Dining does it all! Visit www.etsudining.com for a full list of our locations and various meal plan options.
# Table of Contents

- Becoming the University of Choice .......................................................... 2
- President’s Welcome ............................................................................. 3
- Introduction to East Tennessee State University .................................. 4
- 2010-2011 University Calendar .............................................................. 5
- Need Help ............................................................................................. 6
- Directory .............................................................................................. 7
- How to Contact Your Student at ETSU .............................................. 9
- Visiting ETSU ..................................................................................... 10
- Costs ..................................................................................................... 11
- Academic Information ......................................................................... 15
- Student Services ................................................................................ 18
- Parenting a College Student ............................................................... 34
- Glossary .............................................................................................. 39
- Campus Involvement to Great Expectations ....................................... 43
- Campus Map ........................................................................................ 44
Our Mission

East Tennessee State University prepares students to become productive, enlightened citizens who actively serve their communities and our world. Education is the university’s foremost goal. ETSU provides outstanding programs of study, enhanced access to education, and distinctive educational and research opportunities to attract students from around the region and the world. ETSU affirms that a diverse population is necessary for the intellectual, social, economic, and professional development of our campus and regional communities. Innovation and integration of educational programs, opportunities and scholarly activities enable ETSU to enrich the cultural and intellectual environment, advance economic development, and increase the level of educational attainment of our community and region. Innovation is advanced through entrepreneurial initiatives, interdisciplinary collaboration, and community and international partnerships. The research mission of ETSU advances scholarly and creative activity that enhances the teaching and learning environment and benefits the regional, national, and global communities we serve.

ETSU awards degrees in over one hundred baccalaureate, masters and doctoral programs, including distinctive interdisciplinary programs. The university provides strong, comprehensive educational, research, and service programs in the health sciences that advance the health and wellness of people throughout Tennessee and Southern Appalachia and of rural populations around the world. ETSU affirms the value of a liberal education and life-long learning by providing broadly enriching experiences through opportunities such as honors education, student research and creative activities, international study, community service, internships, and professional development. ETSU also affirms the importance of a total college experience by offering a rich campus life of cultural and artistic programs, diverse student activities, a variety of residential opportunities, and outstanding recreational and intercollegiate athletic programs.

Our Vision

To Become the University of Choice in the region and the best regional university in the nation
Dear Parent:

I would like to welcome you to our campus and congratulate you and your family on making East Tennessee State University your “University of Choice.” As a parent of an ETSU student, you should find the information in this handbook helpful in assisting your son or daughter in making a successful transition to campus life at ETSU; it has been designed to answer many of your questions. We appreciate the investment and sacrifice you have made to provide the opportunity for your son or daughter to receive a quality education at our institution.

Our mission is to “educate our students to become responsible, enlightened, and productive citizens through a student-centered community of learning reflecting high standards and promoting a balance of liberal arts and professional preparation.” Your continued parental support and understanding of ETSU policy and procedures are vital to the achievement of these educational objectives.

The ETSU faculty, staff, and administration stand ready to help you. Please feel free to contact us.

Sincerely,

Paul E. Stanton, Jr.
President
**East Tennessee State University** opened on October 2, 1911, as East Tennessee State Normal School to prepare teachers for the public schools of the region. Twenty-nine students walked through the doors that first day of classes. Today, the university’s enrollment has surpassed the 12,000 mark, and ETSU focuses on becoming the best regional university in the nation.

Eleven colleges and schools meet the region’s diverse needs through more than 100 degree programs in the arts and sciences, business, education, health sciences, and technology. Governed by the Tennessee Board of Regents, ETSU is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award certificate, associate, bachelor’s, master’s, educational specialist, and doctoral degrees in a variety of fields.

While teaching remains the top priority at ETSU, research is also an important mission. Designated by The Carnegie Foundation for the Advancement of Teaching as a “Doctoral/Research University-Intensive,” ETSU created a Research Foundation in 2002, the first for any state school in Tennessee.

Johnson City, ETSU’s hometown, is nestled in the Southern Appalachian Mountains. The city of 58,000 offers a wide assortment of restaurants, art galleries, coffee shops, cultural events, and outdoor activities. Within a short distance of the campus are the Appalachian Trail, Bristol Motor Speedway, and the snow skiing slopes of Western North Carolina. The 350-acre tree-shaded campus is also designated as a Tennessee Urban Forestry Council-certified arboretum.
2010 Fall Semester

Aug 26 .......... Residence halls open for Preview students only, 8 a.m.
Aug 26-28 ...... Preview
Aug 27......... Residence halls open at 9 a.m. (for all other students)
Aug 27......... Fees due for all students
Aug 28......... Late registration fee ($100) charged for late payment
Aug 29......... Last day for students to withdraw from all classes and receive a 100% refund
Aug 30......... Classes Begin
Sept 3 .......... Last day to register or add a class
Sept 6 .......... Labor Day - University closed
Sept 10 ........ Last day to late register or late add a class
Sept 10 ........ Last day to drop without a grade of “w”
Sept 10 ........ Last day for 75% refund
Sept 24 ........ Last day for 25% refund
Oct 1 .......... Deferred payment due
Oct 11 .......... Late fee charged for late deferred payment ($25)
Oct 18-19 ...... Fall break, classes not in session, offices open 8 a.m. - 4:30 p.m.
Oct 25 .......... Last day to drop a course by GoldLink
Nov 1 .......... Deferred payment due
Nov 11.......... Late fee charged for late deferred payment ($25)

-------------------- Homecoming
Nov 25.......... Thanksgiving Holiday – no classes begin after 3 p.m. Wednesday prior to Thanksgiving
Nov 26.......... Thanksgiving Holiday – University closed
Dec 8 .......... Last day to withdraw from the university
Dec 10 .......... Classes end
Dec 11-16 ...... Final exams
Dec 18 .......... Commencement, 10 a.m. and 2 p.m.
Dec 18 .......... Residence halls close, 6 p.m.
Dec 24-Jan 1 .... Winter recess – University closed
2011 Spring Semester

Jan 12 .......... Fees due for all students
Jan 12 .......... Last day for students to withdraw from all classes and receive a 100% refund
Jan 13 .......... Classes begin
Jan 13 .......... Late registration fee ($100) charged for late payment
Jan 17 .......... Martin Luther King Holiday – University closed
Jan 19 .......... Last day to register or add a class
Jan 26 .......... Last day to drop without a grade of “w”
Mar 1 .......... Deferred payment due
Mar 7-11 .......... Spring break, classes not in session, offices open 8 a.m. - 4:30 p.m.
......................... Last day to drop a course by GoldLink
Apr 1 .......... Deferred payment due
Apr 22 .......... Good Friday Holiday – University closed
Apr 27 .......... Last day to withdraw from the university
Apr 29 .......... Classes end
Apr 30-May 5 ... Final exams
May 7 .......... Commencement, 10 a.m. and 2 p.m.
May 7 .......... Residence halls close, 6 p.m.

Need Help?

Have a question, but don’t know where to find the answer? In addition to the handy ETSU directory on pages 7 and 8, you can contact ETSU’s Need Help Coordinator through this web site <http://www.etsu.edu/etsu/help.asp>. It contains names, phone numbers and e-mail links for friendly ETSU staff who can answer questions related to over 90 topics, from Advising and Babysitters to Veterans’ Programs and Weather Policies. Other helpful resources include:

Advisement Resources Career Center (ARC)
Culp Center, second floor, (423) 439-8650
Help or referrals for any problem

ETSU Public Safety
Information: (423) 439-4480
Emergencies: 911
ETSU is committed to helping students reach their educational and personal goals. Services are available on campus to help your student meet the challenges of university life. Faculty and staff at ETSU encourage students to make full use of these services. That’s where you as a parent can help. If your student expresses anxiety about classes, has difficulties adjusting to roommates, needs assistance in a particular course, etc., encourage him/her to seek help. University offices may be reached directly by dialing (423) plus the following numbers:

<table>
<thead>
<tr>
<th>Office</th>
<th>Location</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Affairs</td>
<td>206 Burgin E. Dossett Hall</td>
<td>439-4219</td>
</tr>
<tr>
<td>Admissions</td>
<td>106 Burgin E. Dossett Hall</td>
<td>439-4213</td>
</tr>
<tr>
<td>Adult, Commuter and Transfer Services</td>
<td>ARC, Second Floor, Culp Center</td>
<td>439-5641</td>
</tr>
<tr>
<td>Alumni Association</td>
<td>303 Burgin E. Dossett Hall</td>
<td>439-4218</td>
</tr>
<tr>
<td>Arts &amp; Sciences, College of</td>
<td>206 Gilbreath Hall</td>
<td>439-5671</td>
</tr>
<tr>
<td>BASA</td>
<td>W146 Memorial Center</td>
<td>439-8398</td>
</tr>
<tr>
<td>Business and Technology, College of</td>
<td>210 Sam Wilson Hall</td>
<td>439-5489</td>
</tr>
<tr>
<td>Career and Internship Services</td>
<td>ARC, Second Floor, Culp Center</td>
<td>439-4441</td>
</tr>
<tr>
<td>Clinical and Rehabilitative Health</td>
<td>Lamb Hall</td>
<td>439-7454</td>
</tr>
<tr>
<td>Sciences, College of</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Counseling Center</td>
<td>Third Floor, Culp Center</td>
<td>439-4841</td>
</tr>
<tr>
<td>Disability Services</td>
<td>Third Floor, Culp Center</td>
<td>439-8346</td>
</tr>
<tr>
<td>Education, College of</td>
<td>319 Warf-Pickel Hall</td>
<td>439-7626</td>
</tr>
<tr>
<td>ETSU at Kingsport</td>
<td>200 McCune-Welch</td>
<td>392-8000</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>105 Burgin E. Dossett Hall</td>
<td>439-4300</td>
</tr>
<tr>
<td>Food Service, ARAMARK</td>
<td>Third Floor, Culp Center</td>
<td>439-4389</td>
</tr>
<tr>
<td>Housing</td>
<td>108 Burgin E. Dossett Hall</td>
<td>439-4446</td>
</tr>
<tr>
<td>ID Systems</td>
<td>Second Floor, Culp Center</td>
<td>439-8316</td>
</tr>
<tr>
<td>Intercollegiate Athletics</td>
<td>W325 Memorial Center</td>
<td>439-4343</td>
</tr>
<tr>
<td>International Programs</td>
<td>120 Yoakley Hall</td>
<td>439-7737</td>
</tr>
<tr>
<td>Medicine, Quillen College of</td>
<td>Suite C-200, VA Stanton-Gerber Hall</td>
<td>439-6315</td>
</tr>
<tr>
<td>Multicultural Affairs</td>
<td>First Floor (lower level), Culp Center</td>
<td>439-6633</td>
</tr>
<tr>
<td>Nave Center, Elizabethtn</td>
<td>1000 West E Street</td>
<td>547-4900</td>
</tr>
<tr>
<td>Nursing, College of</td>
<td>310 Nicks Hall</td>
<td>439-7051</td>
</tr>
<tr>
<td>Post Office</td>
<td>First Floor, Culp Center</td>
<td>439-6894</td>
</tr>
<tr>
<td>President, Office of the</td>
<td>206 Burgin E. Dossett Hall</td>
<td>439-4211</td>
</tr>
<tr>
<td>Office</td>
<td>Location</td>
<td>Phone</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Public Health, College of</td>
<td>101 Lamb Hall</td>
<td>439-4243</td>
</tr>
<tr>
<td>Public Safety</td>
<td>439-6900 emergencies - 911 or 439-4480</td>
<td></td>
</tr>
<tr>
<td>Reece Museum</td>
<td></td>
<td>439-4392</td>
</tr>
<tr>
<td>Registrar, Office of the</td>
<td>102A Burgin E. Dossett Hall</td>
<td>439-4230</td>
</tr>
<tr>
<td>Sherrod Library</td>
<td></td>
<td>439-4337</td>
</tr>
<tr>
<td>Student Organization Resource Center (SORC)</td>
<td>First Floor (lower level), Culp Center</td>
<td>439-6633</td>
</tr>
<tr>
<td>Student Affairs, Office of</td>
<td>Third Floor, Culp Center</td>
<td>439-4210</td>
</tr>
<tr>
<td>Student Government Association</td>
<td>First Floor (lower level), Culp Center</td>
<td>439-4253</td>
</tr>
<tr>
<td>Student Health Services</td>
<td>160 Nicks Hall</td>
<td>439-4225</td>
</tr>
<tr>
<td>Student Support Services (TRIO)</td>
<td>Third Floor, Culp Center</td>
<td>439-5396</td>
</tr>
<tr>
<td>University Advisement Center (Undeclared)</td>
<td>ARC, Second Floor, Culp Center</td>
<td>439-5244</td>
</tr>
<tr>
<td>University Bookstore</td>
<td>Second Floor, Culp Center</td>
<td>439-4437</td>
</tr>
<tr>
<td>University Center Office, D.P. Culp</td>
<td>Second Floor, Culp Center</td>
<td>439-4286</td>
</tr>
<tr>
<td>University Relations</td>
<td>300 Burgin E. Dossett Hall</td>
<td>439-4317</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residence Halls</th>
<th>Housing Staff</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carter Hall</td>
<td>Housing Specialist</td>
<td>433-3372</td>
</tr>
<tr>
<td>Centennial Hall</td>
<td>Resident Director</td>
<td>433-4230</td>
</tr>
<tr>
<td>Lucille Clement Hall</td>
<td>Resident Director</td>
<td>433-3675</td>
</tr>
<tr>
<td>Davis Apartments</td>
<td>Resident Director</td>
<td>433-3372</td>
</tr>
<tr>
<td>Governors Hall</td>
<td>Resident Director</td>
<td>433-2193</td>
</tr>
<tr>
<td>Dossett Hall</td>
<td>Assistant Director</td>
<td>433-3493</td>
</tr>
<tr>
<td>Luntsford Apartments</td>
<td>Director</td>
<td>433-2564</td>
</tr>
<tr>
<td>Panhellenic Hall</td>
<td>Resident Director</td>
<td>433-2298</td>
</tr>
<tr>
<td>Powell Hall</td>
<td>Resident Director</td>
<td>433-2298</td>
</tr>
<tr>
<td>Stone Hall</td>
<td>Resident Director</td>
<td>433-2298</td>
</tr>
<tr>
<td>West Hall</td>
<td>Resident Director</td>
<td>433-3372</td>
</tr>
<tr>
<td>Buccaneer Ridge Apartments</td>
<td>Manager</td>
<td>439-1705</td>
</tr>
</tbody>
</table>
How to Contact Your Student at ETSU

By letter for residence hall student:  Johnny Student
                                    Box #
                                    East Tennessee State University
                                    Johnson City, TN 37614

By phone:        You may call directly to your student’s room by dialing (423) 433-
                           plus your student’s extension.

By e-mail:       Contact your student through his/her e-mail address, which you can
                           find by going to the ETSU Home Page at <http://www.etsu.edu>,
                           click on “Find People” and type in the student’s name.

In a medical emergency:  In the event you have a medical emergency with a family member
                           and need to reach your son or daughter during class times, call the
                           Student Affairs Office at (423) 439-4210. The Student Affairs office
                           will obtain your son’s or daughter’s class schedule and deliver the
                           message at the earliest possible hour. In the evenings or on weekends
                           contact Public Safety (423) 439-4480 and request assistance locating
                           your son or daughter.
### Johnson City Lodging

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Phone Numbers</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carnegie Hotel</td>
<td>(423) 979-6400</td>
<td>State of Franklin Rd.</td>
</tr>
<tr>
<td>Comfort Inn</td>
<td>(423) 928-9600</td>
<td>South Roan St.</td>
</tr>
<tr>
<td>Comfort Suites</td>
<td>1 (800) 228-5150</td>
<td>Browns Mill Rd.</td>
</tr>
<tr>
<td>Quality Inn &amp; Suites</td>
<td>(423) 929-2000</td>
<td>State of Franklin Rd.</td>
</tr>
<tr>
<td>Hampton Inn</td>
<td>1 (800) 426-7866</td>
<td>North Roan St.</td>
</tr>
<tr>
<td>DoubleTree</td>
<td>1 (800) 222-8733</td>
<td>North Roan St.</td>
</tr>
<tr>
<td>Holiday Inn</td>
<td>1 (800) 843-7663</td>
<td>off North Roan St.</td>
</tr>
<tr>
<td>Red Roof Inn</td>
<td>1 (800) 282-3040</td>
<td>off North Roan St.</td>
</tr>
</tbody>
</table>

### Visitor Parking on ETSU Campus

When parking on the ETSU campus, please contact Parking Services for parking instructions and a temporary parking permit. The Parking Services office is located on campus at 908 W. Maple St.

Visitors may park in any of the campus parking lots with a temporary parking permit obtained from Parking Services. There is no charge for this permit.

Please do not park in handicapped spaces or fire lanes. If you have a disability and need special parking, please contact the Parking Services office.

### Tobacco Free ETSU—Because We Care About Your Health

Effective August 11, 2008, East Tennessee State University became tobacco free. Smoking or other tobacco use is prohibited on the campus except in private vehicles.
Estimated Costs

The costs listed below are for the spring 2010 term and provide an estimation of costs for the 2010-2011 academic year. New tuition and fee costs are anticipated in June/July of 2010.

2010-2011 Academic Year*

Tuition
- **Tennessee Resident** ...........................................................$191 per credit hour
- **Out-of-State** .................................................................$688 per credit hour

Undergraduate and Graduate Fees
- **Program Service Fee** .......................................................$59 per credit hour
- **Nine or more credits** ......................................................$474.50 maximum
- **On-campus room rent**
  (per person per semester, double occupancy) .........................$1,295 – 3,900

*Tuition and fees are subject to change by East Tennessee State University or the Tennessee Board of Regents without notice. Additional academic fees may be required for specific majors or courses. For additional tuition and fee information go to <www.etsu.edu/fa/fs/bursar/tuitioninfo/feeschedule.aspx>.

Deferred Payment Policy

Although all charges are due and payable in full at the beginning of each term, students in good financial standing at ETSU may request the deferment of up to 50 percent of their tuition, fees and housing for fall and spring semesters. The deferment of fees is not available for summer terms. To request deferred payment for fall or spring, go to <www.etsu.edu>, click on Goldlink, view student account, click on confirm registration, select deferred payment.

Eligibility:
To be eligible for the deferred payment plan, each participant must be prepared to make a minimum down payment of 50 percent of the tuition, fees and dorm rent. A student who has failed to make timely payments in a previous term may be denied the right to participate in the deferred payment plan in additional enrollment periods. A student who is denied participation may be allowed to participate again only after completion of payment in full for two consecutive terms which allow deferments.

Terms:
The amount deferred will be payable in two monthly installments. For the fall term, installment payments are due by October 1 and November 1. For the spring term, installment payments are due by March 1 and April 1. The university is not obligated to send reminder notices before the payment is due. Participants in this plan must apply all financial aid received, including student loans, toward payment of tuition and housing before a deferment will be considered. Students must select either the deferred payment plan or the housing installment plan.
Service Charges and Fines:
Each participant will be charged a $50 service fee each term to defray administrative costs. This fee is payable along with the 50 percent down payment on or before the registration payment deadline listed in the schedule of classes. An additional late payment charge of $25 will be assessed for each installment not paid on or before the 10th day of the month that a payment is due.

If a payment is not received in the Bursar’s office within 10 days after a scheduled payment is due, the university will withhold all services from the student, until the fees have been paid in full including any assessed late fees.

Any student dropping classes or withdrawing from the university after the refund period as reflected in the Schedule of Classes will still be obligated to pay the remaining account balance.

All existing rules and policies pertaining to returned checks, refunds, withdrawals, dropped classes, and collection costs are applicable to the deferred payment policy.

On the statement of account mailed to students, tuition is the maintenance fee and the required service fee charged. Other required fees consist of: a Campus Access Fee, SGA Activity Fee, and Residence Hall students pay a Post Office Box Rental Fee. A statement of account can be viewed through GoldLink Online at <www.etsu.edu>.

Upon receipt of a Statement of Account/Class Schedule, students may calculate one half of the tuition, required fees, and housing and submit the minimum payment plus the $50 service charge.

Fee Payment
Students may access a Statement of Account through GoldLink at <www.etsu.edu> to check their balance. Residence hall charges will be reflected with the fees. If the hall assignment has changed or is omitted from the statement of account, please contact the housing office. Rent is due when fees are due. The Department of Housing and Residence Life is located in Burgin E. Dossett Hall, Room 108, phone (423) 439-4446.

Confirm registration with payment of fees. Fees may be paid by cash, check, or credit card (VISA, Discover, or MasterCard).

Pay Online with credit card
To pay online, click GoldLink Online from the ETSU web page at <www.etsu.edu>. You must use webcheck, VISA, Discover or MasterCard and have the student PIN.

Pay by phone with credit card
To pay by phone with a credit card, please call (423) 439-4212, ask to speak to a cashier, and provide a credit card number, expiration date of the card, billing address, and student ID number.
Pay by mail
To pay by mail, print online account summary and mail with fees in time to be received in the Bursar’s office before the payment deadline.

Pay in person
To pay in person, present the Statement of Account to a registration cashier in the Bursar’s office in Burgin Dossett Hall. The office is open for fee collection from 8:30 a.m. to 4:30 p.m., Monday-Friday. Please consult the schedule of classes for payments accepted during evening hours.

Full financial aid recipients MUST confirm registration by the fee payment deadline. You may do this through GoldLink or GoldLink Online or by calling the Comptroller at (423) 439-4212.

Full financial aid is defined as sufficient funds from financial aid programs (excluding FWSP and PLUS) to pay all charges on the student account. Students can monitor their account from the ETSU GoldLink web site. Stafford loan borrowers will not have funds disbursed to the student account until thirty days after the first day of classes; however, Stafford funds will count as financial aid for confirmation purposes. Students owing a balance after all financial aid has been credited to the account must pay the balance due or elect the deferred payment plan prior to the first day of classes. Classes will be cancelled for students not confirmed or paid prior to the fee payment deadline.

Families with changes in their financial circumstances should contact the Office of Financial Aid. Counselors can assist in evaluating the changes to determine if the student qualifies for additional assistance.

A student’s class schedule will be deleted if fees have not been paid in full or if registration has not been confirmed by the last business day prior to the first day of classes. If a schedule is deleted, one may still register for classes; however, the selection of courses will be limited and a $100 late fee will be charged. The classes selected during preregistration will not be reinstated.

Withdrawal
Students who register at orientation and later decide not to attend ETSU must officially withdraw before classes begin. Students must contact the Office of the Registrar before the first day of the term enrolled. Students who fail to notify the registrar prior to the first day of classes will be responsible for paying the term’s tuition.
Academic Information

Academic standards
To qualify for the dean’s list students must be classified as undergraduates with no grade below a “C” in any course and must pass a minimum of 12 hours (excluding audits, incompletes, repeats, pass/fail, and Developmental Studies courses) with a minimum GPA of 3.700 for the semester.

Probation occurs when a student is unable to attain a cumulative grade point average (GPA) at or above the required level for the number of quality hours a student has earned. The semester after the student has failed to meet these standards they will be placed on probation. For baccalaureate and associate programs the retention standards are:

<table>
<thead>
<tr>
<th>Quality Hours</th>
<th>Required Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-29</td>
<td>1.4</td>
</tr>
<tr>
<td>29.1-45</td>
<td>1.7</td>
</tr>
<tr>
<td>45.1-59.9</td>
<td>1.9</td>
</tr>
<tr>
<td>60+</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Suspension occurs when a student fails to meet the cumulative GPA standard or a 2.0 semester GPA at the end of the semester following probation. The initial suspension will be for one major term (not including summer). The student may remain out for one major term or appeal the suspension through the Office of the Vice President for Student Affairs. When the student returns he or she will be on probation. If suspended a second time, the suspension will be indefinite.

Advisement
Advisement at ETSU is defined as a “continuous interactive process between an advisor and student which facilitates the development and achievement of the student’s overall goals”. Advisement is a distinct part of the educational experience, provided by ETSU as a service to its students. ETSU has made the commitment to provide the best possible advisement. Discussions with a student’s advisor should assist in exploring and clarifying educational, career, and life goals. Taking advantage of the resources ETSU has available and by gathering relevant information for decision making will facilitate the student’s progress toward meeting his or her goals. Students meet with their academic advisors during orientation. In future semesters, all students who entered ETSU with less than 60 credits are required to meet with an advisor prior to registration. First-term-at-ETSU transfer students are required to meet with an advisor prior to registration their first and second term of enrollment. These guidelines are the minimum advisement requirement. Some colleges and departments may have additional advisement requirements.

Class Load
In order for a student to anticipate graduating in the traditional four-year time frame, a course load average of 15 credit hours per semester is strongly recommended.
Confidentiality of Student Records

In accordance with the Family Educational Rights and Privacy Act of 1974, student education records are confidential; consequently, access to records is restricted. Education records are defined as those records that are directly related to the student and maintained by an educational institution or by a party acting for the institution. The university may release directory information such as the student’s name, address, telephone number, date of birth, major field of study, dates of attendance, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received, and the most recent previous educational institution attended, unless the student declares otherwise. A student may file a form in the Office of the Registrar to restrict dissemination of the above information. All other information, including grades, is considered to be confidential and will be made available only to the student and to authorized university personnel.

General Education Core

East Tennessee State University’s faculty and staff believe every student should experience certain benefits of an undergraduate education, regardless of his or her chosen field of study. ETSU’s general education program aims to enable and encourage students to:

- apply the standards of reasoned argument to what they read and hear, write and say;
- engage in lifelong learning and personal growth;
- gain greater insight into their lives and the world in which they live;
- resolve conflicts nonviolently and solve problems creatively, often in collaboration with others;
- appreciate cultural diversity and respect people with viewpoints different from their own;
- be responsible, enlightened, active citizens in their communities and the world beyond their communities;
- find joy, meaning and fulfillment in their lives and help others do the same.

To gain these benefits, students need a foundation of skills and knowledge which they can apply at work, in their personal lives, and in their communities. By successfully completing ETSU’s general education requirements and other graduation requirements, students enhance their proficiency in reading, writing, oral communication, mathematics, and using information technology. They become acquainted with ideas, information and modes of inquiry which they can draw upon in every area of their lives. In addition, students learn how to perceive relationships between different fields of study.

For information about general education course requirements and graduation requirements, see the catalog online at <http://www.etsu.edu/reg/catalog/undergraduate.aspx>.
Grading System at ETSU
Grades are accessible via GoldLink.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.7*</td>
</tr>
<tr>
<td>D+</td>
<td>1.3*</td>
</tr>
<tr>
<td>D</td>
<td>1.0*</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

*Developmental Studies, freshman English composition courses, and Graduate Studies do not assign these grades.

Grades That Do Not Influence Grade Point Average
P – Pass. No grade points; degree credit hours. (See Undergraduate Pass/Fail Policy.)
Cr – Credit. No grade points; degree credit hours. Used to record credit established by nontraditional means (See Advanced Standing.)
I – Indicates a passing grade at the end of a semester, but an important part of course was not completed, e.g., term paper, outside reading, etc. (See section on Incomplete Grades.)
Au – Audit. (See section on Noncredit-Audit.)
W – Withdrawal. (See Drop-Add and Withdrawal Policies.)
WF – Withdrawal Failing. (See Drop/Add and Withdrawal Policies.)

Honor Code
ETSU is committed to developing the intellect and moral character of its students. To that end, all instances of plagiarism, cheating, and other forms of academic misconduct shall be punished in accord with Tennessee Board of Regents policy. Any knowledge of conduct of this nature should be reported to the proper authorities. Not reporting instances of academic misconduct represents a fundamental break with honor code policy, and although this offense is not punishable, reflects a callous disregard for the students, their classmates, and professors.
Student Services

Advisement, Resources and Career Center

The Advisement, Resources, and Career Center (ARC) is located on the second level of the D.P. Culp University Center next to the Bookstore, phone 439-8650. The ARC is open Monday-Friday 8 a.m. - 4:30 p.m.

The ARC is staffed by professionals who evaluate students’ academic progress as it relates to their personal aspirations and career goals. In addition to advising students, referrals for additional academic assistance are made when necessary. The ARC is user-friendly so that students can access advisement, career and support services without ever leaving the facility. The ARC serves as a primary resource for students who have a variety of needs including those who are entering the university for the first time, those that are unsure about an academic major or career option, and those who wish to take advantage of various academic support services to enhance their classroom learning. The ARC incorporates several academic and student support services: Adult, Commuter and Transfer Services; Arts and Sciences in the ARC; Career and Internship Services; Medical Professions Advisement; Peer Career Center; University Advisement Center; and University Tutoring Services.

Adult, Commuter and Transfer Services

ACTS is The Place for all Adult, Commuter and Transfer Students! The Center provides a wealth of information and services to make the transition into ETSU and the academic and extracurricular experiences once here, as successful and enjoyable as possible. Such services include providing tailored orientation sessions, academic counseling, peer mentoring, specialized campus-wide programs, carpool services, transit information, child-care information, off-campus housing information, as well as advising two student organizations and assisting students in navigating the requisite paperwork and processes that come with getting into and maintaining exemplary academic standing at a university. Commuting students should note ACTS operates RideShare and Carpool programs in addition to keeping an automobile battery charger and air compressor on hand for those commuter emergencies. ACTS is located in the ARC on the middle (2nd) level of the Culp Center. The office hours are 8 a.m. to 4:30 p.m., Monday-Friday.

Bookstore

The main ETSU Bookstore is located on the middle level of the Culp Center. There is also a second location, The College Store is located at 824 West Walnut Street on the edge of campus. Both locations offer textbooks, general books, medical books, school supplies, sportswear, and many more products and services. Each location maintains an online presence through which assorted products may be purchased. You can visit these web sites at <www.etsubookstore.com> or <www.thecollegestore.com/etsu>. Special ordering of some merchandise is available at both locations. Hours for the ETSU Bookstore are 7:45 a.m. - 6 p.m. Monday-Thursday and 7:45 a.m. - 5 p.m. on Friday. The College Store is open 8:30 a.m. - 6
p.m. Monday-Thursday and 8:30 a.m. - 5 p.m. on Friday. Both locations typically maintain extended hours at the beginning and the end of each semester.

Calendar
A schedule of events which lists upcoming campus activities can be obtained in the Student Organization Resource Center, lower level, Culp Center, 439-6633. The calendar can also be accessed via the ETSU web site at, <www.etsu.edu/calendars/calendars.asp>.

Campus Recreation
The Department of Campus Recreation sponsors a variety of physical activities and recreational sports for the entire university community—fitness programs, intramural sports, non-credit instruction, outdoor adventure and sports clubs. Previous athletic experience or skills are not pre-requisites for participation. The unit is also one of ETSU’s largest employers of student labor and utilizes all university work programs: APS, FWSP, RSWP, and temporary support.

The Basler Center for Physical Activity began operation in March 2002. The 100,000-square-foot, state-of-the-art recreational facility is for the exclusive recreational use of the ETSU community—students, faculty, and staff. It contains an aerobics/martial arts studio, basketball/volleyball courts, climbing wall, indoor soccer field, pool, racquetball/squash courts, and an enormous weight room. There is a casual child-care center so students with children can participate. Call (423) 439-7980.

Career and Internship Services
This office provides job listings on the Career and Internship Services web site, <www.etsu.edu/careers>, Buc Link, critique of resumes, the chance to interview with employers who come to campus or who participate in ETSU job fairs, and assists with connecting students with opportunities to participate in cooperative education. Student and alumni credentials are forwarded to prospective employers. An employer information resource center is available. Seminars on employment preparation and trends are provided, as well as, information on graduate schools. Students may also obtain listings of off-campus part-time jobs. The Office of Career and Internship Services is located in the D.P. Culp University Center, middle level in the ARC, 439-4441.

Counseling Center
The Counseling Center provides an array of counseling and mental health services to ETSU students, including personal counseling, career counseling and assessment, educational programming, psychiatric and consultative services. Our staff is comprised of psychologists, an outreach coordinator, psychiatric residents, graduate assistants, and support staff. Our services assist students in growing as individuals, improving interpersonal relationships and obtaining educational and career goals. Main office, upper level Culp Center, 439-4841 or the Peer Career Center, middle level Culp Center, 439-8651. <www.etsu.edu/students/counsel/counsel.htm>.
Dental Hygiene Clinic
Dental cleaning and dental radiographs are scheduled by appointment. Please call for appointment times. The dental hygiene clinic is located in John P. Lamb Hall (Health Building), Room 71, 439-4514.

Developmental Studies Courses
These courses assist students in the development of required academic skills, which are necessary to succeed in higher education. These courses include: mathematics, reading, learning strategies, and writing. Students must complete each course in which they have been placed with a minimal grade of “C.” Developmental Studies courses cannot be dropped without permission from the University Advisement Center. Academic counselors in the University Advisement Center provide academic advisement as well as career and personal counseling for students enrolled in developmental studies courses. Students who require only developmental studies math courses are advised in their major department.

For more information about Developmental Studies courses, contact the University Advisement Center located in the Advisement Resources Career Center (ARC), 2nd level of the D.P. Culp Center, Box 70590, 439-5244.

Disability Services
The Disability Services office provides services and accommodations for people with disabilities and works to promote an accessible environment at ETSU. Services used by students in the past have included sign language interpreters, auxiliary aids and coordination of services such as note takers, tutors, or testing accommodations. The office strives to promote equal access for people with disabilities to participate at ETSU. Located on the upper level of the Culp Center, phone 439-8346 (V/tdd), 439-8370 (TDD).

East Tennessean
The East Tennessean, a student-run newspaper, is published twice a week on Mondays and Thursdays. Activity announcement services are available. Interested students are encouraged to apply for staff positions. Located in the Culp Center, in exterior Suites A and B, 439-5363.

Emergency Loans
The university maintains a loan fund from monies provided by the Student Government Association. It is the policy of the committee responsible for this fund to make small loans available to students on a short-term basis. Applications are reviewed on an individual basis with special consideration given to severity of hardship. Applicants are expected to repay the loans within a short time. For more information contact the Financial Aid Office, 105 Burgin Dossett Hall, phone 439-4300.
Employment

Work-Study Programs are available to students at ETSU through the Office of Financial Aid:

1. **Academic Performance Scholarship**: Based on academic excellence.
2. **Regular Student Work Program (RSWP)**: For students enrolled for a minimum of six hours, including those not eligible for federal aid.
3. **Federal Work Study Program (FWSP)**: Based on financial need. For students enrolled for a minimum of six hours. Positions are first come first serve and are automatically awarded, until funds are exhausted, when student indicates preference for FWSP on the FAFSA. Available jobs are posted on the Office of Financial Aid web site <http://www.etsu.edu/finaid>.

Financial Aid

The Office of Financial Aid at East Tennessee State University provides a broad spectrum of programs to assist students in financing their college education. The Free Application for Federal Student Aid (FAFSA) is the federal government’s form to apply for financial aid. Students will find links to helpful financial aid information at <http://www.etsu.edu/finaid>. Financial aid counselors are available Monday-Friday in the Office of Financial Aid, Burgin E. Dossett Hall, room 105, 439-4300, or e-mail: <finaid@etsu.edu>. 
Food Service
ETSU Dining Services offers an enormous variety of dining options, from an all-you-care-to-eat residential restaurant, to national brands like Chick-fil-A and Quizno’s and multiple convenience stores throughout campus. All dining locations are easily accessible from any place on campus. All dining hours of operation are established to fit students’ lifestyles. All dining hours are established to fit students’ lifestyles. For additional information contact ARAMARK Food Service. Located in the Culp Center, upper level, phone 439-4389.

Dining Options*
*subject to change

Meal Memberships
Meal Memberships provide you with a specific number of meals at the Marketplace throughout the semester, plus extra money to use at campus retail locations. Meal Memberships are perfect for students living on campus, or for commuter students who spend a lot of time on campus. Meal Memberships provide the most economical way to eat on campus – the value cannot be beat! The chart of memberships provides details about each:

Meal Memberships for Commuter Students – prices for commuter plans include tax *

The Commuter 100 Plan – $873.26 per semester - Offers any 100 all-you-care-to-eat meals per semester, with an additional $200 in Dining Dollars.

The Commuter 75 Plan – $723.80 per semester - Offers any 75 all-you-care-to-eat meals per semester, with an additional $200 in Dining Dollars.

The Commuter 50 Plan – $563.38 per semester - Offers any 50 all-you-care-to-eat meals per semester, with an additional $200 in Dining Dollars.

Fall /Spring Resident Meal Memberships*

The Social Advantage Plan – 19 meals/week plus $100 Dining Dollars
$1,365 per semester. This plan is only offered to students who live on campus and requires a two-semester commitment to both Housing and Dining Services. This plan includes 19 meals/week plus $100 Dining Dollars. Resident Advantage Plans are billed to your University Account (online ordering not available). Please return the signed copy of the Resident Meal Membership form to the Department of Housing and Residence Life along with your housing contract.

The Premier Resident Advantage Plan – 15 meals/week plus $100 Dining Dollars $1,090 per semester. This plan is only offered to students who live on campus and requires a two-semester commitment to both Housing and Dining Services. This plan includes 15 meals/week plus $100 Dining Dollars. Resident Advantage Plans are billed to your University Account (online ordering not available). Please return the signed copy of the Resident Meal Membership form to the Department of Housing and Residence Life along with your housing contract.
The Light Resident Advantage Plan – 10 meals/week plus $200 Dining Dollars $1,090 per semester. This plan is only offered to students who live on campus and requires a two-semester commitment to both Housing and Dining Services. This plan includes 10 meals/week plus $200 Dining Dollars. Resident Advantage Plans are billed to your University Account (online ordering not available). Please return the signed copy of the Resident Meal Membership form to the Department of Housing and Residence Life along with your housing contract.

*Prices listed were for 2009-2010 and are subject to change.

For more information or to purchase a meal plan – visit <www.etsudining.com>.

Resident Advantage Program

The Resident Advantage Meal Plan Program is a two-semester program and thus requires a two-semester commitment to Housing and Food Services. This is a special opportunity to both save money and take advantage of special free services and benefits throughout the campus. The two-semester package provides a saving over other plans and includes numerous special discount features including:

- Campus Housing for two semesters and a choice of two meal plan options.
  (Requires separate applications for housing and food plan, both available in the Housing and Residence Life Office)
- One birthday cake or other special occasion cake ($10 value).
- Additional benefits and services provided.

These are just a few of the features of the Resident Advantage Program! For more information, contact Housing and Residence Life at 439-4446 or by e-mail <housing@etsu.edu> or ARAMARK Campus Dining at 439-4389.

Housing

The Office of Housing is responsible for the administration of all on-campus student housing including undergraduate, graduate, family, guest, and summer camps and conferences. Primary functions include room/hall assignments, staffing, budgeting, facility maintenance, discipline, and student programs/activities. Located in Burgin E. Dossett Hall, Room 108, phone 439-4446, fax 439-4690.

ID Card/Debit Card

Each student will be issued a photo Student Identification Card. The ID card will allow students to access many activities on campus. Students may also use their ID as a campus debit card (ID BUC$). A brochure explaining all the features is provided in the orientation packet or you may request a copy at the ID Services Office located on the middle level of the Culp Center, phone 439-8316. Office hours are Monday 8 a.m. - 6 p.m. and Tuesday - Friday 8 a.m. - 4:30 p.m.

Immunization Policy

MMR Requirement

It is Tennessee state law that all full-time students provide proof that they have received two MMR (Measles, Mumps, and Rubella) shots. The following exemptions apply to this state law:
• Students born prior to 1957.
• Students who attended a public or private school in Tennessee for grades Kindergarten through twelve for any period of time on or after July 1, 2001.
• Students with written documentation from a physician certifying that they are allergic to the MMR vaccine.
• Students with written documentation from a physician attesting that they have a diagnosed case of Measles, Mumps, or Rubella.
• Students with written documentation of their laboratory confirmed immunity to measles, mumps, or rubella.

Meningitis/Hepatitis Waiver Requirement

The State of Tennessee mandates that all students be informed about Hepatitis B infection. Those students who will be living in on-campus housing must also be informed about the risk of meningococcal meningitis infection. A waiver indicating that the student is aware of the disease risks and the availability of vaccines for the diseases of hepatitis b and meningitis must be signed. Students who are 18 years of age or older and attend orientation on the Johnson City campus will complete the waiver online at orientation before registering. Students who will not be 18 years old at the time of orientation will need a parent or guardian to complete the form prior to registration. The waiver may be obtained from Student Health Services or on the Student Health Services web site: <www.etsu.edu/studenthealth>. The law does not require hepatitis or meningitis vaccinations for enrollment at this time. The waiver must be signed to avoid delays in the registration process for classes and obtaining of grades. The waiver should be turned into Student Health Services or may be faxed to (423) 439-4560.

Varicella Requirement

Effective July 1, 2011, it will be state law that all students born after 01/01/1980 who attend institutions of higher education will be required to provide proof of immunization against Varicella (Chicken Pox)

All documentation must be approved and certified by Student Health Services, and no student will be allowed to complete registration without having addressed these requirements.

NOTE: It is to your advantage to address these immunization requirements as early as possible by sending or bringing in your immunization records to ETSU Student Health Services, Room 160, Roy S. Nicks Hall, Phone: (423) 439-4225, Fax: (423) 439-4560.

Insurance - Special Hospitalization and Medical

Coverage may be obtained any time during the year, but only during fall semester for full-year coverage. Cost varies depending on the type of coverage desired. A brochure and application are available in Student Health Services, Room 160, Roy Nicks Hall, 423-439-4225.
Library, Charles C. Sherrod

This light and spacious building gives students expanded places and opportunities for learning. Located next to the D.P. Culp Center, the library’s convenience and its inviting front plaza have made it a favorite place on campus. The library features individual and group study areas with over 400 individual carrels, 78 individual study rooms which include four lockable laptop rooms, 25 open study rooms and 49 assigned study rooms. Other features include wireless access, 70-plus network-connected computer workstations, 25 laptop computers available for in-library loan to students, a 24-hour study room, and an additional study room featuring specialized equipment designed to accommodate the needs of students with disabilities. For information, call 439-5308.

Multicultural Affairs

The Office of Multicultural Affairs is located in the SORC on the lower level of the Culp Center. Multicultural Affairs is responsible for helping to create and foster a campus-wide climate of respect for each individual and advocating for a culturally diverse and non-discriminatory campus community. The Office of Multicultural Affairs embraces all students regardless of ethnicity, gender, color, religion, national origin, disability, or sexual orientation. Students receive many services through the office including counseling, academic advisement, numerous educational programs and social opportunities.

We provide numerous formal and informal opportunities for underrepresented students to learn about their history and to celebrate and appreciate all cultures and ethnic backgrounds. Multicultural Affairs recognizes various awareness months throughout the year. The office offers many cultural programs such as the Multicultural Expo, Multicultural Fashion Show, Unity Fest, Hispanic Dance Lessons, educational activities and giveaways to increase awareness of other traditions and customs. Also, the office advises two major student organizations, the Gospel Choir and the Black Affairs Association. For more information, visit us at <www.etsu.edu/multicultural> or call (423) 439-6633.

Museums and Archives

ETSU hosts several interesting and fun museums. The Reece Museum hosts workshops and lectures on a variety of subjects which are presented throughout the year, and gallery talks by exhibiting artists which serve to enhance the exhibit’s program. Topics have included acrylic painting, quilt identification, and lectures on historical figures. The Reece is open to the public Tuesday, Wednesday, and Friday from 9:00 a.m. to 4:00 p.m. and until 7:00 p.m. on Thursdays. For more information, call the Reece at (423) 439-4392.

The George L. Carter Railroad Museum is named in honor of the late railroad magnate who donated his farm to the state in 1909 for the development of a normal school that became ETSU. Located in the Campus Center building, the museum contains several large, very intricate layouts of towns and landscapes with running model trains as well as railroad-related items of historical interest. Since the museum was created and is staffed by volunteers, the hours of operation
are currently limited to Saturdays from 10 a.m. - 3 p.m.

The East Tennessee State University and General Shale Brick Natural History Museum and Visitor Center at the Gray Fossil Site covers more than five acres located along State Route 75 in East Tennessee. With less than 2 percent of the site excavated, thousands of fossil specimens have already been recovered! You’ll discover saber-toothed cat, short-faced bear, ground sloth, rhino, alligator, camel, shovel-tusked elephant, Eurasian badger, the world’s largest collection of fossil tapirs, and the world’s only near-complete red panda fossil! The museum is open daily, 8:30 a.m. to 5:00 p.m. and offers numerous educational and outreach programs, activities, and special lectures, as well as new temporary exhibits each season. Join in on hourly guided tours of upstairs exhibits, on-site research laboratory and collections, the dig site outside and dry screening activity stations! It’s a fossil adventure 5 million years in the making! For more information call (423) 439-3659.

The Archives of Appalachia is a keeper of memories—the written words, images and sounds that document life in Appalachia. Our collections span from the 1700s to the present and offer insights into the past from the perspectives of people from all walks of life. The Archives of Appalachia is located on the fourth floor of Sherrod Library and is open Monday - Friday, 9:00 a.m. to 4:30 p.m.

Parking Permits

All students (including part-time) who intend to park a motor vehicle (including mopeds, motor scooters, or motorcycles) on the main campus, ETSU at Kingsport, or Nave Center, MUST PROPERLY DISPLAY THE APPROPRIATE PARKING PERMIT. A parking permit must be secured through Parking Services on campus at 908 W. Maple St. Parking permit fees are included in the program service fee for students. All visitors are requested to stop at the Parking Services office to obtain a visitor’s parking permit at no charge. Additional details are available at 439-5650.

Public Safety

Public Safety officers patrol the campus 24 hours a day throughout the year. They perform their duties as police officers and firemen to provide a safe campus. Crime prevention programs are conducted in the residence halls during fall and spring semesters to assist new students. All students, staff, and faculty are encouraged to assist Public Safety by preventing crime and maintaining a safe campus. Public Safety provides an escort service and can unlock vehicles which have keys locked inside. Battery booster packs are available from Public Safety and can be checked out with a student ID; 439-4480.

Religious Centers (Campus Ministries)

The Campus Ministry Association at ETSU is comprised of twelve denominational and nondenominational religious organizations which include: Baptist Collegiate Ministry, Campus Crusade for Christ, Catholic Campus Ministry, Christian Student Fellowship, Presbyterian Campus Ministry, United Methodist Students, The Well, Reform University Fellowship, Chi Alpha and Young Life. Each has its
own distinctive personality and programs sponsoring a wide variety of worship and social activities. In addition, several groups have off-campus student centers for their activities. For those students who stay on the campus on the weekends, many religious organizations offer transportation to Sunday worship services at local churches. For contact information on any of these organizations please call the Student Organization Resource Center, 439-6633.

**Shuttle Service (BUCSHOT)**

The Johnson City Transit’s BUCSHOT provides reliable, convenient transportation in and around the ETSU campus. It’s like having a car on campus, to get around to class, work, the library, or to visit friends, but without gas or parking to worry about. Best of all, it’s FREE to students or faculty/staff with valid ETSU ID. Others (campus visitors, general public) may also ride, paying a fare.

For a detailed schedule, visit JCT’s web site at <www.johnsoncitytransit.org> or pick up a copy of JCT’s brochure from the Office of Public Safety at the front entrance of campus, the Office of Student Affairs, third level, Culp Center or the ARC, second level, Culp Center.

**Speech-Language-Hearing Clinic**

The ETSU Speech-Language-Hearing Clinic provides services to individuals in the community and students with a variety of communication difficulties. The on-campus clinic (located in Lamb Hall) provides speech and language services for infants and toddlers. Children and adults with voice disorders, resonance disorders or audioloical needs also receive services on campus. Speech Language and Hearing screenings are provided for ETSU students for $15. Hearing testing for adults and children is also available in the Clinic.

A satellite clinic, located at the Nave Center in Elizabethton, provides speech and language services to school-age children with speech, language, and reading difficulties. Children with autism or related disabilities also are served at this satellite clinic.

To learn more about services offered or to obtain fee information, call 439-4355 Monday-Friday from 8:00 a.m. to 4:30 p.m.
Security (Campus Security Act)

East Tennessee State University makes available to prospective students and employees the ETSU Security Information Report. This annual report includes campus crime statistics for the three most recent calendar years and various campus policies concerning law enforcement, the reporting of criminal activity, and crime prevention programs. The ETSU Security Information Report is available upon request from East Tennessee State University, Department of Public Safety, Box 70646, Johnson City, TN 37614. The report can be accessed online, <www.etsu.edu/dps/security_report.asp>.

Service Learning

ETSU’s Service Learning program offers students the opportunity to combine community service with an academic course. Service Learning uses community service combined with guided reflection to enrich student learning. The Office for Service Learning is located in the Clemmer College of Education. This office coordinates placements for the Introduction to Service Learning (SRVL 1020), America Reads, and Advanced Service Learning (SRVL 2000) credit courses and helps establish opportunities in other academic courses.

Student Organization Resource Center

The Student Organization Resource Center (SORC) was created in order to help students find their place in one of our many registered student organizations, to provide training and informational opportunities, and to provide support to our student organizations.

The mission of the SORC is to enhance communication between student organizations and university staff, improve collaboration and synergy between organizations and administrators in order to form partnerships and offer higher quality and better attended programs, increase respect for the diversity of people and ideas at ETSU, increase awareness of the range of student organizations, activities and available resources for all students, strengthen communication, leadership, and organization skills for members of student organizations, and enhance visibility for student groups, their needs and their programs.

The SORC is located on the lowest level of the D.P. Culp Center, near the Auditorium. In the SORC you will find the following student organization offices: Student Government Association, Residence Hall Association, Fraternities, Sororities, Buctainment, Volunteer ETSU and other community service groups, and Multicultural Student Associations.

For more information call us at 439-6633 or e-mail us at <sorc@etsu.edu>.

- **Clubs and Organizations** - Most departments sponsor organizations for those interested in programs related to their academic major. There are over 150 sports clubs, service organizations, honor societies, religious groups, and special interest groups on campus. Contact the Student Organization Resource Center, lower level, Culp Center, 439-6633.

- **Greek Life** - ETSU has five national sororities and nine national fraternities within the Pan-Hellenic, Panhellenic and Interfraternity systems. Minimum
grade point average requirements vary by group and range from a 2.2 to a 2.8 to be initiated. For more information, contact the Student Organization Resource Center, lower level, Culp Center, 439-6633, or e-mail <gogreek.@etsu.edu>.

• **Buctainment - a student organization** - Comprised of students, Buctainment plans major campus events such as concerts, movies, lectures, comedy shows, and Homecoming. Students can be involved with Buctainment as a member or programmer, or by attending a show as an audience member. It is a great opportunity to learn the technical, business, and marketing side of the entertainment industry. Located in the Student Organization Resource Center, Culp Center, lower level, 439-6828.

• **Volunteer ETSU** - This nationally recognized student group plans campus-wide service projects, alternative spring break, adopt-a-school, and arranges service placements for individual students and student groups with community agencies. Located in the Student Organization Resource Center, lower level, Culp Center, 439-4254.

**Student Government Association**

SGA represents students through an executive, legislative, and judicial branch. SGA also nominates students to serve on university standing committees. SGA is a member of the Tennessee Intercollegiate State Legislature. The office is located in the Culp Center, middle level, Suite C of the SORC, 439-4253.

**Student Health Services**

Clinic office is open 8 a.m. - 4:30 p.m. Monday through Friday in Room 160, Roy Nicks Hall, phone 439-4225. Same-day appointments may be scheduled. Special clinics for women’s health, men’s health, allergy injections, and immunizations are also offered. (Also see Immunization Policy.)

**Student Support Services**

Student Support Services provides eligible students with peer tutoring, mentoring, academic/career/personal counseling, and college survival skills. This is a federally funded grant program, which was founded to serve students who are first-generation college students and/or income eligible and/or have a documented disability. We have two unique programs, NEXUS and FOCUS, designed to help students through the maze of entering college and making career decisions. We can provide students with the academic help needed to get the most out of their classes. We offer individual tutoring in all general education classes. Located on the upper level, Culp Center, 439-5396.

**Telecommunications**

Students living in the residence halls can make local and campus telephone calls free of charge. All long distance phone calls require a personal calling card or a long distance calling PIN issued by ResiCom. To obtain a long distance PIN, students may visit Resicom’s web site at <http://www.resi.com/> or call (800) 853-1030. The long distance PINs are available at no cost and are not transferrable. All calls
placed on this number will be billed to the student at the rate of $0.09/minute (as of July 1, 2004). The student will be responsible for all charges.

**Tobacco Free ETSU – Because We Care About Your Health**

Effective August 11, 2008, East Tennessee State University became tobacco free. Smoking or other tobacco use is prohibited on the campus except in private vehicles.

**Tutoring Services**

- **Math Lab** – East Tennessee State University has an open Math Lab in rooms 309 of Warf-Pickel Hall where students can walk in anytime during operating hours and get help with most math classes from qualified tutors. Tutors can also aid in formulating study plans for those without an understanding of how to study math. Hours of operation are Monday through Thursday 11 a.m. - 7 p.m., and Sunday 1 – 5 p.m. during the fall and spring semesters. However, we reserve the right to make minor changes in this basic schedule, on a per semester basis, due to occasional problems with tutor availability. The Math Lab is usually in operation during the summer sessions as well but operating hours tend to be somewhat more limited and variable. (A current schedule outlining hours of operation will be posted at the Math Lab each semester.) For more information, call 439-7611.

- **Developmental Math Lab** – ETSU operates a Developmental Math Lab in the laptop computer lab on the first floor of Lucille Clement Hall during the fall and spring semesters. Students may drop in and receive help on developmental math topics, work on the computer tutorials which are keyed to the textbook, or receive help in developing a study plan. It is also a good place to work on developmental math homework. Hours of operation vary from semester to semester depending on the schedules of student tutors, but are announced in classes and posted online at [http://www.etsu.edu/advisement/DevStudy/LabHours.asp](http://www.etsu.edu/advisement/DevStudy/LabHours.asp). For more information contact Dr. Daryl Stephens at 439-6973.

- **ETSU Writing and Communication Center** – The ETSU Writing Center offers free tutoring to all ETSU students. Tutors will assist with any type of writing or oral communication project, and will work with students at any stage of the writing or speaking process. The Center is open Sunday, 3 - 7 p.m., Monday-Wednesday, 9 a.m. - 7 p.m. and Thursday - Friday, 9 a.m. - 3 p.m. Tutors are available on a walk-in basis or by appointment. The Writing and Communication Center is located in Room 409 Warf-Pickel Hall, 439-8202.

- **University Tutoring Services** is a university-funded academic support program that offers a variety of tutoring approaches. Group tutoring sessions are offered on campus each semester. Online tutoring, which offers a variety of resources and discussion boards, is offered through the D2L system. All tutoring services are free. For a complete listing of courses tutored and more
information on group and online tutoring visit the UTS web site at <http://www.etsu.edu/scs/uts> or e-mail UTS at <uts@mail.etsu.edu>.

Offices are located in the D.P. Culp Center, 2nd floor ARC. 439-4758

**University Advisement Center**

The University Advisement Center (UAC) is the academic home for students who have not declared a specific major and/or who are taking developmental studies courses. By focusing on all aspects of student life, the UAC is able to assist each student in accomplishment of academic success and attaining personal goals. In academics and career planning, counselors help students understand academic requirements and identify career options that affirm their academic strengths and interests.

The professional staff in the Center maintains close contact with students through letters, phone calls, and office visits. As a campus resource, counselors assist students with accessing the wide variety of campus services to meet their needs. The Center is located in the ARC – second level Culp Center. Visit our web site at <http://www.etsu.edu/advisement> or call (423) 439-5244.

**University Center**

The D. P. Culp University Center, a state-of-the-art student center serves as the hub for a wide range of social, recreational, and organizational activities. These include meeting rooms, the Campus ID System, student services offices, Buctainment, four food service areas, the BucMart, Bookstore, Post Office, Information Services Desk, campus lost and found, ballroom, and auditorium. A distinctive feature of the University Center is its openness and easy access from one part of the building to another. It is intended to provide a welcoming and inclusive gathering place for all members of the university community. Hours: Monday-Friday, 8 a.m. - 10 p.m., Saturday and Sunday, 10 a.m. - 10 p.m. The main office of the Culp Center is located on the middle level, 439-4286.

**Veterans’ Affairs Office**

Veterans’ Affairs administers service members, veterans’ and certain dependents of veterans’ federal education benefit programs. To receive benefit payments, eligible student beneficiaries must have been found eligible and each semester have their enrollment certified by the United States Department of Veterans Affairs (USDVA) Saint Louis Regional Processing Office by contacting Veterans’ Affairs and completing required forms.

Student beneficiaries making an initial application to programs must provide “Member Copy 4” of Department of Defense (DD) Form 214, *Certificate of Release or Discharge from Active Duty*, and copies of any supplemental education benefits documentation. If the student is a member of the National Guard or Reserve, submit Department of Defense Form 2384, *Notice of Basic Eligibility*. A reserve force member who has been mobilized since September 11, 2005, must submit a copy of his/her most recent DD Form 214. Students who are dependents of permanently, totally and service-connected disabled or deceased veterans should provide a USDVA Disability Rating Decision, if available, birth certificate, and
if a step-child or dependent spouse, a copy of the veteran’s marriage license. All undergraduate student beneficiaries or any student seeking academic credit for military service should request a military registry transcript from the respective branch of service.

Further information on programs may be obtained by contacting Veterans’ Affairs located within the Office of the Registrar in 101A Burgin E. Dossett Hall. The office can be reached at (423)-439-6819.

**WETS Cable FMTV**

ETSU’s Radio Alternative, “THE EDGE” is the student radio station on campus. The format is Adult Album Alternative and provides a unique blend of popular college-oriented music. The station also airs local news, sports, and specialty programming. WETS Cable FM can be heard on campus cable channels 11 and 13, University I-Tunes, and at [www.edgeradioalternative.com](http://www.edgeradioalternative.com) The Edge airs programming 24 hours a day year round. For more information, call 439-7574.

Buc TV is the student television station on campus. The station airs college-oriented programming Monday through Thursday on campus cable channel 11. Original ETSU student-produced programs are shown as well as programming from national outlets. For more information, call 439-4176.
Parenting a College Student

Parents face real challenges as students transition from high school to college. Whether the student plans to live in the residence halls or continue to live at home, big changes will occur for both students and parents. Prior to starting classes, most families will want to discuss expectations in four basic areas. These include communication, finances, academics and values.

An excellent book on this phase of parenting is *Letting Go: A Parents’ Guide to Understanding the College Years, Fourth Edition* by Karen Levin Coburn 2003. (ISBN#0-06-052126-0). This author recommends having some discussions prior to starting classes either at home or in the car, wherever the family has had the best communication in the past.

**Communication**

Communication will change as students become college students. What are your expectations of your student about how and when they will communicate with you? Will you phone each other, will they call when they need you, will you have a set time to call them or make other arrangements? Will you e-mail each other? If so, how often do you expect a message? Students living at home will also need to have this discussion, because the hours they keep as college students may not allow the previously established communications system to work. What is important is that you talk with each other about your communications expectations. Does “a call anytime” in your mind mean before you go to bed at 10:30 p.m. while your student thinks a 3 a.m. call is okay?

**Finances**

Finances are very important to discuss. Students with financial concerns are “at risk” for being a successful student. Clarify as many issues related to money as you can before the issue actually arises. Some lessons in balancing a checkbook, budgeting over longer periods of time than one week and some understanding about the pitfalls of credit cards are usually needed. In addition, discussions about allowable expenses and how often in a semester the “I am broke, please send money” request will result in a rescue are helpful. Students can manage their money if expectations are clear and they understand the basics.

**Academics**

Academics need to be discussed because many students will need a different perspective about grades. The average studying student may have to spend much more time in preparation than he/she did in high school and maybe challenged to keep the same grade point average. Some students have never made a C before. While it is important to get off to a good academic start, rather than focusing only on grades, it is advisable to talk about expectations concerning regular class attendance, reading assignments, studying, seeking tutoring if needed and preparing for tests. “Do your best” needs to be defined in different terms than high school. What do you expect your student to do if they get into academic difficulty in one or more classes?
Values

Values can change significantly as students become more and more independent. What are your values on critical issues such as alcohol, illicit drugs, sexuality, sexually transmitted diseases and other issues you may not have openly discussed? Open discussion at this point in time can allow your student to understand your values and know that you are open to discuss these issues with them, even though you are probably not going to change your expectations. Often it is helpful for students to hear that parents have given them the tools to handle critical issues they will face and know they have confidence in the student’s ability to make good decisions.

Obviously, the important aspect of all of these discussions is to express expectations, open communication channels and establish a point of reference when concerns arise.

Pattern of Activity

The ebb and flow of the academic semester has some predictable frenetic periods as well as some slow times. Certain events occur cyclically. It is helpful for parents to be in tune with this cycle of activity.

The beginning of each semester is particularly busy for students. They are moving in, buying books, finding student work positions and attending classes for the first time. The first semester is the most stressful for students because everything is new. Faculty and staff also experience an extremely busy period at this time. Basically, there is a flurry of activity all over the campus. Students often have multiple social opportunities as organizations are trying to recruit new members and students are trying to make new friends.

This initial social frenzy usually calms down after the first three weeks. For students, this time will probably coincide with their first college tests. Often, it is during the first set of tests that students stay up all night studying. Naturally, following this practice, we see an increase in the census at the Health Clinic as some students experience their first college cold or flu.

After about six weeks of living with a roommate in the residence hall, relationships can wear thin. The roommate who was “just perfect” on check-in day is now developing some irritating habits, while the roommate that was simply going to be impossible to live with is working out pretty well.

In late October, students experience Homecoming. Again, there is a flurry of activities. This is also when mid-term examinations occur, between six and eight weeks.

In mid-October, students experience Fall Break, a four-day weekend. This may be a time to come home and rest or a time to go visit a friend who is attending another college.

The campus flows along smoothly during the next three weeks until Thanksgiving Break. This break is four days and usually involves family activities, visits with friends at home and then a return to the reality of campus life.
Upon return from Thanksgiving Break, the atmosphere on the campus changes as students and faculty both get very serious about finishing the work left to be done. Students have major projects that may be due by the end of semester. Faculty also experience pressure as they focus on all the course material yet to be covered. This is a very busy time until exams.

The last days of class and the examination period are very stressful to many students. Often this is expressed as being like an academic “balloon” payment when many students must make up for study time wasted earlier in the semester. Following exams, there is a much-needed break before returning to start the process all over.

**Research Indicators of Successful Students**

Successful college students are those that pursue and obtain their degree. Research on successful students provides us with a guide for helping our students. As a parent, keeping these factors in mind can help guide your conversations.

**Have a Goal of Graduating**

Successful students have set the goal of obtaining a bachelor’s degree or higher. The higher the degree one aspires to the more likely one is to graduate with the first degree. A successful student can tell you his/her goal of graduating, and it is even better if he/she includes a time frame with a specific major area identified.

Being an undeclared major is fine as long as the choice is an active decision-making process and not an escape. Encourage your Undeclared major to be actively working on becoming clear about his/her declaration.

Successful students maintain their priority on obtaining a bachelor’s degree or higher as their number one priority in life. Keeping the “eye on the prize” is one of the most significant aspects of being a successful student. Our society presents students with many distractions. Limiting these distractions is a challenge for students, a challenge with which parents can often help.

**Maintain College as the Number One Priority**

Working is positively correlated with successful students particularly when the hours being worked are limited to 15 or 20 hours per week and preferably when the work is done on the campus. The pitfall many students fall into with work is gradually adding hours to their work schedule thereby decreasing the hours spent on school tasks.

Often poor money management results in increased hours at work. Students often report working extra hours to pay for cars, car insurance, and other expenses. If the expense is so great as to require extra work hours then school suffers. Credit card debt is another distraction of significance among college students. It is easy to get into trouble and hard to reduce the debt. Students often have to take a semester off to work and pay off their credit card debt before returning to school.
Relationships can be another distraction. Good relationships as well as bad relationships can have the same effect of calling the student away from his/her schooling. In the Appalachian region, we place a high value on family. Sometimes maintaining family relationships and responsibilities becomes a distraction from school. An example of this distraction is when a family member gets sick and the student becomes a primary caregiver and still attempts to go to school. Another family distraction for students occurs when their parents divorce. It is important to help the student manage these situations in such a way that the caregiving or the divorce do not take precedence over school.

A love relationship that starts with all the excitement of being in love or turns sour can distract students from their studies. A student that is so excited or disappointed that he/she can’t eat is probably not going to be able to study effectively either. Helping students keep these relationships in perspective in order to keep their focus on studies is a parental challenge.

Being enrolled part time implies the fact that school is not the top priority in the student’s life and therefore is correlated with less success than being a full-time student.

**Be Involved**

Being involved on campus correlates with student success. Involvement helps students keep school as the priority in their lives and enhances the importance of degree attainment. Being involved means being on campus actively doing something and fitting in generally. Being a resident student helps with this aspect.

Peers relationships help students be happy and have fun. Successful students have positive peer relationships and these relationships promote success.

Involvement with activities, organizations, service-learning and volunteering provides another important connection to the campus and the community. Leadership skills are learned in these areas and translate as valuable experience for the world of work. Students who are involved in these areas are more likely to be successful.

**Take Pride in ETSU**

Successful students are proud of ETSU and are excited to be a part of this great institution. Taking pride in ETSU means making your contribution to ETSU while pursuing your degree. Successful students look forward to representing ETSU as an alumnus in the future. Simply put, it is difficult to do your best if you think the institution is not “the best”.


Additional Reading


• *Almost Grown: Launching Your Child from High School to College*; Patricia Pasick

• *The Real Freshman Handbook: An Irreverent & Totally Honest Guide to Life on Campus*; Jennifer Hanson

• *101 Things a College Girl Should Know, from a Big Sister Who’s Been There*; Stephanie Edwards

• *College Survival (4th Ed.)*; Greg Gottesman

• *Launching; Parenting Your Child to College and Beyond*; Annette Reiter & Barbara Rhode

• *Empty Nest … Full Heart: The Journey from Home to College*; Andrea Van Steenhouse, Johanna Parker


• *When Your Kid Goes to College: A Parent’s Survival Guide*; Carol Barkin

• *Parenting Through the College Years: From Application to Graduation*; Norman Giddan, Sally Vallongo

• *Chicken Soup for the College Soul*; Jack Canfield, Mark Victor Hansen, Kimberly Kirberger, Dan Clark
Glossary

A brief guide to commonly used (and often misunderstood) University Acronyms, Phrases, and Miscellaneous Jargon (see undergraduate catalog for additional information).

Academic Advisor – A faculty or staff member of the academic department to which a student is admitted. The advisors are available to assist students with academic counseling and scheduling of classes.

Academic Common Market – An interstate agreement among southern states for sharing in common academic programs. Out-of-state students who qualify in specific programs pay in-state tuition.

ACT – American College Testing Program, offers a test prior to admission.

ACTS – Adult, Commuter and Transfer Services (See Student Services section).

Advisement Records – are confidential and usually consist of grade reports, any previous high school or transfer work, and a record of the meetings with the student’s advisor.

APS (Academic Performance Scholarship) – Scholarship awarded through the Financial Aid Office.

ARC – Advisement, Resources and Career Center

Associate Degree – The degree given for completing undergraduate college programs of at least two but less than four years of study. These degrees usually focus more upon occupational training with fewer general education requirements.

Audit – Course taken for non-credit

Bachelor’s Degree – The degree given for completing undergraduate college programs that normally take at least four years. These degree programs require a broad curriculum in a number of disciplines and most require an area of concentration (major).

Buckley Amendment/FERPA (Family Educational Rights and Privacy Act) – Protects the students right to privacy.

Building Codes – University building abbreviations

Bursar – The Bursar’s Office normally collects and credits all fee payments and disburses (pays out) any financial aids. Should you owe the school any money, you would be put on a checklist by the Bursar and not allowed to register until the debt is paid.

Catalog – The catalog is the official publication of the university. The catalog is an “a” to “z” academic resource updated each academic year. It contains detailed information about academic majors, degree programs, academic colleges, academic regulations, financial aid, student advisement, and other important information.

Classification – Level of progress toward the bachelor’s degree. An undergraduate student is classified as Freshman, Sophomore, Junior, or Senior, depending on the number of semester hours completed and grade points earned.
CLEP (College Level Examination Program) – Tests which determine the extent of a student’s knowledge in a particular subject area. These tests are used to award college credit in certain subject areas.

College – Administrative unit of the university housing related departments and majors.

COMPASS – Computerized test required for some students to determine placement in Developmental Studies courses. (See Undergraduate Catalog for guidelines or contact the University Advisement Center at (423) 439-5244.)

Concentration – a specialized area of study within a major.

CO-OP – A program whereby students may work in a field relevant to their career while earning academic credit.

Core – Sequence of courses chosen from various subject areas which are required of all students as part of their undergraduate program. The program is designed to help students acquire a broad base of knowledge and capabilities fundamental to the concept of a university education.

Course – A specific subject of study.

Course ID – The subject abbreviation, catalog number, and section number of a particular course.

Credit Hours – Value placed on a course used in computation of GPA and generally accepted amount of classroom/lab contact time.

Curriculum – The whole body of courses offered by the college, or by one of its divisions or departments.

D2L ( Desire to Learn) – ETSU’s course management system for creating and teaching both online and web-enhanced courses.

Day Codes - M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday

Department – An organizational unit representing a discipline or related disciplines.

Discipline (or Area of Study) – An area of study representing a branch of knowledge.

Discover Program – A computerized career information system located in the Peer Career Center in the ARC to assist students in exploring interests, abilities, and personality types, as well as choice of career and academic major.

Drop/Add (schedule change) – adding a course/dropping a course.

Elective – A course not specifically required for a particular major or minor.

Encumbrance (HOLD) – Registration blocked for students having outstanding academic, financial or judicial obligations at time of registration.

ETSU at Kingsport – ETSU’s Kingsport campus.

Exit Exam – A mandatory exam required prior to graduation. Results are used for gathering statistical data.

Full-time student / Standard Load – 12 credit hours or more/16 or 17 credit hours.

FWSP (Federal Work Study Program) – On-campus student work positions available only if you qualify through the Office of Financial Aid.

GED (General Equivalency Diploma) – high school equivalency diploma.
General Education Core – see Core.

GoldLink – ETSU’s online system for class registration, fee payment and viewing grades.

Goldmail – ETSU’s email account that all students receive.

GPA (Grade Point Average) – Quality Points Earned/Quality Hours Earned

Grade Points – Numerical values assigned to letter grades based on a four-point system

Grants – Awards that you do not have to pay back.

Greeks – Members of sororities and fraternities

Hold – See encumbrance

ID Card – ETSU identification card

Incomplete – A grade of an “I” is assigned if a student is passing a course at the end of the semester, but due to extenuating circumstances is unable to complete all course requirements; student and instructor should complete an Incomplete Grade Report form.

Intensive Courses – Courses which fulfill the general education core Writing Intensive, Communicating Orally and Using Information Technology requirements. These courses are indicated in the Schedule of Classes each term.

Major – The academic area in which a student chooses to place principal emphasis.

Meal Plan – A program established by food service to purchase meals on a pre-paid basis.

Minor – Secondary area of study.

Part-Time – Students registering for less than a full load (fewer than 12 hours a semester) are considered part-time.

Pell Grant – A direct grant from the federal government based on financial need.

Perkins Loan – A federal loan program whereby students may borrow a long-term, low-interest loan.

Post Office Boxes – Located lower level Culp Center, required for resident hall students.

Prerequisite – A requirement which must be met before a particular course can be taken.

Purge – Cancellation of course registration because of failure to pay fees by appropriate payment deadline.

Registration Guide – A printed information guide containing information regarding registration, advisement, fee payment and deadlines, and other important dates on the academic calendar. Also see Schedule of Classes.

Registrar – The Registrar’s Office keeps a record of your college transcript, the courses you register for, and the grades you receive. It is the office that is in charge of actually registering you for classes each term. If you must drop or add a course, see the Registrar immediately.

Retention Standards – the grade point average a student must maintain to avoid suspension from the university. The GPA will vary according to the number of quality hours a student has earned.
RHA (Residence Hall Association) – Governing body of the Residence Halls.

RSWP (Regular Student Work Program) – campus work program for students who may or may not qualify for financial aid that allows students to work up to 10 hours per week.

SAR (Student Aid Report) – A federal “output” document sent to a student by the Department of Education’s Central Processing System in response to the Free Application for Federal Student Aid.

SAT (Scholastic Aptitude Test)

Schedule – The listing of courses for which a student is enrolled during a semester or summer term.

Schedule of Classes – Available online, the Schedule of Classes contains a listing of all courses offered for a specific term. Also see Registration Guide.

Scholarships – Private monies from corporate or special interest groups.

Semester Hour – A measure of academic work completed satisfactorily. Ordinarily, one credit hour is given for one hour of class attendance a week for the period of a semester. In some courses, however, such as laboratory courses, two or three hours of attendance a week are required to earn one credit hour. Most courses are worth three credit hours.

Semesters vs. Quarters – Most higher education institutions divide the school year into either two semesters (approximately 16 weeks in length) or three quarters (approximately 11 weeks) excluding summer.

SGA – (Student Government Association)

Spectrum – The Spectrum is the official Student Handbook. Printed with the telephone directory, the Spectrum provides an “a” to “z” listing of student services and resources.

Standard Class Times – The time of day classes meet

Syllabus – An outline or other brief statement of what a professor expects to cover for the entire semester. It will often include an exact schedule of assignment due dates, test dates, grading system, and any issues a professor wishes to make absolutely clear.

Syllabus Attachment – A document containing important information for students, such as academic dates, policies, and various academic resources. Web address: <www.etsu.edu/reg/syllabus.htm>

1040 – Federal Income Tax Report form

TBR (Tennessee Board of Regents) – Governing board for ETSU, sixth largest higher education system in the country.

TELS (Tennessee Education Lottery Scholarship) – Financial assistance for qualified Tennessee residents. See <www.state.tn.us/tsac> for details.

Transcript – An official copy of a student’s academic record, showing courses completed, grades, and credit earned, and other data concerning the student.

Undeclared Major (UDEC) – A student who is undecided about his/her major.

Undergraduate – A college or university student who has not received a bachelor’s degree.

Withdrawal – Termination from all classes for the term.

Work Study – Gives the student a chance to work and earn the money they need.
Campus Involvement to Great Expectations

A 4-Step Program

With all due appreciation to author Charles Dickens, the title “Great Expectations” is also most appropriate for this topic. As parents, you expect your son or daughter to graduate from college and have a happy, successful life. We expect that too. However, achieving that end result will be easier for your student if the steps below are chosen as part of the college experience. By the way, these steps are not hunches. They are verified by local and national research studies on successful college students. How can you help your student make these choices?

Step 1. Go to class regularly. Ask your student about his/her classes, books, assignments, exam dates, etc. Do they know the names of their professors? Grades are not everything, but they are important.

Step 2. Make friends on campus. Ask about other students in their classes, do they know their names? Has your student joined any student organizations? Has the student attended any student organization meetings or programs? College can be lonely if students rely only on their circle of high school friends. Is your student choosing to attend functions at his/her former high school or to spend a large amount of time with high school friends? This is a warning sign that your son or daughter is not making friends on campus.

Step 3. Get to know the faculty and administrators. This happens not only in class, but also through involvement in student organizations and participation in campus programs outside of class. Ask those same questions in Step 2. But also, ask if they’ve met any faculty or administrators. Reference letters and connections to internships, jobs, alumni, and other opportunities happen this way in college and the real world.

Step 4. Take advantage of all campus educational programs. That resume has a lot of space to fill after the name of your degree is added. ETSU offers many ways to get experience in both for-credit and non-credit programs. A “short” list includes student organization involvement, honor society memberships, service-learning courses, community service programs, internships, leadership courses, leadership seminars, student leadership positions, student governing and programming groups, etc. Ask your student frequently about his/her campus involvement.

This 4-step program is designed to give your student that successful edge needed in today’s job market. It also makes for a happy collegiate experience, happiness and success in four easy steps. Dickens would be proud.
Building Index

1........... Burgin E. Dossett Hall
          (Administration/School of Graduate Studies)
2........... Alexander Hall (University School)
3........... Gilbreath Hall (Col. of Arts and Sciences/Math/Bud Frank Theatre)
4........... D.M. Brown Hall (Science)
5........... ETSU/MSHA Athletic Center (Mini-Dome)
5A........ Gentry Field
5B........ Walker Track
6........... Burleson Hall (English)
7........... Mathes Hall (Music)
8........... Ernest C. Ball Hall (Fine Arts)
9........... Memorial Hall (Brooks Gym)
10........ Power Plant
11........ Sam Wilson Hall (College of Business and Technology)
12........ Campus Center
13........ Carter Hall (Women’s Residence Hall)
14........ John P. Lamb, Jr. Hall (Health/Col. of Public Health)
15........ Hutcheson Hall (Family and Consumer Sciences)
16........ Wilson-Wallis Hall (Technology)
17........ Clack-Vanhoy Building - Chiller Plant
18........ Warf-Pickel Hall (Claudius G. Clemmer Col. of Education)
19........ Hillrise Hall (Social Work)
20........ Earnest House
          (Research and Sponsored Programs)
21........ Lucille Clement Hall (Women’s/Men’s Residence Hall)
22........ Residence
23........ Office of Rural and Community Health
          (Kellogg)
24........ Lyle Barn
25........ Storage Building
26........ Bond Building (Physical Plant)
27........ Luntsford Apartments (Women’s Efficiency Apartments)
28........ Nell Jennings Dossett Hall (Men’s Residence Hall)
29........ West Hall (Women’s Residence Hall)
30........ Ross Panhellenic Hall (Women’s Residence Hall)
31........ Powell Hall (Men’s Residence Hall)
32........ Yoakley Hall (International Programs and Services/Honors College)
33........ Stone Hall (Women’s Residence Hall)
34........ D.P. Culp University Center
          (Student Center - Student Affairs)
35........ Amphitheatre
36........ Roy S. Nicks Hall (College of Nursing)
37........ Reece Museum
38........ Rogers-Stout Hall (Social Sciences)
39........ Charles C. Sherrod Library
40-41 ... Governors Hall (Women’s/Men’s Residence Hall)
42-43 ... New Residence Apartments
          (under construction)
44-45 .... Davis Apartments (Women’s/Men’s Efficiency Apartments)
46-47 .... Art Annex
48........ Log Cabin
49........ Wesley Foundation
50........ Presbyterian Campus Ministry
51........ Baptist Collegiate Ministry
52........ Baptist Collegiate Ministry
53-60 .. Buccaneer Village (Family/Graduate Housing)
61........ Central Receiving and Physical Plant Warehouse
62........ WETS-FM Public Radio Station
63........ First Tennessee Regional Public Health Office
64........ Information and Public Safety Building
65........ ETSU Family Medicine Associates
66........ Internal Audit
67 ........ Division of Cross-Disciplinary Studies
68 ........ Honors House
69 ........ Office of Distance Education
70 ........ Information Technology/Telecommunications Head-end Building
71 ........ Buccaneer Ridge Apartments
72 ........ Tennessee’s Early Intervention System
73 ........ (College of Education)
74 ........ School of Continuing Studies
75 ........ Wayne G. Basler Center for Physical Activity
76 ........ Scott M. Niswonger Digital Media Center
77 ........ ETSU Foundation Carillon and Alumni Plaza
          The Harry D. Powell Observatory is located
          off Narrow Lane, south of campus.
          The Frederick B. Warren-William B. Greene Jr. Golf Center is located adjacent to the
          Powell Observatory.
          The Innovation Laboratory and the Tennessee Small Business Development Center are
          located at 2109 W. Market Street.
Notes

Campus address __________________________________________________________

Phone ________________________________________________________________

Work number __________________________________________________________

E-mail address _________________________________________________________

Roommate’s name ______________________________________________________

Major ________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

__________________
Get more Bucs for your bucks.
Live where you Learn.
www.etsu.edu/housing

Is class cancelled?

Sign up for GoldAlert and get class cancellation alerts sent right to your mobile phone.

www.etsu.edu
ID BUC$ Campus Debit Card

Students may use the ETSU id card as a debit card on and around campus.

ID BUC$ are accepted at:

- The Bursar's Office
- Laundry Facilities
- The Campus Bookstore
- Vending Machines
- Student Health Services
- Campus Food Services (all locations)
- Parking Services
- Center for Physical Activity
- Library Services
- Special Events

Participating Off-Campus Merchants
(www.etsuidbucs.com/index.cfm)

Parents may make deposits to students ID BUC$ with valid student id number (_____________) by:

1. Depositing online at www.etsu.edu/id. Click guest deposit.
2. Calling 423.439.8316.
3. Visiting our office.
4. Mailing a check.

ETSU ID Services
2nd floor, DP Culp University Center
PO Box 70611
Johnson City, TN 37614