hours of contact are required for each hour of credit. The practicum may be repeated for credit. The practicum is given by consent of the chair of the School of Mathematics and Sciences and by the designated instructor. Course fee: $35.

NSC 490-1 Natural Sciences Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor. Prerequisite: ENG 132, junior standing, and admission to either the biology or biochemistry program. A writing-enhanced course. Course fee: $35.

NSC 492-95 Natural Sciences Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Course fee: $35. Prerequisite: Junior standing.

PHYSICAL EDUCATION

PHED 100 Low Impact Aerobics (1 credit) This course is designed to improve cardiorespiratory endurance and assist in the reduction of body fat using step, double step, step-interval and quad-step workouts set to contemporary music. Students will use hand weights, body bars, bands, flexi-balls and other related resistance training techniques to improve muscular strength and endurance. Discussion of nutritional guidelines will also be included to assist students in gaining useful knowledge for a lifetime of weight control management. Offered on demand.
PHED 101 High Impact Aerobics (1 credit) This advanced course of physical conditioning combines high energy cardio-respiratory activity with physical training to improve muscular endurance, develop increased levels of cardio-respiratory fitness, promote flexibility and reduce total body fat. The class format will consist of intense outdoor training with vigorous circuit, interval and cross-training regimens that include jogging, sprinting, agility drills and basic training-style calisthenics activities. Offered on demand.

PHED 102 Archery (1 credit) Instruction in archery including fundamental techniques and target shooting. Course fee: $35. Offered on demand.

PHED 103 Fall Sports (1 credit) This course provides instruction in the fundamentals of football and soccer. Skills introduced include individual position skills and strategies. Basic offensive and defensive strategies are introduced as well as the rules of the game. Course fee: $30. Offered on demand.

PHED 104 Spring Sports (1 credit) This course provides instruction in the fundamentals of baseball and slow pitch softball. Skills introduced include fielding, pitching, throwing, base running and batting. Basic offensive and defensive strategies are introduced as well as the rules of the game. Course fee: $30. Offered on demand.

PHED 105 Walking for Health and Fitness (1 credit) Introduction to the knowledge and techniques necessary for different types of walking to increase fitness through assessment and development of a personal walking program. Offered on demand.

PHED 106 Weight Training (1 credit) Knowledge and techniques necessary for increasing muscle function. Course includes assessment of status and development of a personal program. Offered on demand.

PHED 107 Camping (1 credit) Instruction and participation in basic camping. Safety and proper equipment selection and use will be stressed. At least one campout will be included. Course fee: $100. Offered on demand.

PHED 108 Backpacking (1 credit) Instruction and participation in basic backpacking. Safety and proper equipment selection and use will be stressed. Students will hike on area trails. Offered on demand.

PHED 109 Tennis (1 credit) This course is an introduction to the skills of tennis including forehand, backhand, serving and net volley. It introduces the basic rules, as well as singles and doubles strategies. Court etiquette is also taught. Offered on demand.

PHED 110 Foundations of Physical Fitness (2 credits) Instruction and exercise in fundamental skills necessary to promote lifetime fitness, and relationship of physical fitness with holistic wellness. Students will develop and implement a personal fitness program. Emphasis on lifetime fitness/wellness, use of Fitness Gram, new physical education assessments of fitness, and NASPE physical activity guides instead of a textbook.

PHED 111 Beginning Bowling (1 credit) An introduction to the skills of bowling. Course introduces the basic rules, strategies, and score keeping. Course fee: $60. Offered on demand.
PHED 112 Golf (1 credit) Introductory experience in the sport of golf. Course focus will be on fundamental skills, information, strategy, and participation. Course fee: $35. Offered on demand.

PHED 113 Swimming (1 credit) Development of the essential skills and information necessary for enjoying swimming. Emphasis will be on personal safety. Course fee: $65. Offered on demand.

PHED 114 Advanced Swimming (1 credit) Refinement of essential skills in swimming with an emphasis on swimming as a lifelong fitness activity. Course fee: $65. Offered on demand.

PHED 115 Canoeing (1 credit) Curriculum includes lectures on the design and construction of camping, portaging, car topping, and flat water paddling strokes for both canoes and kayaks. Offered on demand.

PHED 116 Racquet Sports (1 credit) This course focuses on beginning level skills in racquetball and tennis. It will include instruction in basic skills, playing strategies, lecture, demonstration, and participation. Course fee: $35. Offered on demand.

PHED 117 Beginning Basketball (1 credit) This course provides for introductory development of basketball skills including shooting, passing, dribbling, and rebounding. Basic offensive and defensive strategies will be included as well as the rules of the game. Offered on demand.

PHED 119 Volleyball (1 credit) This course is designed to allow students to develop the basic skills, learn the rules, and utilize basic offensive and defensive systems of volleyball play. Offered on demand.

PHED 121 Track and Field Sports (1 credit) Designed to familiarize the professional physical education student with the skills, practices, techniques and theory of track and field. Development of at least an intermediate skill level is expected of the students. The primary goal of the course is to equip the student with the skills necessary to teach track and field effectively. Offered on demand.

PHED 124 Recreational Sports (1 credit) Instruction in fundamental rules, skills and strategy of recreational type sports: may include pickle ball, table tennis, billiards, shuffleboard, horseshoes, floor tennis, and paddle tennis. Offered on demand.

PHED 125 Jogging (1 credit) This course is an introduction to jogging. Jogging is a way to develop and maintain cardiovascular and aerobic fitness. Course content includes mechanics of efficient jogging, presentation of different training systems, safety concerns, information related to community “fun runs” and information related to the prevention and care of common jogging injuries. Offered on demand.

PHED 130 Introduction to Camp Counseling (1 credit) Introduction to the basics of Christian camp counseling: programs, responsibilities, activities, ethics. Prerequisites: Successful completion of one semester of college work and approval of instructor. See BIB 325 for possible credit for camp work. Offered on demand.
PHED 140 Karate I (1 credit) Development of the essential skills for karate in a traditional Japanese format. This weaponless martial art emphasizes power and efficiency in a comprehensive system for self-defense as well as encouraging exploration and understanding of both the physical and mental self. Course fee: $25. Offered on demand.

PHED 141 Karate II (1 credit) Continuation of skills developed in Karate I (PHED 140). Course fee: $25. Prerequisite: PHED 140. Offered on demand.

PHED 142 Karate III (1 credit) Continuation of skills developed in Karate II (PHED 141). Course fee: $25. Prerequisite: PHED 141. Offered on demand.

PHED 170 Yoga (1 credit) A mixed-level Hatha Yoga class that emphasizes a vinyasa style (Yoga sequences connected with the breath). Includes attention to postural alignment to safely develop strength, endurance, flexibility, balance, and reduce stress. Develops awareness and consciousness in the physical body to help unite body and mind. Class will include breathing practices, meditation and deep relaxation. Course fee: $50. Offered on demand.

PHED 171 Advanced Yoga (1 credit) Continuation of skills developed in Yoga (PHED 170). Course fee: $50. Prerequisite: PHED 170. Offered on demand.

PHED 172 Zumba I (1 credit) Zumba combines Latin rhythms with cardiovascular exercise to create an aerobic routine that is fun and easy to follow. The activity utilizes the principles of fitness interval training and resistance training to maximize caloric output, fat burning, and total body toning. Course fee: $30. Offered on demand.

PHED 173 Zumba II (1 credit) Continuation of the skills learned in PHED 173. Course fee: $30. Offered on demand.

PHED 292-95 Physical Education Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

PHED 206 Advanced Weight Training (1 credit) Continued development of knowledge and techniques necessary for increasing muscle function. Course includes assessment of status and development of a personal program. Prerequisite: PHED 106 or consent of instructor. Offered on demand.

PHED 211 Advanced Bowling (1 credit) Continued development in the skills of bowling. Course fee: $60. Prerequisite: PHED 111 or consent of instructor. Offered on demand.

PHED 217 Advanced Basketball (1 credit) This course provides for further development of basketball skills including shooting, passing, dribbling, and rebounding. Basic offensive and defensive strategies will be included as well as the rules of the game. Prerequisite: PHED 117 or consent of instructor. Offered on demand.

PHED 220 Junior Varsity Baseball (1 credit) Open only to junior varsity baseball team members. May be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Offered spring.
PHED 221 Junior Varsity Basketball, Men (1 credit) Open only to junior varsity basketball team members. May be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Offered spring.

PHED 250-263, Varsity Sports Students may repeat for credit courses associated with varsity sports, but a maximum of 4 hours credit toward a degree may be earned.

PHED 250 Varsity Baseball (1 credit) Open only to varsity baseball team members. Offered spring.

PHED 251 Varsity Basketball, Men (1 credit) Open only to varsity basketball team members. Offered spring.

PHED 252 Varsity Basketball, Women (1 credit) Open only to varsity basketball team members. Offered spring.

PHED 253 Varsity Cheerleading (1 credit) Open only to varsity cheerleaders. Offered on demand.

PHED 254 Varsity Cross-Country, Men (1 credit) Open only to varsity cross-country team members. Offered fall.

PHED 255 Varsity Cross-Country, Women (1 credit) Open only to varsity cross-country team members. Offered fall.

PHED 256 Varsity Golf, Men (1 credit) Open only to varsity golf team members. Offered spring.

PHED 257 Varsity Soccer, Men (1 credit) Open only to varsity soccer team members. Offered fall.

PHED 258 Varsity Soccer, Women (1 credit) Open only to varsity soccer team members. Offered fall.

PHED 259 Varsity Softball (1 credit) Open only to varsity softball team members. Offered spring.

PHED 260 Varsity Volleyball (1 credit) Open only to varsity volleyball team members. Offered fall.

PHED 261 Varsity Golf, Women (1 credit) Open only to varsity golf team members. Offered spring.

PHED 262 Varsity Lacrosse (1 credit) Open only to varsity lacrosse team members. Offered spring.

PHED 263 Varsity Wrestling (1 credit) Open only to varsity wrestling team members.
PHED 300 Kinesiology (3 credits) This course addresses the physiological, mechanical, and psychological mechanisms associated with human movement. It introduces the processes that lead to change in the performance of motor skills. Models and theories of practice, augmented feedback, information processing and dynamic systems will be discussed. Cross-listed as SPMGT 300; students cannot earn credit for both courses. Offered spring, even-numbered years.

PHED 301 Sports Officiating (2 credits) This course is designed to provide the student with knowledge and understanding of the rules and procedures for officiating sports contests. Also included are the general and psychological aspects of the roles of sport officials in either the interscholastic and or intercollegiate levels of competition. Cross-listed as SPMGT 301; students cannot earn credit for both courses. Offered spring, odd-numbered years.

PHED 302 Principles of Coaching (3 credits) This course is designed to provide insight into the coaching profession. It will examine the many facets of the profession and provide suggested guidelines for prospective coaches to use in establishing their own style and methods. Cross-listed as SPMGT 302; students cannot earn credit for both courses. Offered fall, even-numbered years.

PHED 303 Organization and Administration of Sports (3 credits) This course provides a basic foundation for career development in sports administration. Topics covered include budget management, purchasing equipment, scheduling, conferencing, and compliance. Cross-listed as SPMGT 303; students cannot earn credit for both courses. Offered spring, even-numbered years.

PHED 332 Curriculum and Methods for Teaching Physical Education and Health K-6 (2 credits) A study of organizing and leading a physical education and health program in an elementary building, including methods for instruction and selection of activities with emphasis on lifetime fitness and wellness. Ten hours of field experience are required. Prerequisites: EDUC 320 and admission to the wellness education program. Offered spring, odd-numbered years.

PHED 336 Lifetime Wellness Activities (3 credits) Study of skills and methods of teaching lifetime fitness activities including tennis, bowling, archery, yoga, dance, aerobics, biking, skating, volleyball, golf, and track & field. Incorporates uses of technology for learning and assessment of fitness. Offered fall, even-numbered years.

PHED 461 Internship in Physical Education and Health (1-4 credits) Students are placed in an internship appropriate to senior level skills and interests in the field of physical education. At least 40 hours of contact are required for each hour of credit. Prerequisite: Program coordinator approval. Offered on demand.

PHED 462 Internship in Coaching (1-4 credits) Interns are placed as student coaching assistants with a sports team in their area of interest (college, K-12 school or professional organization). One credit hour is earned for every 40 clock-hours of work. Hours must be determined at registration. Prerequisite: Program coordinator approval. Offered on demand.

PHED 492-95 Physical Education Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.
POLITICAL SCIENCE

POL 135 United States Government (3 credits) Basic principles, concepts, and institutions of American government with emphasis on the Constitution, its development, and the changes in its interpretation by the Supreme Court and the nation. Offered fall.

POL 231 Global Community Relations (3 credits) An introduction to the global environment. Addresses issues that face the world as a whole through a process known as globalization, such as population, conflict, security, the economy, development, the environment, and women and children’s issues. Fulfills diversity requirement. Offered spring.

POL 292-95 Political Science Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

PSYCHOLOGY

PSY 101 General Psychology (3 credits) An understanding of human behavior, unifying the physical, emotional, intellectual, and social aspects with current research findings and theories.

PSY 111 Introductory Psychology Seminar (3 credits) This course is designed to introduce students to the various specialty areas of psychological practice. Career opportunities are reviewed and emphasis is placed on preparation for graduate school. Christian beliefs in relationship to the study of psychology are reviewed. A grade of B or higher is required for the course to fulfill psychology program requirements. Course fee: $30. Offered fall.

PSY 201 Stress Management (2 credits) The impact of stress on physical and emotional health is reviewed. The survey and practice of stress management methods are addressed. Also covered are psychological approaches to everyday problems, coping skills, anxiety, personal growth and health, and interactions of individuals within personal and social environments. Offered on demand.

PSY 229 Introduction to Statistics for the Behavioral Sciences (4 credits) A development of basic techniques of descriptive and inferential statistics including methods of analysis and presentation. Includes descriptive measures and an introduction to hypothesis testing/inferential statistics, including t-tests, ANOVA, correlation, simple regression, and chi-squared analyses. Provides training in software skills for the display and analysis of data. Three hours lecture, two hours laboratory per week. Prerequisites: MAT 147 or higher, or at least a 22 on the mathematics section of the ACT (or 540 on the SAT), or consent of instructor. Students cannot earn credit for both MAT 229 and PSY 229. Offered fall.

PSY 233 Human Growth and Development (3 credits) A study of the psychological and physical development of the individual from prenatal through late adulthood (including death and dying), with attention paid to physical, mental, emotional, and social aspects. Recommended for sophomores.

PSY 234 Child Development (3 credits) A course on the study of psychological processes from childhood through adolescence. Emphasis is placed on physical, emotional, cognitive, moral, and social development. Offered on demand.
PSY 236 Adult Development and Aging (3 credits) A course on the study of behavioral and psychological changes and continuity from young adulthood through old age. Emphasis is placed on interaction of psychological, sociocultural, and biological variables as they contribute to the behaviors of aging individuals from the perspective of a developmental framework. Offered on demand.

PSY 242 Group Dynamics (3 credits) A study of group processes, particularly as they relate to the individual. An emphasis is placed on the principles and operations underlying group actions and interactions. Emphasis is placed on stages of group development.

PSY 290 Research Design (4 credits) A study of research methods utilized in the social sciences and an examination of the editorial guidelines established by the American Psychological Association. Three hours lecture and 2 hours laboratory per week. Prerequisites: ENG 132 and PSY 229 or consent of the instructor. A writing-enhanced course. Offered spring.

PSY 292-95 Psychology Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

PSY 299 Psychology Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

PSY 304 Human Sexuality (2 credits) This course examines personal, spiritual, interpersonal, community, and societal influences on sexuality throughout the lifespan. Topics include male/female anatomy and physiology, sexual arousal, sexual response, sexually transmitted diseases, contraception, and pregnancy, as well as behaviors and relationships. Prerequisite: WEL 231 or consent of instructor. Cross-listed as WEL 304; students cannot earn credit for both courses. Offered spring.

PSY 305 Sports Psychology (3 credits) Psychological theory and principles applied to sports. Includes motivational techniques, psychological evaluation, stress and anxiety in sports, as well as personality and sports performance. Prerequisite: PSY 101. Offered on demand.

PSY 320 Abnormal Psychology (3 credits) A study of the major types of psychopathologies, including classifications, explanations, and treatments. Prerequisite: PSY 101 or 233, or consent of instructor. Offered spring.

PSY 327 Psychology Field Laboratory (1-6 credits) An experience in a psychology environment which should be different from the practicum. At least 35 hours of contact are required for each hour of credit.

PSY 340 Personality Theories (3 credits) A study of the major personality theories in psychology. Emphasis is placed on historical development, concepts, issues, methods of research, and assessment of personality. Prerequisite: PSY 101 or consent of instructor. Offered fall.
PSY 345 Forensic Psychology (3 credit hours) Surveys the psychological theories and methods pertinent to the legal and criminal justice systems. Course covers the history of forensic psychology, and the impact it has made on criminal justice; i.e. victimization, profiling, reliability of eyewitness testimony, expert witness prep, jury selection, interrogations, insanity, dealing with the mentally ill, and offender types. Prerequisite: CRJ 101 or PSY 101, or consent of instructor. Cross-listed as CRJ 345; students cannot earn credit for both courses. Offered on demand.

PSY 350 Family Systems (3 credits) A study of the traits of strong, healthy families. An emphasis will be on understanding the general systems approach to the families and family therapy. Offered on demand.

PSY 353 Drugs and Behavior (3 credits) A study of the nature and effects of drug use and abuse. An emphasis is placed on how drugs work in the brain to produce their behavioral effects. The course will also focus on the use of medications in the treatment of mental disorders. Prerequisites: PSY 101 or consent of instructor. Offered on demand.

PSY 355 Introduction to Counseling Theories and Practice (3 credits) A review of the philosophies and theories underlying current counseling practices. Attention will be given to using the application of the philosophies and theories. Students will have practical experiences utilizing theories reviewed in hypothetical counseling situations. Prerequisites: ENG 132 and PSY 340 or consent of instructor. A writing-enhanced course. Offered spring.

PSY 360 Social Psychology (3 credits) A study of the relationship between the individual and the social environment, including research, social influence and social relations. Prerequisite: PSY 101 or consent of instructor. Offered on demand.

PSY 391 Adult Development and Life Assessment (2 credits) Career patterns are reviewed and analyzed in light of life-development theory. Future trends are examined in relation to changing careers and lifestyles. Guidance is given to students in preparation of documentation of professional experiences which may represent college-level learning. Prerequisite: Enrollment in the School of Professional Studies.

PSY 392 Methods of Statistical Analysis (3 credits) Problem analysis and evaluation techniques are presented. Students are shown methods for defining, researching, analyzing and evaluating a problem in their work or a vocational environment which they have selected for a research project. Specific statistical information covered in the course includes identifying and measuring objectives, collecting data, working with significance levels, analyzing variance and constructing questionnaires. Prerequisite: Enrollment in the School of Professional Studies.

PSY 421 History and Systems of Psychology (3 credits) A survey of the major psychological theories and systems from their philosophical origins to the current status of major integrative systems and theories. Prerequisite: PSY 101 and senior standing. Offered spring.

PSY 439 Biological Psychology (3 credits) A study of the biological basis of human behavior. This course examines neuroanatomy, function of the nervous system, and biological influences upon learning, memory, cognition, sensation, and abnormal behavior. Prerequisite: PSY 101 or consent of instructor. Cross-listed as NSC 439; students cannot earn credit for both courses. Offered on demand.
PSY 440 Tests and Measurements (3 credits) A study of the principles of psychological measurement such as the construction, administration and interpretation of group and individual tests of intelligence, personality, interest and achievement. Prerequisite: PSY 101 or consent of instructor. Offered on demand.

PSY 441 Cognitive Psychology (3 credits) A comprehensive review of basic cognitive phenomena including perception, attention, memory, and problem solving. Emphasis is placed on the use of empirical research results to evaluate the major theories of cognition. Prerequisites: PSY 101 or consent of instructor. Offered on demand.

PSY 442 Industrial & Organizational Psychology (3 credits) An introductory course in the psychology of work and organizations. Emphasis is on application of psychological theories and research to organizational situations including employee selection and assessment, training, proficiency evaluation, motivation, morale, stress, communication, and leadership. Prerequisites: PSY 101 or consent of instructor. Offered on demand.

PSY 443 Health Psychology (3 credits) Introduction to the contribution of psychology to the promotion and maintenance of health as well as the prevention and treatment of illness. Emphasis will be placed on understanding how psychological, behavioral, biological, and social factors relate to health and wellness. Prerequisites: PSY 101 or 233, or consent of instructor. Offered on demand.

PSY 451 Senior Seminar (3 credits) This capstone course is an introduction to professional opportunities in psychology and related fields. It is an exploration of the issues one must consider in order to pursue a career and/or graduate school in Psychology and related fields. Focuses of this course include a review of the field of psychology, resume and curriculum vitae writing, and interview techniques. A grade of B or higher is required for the course to fulfill psychology program requirements. Prerequisite: PSY 299. Offered fall.

PSY 460 Learning Theories (3 credits) A study of the major theories of learning that have important influence in the fields of psychology and education today. An emphasis will be placed on the principles of learning and the implications for psychology and education. Prerequisite: PSY 233 or consent of instructor. Offered on demand.

PSY 470 Behavior Modification (3 credits) An advanced study of the application of the behavioral principles of classical and operant conditioning to specific clinical problems and general life challenges. Prominent research and ethical considerations will also be reviewed. Prerequisites: PSY 101 or 233, or consent of instructor. Offered on demand.

PSY 480 Advanced Statistics for the Behavioral Sciences (4 credits) Statistical analysis of social science research data which integrates experimental design with a comprehensive understanding and application of descriptive and inferential analysis of data, including multifactor analysis of variance, repeated measures designs, post hoc analyses, and multiple regression analyses. Provides training in software skills for data analysis and display. Strongly recommend for students interested in Psychology Ph.D. programs. Three hours lecture, one 2-hour laboratory per week. Prerequisites: PSY 229 and PSY 290. Offered on demand.
PSY 485 Advanced Research Design (4 credits) Student designs and implements a major research project which can be presented as an example of interest and capability in conducting independent research with the goal of presentation at psychology conventions and/or publication. The paper will conform to all aspects of the editorial guidelines established by the American Psychological Association. Strongly recommended for students interested in Psychology Ph.D. programs. Three hours lecture, two hours lab per week. Prerequisites: PSY 229 and PSY 290. Offered on demand.

PSY 489 Psychology Practicum (3-6 credits) Professional work experience in an external setting within the area of behavioral sciences. Students may select work setting from several pre-approved sites. At least 35 hours of contact per credit hour earned are required. Prerequisite: ENG 132 and either senior standing or consent of instructor. A writing-enhanced course.

PSY 490-1 Psychology Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

PSY 492-95 Psychology Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

PSY 498 Psychology Program Senior Assessment (0 credits) During this course, students will complete exit surveys and assessment tests. This course is taken during a student’s final semester before graduation. Course fee: $25. Grade basis is pass/no grade.

READING

REA 080 College Reading I (3 credits) Instruction and practice in reading and studying college material, including understanding the nature of reading, reading for specific purpose and comprehension, and vocabulary development. Grade basis is A, B, NC (no credit), or F. Institutional credit only; this course is designed to prepare students for college-level work—it does not fulfill graduation requirements, and the grade earned does not affect the student’s GPA. Course fee: $30. Offered fall, and in spring on demand.

REA 090 College Reading II (3 credits) Continuation of College Reading I. Grade basis is A, B, NC (no credit), or F. Institutional credit only; this course is designed to prepare students for college-level work—it does not fulfill graduation requirements, and the grade earned does not affect the student’s GPA. Course fee: $30. Offered fall, and in spring on demand.

RELIGION

REL 280 Religious/Cultural Seminar International (1-4 credits) Offered as part of an international program and designed to provide a general introduction to a topical study of a broad cultural/historical perspective appropriate to the international itinerary, enhanced by visiting the historical sites, museums, and artifacts associated with the topical study. Specific course topics may vary according to the geographic region. Fulfills lower-level Bible course requirement when course material contains substantive biblical texts and principles.
REL 292-95 Religion Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

REL 341 History of the Christian Church (3 credits) A survey of the history of the Christian Church from the post-apostolic period to modern times, with an emphasis on major personalities and movements as they inter-acted to formulate basic Christian doctrine. The doctrinal developments will be analyzed through the biblical texts on which they were based. Prerequisite: ENG 132. Fulfills Bible course requirement. A writing-enhanced course. Cross-listed as HIS 341; students cannot earn credit for both courses. Course fee: $25. Offered fall, odd-numbered years.

REL 342 Restoration Church History (3 credits) A survey of how the idea of restoring the New Testament church in modern times developed into a Restoration Movement (Church of Christ, Christian Church-Independent, Disciples of Christ) in America from the 18th century to the present. Concepts integral to the Movement such as, defining the New Testament Church, unity, salvation, music in worship, congregational leadership, fellowship, hermeneutics, etc., will be dealt with not only historically but also in regard to the textual basis. Prerequisite: ENG 132. Fulfills Bible course requirement. A writing-enhanced course. Cross-listed as HIS 342; students cannot earn credit for both courses. Offered spring, odd-numbered years.

REL 371 Christian Ethics (3 credits) A survey both of ethical teachings of the Bible and traditional ethical theories and their applications, including egoism, utilitarianism, deontology, and virtue ethics. This survey is integrated with a study of the foundation and application of Christian ethics as defined through a biblical perspective, including such topics as the nature of God, the role of Scripture, and the role of the church in making ethical decisions. Prerequisite: ENG 132. Fulfills Bible course requirement. A writing-enhanced course. Offered fall, even-numbered years, and on demand. Students cannot earn credit for both BUS 371 (Business Ethics) and REL 371.

REL 372 Philosophy of Religion (3 credits) A general introduction to and a biblical perspective of the major issues and theories in the philosophy of religion, including the nature of reality, logic and rationality, the existence of God, religious experience, the problem of evil, and ethics. Fulfills Bible course requirement. Offered on demand.

REL 441 Major World Religions (3 credits) A historical and comparative analysis of the major living world religions: Hinduism, Buddhism, Judaism, and Islam. Key religious concepts such as, divinity, revelation, spirituality, community, liturgy, cosmology, ethics and eschatology will be compared to and contrasted with the corresponding biblical perspective. Fulfills Bible course requirement. Fulfills diversity requirement. $25 fee. Cross-listed as HIS 441 and SOC 441; students cannot earn credit for more than one course. Offered spring, even-numbered years.

REL 461 Renaissance and Reformation, 1400-1648 (3 credits) A study of cultural and economic developments of the Renaissance, and of the religious, political and social challenges of the Protestant Reformation. Prerequisite: HIS 131 or permission of instructor. Prerequisite: ENG 132. Fulfills Bible course requirement. A writing-enhanced course. Cross-listed as HIS 461; students cannot earn credit for both courses. Offered fall, even-numbered years.
SOCIAL WORK

SWK 231 Introduction to Social Work (3 credits) Looks at the historical and philosophical bases of the profession and how they relate to social work practice. Serves as an introduction to social work practice, values, and professional orientation. Designed to give the student a beginning knowledge of generalist practice and explore career opportunities in the field of social work. Offered on demand.

SWK 233 Human Behavior and the Social Environment I (3 credits) This course focuses on the dynamics of human behavior and the effects of the social environment upon individual development. Processes of human development, change, and adaptation from infancy through adolescence, with an examination of developmental stages, transitions, and problems inclusive of social, biological, cognitive, emotional, and behavioral aspects of social work. Prerequisite: SWK 231 or permission of instructor. Offered on demand.

SWK 333 Human Behavior and the Social Environment II (3 credits) Continuation of the people-in-systems theoretical orientation, building understanding and knowledge of human behavior as influenced by bio-psycho-socio-cultural factors. This section will focus on family development throughout the life cycle, small group dynamics, and role theory. General systems theory will be used as a conceptual framework for the study of families, using the problem-solving practice model. Prerequisite: SWK 233. Offered on demand.

SWK 350 Social Welfare Policy and Services (3 credits) Looks at the history, development, and contemporary nature and structure of social work and other aspects of the U.S. social welfare system noting overall impact on social problems. Analysis of social policies in view of their historical and ideological positions and responsiveness to individual and social needs will be emphasized. Offered on demand.

SWK 352 Methods of Social Work (3 credits) This course focuses upon the practice of social work with individuals, families, groups, and communities. Emphasis is placed upon learning the knowledge, values, and problem-solving skills that are essential in working with client systems. Assessment, goal selection and intervention approaches will be highlighted. Prerequisite: SWK 231 and 233. Offered on demand.

SOCIOLOGY

SOC 101 Principles of Sociology (3 credits) Basic introduction to the field of sociology including a discussion of social problems and cultural group processes and a scientific approach to their study.

SOC 130 American International Culture (3 credits) This course promotes the understanding of American culture through the study of American history, language, customs, and institutions. The focus is on improving vocabulary and language use to discuss the abstract concepts of culture, connecting U.S. history and current events to cultural attitudes and values. Fulfills diversity requirement. Offered on demand.
SOC 233 Sociology of Leadership (3 credits) This course examines the mission, values, vision, and principles of leadership. Students will gain a better understanding of themselves, develop their leadership knowledge, and learn how to make a difference in their communities. Offered on demand.

SOC 220 Criminal Law (3 credit hours) This course is a generic study of criminal law in the United States, and does not cover any specific federal or state law. Topics include principles of criminal law, principles of criminal liability, complicity, inchoate crimes, defenses, justifications, excuses, crimes against persons, crimes against property, and crimes against public order. Cross-listed as CRJ 220; students cannot earn credit for both courses. Offered fall, even-numbered years.

SOC 250 Introduction to Cross-Cultural Understanding (0-1 credits) This course is available to students participating in international travel with a member of the OVU faculty. Students will complete course activities that enhance understanding of cross-cultural issues. Grade basis is pass/no credit. Offered on demand. Fulfills diversity requirement.

SOC 280 Sociology Seminar International (1-6 credits) Offered as part of an international program and designed to provide a general introduction to a topical study of a broad cultural/historical perspective appropriate to the international itinerary, enhanced by visiting the historical sites, museums, and artifacts associated with the topical study. Specific course topics may vary according to the geographic region.

SOC 292-95 Sociology Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

SOC 299 Sociology Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

SOC 327 Field Work in Sociology (3 credits) A practical self-selected experience from among approved settings within modern formal organizations including industrial, governmental and educational systems. Emphasis will be on observing the organization’s purpose in society, its structure and the functions of its members. Offered on demand.

SOC 334 Constitutional Law (3 credit hours) A thorough study of the constitutional bases for substantive and procedural law. Emphasis will be placed on the 4th, 5th, 6th, 7th, and 8th amendments of the United States Constitution. Cases will involve current legal decisions affecting the role of our criminal justice profession. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as CRJ 334; students cannot earn credit for both courses. Offered on demand.

SOC 341 Cultural Anthropology (3 credits) A study of human culture and its variations around the world. The course will discuss the integrative patterning of worldview, values, and behavior, with special emphasis on social structures, religion, language, and culture change, as well as the practical application of cultural anthropology to Christian missions. Prerequisite: ENG 132. A writing-enhanced course. Fulfills diversity requirement. Offered spring, odd-numbered years.
SOC 351 Understanding Multicultural Diversity (3 credits) The history, ethnic and cultural uniqueness, and racial makeup of groups in minority. Relation to majorities, legal and social problems. Prerequisite junior standing or permission of instructor. Fulfills diversity requirement.

SOC 352 Understanding Multicultural Diversity-International (3 credits) This course is similar in objectives to SOC 351 but is designed to take advantage of a student’s brief residency in an international situation in which he or she can learn from first-hand experiences. The residency in an international situation must be long enough to make the experience meaningful academically. The course requires special permission from the vice president for academic affairs and requires a designated teacher to oversee the coursework. Fulfills diversity requirement.

SOC 365 Organized Crime (3 credit hours) This course will examine the origins and functioning of organized crime and criminal organizations from a criminal justice perspective. Students will become familiar with federal statutes dealing with organized crime and various departments assigned to investigating them. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as CRJ 365; students cannot earn credit for both courses. Offered on demand.

SOC 381 Introduction to Alternative Dispute Resolution (3 credits) This is an introduction course that focuses on the non-litigious processes of Dispute Resolution and their relationship to traditional litigation and settlement. This course involves the study of negotiation, mediation, mini-trials, private judges, court-annexed and private arbitration, settlement conferences, summary jury trials, etc. The student will have an exposure to most, if not all, of the processes that are available to people with a grievance and comparisons that will allow consumers to be informed of their options for settlement. Offered fall.

SOC 382 Conflict Mediation (3 credits) All the principles of mediation are explored during this course. A look at a continuum of mediation styles and skills in order to know when to evaluate and when to facilitate. However, the dominant style emphasized in this course is non-evaluative, facilitative, transformative. The student will be trained in the entire process of mediation including the sequence of events with the “bridges” that takes the parties to the next event in the mediation process. A detailed study will cover the mediator in their role, ethics, qualifications, training, etc. Role-playing at least three types of conflict situations. Offered spring.

SOC 383 Diversity Management (3 credits) Looks at how to recognize, accept, approve, and affirm the diversity in social settings (gender, environment, family structure, and religion). Special attention is given to diversity/conflict management from the Bible. Allowable Mindsets, Polarity Management of non-mutual exclusives (thought to be irreconcilable pole of differences), and other management styles will be explored. Fulfills diversity requirement. Offered summer.

SOC 410 Victimology (3 credit hours) An examination of the victim in the criminal justice system in order to deepen the student’s understanding of the victim of a crime, to provide an organizing structure of the roles of victimology and the reasons for victimization. The course covers the development of victimology, basic concepts and issues, specific types of victimization and societal/system response to the victim. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as CRJ 410; students cannot earn credit for both courses. Offered spring, even-numbered years.
SOC 433 Organizational Leadership (3 credits) Study of the major theories of leadership, examines the types of leader power, traces the scholarly history of leadership theory development, and integrates popular business literature. Prerequisite: MGT 230 and junior standing, or consent. Cross-listed as MGT 433; students cannot earn credit for both courses. Offered on demand.

SOC 440 Civil Rights and Liberties (3 credit hours) A thorough study of the constitutional bases for civil rights and liberties. Cases will involve current legal decisions that have defined the judiciary system’s views on civil rights and liberties. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as CRJ440; students cannot earn credit for both courses. Offered on demand.

SOC 441 Major World Religions (3 credits) A historical and comparative analysis of the major living world religions: Hinduism, Buddhism, Judaism, and Islam. Key religious concepts such as, divinity, revelation, spirituality, community, liturgy, cosmology, ethics and eschatology will be compared to and contrasted with the corresponding biblical perspective. Fulfills Bible course requirement. Fulfills diversity requirement. $25 course fee. Cross-listed as HIS 441 and REL 441; students cannot earn credit for more than one course. Offered spring, even-numbered years.

SOC 445 American Public Policy and Crime (3 credit hours) This course involves a detailed examination of the major efforts designed to control or reduce crime. A review of existing knowledge is followed by an investigation of current crime control theories, proposals, and programs. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as CRJ 445; students cannot earn credit for both courses. Offered on demand.

SOC 450 Law Enforcement in American Society (3 credit hours) An examination of the role of the police in contemporary America; emphasis on the philosophy and history of American law enforcement; limitations imposed on law enforcement in a democratic society, law enforcement agencies, police and community relations, problems and issues confronting police, and police ethics. Prerequisite: CRJ 101 or SOC 101, or consent of instructor. Cross-listed as CRJ 450; students cannot earn credit for both courses. Offered on demand.

SOC 451 Senior Seminar (3 credit hours) This course is an introduction to professional opportunities in sociology and related fields. It is an exploration of the issues one must consider in order to pursue a career and/or graduate school in sociology and related fields. Focuses of this course include a review of the field of sociology, resume & curriculum vitae writing, and interview techniques. Prerequisite: SOC 299. Offered fall.

SOC 489 Sociology Practicum (3-6 credit hours) Professional work experience in an external setting within the area of behavioral sciences. Students may select work setting from several pre-approved sites. At least 35 hours of contact are required for each credit hour earned. Prerequisite: ENG 132 and SOC 299 or consent of instructor. A writing-enhanced course.

SOC 490-1 Sociology Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

SOC 492-95 Sociology Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.
SOC 498 Sociology Program Senior Assessment (0 credits) During this course, students will complete exit surveys and assessment tests. This course is taken during a student’s final semester before graduation. Course fee: $25. Grade basis is pass/no grade.

SPANISH
SPA 101 Spanish I (3 credits) An introduction to the basic skills of listening, speaking, reading, and writing. Offered on demand.

SPA 102 Spanish II (3 credits) A continuation of SPA 101. Prerequisite: SPA 101 or equivalent. Offered on demand.

SPECIAL EDUCATION
SPED 302 Curriculum and Methods of Behavior Disorders (3 credits) A practical and contemporary study of curriculum methods, materials, and processes involved in meeting the needs of students with behavior disorders; this course does not include autism. Twenty hours of field experience are required. Course fee: $25. Prerequisites: EDUC 200, EDUC 320, SPED 341, PSY 233, and admission to the teacher education program. Offered fall and summer.

SPED 303 Curriculum and Methods of Learning Disabilities (3 credits) A practical and contemporary study of curriculum methods, materials, and processes involved in meeting the needs of students with learning disabilities. Twenty hours of field experience are required. Course fee: $25. Prerequisites: EDUC 200, EDUC 320, SPED 341, PSY 233, and admission to the teacher education program. Offered spring and summer.

SPED 304 Curriculum and Methods of Mental Impairments (3 credits) A practical and contemporary study of curriculum methods, materials, and processes involved in meeting the needs of students with mental impairments. Twenty hours of field experience are required. Course fee: $25. Prerequisites: EDUC 200, EDUC 320, SPED 341, PSY 233, and admission to the teacher education program. Offered spring and summer.

SPED 305 Program Planning in Special Education (3 credits) Study of the delivery system for special education services and appropriate instructional methods, including adapting methods and materials, for teaching students with exceptionalities. Prerequisites: EDUC 200 and SPED 341, and admission to the teacher education program. Offered fall and summer.

SPED 306 Assessment in Special Education (3 credits) Development of expertise in various forms of cognitive and effective assessment techniques, understanding psycho-educational needs of exceptional learners, and designing appropriate educational prescriptions from assessment protocols. Ten hours of field experience are required. Course fee: $25. Prerequisites: EDUC 328, EDUC 413, EDUC 414, MAT 330, SPED 302, SPED 303, SPED 304, and admission to the teacher education program. Offered spring and summer.
**COURSE DESCRIPTIONS**

**SPED 307 Collaboration and Consultation in Special Education** (3 credits) Consultative, collaborative, and team models for the various roles of students, teachers, and family members in effective special education. Emphasis on building skills for adapting curriculum, co-teaching, interacting, and reflecting on educational partnerships. Fifteen hours of field experience are required. Course fee: $25. Prerequisites: EDUC 328, EDUC 413, EDUC 414, MAT 330, SPED 302, SPED 303, SPED 304, and admission to the teacher education program. Offered fall and summer.

**SPED 308 Introduction to Autism Spectrum Disorders** (3 credits) This course will explore the autism spectrum disorders, scientific and medical theories, presentation and severity of the different diagnoses considered part of the spectrum, and criteria for diagnosis. Identification of the disorders, age of diagnosis, identifying behaviors and characteristics will be presented. Course discussions and assignments will focus on the research that informs current understanding of the spectrum disorders and on an overview of federal and state law concerning families with children with ASD and placements in schools. This course requires 15 clock hours in field experience in work with students with ASD. Course fee: $25. Prerequisite or co-requisite: SPED 302. Offered fall and summer.

**SPED 309 Interventions for Autism Spectrum Disorders** (3 credits) This course explores the developmental areas of social skills, behavior, and communication, providing an overview of the major educational theories/interventions, including practical approaches and technology that support the communication of students with ASD. Another focus is developing appropriate social skills interventions as they relate to appropriate and ethical classroom practice. Strategies address the impact of the environment on behavior, behavior analysis, positive behavior support, sensory interventions, and daily life therapy. Participants connect strategies and interventions to appropriate instructional and IEP goals and objectives. This course requires 60 clock hours of field experience with students with ASD. Course fee: $25. Prerequisites: SPED 302, SPED 305, and SPED 308. Offered spring and summer.

**SPED 341 Educating Exceptional Children** (3 credits) The legal basis for special education; psychological, physical, educational, and social characteristics; teaching the gifted and talented, learning disabled, communication disordered, mentally retarded, emotionally disturbed, sensory disabled, and those with mental, physical, and multiple disabilities. Twenty hours of field experience are required. Course fee: $25. Prerequisite EDUC 200 and admission to the teacher education program. Offered spring.

**SPED 401 Adapted Physical Education** (3 credits) Study of physical education as it relates to curricular adaptations for those with physical or mental exceptionalities. 20 hours of field experience required. Course fee: $25. Prerequisite: Admission to the teacher education program or consent of instructor. Offered fall, even-numbered years.

**SPORTS MANAGEMENT**

**SPMGT 292-95 Sports Management Special Topics** (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.
SPMGT 299 Sports Management Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

SPMGT 300 Kinesiology (3 credits) This course addresses the physiological, mechanical, and psychological mechanisms associated with human movement. It introduces the processes that lead to change in the performance of motor skills. Models and theories of practice, augmented feedback, information processing and dynamic systems will be discussed. Cross-listed as PHED 300; students cannot earn credit for both courses. Offered spring, even-numbered years.

SPMGT 301 Sports Officiating (2 credits) This course is designed to provide the student with knowledge and understanding of the rules and procedures for officiating sports contests. Also included are the general and psychological aspects of the roles of sport officials in either the interscholastic and intercollegiate levels of competition. Cross-listed as PHED 301; students cannot earn credit for both courses. Offered spring, odd-numbered years.

SPMGT 302 Principles of Coaching (3 credits) This course is designed to provide insight into the coaching profession. It will examine the many facets of the profession and provide suggested guidelines for prospective coaches to use in establishing their own style and methods. Cross-listed as PHED 302; students cannot earn credit for both courses. Offered fall, even-numbered years.

SPMGT 303 Organization and Administration of Sports (3 credits) This course provides a basic foundation for career development in sports administration. Topics covered include budget management, purchasing equipment, scheduling, conferencing, and compliance. Cross-listed as PHED 303; students cannot earn credit for both courses. Offered spring, even-numbered years.

SPMGT 398 Internship in Coaching (1-4 credits) Interns are placed as student coaching assistants with a sports team in their area of interest (college, K-12 school or professional organization). One credit hour is earned for every 50 clock-hours of work. Hours must be determined at registration. Prerequisite: Program coordinator approval. Offered on demand.

SPMGT 399 Internship in Sports Management (1-4 credits) Students are placed in an internship appropriate to senior level skills and interests in the field of sports management. One credit hour is earned for every 50 clock-hours of work. Prerequisite: Program coordinator approval. Offered on demand.

SPMGT 451 Business Policy Seminar (3 credits) Capstone course designed to integrate all concepts and tools studied in the business administration program. Includes the use of case studies and computer simulations to analyze policies, strategies, and ethical considerations encountered in business organizations, with particular application to sports-related organizations. Prerequisite: senior standing with a minimum of 36 hours of general business core courses completed and BUS 299, ENG 132, or consent of the school chair; cumulative GPA of 2.0 in all business courses taken. Course must be passed with a C or above to receive credit. A writing-enhanced course. Course fee: $35. Cross-listed as BUS 451; students cannot earn credit for both courses. Offered spring.

SPMGT 490-1 Sports Management Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.
SPMGT 492-95 Sports Management Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.

THEATRE

THE 113 Private Acting (1 credit) Private Acting is an individualized course of study to maximize student achievement as an actor. The teacher will determine a student’s level of ability and prescribe an individualized program of study to maximize student achievement. One 30-minute lesson per week and 30 minutes of practice per day constitute one hour of credit. THE 113 may be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Course fee: $240.

THE 115 Theatre Production Workshop (1-4 credits) Lab course involving participation in a campus production. Areas of involvement include performing, directing, scenography, lighting, sound, make-up, publicity, and management. At least 35 clock hours are required for each hour of credit. THE 115 may be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Prerequisite: Permission of the instructor.

THE 117 Ambassadors (1 credit) Ohio Valley’s touring drama group. Audition and interview are required. Ambassadors travels extensively throughout the United States on its annual summer tour as well as during the school year. Auditions and subsequent interviews for available positions in this group are held each spring on campus. THE 117 may be repeated for credit, but a maximum of 4 hours credit toward a degree may be earned. Students are required to rehearse during the week.

THE 121 Theatre Appreciation (3 credits) An introduction to theatre history, dramatic literature, and theatre production processes. Instruction will be augmented with opportunities to attend live productions, to watch videos of staged productions, and to experience the work of the producer, director, actor, lighting designer, set designer, costumer, make-up artist, business manager, and stage manager. Course fee: $15. Offered spring.

THE 123 Introduction to Film (3 credits) A survey of the history of cinematic arts; an introduction to the techniques of cinematography and film editing. Offered fall.

THE 215 Introduction to Technical Theatre (3 credits) An introduction to the basic technical theatre skills used in creating theatrical productions. Offered on demand.

THE 213 Acting (3 credits) For the beginning actor. Logical steps to follow when approaching a role, exploring the tools of the actor (mind, body, voice), and refining skills in using the actor’s tools to communicate a character to the audience. Offered on demand.

THE 231 Playwriting (3 credits) A workshop that enables students to create and construct a 10-minute and a one-act play. Students will learn the principles and practices of playwriting, including the elements and genres of drama. Prerequisite: ENG 132 or instructor’s approval. Offered on demand.
THE 280 Theatre Appreciation Seminar International (1-4 credits) Offered as part of an international program and designed to provide a general introduction to theatre history, dramatic literature, and theatre production processes as these are reflected in the geographical region included in the itinerary of the international program, enhanced by visiting the historical and theatrical sites associated with the topical study and by attending live performances. Specific course topics may vary according to the geographic region.

THE 343 Directing (3 credits) The course will provide students with the fundamental tools necessary to analyze and stage dramatic literature. Students will learn various approaches to directing for the theatre which involve knowledge of terminology, methods of communicating with actors and designers, research methods, time management, space consideration, and audience psychology. Offered on demand.

UNIVERSITY

UNI 100 Concentrated Study Skills (1 credit) Provides practical, hands-on training in necessary college survival skills such as time management, note taking, test taking and others. Required of students who are required to enroll in two or more developmental courses. Offered fall, and in spring on demand. Grade basis is pass/fail.

UNI 101 Freshman FOCUS (1 credit) FOCUS stands for Focusing On College Understanding and Success. A key focus of this course is the transition to college life. This class explores the information and skills essential to academic success and personal development. Grade basis is pass/fail. Must be taken during a student’s first semester as a full-time student; students may not withdraw from the course. Waived for students who have completed one semester as a full-time college student with a GPA of 2.0 before entering OVU. Course fee: $50.

UNI 102 Orientation to Life in the USA (1 credit) Provides practical, hands-on training in necessary college survival skills for an international student studying in an American university. This course must be taken by all non-native speakers of English who are studying in the US for the first time; other new international students may take this course as an elective.

UNI 201 Introduction to Career Compass (1 credit) A guided experiential learning to develop work-life capabilities designed to be used for the rest of your life. Prerequisite: Sophomore standing preferred, but the course is open to all students. Offered on demand.

UNI 211 Tutoring Practicum (1 credit) This course allows students to gain an understanding of the tutoring process by providing tutoring services during the semester through academic support services. Students must spend 45 hours tutoring during the semester to earn the credit. Grade basis is pass/no credit. Prerequisite: Demonstration of competency in the tutoring area, and consent of the director of academic support services.

UNI 290-95 University Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

UNI 299 Associate Degree Program Assessment (0 credits) During this course, students will apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.
WELLNESS

WEL 121 Medical Terminology (1 credit) This course familiarizes students with medical terminology related to the human body. It covers root words, prefixes, and suffixes of medical terms; rules for pronunciation and spelling; and the contexts for using this terminology. Prerequisite: Consent of instructor. Offered on demand.

WEL 231 Personal and Community Health (3 credits) A study of the principles of health promotion and health maintenance, and the relationship between lifestyles and wellness. The course will investigate how individual health behaviors and activities interact to promote a community awareness of wellness. Emphasis will be placed on wellness in all dimensions of life: physical, psychological, social, spiritual, relational, economic, professional, academic, etc. Offered spring.

WEL 232 Safety, Accident Prevention, and First Aid (3 credits) The student will learn how to deal with emergency situations for adults, children, and infants, including information regarding basic principles of safety, accident prevention, and first aid. After completion of the course, the student should have knowledge of basic first aid skills and be able to competently perform certain life-saving skills, such as rescue breathing and cardiopulmonary resuscitation. Course fee: $30. Offered fall.

WEL 292-95 Wellness Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum.

WEL 299 Wellness Program Admission (0 credits) During this course, students will apply for program admission and apply for a degree audit through the registrar’s office. Grade basis is pass/no grade.

WEL 300 Anatomy and Physiology for Wellness (3 credits) A study of the structure and function of the human body. Designed especially for wellness majors. Includes cellular organization, skeletal system, muscular system, cardiovascular system, respiratory system, and metabolism. Prerequisite: NSC 131. Offered spring.

WEL 303 Contemporary Health Issues (2 credits) This course examines current health issues including discussion of controversial and ethical issues. Topics include such things as health policy and education, genetic testing, male and female health issues, impact of media on wellness, high-risk behaviors, and death and dying. Prerequisite: ENG 132 and WEL 231 or consent of instructor. A writing-enhanced course. Offered on demand.

WEL 304 Human Sexuality (2 credits) This course examines personal, spiritual, interpersonal, community, and societal influences on sexuality throughout the lifespan. Topics include male/female anatomy and physiology, sexual arousal, sexual response, sexually transmitted diseases, contraception, and pregnancy, as well as behaviors and relationships. Prerequisite: WEL 231 or consent of instructor. Cross-listed as PSY 304; students cannot earn credit for both courses. Offered spring.
WEL 305 Principles of Nutrition (3 credits) This course examines concepts of nutrition, metabolism of nutrients, assessment of nutritional status of individuals and populations, the relationship of nutrition to wellness and life-limiting or life-threatening conditions and diseases, and evaluation of personal diet. Discussion will also include fitness and sports, the diabetic athlete and eating disorders. Prerequisite: One of the following: NSC 131, NSC 141, NSC 135, or NSC 145; or consent of instructor. Offered fall.

WEL 306 Nutrition throughout the Life Cycle (3 credits) This course examines age-related nutritional needs throughout the lifecycle. Content will cover newborns/infants, toddlers, school-age children, adolescents, adults, older adults, and pregnant and breast-feeding women, as well as global undernutrition and safety issues related to food and water. Prerequisite: WEL 305 and one of the following: NSC 131, NSC 141, NSC 135 or NSC 145; or consent of instructor. Offered spring.

WEL 309 Exercise Physiology (3 credits) Study of energy systems and the effect of physical exercise on the muscular, circulatory, respiratory, and nervous systems; relationship strength, flexibility, endurance, fatigue, training, and nutrition in the efficiency of human physical performance. Prerequisite: NSC 131 or 141, and WEL 300, or consent of instructor. Offered fall.

WEL 330 Methods of Teaching School Health and Wellness (3 credits) This course emphasizes methods of teaching health, organizing and implementing health programs in the schools, and the promotion of wellness in the school and community. Forty hours of field experience are required. Prerequisites: EDUC 320 and admission to the teacher education program. Course fee: $25. Offered as needed by the program.

WEL 411 Epidemiology (3 credits) This course examines the knowledge of disease occurrence and distribution in populations, as well as the methods of acquiring such knowledge. Causal relationships and modes of transmission will be investigated, with a focus on health promotion and risk reduction. Prerequisites: junior standing, ENG 132, and one of the following NSC 131, NSC 141, or WEL 231, or permission of instructor. A writing-enhanced course. Offered on demand.

WEL 451 Wellness Senior Seminar (2 credits) This course is taken by senior Wellness majors and provides an opportunity to synthesize and integrate concepts and practices learned in earlier Wellness courses. Students will meet weekly in group settings for networking, guest speakers, and student presentations. Students will work with the faculty advisor to choose a topic for presentation at seminar meetings. This course is most effective when taken in conjunction with the Wellness Internship or Wellness Practicum. Course fee: $25. Prerequisite: Wellness major with senior standing, ENG 132, and WEL 299. A writing-enhanced course. Offered on demand.

WEL 461 Wellness Internship (1-12 credits) Student will be working as a volunteer in a health-related business, a community service facility, or a similar workplace. The primary purposes of the course are to provide an opportunity to explore content areas of personal interest; to expand written, verbal, and program development skills, and to gain a sense of professionalism and organizational culture. At least 35 hours of contact are required for each hour of credit. Prerequisite: Wellness major with senior standing or consent of the instructor. Setting must be approved by faculty member. Offered on demand.
WEL 489 Wellness Practicum (1-6 credits) Professional work experience in a setting within the area of the health sciences. Setting must be approved by faculty member. At least 35 hours of contact are required for each hour of credit. Prerequisite: Wellness major with senior standing or consent of the instructor. Offered on demand.

WEL 490-1 Wellness Guided Research (1-6 credits) A senior-level independent research project designed by the student with assistance from the instructor.

WEL 492-95 Wellness Special Topics (1-6 credits) A course focused on a specific topic not ordinarily part of the OVU curriculum. Prerequisite: Junior standing.
Dear OVU student:

While your educational experience at OVU won’t stop as you exit the classroom doors on a daily basis, it will change. You’ll move from the classrooms to the athletic fields—from the library to the residence halls—from the computer labs to the activities center—from class discussions to chats around Doc’s Fountain.

That’s where our team steps into the picture. In Student Life, we want you to be transformed, just like the OVU mission statement suggests. And we want that to happen in a unique way—we want to surround you with friends, activities, clubs and organizations, and leadership opportunities in an environment that is suited to enhance your development and meet the needs of all OVU students.

In order to meet that goal, we’re committed to three core values:

1) **Student Development:** Transforming each individual student.

2) **Community Enrichment:** Creating and maintaining an environment in which transformation can take place.

3) **Shared Governance:** Partnering with students in our effort to transform our community and one another.

We are excited that you’ve chosen to join us, and we look forward to working with you as you learn and grow and transform into the person that God called you to be.

Sincerely,

**The Student Life Team**
EXPENSES

A typical boarding student who takes 12 credit hours per semester will incur the following regular expenses. Please keep in mind that for most programs, an average of 16 credit hours per semester is needed to graduate in four years. A full-time, non-boarding student will be charged the same, except for room and board. These fees are for the 2014-15 academic year and are subject to change without prior notice. The total cost of educating a student at Ohio Valley University is significantly more than the amount paid by the student. Gifts to OVU from alumni, trustees, churches, and other devoted friends provide the difference.

Tuition Costs per Semester

1-5 credit hours .............................................................. $525/credit hour
6-11 credit hours .............................................................. $665/credit hour
12-13 credit hours ............................................................. $7,985
14-17 credit hours ............................................................. $8,755
Each credit hour over 17 credit hours .................................... $515
Audited courses¹ .............................................................. $25/course for students; $50/course for non-students

¹Audit course fees for off-campus programs (e.g., the Study Abroad Program) will vary; those who audit a course also must pay any fees associated with that course.

General Fees per Semester

General fees are $875 per semester for 12 or more credit hours, prorated at $75 per credit hour for 1-11 credit hours. The fee includes all general academic fees (see below for special academic fees), library usage, interlibrary loans, general student support, mail service, spiritual life, student union fee, convocations fee, athletic admissions, general activities, transportation and parking, access to computer labs, technology support, usage of software available to all students, and software upgrades. Also included are student publications and a Student Government Association (SGA) fee. The general fee does not include student copying or any activities associated primarily with residential life.

Housing Costs per Semester

In Lowland, Rampy, and Smith Halls, included in the room cost are internet service, local phone service, voice mail service, cable television service, and other costs typically associated with residence life. The approximate estimated value of these non-optional costs is $260/semester. In Clark and Church Halls, internet service is included in the room cost; the approximate estimated value of this cost is $100/semester. Laundry service is not included in any room rates.

The following costs are per person, per semester:

Rampy or Smith Hall Double Occupancy (men and women) ......................................................... $1,750
Rampy or Smith Hall Single Occupancy (one person in a double) ............................................... $2,350
Lowland Hall Triple Occupancy ......................................................... $2,350
Clark and Church Hall Apartments Triple Occupancy ......................................................... $1,750
($500 additional charge to retain the apartment during the summer months.)
Residence Hall Room Deposit ......................................................... $150
Key Deposit (partially refundable; $20 is refunded upon return of key) $35
Digital Converter Box (if necessary due to TV model) (refunded upon return of box) $50
Lost Key $35

The non-refundable portion will be used for student housing needs.

**Residence Hall Room Deposit**
All residence hall applicants are required to pay a room deposit, which must be submitted with the application. Room deposits are only paid once (providing that the deposit balance stays above $150), and they are used to cover the costs of room, floor, and hall damages. Room deposits are refundable if a student cancels his or her room prior to May 1 for fall semester and prior to December 15 for spring semester. Room deposit balances are carried over each year until the resident moves out of the residence halls for the final time. Requests for Refund forms are available in the business Office for students when they move out or cancel their room by the due dates indicated above. Refunds will not be issued when a student changes his or her residency status during the semester.

**Meal Costs per Semester**
*Each meal plan is required for all resident students.*
300 block plan (19 meals per week) $1,990
240 block plan (15 meals per week) $1,755
160 block plan (10 meals per week; available only to juniors and seniors) $1,200
80 block plan (5 meals per week; available only to seniors & non-resident students) $620

Ohio Valley University cannot refund the value of missed or unused meals from the campus meal plan. Meal plan changes may only be made during the first week of classes. No refunds will be issued for meal plans because of a change in residency status.

**Unpaid Bills, Fines, and Fees**
All students should be aware that the university may withhold students’ grades, transcripts, and references if they have failed to meet all financial obligations to the institution. Also, students will not be allowed to enroll for a new semester or summer term if they have not met all financial obligations for a previous semester or summer term. Financial obligations include tuition and fees, room and board charges, damage charges, bad checks, library fines, parking fines, and other similar charges.

**Basic Costs per Semester**
Tuition: 14-17 credit hours $8,755
General fees $875
Housing: Standard double $1,750
Meals: 240 block plan $1,755

Total $13,135
### Basic Costs for Summer Terms

Summer costs will be announced via a summer bulletin. Online classes are charged a per class fee of $50. Student housing is available in the summer term at a rate of $100 per week. Meal plans are not available during the summer term.

### Course Fees

An extra fee is charged in courses that require specialized equipment or other costs that Ohio Valley University pays on behalf of the student. These fees are not refundable.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART courses (except ART 121 and ART 280)</td>
<td>$25</td>
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<tr>
<td>BLIS 121 (Introduction to Business)</td>
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<tr>
<td>BLIS 451 (Business Policy Seminar)</td>
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<tr>
<td>CIT 140 (Information Technology)</td>
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<tr>
<td>CIT 141 (PC Fundamentals)</td>
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<td>CIT 142 (Principles of Information Systems)</td>
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<td>CIT 240 (Computer Applications for Ministry)</td>
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<td>CIT 241 (Networks and Networking Technology)</td>
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<td>CIT 340 (Network Administration and Design)</td>
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<td>CIT 342 (Database Management Systems)</td>
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<td>EDUC 200 (Introduction to Education)</td>
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<td>EDUC 343 (Methods of Teaching Math 4-6)</td>
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<td>EDUC 344 (Diagnostic and Prescriptive Math K-6)</td>
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<td>EDUC 451 (Student Teaching Seminar)</td>
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<td>MAT 330</td>
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<td>MGT 230</td>
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<td>MUS 111</td>
<td>Jazz Ensemble</td>
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<td>MUS 112</td>
<td>(A Cappella Singers) – All members</td>
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<td>MUS 112</td>
<td>(A Cappella Singers) – First year member apparel fee</td>
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<tr>
<td>SOC 441</td>
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<td>SPED 303</td>
<td>(Curriculum and Methods of Learning Disabilities)</td>
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<td>SPED 304</td>
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<td>(Assessment in Special Education)</td>
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<td>SPED 307</td>
<td>(Collaboration and Consultation in Special Education)</td>
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<td>SPED 308</td>
<td>(Introduction to Autism Spectrum Disorders)</td>
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<td>SPED 309</td>
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<td>SPED 341</td>
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<tr>
<td>THE 121</td>
<td>(Theatre Appreciation)</td>
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UNI 101 (Freshman Focus) ................................................................. $50
WEL 232 (Safety, Accident Prevention, and First Aid) ....................... $30
WEL 330 (Methods of Teaching School Health and Wellness) .......... $25
WEL 451 (Wellness Senior Seminar) .............................................. $25

Other Academic Fees
Academic Leveling Boot Camp ................................................... $325
Accuplacer test fee (per test) ......................................................... $5
Course withdrawal fee (per form) .................................................... $10
Course reinstatement (per credit hour) ........................................... $10
Graduation fee (for all bachelor and master degree candidates) ....... $125
Late registration fee ....................................................................... $50

(Charged after registration day; basic charges are not reduced when a student enrolls late.)
Freshman orientation .................................................................... $250
Improper withdrawal from the university ........................................ $100
Residual ACT test (paid to ACT) ..................................................... $30
Residual ACT test sitting fee (paid to OVU) ..................................... $30
Study Abroad Program travel fee ................................................... Varies

(Varies based on trip location, length, etc.)
Technology fee for online courses ................................................ $50
Testing fee for OVU credit by examination (per credit hour) .......... $125
Recording fee for OVU credit by examination (per course) ............ $50
CLEP test (per test, paid to CLEP) .................................................. $80
CLEP test sitting fee (paid to OVU) ................................................ $30
DSST test (per test, paid to DSST) .................................................. $80
DSST test sitting fee (paid to OVU) ................................................ $30
Recording fee for AP, CLEP, or DSST credit (per course, paid to OVU) $50
Technical and Professional Training and Developmental Credit (per credit hour) $75
Credit for Prior Learning (per credit hours) ..................................... $75

Miscellaneous Fees
Transcript of academic record ....................................................... $6
Diploma printing fee (associate degrees and reprints) ....................... $35
Residence Hall Room Deposit ....................................................... $150
Commuter Down Payment .......................................................... $150
Athletic training fee (charged to all student-athletes, per semester) .... $125
Returned check charge ............................................................... $25
Withdrawal processing/administrative charge .................................. $100

Interdisciplinary Studies Area Concentrations (Track III) Tuition Payments
Ohio Valley University will use the following policy for tuition payments regarding the consortium agreements with host institutions for students in an Interdisciplinary Studies Track III (Area Studies) program. Before a student is officially admitted to this track, he or she must have approval from both the director of interdisciplinary studies and the vice president for academic affairs.
Students will pay the Ohio Valley University rate for tuition, and OVU will then pay the student’s tuition at the host institution as long as it does not exceed OVU’s current hourly tuition rate. If the host institution’s cost per credit hour exceeds that rate, the excess cost will be the responsibility of the student.

Ohio Valley University will only pay for the number of credit hours that must to be taken away from OVU in order to meet the requirements of each Area Concentration. This will ordinarily be between 15 and 21 credit hours. Typically, students should not take more than 6 credit hours (two courses) away from OVU during any one semester; 8 credit hours would be allowed for courses that are 4-credit-hour courses.

If the student is on academic probation from OVU, he or she will not be approved to take courses through this tuition payment agreement. This agreement also only applies for students taking courses to fulfill Interdisciplinary Studies Track III Requirements or to fulfill minor requirements when the required courses cannot be taken at OVU. (If the courses are to fulfill minor requirements, OVU will cover the cost of no more than two courses or 6 credit hours—whichever is greater—at a host institution with which OVU has a consortium agreement.)

**TERMS OF PAYMENT**

After all available financial aid is applied to the student’s account, any remaining balance should be managed in one of the following plans.

**Plan 1**
Payment in full at time of registration. The university charges a monthly late charge of $25 on unpaid balances after the 16th of each month. OVU prefers to accept check or money orders from students and/or parents but also accepts most major credit cards.

**Plan 2**
Ohio Valley University understands that education expenses are easier to pay when spread over predictable, interest-free monthly payments. As a result, interest-free monthly plans are available upon application and approval of the business office. An enrollment fee of $50 is also required for this service. If payments are late, a late charge of $25 will be assessed monthly. If payment is more than 10 business days delinquent, the payment plan is considered to be in default and full payment is due. For more information or to request an OVU Payment Plan Application, call 304-865-6078 or 304-865-6086.

In cases where a payment plan has been approved, failure to complete payment within 10 business days of the due date shall result in immediate cancellation of all course registrations for the current semester. In such cases, the student will owe the portion of the tuition and fees and room and board charges that are appropriate for the portion of the semester for which the student was registered for classes. For example, if a student is delinquent on their payment plan as of the second week of the semester and is required to leave school because of non-payment, that student will owe 20% of the tuition and fees for the semester and for two weeks for room and board. In such cases, students will not be permitted to register for further courses until the financial obligation has been paid in full. Additionally, the university will withhold all grades and transcripts until such a time as the financial obligation is paid.
Payment Options for International Students
International students have three payment options:

1) Students may make payments by wire transfer. The Ohio Valley University business office can provide information for wire transfers. All wire transfers incur a fee of $14 per transaction.

2) Students and/or parents may pay in person or by telephone using credit or debit cards. The Ohio Valley University business office accepts most major credit cards.

3) Students may pay by check if the check is drawn on a U.S. Dollar account that has a nine-digit bank routing number. All foreign checks go through a collection process and will be charged a processing fee of $25 per check.

Miscellaneous Payment Information
1) No transcript or diploma will be released until all outstanding charges are paid in full.

2) Any student who fails to make payments as scheduled above, who fails to complete financial aid documentation as requested, or who leaves an unpaid balance on his or her account at the end of a semester is considered in default. If a student’s account is in default or if a student’s financial aid transcript from any other institution indicates a default status, the college reserves the right to deny the student readmission or to dismiss the student.

3) The business office encourages all students to open a checking account at a local bank to facilitate bill paying and to facilitate the availability of money for personal expenditures. Some restrictions may be applied to on-campus check cashing.

WITHDRAWALS AND REFUNDS
Withdrawals and refunds are available under certain circumstances.

Course Withdrawal
If a course is dropped after the add-drop period is closed (the fifth day of classes), no refund is available. Because a change in course load may adversely affect financial aid, students are advised to consult with their advisor, the financial aid office, and the business office before dropping a course, especially if dropping a course changes the student’s status from full-time to part-time.

Withdrawal from the University
Refunds for complete withdrawal from the university are issued according to the following guidelines. The university is not obligated to issue refunds if the withdrawal is due to the student’s misconduct or is unnecessary, except as outlined by federal policies governing federal financial aid (see below). In the case of voluntary withdrawal from the university, refunds for tuition, refundable fees, room, and board are based on the chart below.

Withdrawal before the first day of classes ................................................................. Full refund
Withdrawal during 1st week (1st through 5th day of classes) ......................................... 90%
Withdrawal during 2nd week (6th through 10th day of classes) ..................................... 80%
Withdrawal during 3rd week (11th through 15th day of classes) ................................. 60%
Withdrawal during 4th week (16th through 20th day of classes) ............................... 40%
Withdrawal during 5th week (21st through 25th day of classes) ...................................................... 20%
Withdrawal after five weeks (after 26th day of classes) ................................................................. No refund

1 No administrative fee will be charged. All other withdrawals are subject to an administrative fee.

To withdraw from the university, a student must follow the procedures outlined in the policy Withdrawal from the University in the Academic Policies section of this catalog. Failure to complete this procedure indicates the student has not officially withdrawn, which may result in a grade of F in all classes and no refund.

Institutional scholarships are generally prorated upon withdrawal. For example, a student who withdraws after one-third of the semester will receive only one-third of the institutional scholarship amount.

Tuition refunds for summer are calculated in proportion to the above chart.

Withdrawal from Special Programs
Because of the unique nature of the Study Abroad program (or any similar programs), no tuition refunds are available after the program begins. Fees involved in these programs, including program fees, transportation and housing prepayments, and other costs that are paid on behalf of the student cannot be refunded. Some of these fees may be included in tuition charges.

Refunds for Missed Meals
Ohio Valley University cannot refund to enrolled students the value of missed or unused meals from the campus meal plan. Meal plan changes can be made only during the first week of classes.

Credit Balance Refunds
Federal regulation requires the University to refund within fourteen days the full amount of any credit balance on a student account when that balance has been created by the disbursement of federal financial aid.

Direct Cost Refund Policy
A student’s direct costs are those charges paid directly to the university, including tuition and fees, as well as room and board for dormitory residents. A student’s total scholarship and grant awards from the University, when combined with scholarships and grants from federal, state, and private sources, cannot exceed the student’s direct cost charges. In such instances, award amounts from university-funded programs may be reduced in order to avoid an over award. Eligible aid recipients who wish to receive financial assistance to help cover expenses beyond direct costs may do so through a variety of student loan and/or work study programs. Questions regarding the direct cost refund policy may be directed to the financial aid office or to the student account officer in the business office.
Return of Unearned Title IV Funds Policy
Federal financial aid recipients who withdraw from all classes prior to the completion of a term are required by federal regulation to complete a Refund to Title IV (R2T4) calculation in the Financial Aid Office. Students who cease to attend class or officially withdraw from school prior to having completed 60% of the term may not receive the full benefit of the aid awarded and disbursed for the semester. The amount of assistance that must be refunded to the federal aid programs is determined by the R2T4 calculation.

FINANCIAL AID
Ohio Valley University provides students with a number of different opportunities for financial aid.

Application Process
To qualify for federal financial aid each year a student must complete the online Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. Students are encouraged to submit their FAFSAs as soon after January 1 as possible; they are prohibited from registering for fall semester until their FAFSA has been completed. The federal Department of Education (ED) uses the information provided by the FAFSA to determine each student’s Expected Family Contribution (EFC). Factors such as student and parent (for dependent students) income, family size and number in college are keys to the determination of the EFC. The student’s EFC is compared to the estimated cost of attendance to determine eligibility for federally funded grants, loans and work study. Applicants receive a Student Aid Report (SAR) in response to the submission of the FAFSA. The SAR explains how the applicant’s EFC was determined. Students are encouraged to thoroughly review their SARs and to use the FAFSA website to correct or update information as needed.

Special Conditions
Student or parent circumstances may warrant a reconsideration of information obtained from the FAFSA submission. Those who have experienced a reduction in income due to a loss of employment, divorce, or death of a spouse or parent should contact the Ohio Valley University financial aid office to receive assistance in determining whether or not the change will affect the applicant’s eligibility. More information is available at (304) 865-6207 or (304) 865-6077.

Federal and State Grants and Scholarships
A variety of federal- and state-funded grants and scholarships are available to OVU students.

Federal Pell Grants
Full-time and part-time undergraduate students who are eligible for the Federal Pell Grant during the 2014-15 academic year have received awards for the year of up to $5,730.

Federal Supplemental Educational Opportunity Grants (FSEOG)
Students with exceptional financial need, particularly those who are eligible for a Pell Grant, may also be awarded a grant from the FSEOG program. Annual awards can range from $200 to $1,500. The average annual FSEOG award at Ohio Valley University is approximately $750.
**TEACH Grants**
Students who plan to teach in certain academic fields and in school districts recognized by the federal government as serving low income students may receive grants of up to $4,000 annually. TEACH grants are available to both undergraduate and graduate students.

**West Virginia Higher Education Grants (WVHEG)**
Students who are residents of the state of West Virginia and who demonstrate financial need and academic achievement may be eligible for a WVHEG ($2,200 to $2,600 in 2014-15). FAFSAs must be submitted by April 15.

**West Virginia PROMISE Scholarships**
The PROMISE Scholarship for West Virginia residents pays a portion of the student’s tuition and fees. Eligibility is determined by high school grade average and ACT score. PROMISE Scholarship recipients in 2014-15 received $4,750 for new students. FAFSAs must be submitted by March 1.

**Pennsylvania State Grants**
Pennsylvania residents who demonstrate financial need may be eligible for grants of up to $525 annually. The FAFSA submission deadline for a Pennsylvania Grant is May 1.

**Student Loans**
Several student loan programs are available to Ohio Valley University students.

**Federal Perkins Loans**
Students who demonstrate financial need may be eligible for a Federal Perkins Loan from the Ohio Valley University financial aid office. Annual Perkins Loan awards may range as high as $4,000. Interest accrual (5%) and repayment begin nine months after the recipient ceases to be enrolled on at least a half-time basis. Cancellations of loan amounts are available to graduates who serve in the military or who teach in certain fields or geographical areas.

**Federal Direct Loans**
First-year college students may borrow up to $5,500 in the Federal Direct Loan program. Increasing amounts are available for successive years. Students who demonstrate financial need by completing a FAFSA will receive a subsidized Direct Loan in which the federal government pays the interest on the loan while the student continues in school. An unsubsidized Federal Direct Loan is available to other students. Interest on an unsubsidized Federal Direct Loan can be paid quarterly by the recipient or it can be added to the loan principal. Repayment on a Federal Direct Loan begins six months after the student ceases to be enrolled on at least a half-time basis. To complete an application and to receive entrance counseling for a Federal Direct Loan, a student should visit the website www.studentloans.gov.
Federal Parent Loan for Undergraduate Students (PLUS)
Parents of dependent students may borrow through the PLUS program in order to finance remaining amounts of their students’ cost of attendance after other aid has been disbursed. Repayment of the Parent PLUS begins 30 to 60 days after the final disbursement of the academic year. A parent also has the option to defer payments until after the student graduates or is no longer enrolled at least half time (i.e., 6 hours or more). To complete an application for a PLUS Loan, or for information on current interest rates, a student should go to www.studentloans.gov.

Alternative and Smart Option Loans
Students who wish to finance remaining amounts of their cost of attendance after other aid has been disbursed may choose to take out an alternative or smart option loan from a private lender. Information about these loans is available from the Ohio Valley University financial aid office or from the financial aid section of the University website (www.ovu.edu).

Work Study
Two work study programs are available to Ohio Valley University students, Federal College Work Study and Institutional Work Study.

Federal College Work Study
Students who demonstrate financial need may be awarded funding through the Federal College Work Study program. A work study award on an award notification is not a guarantee of employment. It is an indication that the recipient will have the opportunity to seek employment through any one of several on-campus employers such as the dining hall, library, building and grounds, faculty offices, student housing, etc. Departments may require interested students to submit a resume or participate in an interview before securing a position. A limited number of off-campus community service positions may also be available. Work study employees will be paid at the current federal minimum wage rate. Paychecks are disbursed semi-monthly. Information on current work study openings is available from the financial aid section of the university website (www.ovu.edu).

Institutional Work Study
A limited number of work study positions funded by individual departments within the University may be available to students with proven ability in certain areas. Those interested in these positions should consult potential employers for more information.

Veteran Benefits
Ohio Valley University thanks veterans for their service to our nation and recognizes their sacrifices and unique needs as a veteran student at our campus. We are honored to have veterans as members of the OVU community.

To assist the VA Certifying Officials on campus, OVU requires that all veteran students submit a copy of their Certificate of Eligibility (COE) before it can certify VA Benefits. A COE can be requested through VA Education Benefits at http://vabenefits.vba.va.gov/vonapp/main.asp.
Satisfactory Academic Progress Standards for Veterans

Students receiving veterans’ educational benefits are required to maintain satisfactory academic progress toward a degree. In order to collect full-time veteran’s education benefits in a regular term, for all chapters except Post 9/11 Chapter 33, undergraduates must complete a minimum of 12 credit hours and graduate students 9 credit hours. In addition, all courses taken in a semester must count towards fulfilling graduation requirements. However, when a student takes courses during terms that have irregular term dates (i.e., dates different from those of the regular 16-week term), this information is reported to the VA separately from information about regular-term courses; consequently, a veteran student (except for those with Post 9/11 Chapter 33 benefits) may be eligible for full benefits for only part of the irregular semester.

The registrar’s office can help students with any questions about how the VA computes training times for summer terms.

The Veterans Educational Benefits Office is required to work with instructors to monitor attendance (in regular courses) and/or participation (in online courses). When a veteran student stops attending or participating, OVU must notify the VA so that monetary adjustment can be made, if necessary. An overpayment from VA may result, for which the student will be held responsible.

Veteran education benefits may not be used for the following situations:

1) Courses in which a student earns a failing grade due to non-attendance (e.g., FIW); see below for further information.
2) Audited courses.
3) Credits received by examination.
4) Repeated courses for which credit has already been granted credit (see below for an exception).
5) Courses not needed for the students degree program (i.e., an excessive numbers of elective credits).

Any grades of W (withdrawal) or FIW (Failure due to Improper Withdrawal) due to non-attendance that may cause a change in training time are reportable. When a student receives any “reportable” grades of W or FIW for any term that the student believes the grade is a result of significant life issues beyond his or her control, after being notified by the VA of an overpayment, it is advisable that the student submit VA Form 22-4138 – Statement in Support of Claim describing any mitigating circumstances that led to this grade. If this form is not received and approved by the VA, the reduction in benefit could be effective from the beginning of the semester, which may result in a substantial overpayment of benefits by the VA. Future benefit payments may be reduced by the overpayment amount unless other arrangements are made with the VA. If a payment schedule is arranged and payments are made as agreed, the VA will generally continue making benefit payments. Veteran students are responsible for any overpayment of benefits that are a result from withdrawal from the university or from earning grades of W or FIW that cause a change in training time.

Students ordinarily may not receive benefits for a repeated course, unless a written departmental policy requires that students earn a specific grade for the course, and the student is repeating it to earn that grade.
A student should not register again for a course for which a grade of Incomplete (I) has been received; instead, the student should follow the arrangements originally made with the instructor to convert the I to a regular grade after the requirements are completed. The course will always remain associated with the original term.

If a student is dismissed from the university, he or she will be reported as having “unsatisfactory progress” status. Veteran educational benefits cannot be reinstated to such students (whether the student is enrolled in either resident instruction or continuing education courses) until OCU determines that the cause of unsatisfactory progress has been cleared and readmits the student as a degree-seeking student.

As an enrolled student at Ohio Valley University, veteran students are responsible for paying their university bills according to the established due dates, even if the veteran educational benefits will not be paid until after these dates; in other words, even if the VA does not pay the student’s benefit until after payment is due to the university, the student must make payment to the university by the due date. If any overpayment of benefits is made to OCU for any reason, the student is responsible for repayment of the benefit.

**Veteran Students Called to Active Duty**

If a veteran is called to active duty while enrolled at Ohio Valley University, Ohio Valley University wants to make the transition as easy as possible. If the student can complete the term prior to leaving, he or she should complete the Leave of Absence process, which enables the university to hold the student’s account open for up to one year (doing so may affect when financial aid must be repaid). If the student cannot complete the term before leaving for duty, the VA Certifying Official in the registrar’s office can assist with the process of withdrawing from the university or applying for incomplete grades.

**Other State and Federal Financial Aid Programs**

The Division of Rehabilitative Services and the Workforce Investment Act provide funding for educational expenses to qualified students who require vocational rehabilitation or retraining. Employer personnel offices and high school guidance offices can provide contact information for those interested in applying for funding in these programs.

**Satisfactory Academic Progress for Financial Aid**

As noted in the Academic Policies section of this catalog, students must maintain satisfactory academic progress toward the completion of an accepted degree or program in order to remain in good standing with the university and to continue to receive financial assistance. The guidelines below refer specifically to the application of the university’s academic progress policy for financial aid recipients:

1) Students placed on either academic warning or academic probation by the office of academic affairs will retain their eligibility for financial aid in the following term.

2) Those students on warning or probation who fail to maintain satisfactory progress in a subsequent term, and who are placed on academic suspension by the academic affairs office, will be subject to a suspension of aid eligibility.
3) To be readmitted to the university and regain aid eligibility following a suspension, students must complete six credit hours of accepted coursework with a minimum term GPA of 2.0. Students will not be eligible to receive financial aid at the university until satisfactory academic progress has been achieved.

4) Progress standards also require students to complete their degree or certificate programs within a specified timeframe. Those who fail to do so will be ineligible for financial aid for future enrollment periods.

5) Students who have been denied financial aid due to a lack of satisfactory progress may choose to appeal their status. The specific procedure and requirements are outlined in the Academic Policies section of the catalog under the heading “Appealing a Financial Aid Suspension.”

Ohio Valley University Scholarships
The following four scholarships comprise the most frequently awarded scholarships; information about a variety of additional scholarships is given below. More information about University-funded scholarships and grants can be found in the Financial Aid section of the OVU website.

**Academic Scholarships**
Academic scholarships ranging from $1,500 per year to as much as full tuition (approximately $17,000 in 2014-15) will be awarded to first-time college students based primarily on their ACT or SAT scores. Transfer students who have accrued fewer than 32 semester hours of credit may qualify for academic scholarships based on their test scores and cumulative grade point averages from all previous institutions. Students who do not initially qualify for a scholarship may be considered for an award based on their cumulative grade point averages once they have accrued a minimum of 32 semester hours of credit. Academic scholarship recipients may continue to receive their awards for future enrollment years based on their ability to maintain a required grade point average determined by the amount of the scholarship. For more information concerning an academic scholarship, see the sections “Scholarship Guidelines” and “Academic Scholarship Guidelines” below.

**Athletic Scholarships**
Intercollegiate athletic coaches at Ohio Valley University offer athletic scholarships to student-athletes eligible to participate in National Collegiate Athletic Association (NCAA), Division II programs. More information about Fighting Scots Athletic scholarships is available by contacting the athletic director at (304) 865-6081.

**Faculty/Staff Tuition Waivers**
University employees, their spouses, and children may be eligible for a waiver of tuition expenses. The Ohio Valley University Employee Handbook contains more information concerning individual eligibility and application procedures.
**Fighting Scots Leadership Scholarships**
Members of the university’s student life staff annually review the Fighting Scots Leadership Scholarship applications of both new and continuing students who have demonstrated exceptional leadership ability. Recipients must reapply each year by April 1; renewal is not automatic. More information concerning individual eligibility and application procedures for this scholarship is available by contacting the financial aid office at (304) 865-6077.

**Additional University Scholarship Programs**
The following scholarships are also available to Ohio Valley University students.

**Ambassadors Scholarships**
The Ohio Valley University Ambassadors is an improvisational theatre troupe specializing in performances with Christian themes. Audition and scholarship information is available by contacting the university admissions office at (304) 865-6200.

**Bible Scholarships**
Scholarships are available for qualified Bible majors planning to work full-time with the Churches of Christ. Qualification information is available from the chair of the School of Biblical Studies or this website: http://bible.ovu.edu/bible/bibscho.htm.

**Board of Trustees’ Scholarship**
The Ohio Valley University Board of Trustees sponsors a $3,000 per year tuition discount for the dependent children and spouses of full-time ministers, missionaries, and school employees that are affiliated with the Churches of Christ. Written documentation of employment must be submitted to the Ohio Valley University financial aid office each year.

**Circle of Vision Scholarships**
The West Virginia Independent Colleges and Universities sponsor a variety of scholarship programs supported by contributions from businesses and individuals wishing to support Ohio Valley University students through their organization. Recipients must be West Virginia residents. Scholarship selections are conducted annually by the financial aid office of Ohio Valley University.

**Express Scholarships**
Scholarships are available for members of the University’s a cappella vocal group Express. Selections are determined by audition; more information is available by calling the Ohio Valley University admissions office at (304) 865-6200.

**K.S. Foundation Scholarships**
Qualified residents of Stark County, Ohio, may receive an annual award of $1,000. Recipients must maintain good academic standing to continue their awards in successive years.

**Performing Ensembles Scholarships**
Students who audition successfully may receive scholarships for participation in the University’s performing ensembles, including A Cappella Singers and Jazz Ensemble. Recipients must maintain a 2.5 GPA. More information is available by contacting the Ohio Valley University department of music.
Wood and Washington County Grant

Students who have either (1) graduated from a Wood County (WV) or Washington County (OH) high school or (2) been residents of Wood County (WV) or Washington County (OH) for more than one year are eligible to receive an $8,000 annually.

Scholarship Guidelines

The following guidelines apply to the awarding and continuing of institutional scholarships at Ohio Valley University:

1) Eligibility is limited to those full-time students in good academic standing who are pursuing their first undergraduate degree.

2) Application of the university’s direct cost refund policy may in some instances reduce the amount of an institutional scholarship.

3) Scholarship recipients must maintain their participation in the academic or extracurricular program for which the award was given. A voluntary withdrawal or dismissal from the program will result in a prorated reduction of the award. Withdrawal from the university will also result in a prorated reduction of the award as indicated in the Withdrawals and Refunds section of the catalog.

4) Continuing eligibility for most scholarships is reviewed on an annual basis. Recipients must maintain their eligibility. The requirements for maintaining specific scholarships are available in the financial aid office.

5) Institutional scholarships are not available for summer terms, study abroad programs, Washington Center programs (or similar programs), and the Special Education Endorsement program.

6) Due to the unique eligibility and awarding guidelines of the individual endowed scholarships offered by the university, awards will be made annually from each program by the financial aid office.

7) Scholarships (as well as all OVU-funded awards), when given in conjunction with other OVU-funded aid, cannot exceed 40 percent of a student’s tuition and fees. Awards will be adjusted accordingly. If an award already exceeds 40 percent of a student’s tuition and fees, it cannot be combined with additional OVU-funded aid.

Academic Scholarship Guidelines

Eligibility for an academic scholarship for first-time college students is determined by the ACT score for students with scores ranging from 22 to 36. An equivalent SAT score may also qualify a student for an academic scholarship. First-time students with ACT scores of 19 to 21 and a minimum high school grade point average of 3.25 may also qualify for an award. Annual award amounts range from $1,500 to full tuition.

These additional guidelines for the awarding and maintenance of academic scholarships also apply:

1) A continuing student who was not previously eligible for an academic scholarship can earn an award after completing a minimum of 32 credit hours with a 3.0 or higher GPA.
2) Transfer students with a minimum of 32 credit hours of transfer credit and a 3.0 or higher GPA may qualify for an academic scholarship.

3) There are prescribed minimum cumulative GPA requirements (from 3.0 to 3.60) for the maintenance of an academic scholarship from year to year. Specific information for each scholarship level is available from the financial aid or admissions office.

4) Students placed on academic probation or suspension are not eligible for academic scholarships.

5) Academic scholarship eligibility is reviewed annually prior to the beginning of the fall term. Awards for continuing students will be determined by the cumulative GPA maintenance standards. Awards may increase or decrease depending on the student’s cumulative GPA.

6) The scholarship guidelines listed in the previous section of the catalog also apply to the university’s academic scholarship programs.
SCHOOL OF PROFESSIONAL STUDIES
Ohio Valley University offers degree completion programs in the evenings and online for adults through the School of Professional Studies (SPS) in the College of Business. Adult education offerings by the SPS include the Associate of Arts in Professional Studies, the Bachelor of Science with majors in Organizational Management and Accounting, and degree endorsements in business leadership, human resource management, and non-profit management.

Adult programs in the SPS are designed for working adults who are at least 25 years of age and who have approximately 60 college credits and significant life experiences. The curriculum is delivered in a modular format and emphasizes relevance, practicality, and student involvement.

This educational model assumes a level of experience on the part of the student that will produce college credit for prior learning that can be validated by means of an assessment process that follows Council for Adult and Experiential Learning (CAEL) and Higher Learning Commission (HLC) guidelines. This experience plays a key role in the adult learning process, which integrates past and present work and life experiences with on-going reading, writing, and classroom processing.

Academic policies described in the Academic Policies section of this catalog apply to the School of Professional Studies unless they are superseded by policies in this section of the catalog or by policies described in the School of Professional Studies Handbook.

ADMISSIONS REQUIREMENTS

For admission to the School of Professional Studies, an applicant must be aged 25 or older at the time of first enrollment, be of good character, have a good attitude, and show a willingness to support the Christian ideals of the University by complying fully with its regulations. For unconditional acceptance, an applicant for the undergraduate program must do the following:

- Complete and submit the appropriate application form.
- Pay the non-refundable $35 application fee.
- Send a transcript request to each college or university previously attended.
- After all official transcripts have been received and evaluated by Ohio Valley University, meet with the SPS Director of Enrollment, who will estimate the number of prior learning credits that can be awarded based on the background of the applicant. This requirement is waived if 80 credits toward graduation are transferred and all general education requirements are met.

COMPETENCY AND ASSESSMENT TESTING

Applicants to the School of Professional Studies will undergo competency testing in writing, computational skills, and technology. Those who do not meet minimum requirements must take coursework to attain the minimum competency level; in some cases, the required coursework will be for no credit.
Entering students will be required to take the Major Fields Test (MFT) in business as part of the entry process. Students will retake the MFT at the completion of the program in order to assess their progress. The MFT costs $25 each time it is taken.

**TRANSFER CREDIT**

Except for the restrictions noted in this section, OVU accepts all passed college-level undergraduate credits earned at regionally accredited institutions as at least elective credit. A student who transfers coursework to Ohio Valley University will have that work evaluated on a course-by-course basis. The Office of the Registrar is responsible for evaluating and recording transcript information for admitted transfer students; the Office of the Registrar is the only entity that can decide which courses will be accepted for transfer, and all questions about transfer credit should be directed to that office. This evaluation will be completed in as timely a manner as possible so that it can be used by the applicant/student and advisor.

Courses with an OVU equivalency will be recorded on the OVU transcript using the equivalent OVU course name and number. Courses without a specific OVU equivalency will be elective credit and identified on the transcript as TRANSELECT for general electives and TRANSTECH for technical electives. These courses can only be used for fulfilling the total credit hour requirement for a degree; they cannot be used to fulfill any program requirements. Furthermore, some programs limit the number of technical electives that can be used to fulfill degree requirements.

Transfer credit will be displayed on a student’s transcript in summary form. A more detailed listing showing the specific outside courses being transferred in and their OVU equivalencies (as well as transferred courses for which there is no OVU equivalency) is provided to the academic advisor and to the student through the academic advisor. If students have any question about the transferability of their courses or the transcript, they should direct them to the Office of the Registrar. A record showing how OVU has evaluated courses from other colleges and universities is available upon request form the Office of the Registrar.

Decisions about whether coursework accepted in transfer can be used to fulfill specific program requirements are made by the appropriate school chair or college dean. The registrar assigns general education credit.

No more than two courses with a grade of D will be accepted in transfer. In addition, because some programs require that a student must earn a particular grade in certain courses, if the transfer student earned a lower grade than the grade required by OVU, the course will not be accepted in transfer.

Coursework that is accepted in transfer, but which is not the same credit hour value as an equivalent Ohio Valley University course, will be considered as fulfilling degree requirements if the value of the transferred course is at least two-thirds the value of the equivalent Ohio Valley University course.

A student who transfers into a bachelor’s degree program with an associate degree from a regionally accredited institution will be considered to have fulfilled general education requirements. Other associate degrees and work from other types of schools (schools of preaching,
unaccredited colleges, colleges without regional accreditation, vocational/technical colleges, etc.) will be evaluated on an individual basis. Generally speaking, coursework from institutions that do not have regional accreditation may be accepted at half their original value and as elective credit.

Ohio Valley University does not accept developmental courses in transfer. Transfer students who have completed developmental courses at their previous institutions and have not completed courses equivalent to ENG131 (College Writing I) or higher or MAT146 (Real World Algebra and Quantitative Reasoning) or higher will need to take placement testing. Students who pass the placement tests will be placed in ENG131 or MAT146 or higher as is appropriate. Students who do not pass the placement tests will be required to take the appropriate developmental courses in English, mathematics, and reading.

Coursework that is transferred to Ohio Valley University at the time of first enrollment does not affect the student’s GPA. For transferred work that has an OVU equivalency, the course grade will appear on the transcript as TA, TB, TC, or TD, based on whether the student earned a grade of A, B, C, or D, respectively, at the previous institution. When coursework is transferred for which there is no equivalent OVU course or if OVU is accepting a degree in its entirety, the grade appears as TR.

If an Ohio Valley University student plans to complete coursework at another institution, called a host institution, and transfer the credit toward a degree from OVU, the student should seek approval from the registrar’s office before beginning such coursework. A transient form will need to be completed by the student and verified by an official in the OVU registrar’s office. The student is responsible for providing the completed transient letter to the host institution. Financial aid from OVU is not provided for transient courses unless a consortium agreement is also completed. Enrolling in courses at a host institution may affect a student’s financial aid. Once a student has completed transient courses, an official transcript of the student’s work must be sent to OVU. When a student enrolled at OVU completes a course at another institution and transfers that course back to OVU, the grade earned in that course might be calculated into the student’s OVU GPA; the Office of the Registrar should be contacted for a detailed policy. OVU students are limited in the number of transfer courses that can be used to complete a degree; at least 23 of the last 32 credit hours completed must be earned from Ohio Valley University. In other words, a maximum of 9 of the last 32 credit hours completed may be transfer hours.

**PRIOR LEARNING CREDIT**

School of Professional Studies students may earn semester credit hours for prior learning by submitting documentation of Technical and Professional Training or Life Learning Papers for evaluation by the Prior Learning Assessment Committee. Students entering the SPS who do not meet general education requirements will have an appointment with the ADVANCE Director of Enrollment, who will estimate the number of prior learning credits the student might earn in the program prior to beginning the program.

Prior Learning Credit can come from a number of different sources, including workshops, seminars, self-study, non-credit classes, training programs and/or work experiences. It is the prior learning (not just the experience) from these sources that must be documented. There is a $75 charge assessed for each semester hour petitioned. It is important to note that petitioning for prior learning credit does not guarantee that the full number of hours petitioned for will be granted.
The course Adult Development and Life Assessment (PSY 391) in the Organizational Management Program provides specific guidelines regarding credit for prior learning development and documentation. For associate program students, credit guidelines will be explained in the orientation session.

**ADDING, DROPPING, AND REPEATING MODULES**

Students may make changes to their schedules by adding and dropping modules until the add-drop period closes on the fifth week of the first module. Modules dropped by that time are not shown on the semester grade report, and students will only be charged tuition for the first module.

Should a student anticipate missing more than two classes of a particular module, the student will not be permitted to enroll in that module, and will be encouraged to take the module at another time. If a student misses two classes of a particular module that student will be administratively withdrawn and given a W for that module. That student will also be assessed a tuition charge for the dropped module and will be required to pay for retaking it at another time.

Because a change in course load may adversely affect financial aid, students are advised to consult with the financial aid and business office before dropping a module, especially if dropping a module changes the student’s status from full-time to part-time.

If a student is withdrawing from all modules, the procedure for withdrawing from the University must be followed. Please refer to the policy Withdrawal from the University in the Academic Policies section of this catalog.

Students failing a module will be assessed the tuition again for the module when repeating it.

**MODULE ATTENDANCE**

Due to the concentrated scheduling and the emphasis upon participatory learning, students need to be in attendance every week. Absence due to illness or other emergency situations must be made up through activities required by the faculty member in that module or the Dean. If more than two class sessions are missed in a module, the student will be administratively withdrawn from that model and will be assigned a grade of W.

The SPS office will monitor attendance records. Attendance records are essential to comply with regulations established by the Veterans’ Administration and Health and Human Relations for recipients of VA benefits or federally insured student loans.

**DISMISSAL FROM CLASS**

Every student at Ohio Valley University is expected to act responsibly in the academic community and behave appropriately in class. Irresponsible conduct includes, but is not limited to, the following:

- Tardiness
• Failure to attend class
• Failure to prepare assignments
• Academic dishonesty (plagiarism, lying, and cheating)
• Causing disruptions

STUDENT LOAD
Students in the School of Professional Studies are considered full-time students if they enroll in at least 12 credit hours of coursework each term.

REGISTRATION
Registration is normally held two weeks before the first class. The cost of materials, fees, and the first term’s tuition must be paid for or arranged on registration night. For details about payment, refer to the section Tuition Payment Schedule.

COURSE MATERIALS
Curriculum materials are the responsibility of the student. Every student has access to a textbook list giving him or her an opportunity to find special deals.

SATISFACTORY ACADEMIC PROGRESS GUIDELINES
Satisfactory academic progress guidelines are instituted to ensure that students are making progress toward meeting graduation requirements; students who do not meet academic progress guidelines jeopardize their financial aid eligibility, as explained below.

To make satisfactory academic progress, a student at Ohio Valley University must meet three requirements:

1) Achieve a minimum term and cumulative grade point average (GPA) of 2.0 during each term of full-time enrollment (qualitative progress).

2) Successfully complete a minimum number of credit hours each term (quantitative progress) of full-time enrollment (quantitative progress).

3) Successfully complete at least 75 percent of the credit hours attempted (completion rate). If a student received one of the following grades in a course, the course will be counted toward the student’s attempted hours: A, B, C, D, F, W, I, IP, FI, FIW, P, NP, NC, and NG. A course is considered successfully completed if the student earns one of the following grades: A, B, C, D, or P.

After each term, based on a student’s academic performance on all three requirements, a student will be considered at one of the following levels: good academic standing, academic warning, academic probation, academic suspension, or academic dismissal. In order to maintain eligibility for federal financial aid, a student must maintain satisfactory academic progress.
Length of Financial Aid Eligibility
Depending on the specific parameters for each federal financial aid program, a recipient of federal financial aid who is pursuing a bachelor’s degree and who maintains satisfactory academic progress may receive assistance for as many as twelve semesters or until he or she has attempted 192 credit hours, whichever comes first; in addition, when a student has met all program requirements of a bachelor’s degree program and is eligible to graduate, he or she may no longer receive financial aid. A student who is pursuing an associate degree and who maintains satisfactory academic progress may receive assistance for as many as six semesters or until he or she has attempted 96 credit hours, whichever comes first; in addition, when a student has met all program requirements of an associate program and is eligible to graduate, he or she may no longer receive financial aid, unless he or she is pursuing a bachelor’s degree.

Terms
For the purposes of this policy, a term is defined as any block of modules in which a student is enrolled in at least twelve credit hours.

Good Academic Standing
At the end of each term, to be considered in good academic standing, a student must achieve minimum grade point averages and earn a minimum cumulative number of credit hours.

To remain in good academic standing during each term in the SPS, a student must earn a minimum GPA of 2.0 at the end of each term, successfully complete at least 12 credit hours, and successfully complete 75 percent of the credit hours attempted. If a student in good standing does not make satisfactory academic progress, he or she will be placed on either academic warning or academic probation, as explained below.

Academic Warning
If a student in good academic standing fails to achieve one of the minimum standards (the minimum GPA requirement, the minimum number of credit hours earned, or a completion rate of 75 percent), either the minimum GPA requirements or fails to earn the minimum number of credit hours required, he or she will be placed on academic warning. (However, if a student in good academic standing earns a term GPA below 1.0, he or she will be placed on academic probation, not warning.) A student on academic warning will also be placed on warning for financial aid eligibility.

If a student on warning earns the required minimum GPA, the minimum number of credit hours, and the minimum completion rate, he or she will be returned to good academic standing. If a student on warning does not make satisfactory academic progress, he or she will be placed on either academic probation or academic suspension, as explained below. If a student on academic warning does not make satisfactory academic progress, he or she will be placed on either academic probation or academic suspension, as described below.

Academic Probation
If a student on academic warning fails to achieve one of the minimum requirements (the minimum GPA requirement, the minimum number of credit hours earned, or a completion rate of 75 percent), he or she will be placed on either academic probation or academic suspension. If the student’s term GPA is below 1.0, the status will be academic suspension; otherwise, the status will
be academic probation. In addition, a student in good academic standing who earns a semester GPA below 1.0 will be placed on academic probation.

As a purpose of probation is to encourage students to concentrate on their studies to avoid suspension, students on probation are limited in their academic load. They will also be placed on probation for financial aid eligibility.

**Academic Suspension**

If a student on academic probation fails to achieve one of the minimum requirements (the minimum GPA, the minimum number of credit hours earned, or the minimum completion rate), he or she will be placed on academic suspension. If a student on academic warning earns a term GPA below 1.0, he or she will be placed on academic suspension.

A student on academic suspension will not be permitted to enroll at Ohio Valley University as a full-time student. Any student on suspension who chooses not to return to OVU to complete the requirements to be readmitted will be marked as withdrawn.

Students on academic suspension are also on financial aid suspension. As a result, to appeal an academic suspension, the student must follow the procedures of a financial aid suspension appeal. Financial aid suspension is a direct result of having failed to meet satisfactory academic progress, a requirement for receiving federal financial aid. Appeals to academic suspension will only be granted if the appeal to the financial aid suspension is first granted.

Students on academic suspension may enroll for up to six credit hours per semester at Ohio Valley University, but they are not eligible for federal financial aid; in other words, the cost of those credit hours will be the responsibility of the student. In addition, a student on academic suspension may not be eligible to receive federal financial aid in future periods of enrollment.

**Academic Dismissal**

If a student who has already been placed on academic suspension once receives a second academic suspension, the student’s status will be academic dismissal. An academic dismissal is permanent.

**Readmission Following Academic Suspension**

Students who wish to reapply to the university after academic suspension may do so after at least one fall or spring term. To be readmitted after academic suspension, one of two conditions must be met: (1) The student must have completed a minimum of 6 credit hours at a regionally accredited college or university with a minimum term GPA of 2.0; the coursework must be approved by the dean of the College of Business. (2) Three or more calendar years must have passed since the suspension. A student readmitted after suspension will return on either academic warning or academic probation. The status will be academic warning if, since suspension, the student has completed a minimum of 24 credit hours with a minimum term GPA of 2.0 at a regionally accredited college or university. Otherwise, the status will be academic probation. A student readmitted on academic warning can return to good standing after one semester of satisfactory academic progress; a student readmitted on academic probation can return to good standing after two consecutive semesters of satisfactory academic progress. Until a student admitted after academic suspension has been returned to good academic standing, any course in which he or she earned a failing grade must be retaken. Some students admitted after academic suspension will be eligible for and will benefit from Academic Forgiveness; application for Academic Forgiveness must
be made within the first two semesters of re-enrollment at OVU. For an explanation of that policy, see the section “Academic Forgiveness.”

A student readmitted after academic suspension might not be eligible for financial aid. If a readmitted student is denied financial aid, an appeal may be filed with the director of financial aid in order to renew financial aid eligibility.

**Students Taking Developmental Courses**

Developmental courses (those numbered below 100) affect a student’s academic standing differently from regular courses. Details about how these courses affect academic standing are explained above in the Academic Policies section of the catalog under Satisfactory Academic Progress Guidelines.

A student whose financial aid eligibility has been suspended as a result of a failure to maintain satisfactory academic progress may appeal in writing to the director of financial aid to have his or her financial aid eligibility reinstated. The appeal must be made one week prior to the first day of classes for the upcoming term. To make the appeal, the student should fill out all parts of the form “Requesting an Appeal of Financial Aid Suspension.” For an appeal to be successful, the student must present evidence of special circumstances such as the death of an immediate family member, the student’s serious injury or illness requiring lengthy recuperation, or other significant situations beyond the student’s control. The appeal must explain why the student failed to make satisfactory progress and what has changed in his or her situation that will allow him to make satisfactory progress at the next evaluation. Written appeals will be considered on an individual basis. The director of financial aid will form a committee to decide on the appeal; members of the committee will be a faculty member, a student, an academic dean, a representative from the financial aid office, and the registrar. While ordinarily the committee will make its decision based on the written appeal form “OVU Academic Suspension Appeal” and attached documentation, the student may request to meet with the committee to further explain his or her reasons for the appeal.

If, based on the appeal, it is determined that the student should be able to meet satisfactory academic progress standards by the end of the next semester for which financial aid is awarded, and the appeal committee determines the appeal should be granted, the student will be placed on probation for the next subsequent semester. If, based on the appeal, it is determined that the student will require more than one payment period to meet satisfactory academic progress standards, and the granting committee determines the appeal should be granted, the student will be put on academic and financial aid probation and will be required to complete an academic plan. The academic plan should be developed with the chair of the School of Professional Studies, and it must include information that will guide the student towards meeting the university’s satisfactory progress standards by a specific time. The academic plan will be housed in the Office of the Registrar, and the student’s progress will be reviewed at the end of each term to determine if the student is meeting the requirements of the academic plan. If the student is meeting the requirements of the academic plan, the student will be eligible to receive financial aid as long as the student continues to meet those requirements. If a student wants to change his or her academic plan, he or she must file an appeal with the chair of the School of Professional Studies. When filing the appeal, the student must explain what has happened to make the change necessary and how satisfactory academic progress will be achieved.
If any case in which financial aid eligibility is reinstated, the student must continue to maintain satisfactory academic progress. His or her satisfactory academic progress will be reviewed at the end of each session, as is consistent with the university’s satisfactory academic progress policy. If a student who has had his or her financial aid reinstated and who has been placed on academic and financial aid probation fails to meet either the university’s satisfactory academic progress guidelines or the specific requirements set forth in the student’s academic plan, he or she will again receive a financial aid suspension and might permanently lose eligibility for financial aid.

If a student’s financial aid suspension is denied, the student may continue enrollment on a cash-only basis until good academic standing has been achieved.

**Students Admitted on Academic Warning or Probation**
Provisionally admitted students are admitted on academic warning, and they may be required to sign a contract that imposes additional requirements for satisfactory academic progress. A provisionally admitted student who fails to complete required developmental courses within the first year may lose eligibility for federal financial aid.

**Course Incompletes**
For the purposes of calculating a student’s GPA, a grade of I (Incomplete) is equivalent to a grade of F until a course instructor has submitted a grade change form. The submission must occur prior to the end of the fifth week of the following module. In the absence of a timely submission of a grade change form, the grade of I changes to an FI (Failure to Finish an Incomplete) as the final grade in the course, and the student’s completion rate is adversely affected. If a student receives a grade of I in a course, the course is not considered complete, and his or her completion rate will be adversely affected until the course is completed.

**Withdrawals**
A grade of W (withdrawal) does not affect a student’s GPA. A W, however, can cause the student to fail to earn the minimum number of credit hours required each term and thus cause a student’s academic standing to be lowered. If a student receives a grade of W in a course, it will adversely affect the student’s completion rate.

**Repetitions**
To determine whether a student meets the minimum requirements for GPA and for the number of credit hours completed, Ohio Valley University will compute only the most recent grade for a course that has been repeated to remove a lower grade. If a student has already earned credit hours for a course, repeating it to earn a higher grade will not earn additional credit hours.

**GRADES AND QUALITY POINTS**
The following scale is used for all SPS coursework:

- **A** designates excellent work  
  4 quality points per credit hour
- **B** designates good work  
  3 quality points per credit hour
- **C** designates average work  
  2 quality points per credit hour
- **D** designates poor work  
  1 quality point per credit hour
- **F** designates failing work  
  0 quality points per credit hour
I designates incomplete work
FI designates failure to finish an incomplete
FIW designates failure due to improper withdrawal
IP designates work in progress
NC indicates no credit was awarded
NG indicates no grade was awarded
NP indicates course requirements were not met
P designates passing
T (including TR, TA, TB, etc.)
W designates withdrawal

Grades that begin with a T are designated for transfer work. TR means the transfer grade is not being recorded. TA means the student earned a grade of A in the course being transferred, TB means the student earned a grade of B in the course being transferred, etc. Incomplete grades are given only because of illness, emergency, or special circumstances. A grade of I (incomplete) becomes an FI if the coursework is not completed within ten weeks after the close of the semester or session. An IP (in progress) becomes an F if it is not completed within one year after the close of the semester or session. An IP may be changed to a W within nine months after the close of the semester or session; a grade of I cannot be changed to W.

INCOMPLETES

A faculty member may submit a grade of Incomplete for a student who meets the following criteria:

- The student could not complete assigned work for the class because of an extraordinary life-event that prevented the student from completing the coursework within the semester dates.
- The student has completed a request form for a grade of Incomplete (I) through the office of the registrar.
- The student has received approval for the receipt of a grade of Incomplete.

The request form for incomplete grades requires a student to provide written documentation about the circumstances that led to the incomplete work in a specific course or courses. A student should submit a request for an incomplete grade seven days prior to the last day of classes to be considered for the award of an incomplete. The request form must be signed by the instructor of the course and the dean of the College of Business when given to the registrar’s office. The Vice President for Academic Affairs will give the final approval on all requests before the registrar contacts the student with the approval status. A grade of I (incomplete) becomes a grade of FI (failure to finish an incomplete) if the coursework is not completed within ten weeks after the close of the semester or session.

CREDIT HOUR DEFINITION

In the School of Professional Studies, students receive 480 minutes (8 hours) of instructional time for each credit hour earned; students are expected to spend 1,770 minutes (29.5 hours) in learning
outside the classroom for each credit hour earned. In a typical week, this means 240 minutes (4 hours) of instruction time and 885 minutes (14.75 hours) in learning outside the classroom. Further details about this definition are available from the registrar’s office.

GRADE APPEAL PROCEDURES

If a student believes that a final grade is unjust, the student may appeal for the grade to be reviewed. (If the student is objecting to the final grade because he or she has been accused of academic dishonesty, then the appeal procedure in the Academic Policies section of the catalog entitled “Academic Integrity” should be followed.) The student should first present a formal written appeal and meet with the instructor to discuss it. The formal written appeal should explain the reasons for the appeal; copies should be sent to the chair of the School of Professional Studies and to the Dean of the College of Business. This written appeal must be submitted no more than seven calendar days after classes begin in the next term (fall, spring, or summer session). After meeting with the student, the teacher may take up to three business days to deliberate this appeal and communicate a decision to the student in writing.

If the matter is not resolved after meeting with the teacher, the student may appeal in writing to the chair of the School of Professional Studies. (If the chair of the SPS is the faculty member involved, the Dean of the College of Business will receive the appeal.) This appeal must be made within seven calendar days after the teacher’s response to the first appeal.

The chair of the SPS will convene an ad hoc Grade Appeal Committee consisting of three faculty members, one SPS student, and one SPS staff member. (The faculty member and student may refuse any two of the appointees, after which they must accept whoever is appointed.) Within seven calendar days of their appointment, this Grade Appeal Committee will meet with the parties concerned to hear testimony from the student, teacher, and any witnesses. (It is permissible for the meeting to occur over the telephone or through other electronic means.) Neither students nor faculty members may bring legal counsel or other advisors to this hearing. All hearings will be taped for the record.

The Grade Appeal Committee’s decision will be final and will be communicated officially to the student, the teacher, and the registrar’s office within one business days of the conclusion of the meeting. The committee’s decision is final; since both the faculty member and the student will have had full opportunity to testify before the committee, neither can appeal the decision unless they can demonstrate in writing to the president that the Grade Appeal Committee failed to follow procedures.

CHANGING COHORTS

Students who have dropped out of their original cohort and wish to return to a new group must notify the SPS office of the decision to return and do the following:

- Provide evidence that all work is up to date, including the removal of all grades of Incomplete.
- Repeat any courses in which a grade below a C has been earned.
- Make financial arrangements.
- Submit a new registration form with courses for the remainder of the term.
- Submit an application for Change of Status.
- Ensure that his or her account is in good standing with the university business office.

The student can return to class when the application has been approved and signed by the chair of the School of Professional Studies.

**DEGREE COMPLETION**

Once a student has finished the modules of the Organizational Management or Accounting program, he or she has six months to complete all the requirements for the bachelor of science degree. After six months, the student will be classified as inactive. To return to active student status, he or she must petition to be reinstated as active. Active status will be granted for three months. To graduate, a student must be classified as active.

Students who have completed the Organizational Management or Accounting program but who have outstanding work for the portfolio or any module need to be aware of the following:

- A student has three months after the last class of the program to turn in any materials related to Credit for Prior Learning or coursework.
- Incomplete contracts should be on file for any work outstanding for any module.

After a six-month period, an application for Change of Status must be completed and submitted with the appropriate fee to reactivate the student's registration. This process must be completed in order for the work to be turned in.

In the case of Credit for Prior Learning work that is turned in at any time after the six-month deadline, an application for Change of Status must be completed and submitted with the appropriate fee, which will reactivate the student's status for three months. Corresponding Credit for Prior Learning fees will be assessed at the current rate.

**COMMENCEMENT EXERCISES**

Graduating students are encouraged to participate in the commencement ceremony on campus. *Diplomas will be mailed to the student on completion of the work and after the student’s bill has been paid in full.*

**TRANSCRIPTS**

For a nominal fee, the registrar’s office will send official transcripts of Ohio Valley University coursework. Because student transcripts are confidential, they will not be sent unless the student makes a written request. The registrar’s office only prints official copies of transcripts; students needing unofficial transcripts can request them from the ADVANCE office. A transcript request form is available in the registrar’s office or online at www.ovu.edu/transcripts.
PROGRAM FEES

There is a one-time $35 non-refundable application fee due at the time of a student’s application.

Tuition is $335 per credit hour.

There is a $75 charge assessed for each semester hour petitioned for Credit for Prior Learning and Technical and Professional Training. It is important to note that petitioning for prior learning credit does not guarantee that the full number of hours petitioned for will be granted. As noted above, the Prior Learning Assessment Committee bases awards of credit upon evaluation of a student’s work.

There is a $100 charge for changing a student’s status from inactive to active.

Students take the Major Fields Test (MFT) twice, upon entering the program and upon completing it. Each time the test is taken, the fee is $25.

Each student will be given a list containing all required textbooks and other materials needed for the current term. Students are responsible for procuring these module texts either through the university bookstore or other sources.

All students are assessed a one-time graduation fee of $125 prior to graduation ceremonies. This fee covers cap & gown, printing of the diploma, and baccalaureate activities.

TUITION PAYMENT SCHEDULE

First term tuition is due at registration prior to the first class session; following term payments are due on the last class session of the prior term, at which time registration for the new term is completed.

If a student is unable to pay the full amount of tuition due for the term at registration, a payment plan may be available through the University’s Business Office.

If an employer will cover full tuition cost, a student must use the reimbursement received from the employer to cover tuition costs due. A student is totally responsible for processing the funds that will be available from his or her employer. A signed promissory note will be required at registration. Signed documents from a student’s employer will also be required prior to registration, verifying the level of employer tuition assistance available.

If a student’s employer will cover partial tuition costs, the student may deduct the partial amount from total tuition due each term. The resulting balance will be the amount due at registration for each term and must be paid in full, or as described above.

VISA, MasterCard, and Discover are accepted for payment of tuition and fees.
REFUNDS
A student will be assessed tuition charges by the term. When a student withdraws during a term for any reason, the portion of the tuition considered earned by Ohio Valley University shall be in direct proportion to the number of weeks attended. Students dropping back to a later cohort will be assessed tuition at the time of re-entry only for those modules they need and enroll in at that time. After financial aid has been disbursed, changes in the number of credit hours will not affect the tuition charges.

The date of withdrawal shall be the date on which the student completes and turns in the appropriate forms for Ohio Valley University, not the date of last attendance (forms are available in the SPS Office).

STUDENT FINANCIAL ASSISTANCE IN THE SPS PROGRAM
Students applying for admission in the School of Professional Studies may be eligible for federal financial aid. The amount of aid is determined by a variety of factors, but most often on the basis of the program and/or on demonstrated financial need. Unless otherwise noted by the donor of the award, the student need not repay these funds. Listed below are some of the most common forms of gift assistance.

Federal Pell Grant
Provided by the federal government and administered by the University, this grant is based on financial need.

Veteran Benefits
This benefit is available to those who qualify. Eligibility is determined by the Veterans Administration; students who may be eligible should contact their local Veterans’ Administration representative. Further details about Veteran Benefits are available in the section entitled Veteran Benefits in the Finances chapter of this catalog.

Employee Reimbursement Program
A student should contact his or her personnel office to investigate this source of financial assistance.

Federal Direct Loans
There are two types of Federal Direct Loans. The Federal Direct Subsidized Loan is based on financial need as determined by information submitted on the Free Application for Federal Student Aid (FAFSA). If need is determined, the government subsidizes or pays the interest while the student is enrolled on at least a half-time basis. The Federal Direct Unsubsidized Loan is given to cover the cost of education when the student exhibits no financial need. The student is responsible for any interest that accrues, but has the option to pay the interest quarterly or to allow it to be capitalized into the principal of the loan. As with the subsidized loan, interest is variable and repayment begins six months after the student ceases to be enrolled on at least a half-time basis.
COLLEGE LEVEL EXAMINATION PROGRAM (CLEP) FEES

The following CLEP fees are per course.

CLEP test (per test, paid to CLEP) ................................................................. $80
CLEP test sitting fee (paid to OVU) ................................................................... $30
Recording fee for AP, CLEP, or DSST credit (per course, paid to OVU) ........... $50

ASSOCIATE OF ARTS IN PROFESSIONAL STUDIES

The associate of arts in professional studies requires 64 credit hours, distributed as follows (courses from other institutions and those taken through OVU’s traditional program also might be used to fulfill these requirements):

University Orientation (1 credit hour)
Students select one of the following courses:
- PSY 191  Orientation to College (1 credit hour)
- UNI 101  Freshman FOCUS (1 credit hour)

Communications (9 credit hours)
- ENG 131  College Writing I (3 credit hours)
- ENG 132  College Writing II (3 credit hours)
- COM 131  Basic Speech Communication (3 credit hours)

Literature (3 credit hours)
- LIT 236  Western Literature since the Enlightenment (3 credit hours)

Fine Arts Appreciation (3 credit hours)
Students select one of the following courses:
- ART 121  Art Appreciation (3 credit hours)
- MUS 121  Music Appreciation (3 credit hours)
- THE 121  Theatre Appreciation (3 credit hours)
- THE 123  Introduction to Film (3 credit hours)

History (3 credit hours)
Students select one of the following courses:
- HIS 291  American History Seminar (3 credit hours)
- HIS 292  Topics in West Virginia History (3 credit hours)
- HIS 294  History of the Ohio Valley (3 credit hours)

Social Sciences (9 credit hours)
Students select three of the following courses
- HIS  Any history course (3 credit hours)
- POL 135  United States Government (3 credit hours)
- PSY 101  General Psychology (3 credit hours)
- SOC 351  Understanding Multicultural Diversity (3 credit hours)
Math, Science, and Information Technology (13 credit hours)
CIT 140 Information Processing (2 credit hours)
MAT 191 Quantitative Methods for Professionals (4 credit hours)
MAT 147 Intermediate Algebra (3 credit hours)
NSC 131 Foundations of Biology (4 credit hours)

Wellness (2 credit hours)
WEL 303 Contemporary Health Issues (2 credit hours)

Bible (6 credit hours)
BIB 105 Introduction to the Bible (2 credit hours)
BIB 106 Life of Christ (2 credit hours)
BIB 205 Old Testament Survey (2 credit hours)

Elective Credits (15 credit hours)
15 credit hours of elective credit or credits for prior learning

BACHELOR OF SCIENCE DEGREES
The School of Professional Studies offers three bachelor of science degrees, a bachelor of science in organizational management, a bachelor of science in health care administration, and a bachelor of science in accounting.

Bachelor of Science in Organizational Management
To earn a bachelor of science in organizational management (OM), a student must meet the following requirements:

1) Complete 120 credit hours of coursework.
2) Complete the ADVANCE track requirements (described below), which consists of 53 credit hours of coursework.
3) Earn a cumulative GPA of at least a 2.0, and at least a 2.5 on all business-related coursework.
4) Comply with the university’s Bible course requirement (BIB 395 – Biblical Perspectives, BIB 396 – Integration of Biblical Principles, BIB 397 – Christian Leadership, and BUS 371 – Business Ethics apply toward this requirement).
5) Complete the following general education requirements:
   - 15 credit hours of humanities, distributed as follows: English composition (6 credit hours), literature (3 credit hours), speech (3 credit hours), and fine arts appreciation (3 credit hours)
   - 9 credit hours of social sciences; at least 3 credit hours must be in history
- 12 credit hours of math and sciences, including at least one science course, one math course (intermediate algebra or higher), and one information technology course.

_The general education requirement is waived for students holding an associate degree from a regionally accredited college or university._

**ADVANCE Track Requirements**

The advance track consists of 53 credit hours of coursework; many of these SPS courses are similar to courses offered in the traditional undergraduate program. Courses from the traditional program may be used as substitutes for the courses below, but a student may not earn credit twice when two courses have substantially the same content.

- **Business Core** (21 credit hours)
  - ACC 335  Managerial Accounting (3 credit hours)
  - BUS 310  Business Communications (3 credit hours)
  - BUS 371  Business Ethics (3 credit hours)
  - BUS 431  Business Law (3 credit hours)
  - ECO 238  Principles of Economics (3 credit hours)
  - FIN 333  Principles of Business Finance (3 credit hours)
  - MKT 230  Principles of Marketing (3 credit hours)

- **Management** (18 credit hours)
  - MGT 230  Principles of Management (3 credit hours)
  - MGT 331  Management Information Systems (3 credit hours)
  - MGT 333  Introduction to Operations Management (3 credit hours)
  - MGT 391  Group and Organizational Behavior (3 credit hours)
  - MGT 431  Human Resources Management (3 credit hours)
  - MGT 495  Strategic Planning (3 credit hours)

- **Portfolio Project** (3 credit hours)
  - MGT 496  Portfolio Seminar I – Professional Credentials (1 credit hour)
  - MGT 497  Portfolio Seminar II – Knowledge, Skills, and Abilities (1 credit hour)
  - MGT 498  Portfolio Seminar III – Individual Uniqueness (1 credit hour)

- **Psychology** (5 credit hours)
  - PSY 391  Adult Development and Life Assessment (2 credit hours)
  - PSY 392  Methods of Statistical Analysis (3 credit hours)

- **Bible** (6 credit hours; because these courses fulfill OVU’s Bible course requirement, they must be taken at OVU, i.e., they may not be transfer courses)
  - BIB 395  Biblical Perspectives (2 credit hours)
  - BIB 396  Integration of Biblical Principles (2 credit hours)
  - BIB 397  Christian Leadership (2 credit hours)
Bachelor of Science in Health Care Administration
To earn a bachelor of science in health care administration, a student must meet the following requirements:

1) Complete 120 credit hours of coursework.
2) Complete the health care administration requirements (described below), which consists of 54 credit hours of coursework.
3) Earn a cumulative GPA of at least 2.0, and at least a 2.5 on all program-related coursework.
4) Comply with the university’s Bible course requirement (BIB 395 – Biblical Perspectives, BIB 396 – Integration of Biblical Principles, BIB 397 – Christian Leadership, and HCMGT 371 – Health Care Ethics apply toward this requirement).
5) Complete the following general education requirements:
   - 15 credit hours of humanities, distributed as follows: English composition (6 credit hours), literature (3 credit hours), speech (3 credit hours), and fine arts appreciation (3 credit hours)
   - 9 credit hours of social sciences; at least 3 credit hours must be in history
   - 12 credit hours of math and sciences, including at least one science course, one math course (intermediate algebra or higher), and one information technology course.

The general education requirement is waived for students holding an associate degree from a regionally accredited college or university.

Health Care Administration Requirements
The advance track consists of 54 credit hours of coursework; some of these SPS courses are similar to courses offered in the traditional undergraduate program. Courses from the traditional program may be used as substitutes for the courses below, but a student may not earn credit twice when two courses have substantially the same content.

- **Business Core** (18 credit hours)
  - ACC 335 Managerial Accounting (3 credit hours)
  - BUS 310 Business Communications (3 credit hours)
  - ECO 238 Principles of Economics (3 credit hours)
  - MGT 431 Human Resources Management (3 credit hours)
  - MGT 391 Group and Organizational Behavior (3 credit hours)
  - MKT 230 Principles of Marketing (3 credit hours)

- **Health Care Management** (21 credit hours)
  - FIN 334 Health Care Financial Management (3 credit hours)
  - HCMGT 320 Principles of Health Care Management (3 credit hours)
  - HCMGT 331 Health Care Information Systems (3 credit hours)
  - HCMGT 333 Health Care Administrative Systems (3 credit hours)
  - HCMGT 371 Health Care Ethics (3 credit hours)
  - HCMGT 431 Health Care Law (3 credit hours)
  - HCMGT 495 Health Care Capstone (3 credit hours)
• **Portfolio Project** (3 credit hours)
  - MGT 496  Portfolio Seminar I – Professional Credentials (1 credit hour)
  - MGT 497  Portfolio Seminar II – Knowledge, Skills, and Abilities (1 credit hour)
  - MGT 498  Portfolio Seminar III – Individual Uniqueness (1 credit hour)

• **Other** (6 credit hours)
  - WEL 121  Medical Terminology (1 credit hour)
  - PSY 391  Adult Development and Life Assessment (2 credit hours)
  - PSY 392  Methods of Statistical Analysis (3 credit hours)

• **Bible** (6 credit hours; because these courses fulfill OVU’s Bible course requirement, they must be taken at OVU, i.e., they may not be transfer courses)
  - BIB 395  Biblical Perspectives (2 credit hours)
  - BIB 396  Integration of Biblical Principles (2 credit hours)
  - BIB 397  Christian Leadership (2 credit hours)

• **Optional** (3 credit hours)
  - HCMGT 489  Health Care Practicum (3 credit hours)

**Bachelor of Science in Accounting**
The following requirements are based upon coursework mandated by the state boards of accountancy of West Virginia and Ohio. Completion of these requirements will qualify a student to sit for the Uniform CPA exam in West Virginia. It will also meet Ohio basic exam requirements, except that Ohio mandates not less than 150 semester credits to sit for the exam. (West Virginia requires 150 credits for CPA licensure, but not to take the exam.) Successful completion of the CPA exam, plus 150 semester credits, and satisfaction of experience requirements can lead to licensure in either or both states. To earn a bachelor of science in accounting, a student must meet the following requirements:

1) Complete 128 credit hours of coursework.
2) Complete the 72 hours in the accounting track described below; these include a business core (24 credit hours), business law coursework (6 credit hours), and an accounting core (36 credit hours), and Bible (6 credit hours)
3) Earn a cumulative GPA of at least a 2.0.
4) Comply with the university’s Bible course requirement (BIB 395 – Biblical Perspectives, BIB 396 – Integration of Biblical Principles, BIB 397 – Christian Leadership, and BUS 371 – Business Ethics apply toward this requirement).
5) Complete the following 32 credit hours of general education requirements:
   - 15 credit hours of humanities, distributed as follows: English composition (6 credit hours), literature (3 credit hours), speech (3 credit hours), and fine arts appreciation (3 credit hours)
   - 6 credit hours of social sciences, distributed as follows: 3 credit hours in history and 3 credits in psychology or sociology.
   - 12 credit hours of math and sciences, including at least one science course with a lab, one math course (college algebra or higher), and one information technology course.
• 2 credit hours of physical education and/or wellness

The general education requirement is waived for students holding an associate degree from a regionally accredited college or university. All accounting majors, however, must demonstrate proficiency in college algebra, word-processing, spreadsheet, and presentation software skills through coursework, life learning credit, or by exam.

**Accounting Track Requirements**

The advance track consists of 72 credit hours of coursework; many of these SPS courses are similar to courses offered in the traditional undergraduate program. Courses from the traditional program may be used as substitutes for the courses below, but a student may not earn credit twice when two courses have substantially the same content.

- **Business Core** (24 credit hours)
  - BUS 371  Business Ethics (3 credit hours)
  - ECO 238  Principles of Economics (3 credit hours)
  - FIN 333  Principles of Business Finance (3 credit hours)
  - MGT 230  Principles of Management (3 credit hours)
  - MKT 230  Principles of Marketing (3 credit hours)
  - Select one of the following 2 courses:
    - MAT 229  Introduction to Statistics (3 credit hours)
    - PSY 392  Methods of Statistical Analysis (3 credit hours)
  - 6 additional credit hours of business electives

- **Business Law** (6 credit hours)
  - BUS 431  Business Law I (3 credit hours)
  - BUS 432  Business Law II (3 credit hours)

- **Accounting Core** (36 credit hours)
  - ACC 221  Accounting I (3 credit hours)
  - ACC 222  Accounting II (3 credit hours)
  - ACC 321  Intermediate Accounting I (3 credit hours)
  - ACC 322  Intermediate Accounting II (3 credit hours)
  - ACC 341  Cost Accounting (3 credit hours)
  - ACC 421  Introduction to Taxation (3 credit hours)
  - ACC 431  Accounting Systems (3 credit hours)
  - ACC 441  Auditing and Information Assurance (3 credit hours)
  - ACC 498  Accounting Seminar – Capstone (3 credit hours)

  *May be waived by program chair consent if Strategic Planning (MGT 495) or Business Policy Seminar (BUS 451) is successfully completed.

  - ACC 9 additional credit hours of accounting electives

- **Bible** (6 credit hours; because these courses fulfill OVU’s Bible course requirement, they must be taken at OVU, i.e., they may not be transfer courses)
  - BIB 395  Biblical Perspectives (2 credit hours)
  - BIB 396  Integration of Biblical Principles (2 credit hours)
  - BIB 397  Christian Leadership (2 credit hours)
Ohio Valley University is approved by the Higher Learning Commission of the North Central Association of Colleges and Schools to offer graduate programs in education. Currently, the school offers an online 36-hour Master of Education degree in Curriculum and Instruction.

This Master of Education program is an ideal professional development vehicle for certified teachers and individuals working with professional development or continuing education. It is not a teacher licensure program, however. This is a non-thesis program, but EDUC 645, Research in Instructional Design, is a capstone course and does require an extensive project.

To qualify for federal financial aid, students must be enrolled for at least six credit hours. A student may join the program at the beginning of any term: fall, spring, or summer.

Details on scheduling, logistics, and program organization are available from the School of Graduate Education. Policies affecting students in graduate education programs are available from the Graduate Education Handbook. Academic policies described in the Academic Policies section of this catalog apply to the School of Graduate Education unless they are superseded by policies in this section of the catalog or by policies described in the Graduate Education Handbook.

ADMISSION REQUIREMENTS
For admission to the M.Ed. program, applicants must have completed a bachelor’s degree from a regionally accredited college or university with a grade point average of at least 2.5. Materials required for admission include official copies of the applicant’s undergraduate transcripts, two letters of reference that address the applicant’s capacity to complete the program effectively, an essay of one to two pages describing the applicant’s philosophy of teaching, and a $30 application fee. Conditional admission may be granted to students whose supporting documentation is incomplete. A prospective international student whose native language is not English will also need to submit an official TOEFL score that is less than two years old before admission. The minimum TOEFL score accepted for admission is 550 on the Paper-based test, 213 on the Computer-based test, or 79 on the Internet-based test. More details concerning the admission process are available from the School of Graduate Education.

TRANSFER CREDIT
A student may transfer up to nine credit hours into the program with the permission of the school chair, if the prior coursework matches program requirements, if the student earned a grade of at least a B in each course being transferred, and if the course was completed fewer than seven years before the time of first enrollment. An official transcript must be provided. The grade from the transferred course will not affect the student’s Ohio Valley University GPA.

COURSE LOAD
Each semester begins a new cohort of students. By taking two courses each semester, the requirements for this program can be met in six continuous semesters (e.g., fall, spring, summer, fall, spring, summer).
SATISFACTORY ACADEMIC PROGRESS
A student enrolled in the School of Graduate Education must meet the requirements of the Satisfactory Academic Progress policy explained above in the Academic Policies section of the catalog; however, for students in the School of Graduate Education, a student will not meet the qualitative progress standard for good standing if he or she has earned a final grade of C or below for three or more courses.

TUITION, FEES, AND PAYMENTS
Tuition and fees are due at the beginning of each program term. Tuition is $360 per credit hour, and there is a $50 technology fee per course. Students are responsible for purchasing materials required for each course. The graduation fee is $125.

Students who withdraw from a course before two weeks of the course have elapsed are eligible for a one-hundred percent refund of tuition charges. Students who withdraw from a course between the start of the third week and the end of the fifth week are eligible for a fifty percent refund of tuition charges. After the completion of five weeks of a course, there are no tuition refunds.

A variety of payment options are available. Details are available from the section “Terms of Payment” in the Finance section of the catalog above.

COURSEWORK REQUIREMENTS
The program requires 36 credit hours of coursework. Each of the following courses is required (course descriptions can be found below):

EDUC 515 Current Issues in Education (3 credit hours)
EDUC 520 Advanced Educational Psychology (3 credit hours)
EDUC 530 Educational Research (3 credit hours)
EDUC 533 Child and Adolescent Learning (3 credit hours)
EDUC 605 The Teacher Leader (3 credit hours)
EDUC 610 Implementing Instructional Strategies (3 credit hours)
EDUC 620 Curriculum Design and Development (3 credit hours)
EDUC 625 Graphic Communications and Educational Technology (3 credit hours)
EDUC 630 Improving and Teaching Thinking (3 credit hours)
EDUC 635 Educational Assessment (3 credit hours)
EDUC 640 Creating an Effective Learning Environment (3 credit hours)
EDUC 645 Research in Instructional Design (3 credit hours)

GRADUATION REQUIREMENTS
To earn a Master of Education, students must fulfill all of the following requirements:

1) Complete the 36 credit hours of required coursework.
2) Earn a grade of a B (or higher) in all but two of the required courses; in the one or two courses in which a B (or higher) is not earned, the student must earn a C. No single course may be repeated more than once to raise the student’s grade.

3) Earn a 3.0 cumulative GPA. Note: If a C is earned in a class, then an A must be earned in another class to maintain a 3.0 GPA.

4) Complete the degree within seven years of first enrollment.

5) Follow all policies and requirements laid out in the Graduate Education Handbook.

**GRADE APPEAL PROCEDURES**

If a student believes that a final grade is unjust, the student may appeal for the grade to be reviewed. (If the student is objecting to the final grade because he or she has been accused of academic dishonesty, then the appeal procedure described in the Academic Policies section of the catalog under “Academic Integrity” should be followed.) The student should first present a formal written appeal and discuss it with the instructor. The formal written appeal should explain the reasons for the appeal; copies should be sent to the chair of the School of Graduate Education as well as to the dean of the College of Education. This written appeal must be submitted no more than seven calendar days after classes begin in the next term (fall, spring, or summer session). After meeting with the student, the instructor may take up to three business days to deliberate the appeal and communicate the decision to the student in writing. If the matter is not resolved after consultation with the teacher, the student may appeal in writing to the Vice President of Academic Affairs (VPAA). If the VPAA is the faculty member involved, the chair of the School of Graduate Education will receive the appeal. This appeal must be made within seven calendar days after the teacher’s response to the first appeal.

Within three business days, the VPAA will convene an ad hoc Grade Appeal Committee consisting of three faculty members, one student, and one administrator. (The teacher and student may refuse any two of the appointees, after which they must accept whoever is appointed.) Within seven calendar days of their appointment, this Grade Appeal Committee will meet with the parties concerned to hear testimony from the student, teacher, and any witnesses. (It is permissible for the meeting to occur over the telephone or through other electronic means.) Both the student and the faculty member may call witnesses; however, neither students nor faculty members may bring legal counsel or other advisors to this hearing. All hearings will be taped for the record.

The Grade Appeal Committee’s decision will be final and will be communicated officially to the student, the teacher, and the registrar’s office within one business day after the conclusion of the meeting. The committee’s decision is final; since both the student and the faculty member have had opportunity to testify before the committee, neither may appeal this decision unless they can demonstrate in writing to the president that improper procedures were followed by the Grade Appeal Committee.
SCHOOL OF GRADUATE EDUCATION
COURSE DESCRIPTIONS

EDUC 515 Current Issues in Education (3 credits). This course investigates current authors and topics in education. Students will identify and explore the current issues that are of importance to them and then share their thoughts through forums and presentations (e.g., PowerPoint, Prezi, or papers).

EDUC 520 Advanced Educational Psychology (3 credits). This course oversees several theoretical approaches to effective instruction and learning, namely, behavioral, cognitive, and developmental theories. Course content focuses on the various theoretical approaches in a way that enables learners to understand similarities and differences between them.

EDUC 530 Educational Research (3 credits). This is a survey course that addresses action research design and research methodologies in education.

EDUC 533 Child and Adolescent Learning (3 credits). This course examines the characteristics of children’s development and ways in which these developmental passages impact the student’s ability to learn and grow. Emphasis is placed on the impact of various factors as they relate to student learning and achievement.

EDUC 605 The Teacher Leader (3 credits). Not only must the teacher of today enhance and improve student learning and achievement, but in many cases step into the role of teacher leader. In order to influence school culture, build and maintain successful teams and help equip potential teacher leaders, the teacher of today must develop additional skills and attitudes to help find ways to create a positive climate and a sense of community.

EDUC 610 Implementing Instructional Strategies (3 credits). This course focuses on the advanced development of skills related to the teaching/learning process. Students construct knowledge of educational psychology and apply this knowledge to pedagogy.

EDUC 620 Curriculum Design and Development (3 credits). This course addresses foundations of curriculum theory, design, development, teaching, and learning. A primary model is Understanding by Design.

EDUC 625 Graphic Communications and Educational Technology (3 credits). This course applies research findings and design criteria to graphic communication design for text materials and interface design for computer-based materials. Course content will emphasize techniques for preparation of a variety of materials employing text and graphics using computer graphics, desktop publishing, and multimedia authoring programs.

EDUC 630 Improving and Teaching Thinking (3 credits). This course addresses a framework for engaging students in active, critical thinking in content area subjects in the regular classroom. Because we live in a global society, it is imperative that students learn to base their thinking on reasoned judgment and elements of critical thinking. The course will place a strong emphasis on moral and ethical decision-making.
EDUC 635 Educational Assessment (3 credits). This course is designed to promote understanding of the impact of assessment in education and the role the teacher plays in assessment. Educators will learn to identify, develop, and use various assessment strategies effectively. Key aspects of the course include evaluating student performance and progress and for making sound, data driven, educational decisions. This course is a pre-requisite or co-requisite for the capstone course EDUC 645.

EDUC 640 Creating an Effective Learning Environment (3 credits). Students explore and investigate current practices and strategies for promoting meaningful learning for all members of the school community. Emphasis is on factors and conditions that enhance learning within the school’s circle of influence, including differentiated instruction, response to intervention, and technology for learning.

EDUC 645 Research in Instructional Design (3 credits). This course applies teaching and learning theory as the foundation for developing engaging instruction. It pulls together theory, concepts, and strategies to provide a broad understanding of the fundamentals of learning from the conceptual stage to the development and delivery stages. The study will focus on knowledge and skills necessary to create effective courses, training programs, and other types of instructional designs.
2014-15 OVU ACADEMIC CATALOG

PERSONNEL
BOARD OF TRUSTEES

Overall institutional responsibility is accepted by a very able board of trustees, all professionals in their own fields. The trustees come from nine states and have occupations ranging from attorneys to physicians to corporate presidents and CEOs.

Babe, Kenneth S. ................................................................. State College, PA
Browning, Jon E. ................................................................. New Providence, NJ
Busby, Lester T. ................................................................. Upper Holland, PA
Clements, Lottie C ............................................................. Clinton, MD
Cronin, Patrick E. (Co-Vice Chair for IT/Campus Operations) ............ Wheeling, WV
Drennan, Don (Treasurer and Vice Chair for Purpose and Governance) .... Abilene, TX
Garrett, Donald W. “Bill” (Vice Chair for Admissions) ...................... Belleville, PA
Goff, Brian G. (Vice Chair for Finance) .................................. Vienna, WV
Goff, Cecelia ................................................................. Parkersburg, WV
Hopkins, Gail E., M.D., Ph.D. (Chair) ...................................... Parkersburg, WV
Hutchinson, Lorna ............................................................ Bridgeport, WV
Johnson, Nicholas W., J.D .................................................. Charleston, WV
Kendrick, Robert E., J.D ..................................................... Nashville, TN
Kennedy, J. Don ............................................................. Franklin, TN
Lane, Robert N. (Vice Chair for Enrollment) ................................ Franklin, TN
Laughery, Ronald D. (Secretary) ........................................... Little Hocking, OH
Minsker, William W. (Vice Chair for Audit) ................................ Bridgeport, WV
Moore, R. Benjamin (Assistant Secretary) ................................ Mentor, OH
Moore, Robert L. .............................................................. Clarksburg, WV
Morris, Charles ............................................................... Fairmont, WV
Norman, Carolyn (Vice Chair for Student Life) ............................. Aurora, OH
Nulter, Stephen L. (Co-Vice Chair for IT/Campus Operations) ........... Parkersburg, WV
Phillis, William L. (Vice Chair for Academics) ............................. Columbus, OH
Rampy, Gordon A. ............................................................ Warrenton, VA
Shewmaker, James E., Ph.D. ................................................ Paragould, AR
Solomon, Robert, Ph.D. ....................................................... Columbus, OH
Story, Rick (Vice Chair for Development and Public Relations) ........ Nashville, TN
Sweitzer, Janice L. ................................................................ Canton, OH
Swenson, Jan C., J.D. .......................................................... Pittsburgh, PA
Taylor, Ryan K. ................................................................. Parkersburg, WV
Winland, Robert D. ................................................................ Missouri City, TX
Wharton, D. Eugene (Immediate Past Chair) ................................ Vienna, WV
Winland, Robert D. ................................................................ Missouri City, TX
BOARD EMERITI

Bice, W. Bernard, M.D ................................................................. Vienna, WV
Dougan, Riley, Ph.D. ................................................................. Columbus, OH
Drum, Charles ........................................................................ Maryville, TN
Hladky, Roger, Ed.D. ............................................................... Tabernacle, NJ
Ranson, Ralph ........................................................................ Cross Lanes, WV
Ramsey, J. Kevin ................................................................. North Canton, OH
Shivener, N. Eugene ................................................................ Reynoldsburg, OH

SENIOR ADMINISTRATION

Dr. Harold Shank, President and Chief Executive Officer, is responsible for the overall administration of the university; he makes final recommendations to the board of trustees regarding curriculum, budget, tuition and fees, university policies, and other global issues affecting the university. Dr. Shank also leads the university’s strategic planning.

Jeffrey Dimick, Executive Vice President and Chief Financial Officer, oversees the daily operations of the university, including the business office, student life, information technology, human resources, legal counsel, and the university’s investment corporation, which includes the bookstore. Mr. Dimick is also a key contributor to the university’s strategic planning.

Dr. Joy Jones, Vice President for Academic Affairs, oversees academic affairs, academic records, library, and faculty. Dr. Jones is also a key contributor to the university’s strategic planning.

Dr. E. Keith Stotts, Chancellor, is involved in university relations and institutional advancement functions.

STAFF

Ash, Earl ................................................................. Director, Ministry Relations
Ash, Hope ........................................................................... Security Supervisor
Blair, Daniel ................................................................. Director, Office of Institutional Effectiveness
Bortell, Matt ................................................................. Director of Express
Boyce, Larissa .............................................................. Associate Director of Admissions
Bradley, Natalie .......................................................... Office Manager for Athletics
Butterfield, Brenda ........................................................ Director of Residence Life/Dorm Supervisor
Butterfield, Terri ........................................................ Executive Assistant, Academic Affairs
Butterfield, Tom .............................................................. Director, Church Relations
Cameron, Erica ............................................................ Controller
Carte, Michelle ............................................................ Director, Career Services
Cole, Derek ....................................................................... Production Manager
Cole, Gerald ........................................................ Schedule Coordinator for Express and Ambassadors for Admissions
Cole, Lindsay ............................................................... Interim Director, Financial Aid
Coleman, Sandra ........................................................ Janitorial Services
Collins, Shawn ........................................................... Security Officer
Cox, Era Jo .................................................................Certification Specialist, College of Education
Crawford, Bob ..................................................................Head Baseball Coach
Davis, Marty ..................................................................Director, Marketing
Dobson, Richard .................................................................Head Men’s & Women’s Cross Country Coach
Dougherty, Jason ...............................................................Dean of Student Life
Flynn, Jack ..................................................................Head Men’s and Women’s Soccer Coach
Fouss, Diane .................................................................Customer Service, OVU Bible Bookstore
Gaston, Don .................................................................Manager, OVU Bible Bookstore
Gherke, Amy ..................................................................Assistant Registrar
Giffen, Lisa ..................................................................Executive Assistant, College of Business
Graham, Rob ..................................................................Head Softball Coach
Greene, Nathan ...............................................................Niche Group Leader
Grose, Kay ..................................................................Director, Admissions Management
Hall, Carolyn ...............................................................Accounts Receivable and Customer Service, OVU Bible Bookstore
Haynes, Kimberly ..................................................Assistant to the Chancellor and Church Relations
Haynes, Nathan ...............................................................Assistant Baseball Coach
Hennen, Mary .................................................................Customer Service, OVU Bible Bookstore
Hesson, Brian ..........................................................Athletic Recruitment Coordinator
Hill, Paula .................................................................Customer Service Clerk, OVU Bible Bookstore
Hill, Tabitha .................. ............................................................Dorm Supervisor
Inman, Stan .................................................................Help Desk Technician
Jacoby, Paul ..................................................................Head Volleyball Coach
Kelley, JoAnn .................................................................Janitorial Services
Lallathin, Don ..........................................................Director of Alumni Relations, Major Gifts Officer
Lang, Christopher .............................................................Director, Information Technology
Lodato, Brian .............................................................Sports Information Director/Senior Women’s Administrator/SAAC Advisor
Lodato, Thomas ..........................................................Niche Group Leader, Student Accounts Officer
Lyons, Danial ..................................................NCAA Compliance Officer and Game Management Coordinator
Mason, Tracy .............................................................Data Entry Clerk and Vehicle Fleet Coordinator for Admissions
Mathis-Stump, Rebekah .....................................................General Counsel
McCoy, Lauren .................................................................Newspaper Advisor
Miller, Andrew ..........................................................Security Officer
Miller, Eric ............................................................Director of Enrollment, School of Professional Studies
Miller, Ted .................................................................Security Officer
Minear, Elizabeth (EJ) ..........................................................Data Entry Clerk for Admissions
Moore, Andrew ..........................................................Niche Group Leader
Moore, Leachelle ..........................................................Director of Student Involvement
Moss, Virginia ...............................................................Library Clerk
Muller, Kathy ..........................................................Dean of Student Success
Ogden, Barbara ..........................................................Bookkeeper & Payroll Manager
Ogden, Melissa ...............................................................Cash Receipts Clerk
Ogletree, Harry ..........................................................Director of Spiritual Enrichment
Parsons, Susan ...............................................................Registrar
Porter, Chad .................................................................Athletics Director
Ridgway, Hoss ..........................................................Niche Group Leader
Robinson, Willie ..........................................................Janitorial Services Supervisor
Rodriguez, Ruber ...............................................................Maintenance Technician
Ruppenthal, Ryan ........................................... Director of Dining Services, Aladdin Foods
Ruhl, Max ....................................................... Associate Director of Admissions
Sailor, Jimmy ..................................................... Maintenance Supervisor
Smith, Brenna .................................................................. Advancement Assistant
Smith, Brent ........................................... Director of Annual Giving and Advancement Support
Smith, Emily .................................................................. Associate Director of Admissions
Snell, Mike .................................................................. Head Men’s Basketball Coach
Sole, Pat .................................................................. Head Wrestling Coach
Stewart, David .................................................. Director, Campus Operations
Stewart, Patty .......................................................... Customer Service, OVU Bible Bookstore
Tate, Harold ........................................................... Head Women’s Golf Coach, Interim Men’s Golf Coach
Tateno, Makota .......................................................... International Recruiter
Terry, William .......................................................... Security Officer
Thorn, Jack .............................................................. Director of Major Gifts & Campaign
Turner, Bill ............................................................. Inventory Control Clerk, OVU Bible Bookstore
Wadlington, David .................................................. Head Women’s Basketball Coach
Walker, Erika ............................................................ Assistant Director of Financial Aid
Wayt, Missy .............................................................. Officer Manager, President’s Suite
West, Lisa .................................................................. Senior Associate Director of Admissions
Williams, Kate .......................................................... Accounts Payable Clerk
Wilson, Bradley ...................................................... Recruitment Coordinator, School of Graduate Education
Winchcombe, Nicholas .......................................................... Security Officer
Woomer, Sharon .......................................................... Receptionist/Administrative Assistant for Campus Operations
Wooten, Rodney ........................................................ Library director
Wright, Valerie .......................................................... Admissions Officer Manager/Director of Ambassadors
Zecca, Greg .................................................................. Head Men’s Lacrosse Coach
Zetterberg, Judy .......................................................... Shipping Clerk, OVU Bible Bookstore
Ziegler, Nick .............................................................. Associate Director of Admissions

FACULTY

Ackerman, George
Adjunct Faculty, College of Biblical Studies and Behavioral Sciences
Bachelor of Florida Atlantic University
Master of Science, Nova Southeastern University
Master of Science, Lynn University
Master of Business Administration, Nova Southeastern University
Juris Doctor, Nova Southeastern University

Bannister, Melissa
Adjunct Faculty, College of Arts and Sciences
Bachelor of Arts, West Virginia Wesleyan University
Master of Arts, Marietta College
Barchett, Larry
Adjunct Faculty, College of Business
Bachelor of Science, Florida A&M University
Master of Science, University of Notre Dame
Master of Business Administration, University of Vermont

Berry, James
Coordinator, Honors Program
Assistant Professor, College of Arts and Sciences
Bachelor of Science, Lubbock Christian University
Master of Music, Texas Tech University
Doctor of Philosophy, Texas Tech University

Blair, Dan
Dean, College of Business
Chair, School of Professional Studies
Professor, College of Business
Director, Office of Institutional Effectiveness
Bachelor of Arts, California Polytechnic State University
Master of Arts, San Jose State University
Doctor of Education, University of Southern California

Buchanan, Robin
Adjunct Faculty, College of Education, School of Graduate Education
Bachelor of Arts, Meredith College
Master of Arts, Appalachian State University
Educational Specialist, Western Carolina University
Doctorate of Education, Western Carolina University

Byrd, Nicole
Adjunct Faculty, College of Business
Bachelor of Science, Ohio University
Master of Science, West Virginia University

Carte, Zac
Adjunct Faculty, College of Business
Bachelor of Science, Ohio Valley University
Master of Business Administration, Ohio University

Clark, James
Adjunct Faculty, College of Education
Bachelor of Arts, Harding University
Master of Science, Harding University
Clark, Wayne
Adjunct Faculty, College of Arts and Sciences
Bachelor of Arts, Ohio University
Bachelor of Science, Ohio University
Master of Science, Drexel University

Cooper, Dan
Adjunct Faculty, College of Business
Bachelor of Science, Oklahoma State University
Master of Science, Pennsylvania State University

Cornell, Ernest
Adjunct Faculty, College of Arts and Sciences
Bachelor of Arts, Marshall University

Cox, Dennis
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Bachelor of Arts, Harding University
Master of Arts, Harding University

Cox, Nellie
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Bachelor of Arts, West Virginia University
Master of Arts, West Virginia University

Crum, Wes
Assistant Professor, College of Biblical Studies and Behavioral Sciences
Bachelor of Science, Ohio Valley University
Master of Arts, Marshall University
Master of Arts, Fielding Graduate University
Doctor of Philosophy, Fielding Graduate University

Currey, Judson
Adjunct Faculty, College of Business
Microsoft (MCP, MCSA, MCS, MOS), A+, and Cisco Certified

DeVore, Toni
Chair, School of Graduate Education
Professor, College of Education
Bachelor of Science, Fairmont State University
Master of Education, University of Texas at Austin
Doctorate of Education, West Virginia University

Dimick, Jeffrey
Executive Vice President
Adjunct Faculty, College of Arts and Sciences
Bachelor of Science, Oklahoma Christian University
Master of Science, Oklahoma State University
Doherty, Janet  
*Adjunct Faculty, College of Arts and Sciences*  
Bachelor of Arts, Ohio University  
Master of Education, Ohio University

Dougherty, Jason  
*Adjunct Faculty, College of Biblical Studies and Behavioral Sciences*  
Bachelor of Arts, Ohio Valley University  
Masters of Divinity, Harding School of Theology

Dudley, Robby E.  
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Bachelor of Science, Ohio Valley University  
Master of Science, Abilene Christian University

Fugett, Ashley  
*Director of International Student Experience, Assistant Professor, College of Arts and Sciences*  
Bachelor of Science, Ohio Valley University  
Master of Education, Grand Canyon University

Full, Marybeth  
*Adjunct Faculty, College of Arts and Sciences*  
Bachelor of Arts, Glenville State College  
Master of Arts, West Virginia University

Gilbert, Susan  
*Adjunct Faculty, College of Education*  
Bachelor of Science, Illinois State University  
Master of Fine Arts, California Institute of the Arts  
Doctor of Education, Appalachian State University

Giffen, Lisa  
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Associate of Arts, Ohio Valley University  
Bachelor of Science, Ohio Valley University

Greene, Meridith  
*Adjunct Faculty, College of Education*  
Bachelor of Science, Ohio Valley University  
Master of Science, Concordia University
Hamm, David B.
*Assistant Professor, College of Business*
Bachelor of Science, Lipscomb University
Bachelor of Arts, Ohio Valley University
Master of Business Administration, West Virginia University
Certified Public Accountant
Listed in *International Who’s Who of Professionals*

Hamm, Laura
*Director of A Cappella Singers*
*Adjunct Faculty, College of Arts and Sciences*
*Niche Group Leader*
Bachelor of Science, Lipscomb University
Master of Arts in Teaching, Marshall University
Nationally Certified Teacher of Music

Hardy, Steven R.
*Dean, College of Arts and Sciences*
*Professor, College of Arts and Sciences*
Bachelor of Arts, University of Nebraska-Lincoln
Master of Arts, University of Nebraska-Lincoln
Doctor of Philosophy, University of Minnesota
Named to *Who’s Who Among American Teachers*

Harrison, C. Wes
*Chair, School of Liberal Arts*
*Coordinator of the Interdisciplinary Studies Program*
*Professor, College of Arts and Sciences*
Associate of Arts, York College
Bachelor of Arts, Harding University
Master of Religion, Harding School of Theology
Master of Arts, University of Memphis
Doctor of Philosophy, University of Oregon

Hinkley, Sheldon
*Adjunct Faculty, College of Education*
Bachelor of Arts, Glenville State University
Master of Arts, Marshall University

Holbrook, Toni
*Adjunct Faculty, College of Education*
Certificate, Zumba® Basic Instructor
Certificate, Aerobics and Fitness Association of America
Hopkins, Gail E.
Chairman, Ohio Valley University Board of Trustees
Adjunct Faculty, College of Biblical Studies and Behavioral Sciences
Adjunct Faculty, College of Arts and Sciences
Bachelor of Science, Pepperdine University
Master of Arts, Pepperdine University
Master of Divinity, United Theological Seminary
Doctor of Medicine, Rush Medical College
Certified by American Board of Orthopaedic Surgeons
Doctor of Philosophy, Illinois Institute of Technology

Huntsman, Tony
Adjunct Faculty, College of Business
Bachelor of Arts, Ashford University
Master of Arts, Ohio University

Huyghebaert, Arnold
Adjunct Faculty, College of Bible
Bachelor of Arts, Lipscomb University
Master of Theology, Harding School of Theology
Doctor of Ministry, Harding School of Theology

Ianniciello, Peter
Adjunct Faculty, College of Business
Bachelor of Science, Boston University
Master of Science, Bentley College

Jacoby, Paul A.
Assistant Professor, College of Education
Head Women’s Volleyball Coach
Associate of Science, Northeastern Christian Junior College
Bachelor of Arts, Harding University
Master of Education, Harding University

Johnson, Jason
Adjunct Faculty, College of Education
Associate of Arts, Ohio Valley University
Bachelor of Science, Oklahoma Christian University
Master of Science, Ohio University
Named to Who’s Who Among America’s Teachers

Jolly, Marley
Adjunct Faculty, College of Education
Bachelor of Science, Ohio Valley University
Master of Arts, Marshall University
Jones, Blake
Assistant Professor, College of Arts & Sciences
Bachelor of Arts, Western Kentucky University
Doctor of Philosophy, Arizona State University

Jones, C. Joy
Vice President for Academic Affairs
Professor, College of Business
Bachelor of Science, Ohio University
Master of Business Administration, Ohio University
Doctor of Philosophy, Ohio University
Named to Who’s Who Among America’s Teachers

Killinger, Helen
Adjunct Instructor, College of Arts and Sciences
Bachelor of Science, Clarion University

Marcum, Clint
Adjunct Faculty, College of Arts and Sciences
Bachelor of Science, Ohio Valley University
Master of Education, Wright State University

Mason, Mark
Adjunct Faculty, College of Biblical Studies and Behavioral Sciences
Bachelor of Arts, Ohio Valley University
Bachelor of Science, Malone College
Master of Arts, Harding School of Theology

Massey, Sally
Adjunct Faculty, College of Arts & Sciences
Bachelor of Science, Harding University

Mathis-Stump, Rebekah
Adjunct Faculty, College of Business
Associate of Arts, Ohio Valley University
Bachelor of Arts, Ohio Valley University
Juris Doctor, West Virginia University

Mayes, Thomas
Adjunct Faculty, College of Biblical Studies and Behavioral Sciences
Bachelor of Arts, Ohio Valley University
Juris Doctor, Faulkner University

Merideth, Paul
Assistant Professor, College of Biblical Studies and Behavioral Sciences
Bachelor of Arts, Freed-Hardeman University
Master of Divinity, Southern Baptist Theological Seminar
Master of Arts, Trinity Theological College and Seminary
Middleton, Beth
Director, Criminal Justice Program
Instructor, College of Biblical Studies and Behavioral Sciences
Bachelor of Arts, Oral Roberts University
Master of Arts, Regent University
Juris Doctor, John Marshall Law School
Master of Laws, Thomas Jefferson School of Law

Miller, Scott A.
Adjunct Faculty, College of Business
Bachelor of Business Administration, Oklahoma Christian University
Master of Arts, University of Dayton

Miller, Jonathan P.
Chair, School of Behavioral Sciences
Accreditation Liaison
Associate Professor, College of Biblical Studies and Behavioral Sciences
Bachelor of Science, Lipscomb University
Master of Science, Abilene Christian University
Doctor of Philosophy, Bowling Green State University

Miller, Mary
Adjunct Faculty, College of Education
Bachelor of Science, Oklahoma Christian University
Master of Science, Walden University

Modesitt, Maureen
Theatre Coordinator
Adjunct Faculty, College of Arts and Sciences
Niche Group Leader
Bachelor Arts, Marietta College
Master of Arts in Liberal Learning, Marietta College
Doctor of Philosophy, Ohio University

Morgan, Angela
Assistant Professor, College of Arts and Sciences
Associate of Arts, Northeastern Christian Junior College
Bachelor of Science, Lubbock Christian University
Master of Education, Marshall University

Moss, Michael
Dean, College of Biblical Studies and Behavioral Sciences
Professor, College of Biblical Studies and Behavioral Sciences
Bachelor of Arts, Lipscomb University
Master of Arts, Harding Graduate School
Master of Divinity, Southern Baptist Theological Seminary
Doctor of Philosophy, Southern Baptist Theology Seminary
Muller, Kathy
Dean of Student Success
Assistant Professor, College of Biblical Studies and Behavioral Sciences
Bachelor of Arts, Rowan University
Master of Arts, Marshall University

Muller, Larry
Adjunct Faculty, College of Business
Bachelor of Arts, Eastern University
Master of Business Administration, Marshall University
Doctor of Business Administration, Argosy University

Opoku-Duah, Stephen
Associate Professor, College of Arts and Sciences
Bachelor of Science, Kwame Nkrumah University of Science and Technology (Ghana)
Master of Science, Wageningen University (The Netherlands)
Doctor of Philosophy, Durham University (United Kingdom)

Oxender, Cindy
Adjunct Faculty, College of Education
Bachelor of Science, Bowling Green State University
Master of Arts, Eastern Michigan University
Certificate, Reading and Literacy, Muskingum College
Certificate, Multicategorical Special Education, Ohio Valley University

Parker, Christine
Adjunct Faculty, College of Biblical Studies and Behavioral Sciences
Bachelor of Arts, Columbia Christian College
Master of Arts, Harding School of Theology

Parker, Mark
Adjunct Faculty, College of Biblical Studies and Behavioral Sciences
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Master of Arts, University of Idaho
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Doak, Daniel C.
Professor Emeritus of Mathematics and Computer Science, 1976-2011

Bowen, Bill
Professor Emeritus of Bible and Humanities, 1979-1998

Gibbs, Charles

Miller, Betty Ann
Professor Emerita of English, 1961-1984

Sturm, Philip W.
2014–15 ACADEMIC CALENDAR

Fall Semester
August 8 ........................................................ Deadline to submit ACT/SAT scores for Fall 2014
August 16 ........................................................ Move-in day for first-time, full-time students
August 16-22 ....................................................... Freshman Orientation
August 18-22 ........................................................ Faculty Workshop
August 21 ........................................................ Move-in day for transfer students
August 22 ........................................................ Registration day for transfer students
August 23 ........................................................ Move-in day for returning students
August 25 ........................................................ Classes begin for graduate and undergraduate students
August 29 ........................................................ Last day for undergraduates to register and to drop or add a class
August 29 ........................................................ Last day to apply for a Leave of Absence for fall semester
September 1 .................................................. Last day to initiate a written grade appeal for course taken during the summer
September 1 .................................................. Last day for graduate students to register and to add a class
September 5 ........................................................ Deadline to apply for May graduation
September 5 .................................................. Last day to apply for reduced Chapel & Assembly attendance requirement
September 8 .................................................. Last day for graduate students to drop a class with a full refund
September 15-19 ................................................. Social Club initiation
October 1 ............................................................... Civic Engagement Fair
October 3-4 ............................................................... OVU Board of Trustees meeting
October 17 ............................................................ Mid-term grades due
November 5 ........................................................... Graduate School Fair
November 5 ........................................................... Spring Registration Begins
November 6 ........................................................... Ministry Fair
November 14 .................................................... Last day to withdraw from a class without academic penalty
November 24-28 ................................................... Thanksgiving Break
December 3 ............................................................ Research Day
December 8-12 .................................................... Dead Week
December 12 ........................................................ Last day of classes
December 15-18 ...................................................... Final exams
December 19 ........................................................ Residence halls close for Christmas break

Spring Semester
December 12 ........................................................ Deadline to submit ACT/SAT scores for Spring 2015
January 7-9 ............................................................. Faculty Workshop
January 11 ............................................................ Residence halls open for spring semester
January 12 ............................................................. Classes begin for all students
January 16 ......................................................... Last day for undergraduates to register and to drop or add a class
January 16 ......................................................... Last day to apply for a Leave of Absence for spring semester
January 19 ....................................................... Last day to initiate a written grade appeal for a course taken during fall semester
January 19 ........................................................ Last day for graduate students to register or to add a class
January 23 ........................................................... Deadline to apply for December graduation
January 23 ............ Last day to apply for reduced Chapel & Assembly attendance requirement
January 26 .................. Last day for graduate students to drop a class with a full refund
February 13-14 .......................... Homecoming/Expressions
March 6 .......................................................... Mid-term grades due
March 6-7 ....................................................... Board of Trustees meeting
March 9-13 ........................................................ Spring Break
March 25 ............................................................. Fall/Spring Registration begins
April 10 .................. Last day to withdraw from a class without academic penalty
April 12-15 ........................................................... Annual OVU Bible Lectureship
April 20 ................................................................. Career Fair
April 22 ................................................................. Research Day
April 27-May 1 .......................................................... Dead Week
May 1 ................................................................. Last day of classes
May 4-7 ................................................................. Final exams
May 8 ................................................................. Residence halls close for summer break
May 8 ................................................................. Graduate Reception and Graduation Rehearsal
May 9 ................................................................. Graduation
May 11 ................................................................. Summer courses begin
May 11-13 ............................................................. Inman Biblical Preaching Seminar
May 18 ........ Last day to initiate a written grade appeal for a course taken during spring semester
May 25 ................................................................. Memorial Day holiday
June 5-6 ................................................................. OVU Board of Trustees meeting
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