ENG 0096 **Fundamentals of Grammar and Sentence Writing (3)**
Developmental/remedial instruction in the basic elements of standard American English grammar, with an introduction to the essentials of effective written communication. Involves application of appropriate computer software. Students are placed in this course, ENG 1100 or ENG 1101, depending on placement exam score; see the local campus testing center for specific cut-off scores. Students may also be required to attend weekly sessions at a writing and/or computer center.
Note: Under no circumstance may this course be used to substitute for any general studies requirement; nor may it be used to meet minimum degree requirements. Grade of C or better and successful completion of exit exam required.

ENG 1100 **Preparatory English (3)**
Developmental/remedial instruction in composition and mechanical skills needed to write clear, effective sentences and paragraphs. Involves application of appropriate computer software and a variety of written activities. Students are placed in this course, ENG 0096, or ENG 1101 depending on placement exam score; see the local campus testing center for specific cut-off scores. Students may also be required to attend weekly sessions at a writing and/or computer center.
Note: Under no circumstances may this course substitute for any general studies requirement; nor may it be used to meet minimum degree requirements. Grade of C or better required.

MTH 0096 **Pre-Algebra (3)**
Developmental / remedial instruction including operations with whole numbers, decimals, and fractions. Ratio, percent and equation solving will be emphasized.
Note: This course is for institutional credit only and will not be used in meeting degree requirements. This course will not substitute for any general studies requirement.

MTH 1100 **Fundamentals of Algebra (3)**
Developmental / remedial instruction including integer and rational arithmetic, linear equations, inequalities, integer exponents, polynomials and factoring, rational expression.
Prerequisite: Placement or a grade of C or better in MTH 0096. Note: This course is for institutional credit only and will not be used in meeting degree requirements. This course will not substitute for any general studies requirement.

MTH 1105 **Intermediate Algebra (3)**
Developmental / remedial instruction including real and complex numbers; polynomials and factoring; rational exponents; roots and radicals; linear equations and inequalities; quadratic equations; and graphing.
Prerequisite: placement or a grade of C or better in MTH 1100. Note: This course is for institutional credit only and will not be used in meeting degree requirements. This course will not substitute for any general studies requirement.

RED 0098 **Reading I (3)**
A Developmental / Remedial instruction course for those students who are deficient in basic reading skills such as word recognition comprehension and study skills. A placement test will be required.
Note: May not be audited. Institutional credit only.

ADMISSION REQUIREMENTS

Troy University seeks to admit students who possess the intellectual capacity, maturity, previous training, and motivation necessary for success in educational programs. Troy University welcomes applications from a variety of students including traditional college age students, adults who will combine their educational pursuits with work, or life-long learners who are simply seeking enrichment. Programs and courses are offered for full-time and part-time students, and are offered in a variety of formats and times including traditional day classes, night classes, and weekend classes. Programs or classes are also available online and through other alternative methods of educational delivery.

Students are encouraged to apply well in advance of proposed start dates. The University reserves the right to investigate and review the records of any applicant to determine the applicant's eligibility to enroll.

All applicants who are graduates of accredited high schools must submit an official transcript showing graduation and a minimum of 15 Carnegie units, with three or more units in English. Of the units presented, 11 must be in academic courses.

If fraudulent information is discovered on the application form, the student may be administratively withdrawn.

Incoming students should consult with the Office of Enrollment Management for information regarding any revisions to or additional requirements in the admissions process.

Beginning Freshmen

Beginning freshmen are defined as applicants who have attempted less than 24 credit hours of coursework at other colleges or universities.

- Troy University will accept both the old SAT-1 and the realigned SAT scores. The realigned SAT scores are tests taken after March 2016 and are noted as 'new SAT' in the below requirements.

A. Unconditional Admission

Beginning freshmen who are graduates from a regionally accredited and/or state approved high school (or the General Education Diploma* (GED) may be granted unconditional admission with proof of an acceptable test score (20 on the ACT or 950 on the SAT-I or 1030 new SAT) and a minimum high school GPA of 2.00. The writing component on either test is not currently required or assessed in the evaluation for admission. Students at least 25 years of age are not required to submit ACT/SAT scores unless the high school GPA is below a 2.00.

*GED Requirements:

- After March 1, 2016 – score of 145 for all test subjects
- After January 1, 2014 – score of 150 for all test sub jects
- Before January 1, 2014 – cumulative score of at least 500 (or equivalency outside AL)

B. Conditional Admission

Any applicant who does not qualify for unconditional admission may enroll at Troy University as a conditionally admitted student by meeting the following criteria:

- If the high school GPA is less than 2.00 (on a 4.00 scale), the applicant must have a minimum composite score of 20 on the ACT or 950 on the SAT-1 or 1030 new SAT.
- If the applicant's composite score on the ACT is less than 20 (but at least 17) or less than a 950 on the SAT-1 (but as least 830) or less than 1030 on the new SAT (but at least 910), the cumulative high school GPA must be at least 2.50 (on a 4.00 scale).
- If the applicant, under 25 years of age, has earned a state issued GED (see required above) and has a composite score on the ACT of less than 20 (but at least 17) or less than a 950 on the SAT-1 (but as least 830) or less than 1030 on the new SAT (but at least 910)

Conditional admission must be cleared at the campus/site where conditional admission is granted.

The conditionally admitted student will be permitted to carry a maximum course load of 13 credit hours per semester (seven hours per term) for a maximum of 24 hours of Troy University work.

Conditionally admitted students will be granted unconditional admission status within, or upon completion of, 24 semester credit hours at Troy University with an overall 2.00 GPA. Credits earned by a conditionally admitted student are recorded on the permanent record of the student and will apply, if applicable, toward a regular undergraduate degree program. Any conditional student who fails to attain a 2.00 GPA upon completion of 24 hours attempted at Troy University will be dropped from the program. However, a conditionally admitted student earning a 0.00 GPA on the first six hours will be dropped from the program.

A conditionally admitted student whose academic performance results in being dropped from the program may appeal for readmission to the University, after a period of 12 months, through the campus-specific Conditional Appeals Committee (CAC) where the original conditional admission was granted. Students who have transferred to accredited universities after being dropped from the program and wish to return to Troy must apply for admission through the Office of Enrollment Management.

C. Other

· Early Admission

Admission granted to the University concurrent with secondary school enrollment where academic credit is awarded only by the University. Applicants desiring early admission should be at least 10th graders in high school with at least a 20 ACT/ 950 SAT-1/1030 new SAT and a 3.00 GPA. Additionally, applicants must submit a letter from a school official authorizing their enrollment under this status.

· Dual Enrollment

High school students may enroll in college courses in an attempt to concurrently receive college and high school credit for equivalent coursework. This program is a cooperative effort on the part of the various high schools and Troy University. Applicants desiring admission should be at least 10th graders in high school with at least a 20 ACT/ 950 SAT-1/1030 new SAT and a 3.00 GPA. Additionally, applicants must submit a letter from a school official authorizing their enrollment under this status.

-Active Duty Military

Active duty military applicants who may not be able to provide all required documents for admission due to reasons such as deployment, may appeal to the Associate Vice Chancellor of enrollment on appropriate campus designee for special consideration.

- Unclassified Admission

Limited to active duty military, National Guard, or Reserve, unclassified admission allows a student to enroll with the University in their initial term/semester of enrollment without submission of transcripts and/or test scores. Submission of the application for admission is required. Additionally, students applying for this status must submit **one** of the following as proof of military status at the time of application:

- Leave Earnings Statement
- Form DD214
- Letter from commanding officer

The maximum credit hour load for a student under unclassified admission is six credit hours (for a nine week term) or 12 credit hours (for a 16 week semester). No federal financial aid (Pell Grant, student loans, etc.) will be awarded to students under this status.

Students enrolling under this classification must provide all official transcripts from previous institutions attended prior to completing the first term of enrollment. Once all appropriate documents have been evaluated, a decision regarding regular admission to the University will be made. Students not meeting the under-

graduate admission requirement will not be permitted to enroll in subsequent terms or semesters.

Transfer Applicants

Transfer applicants must have attempted at least 24 credit hours of coursework, excluding developmental/remedial courses, at other regionally accredited colleges or universities.

Academic credit and/or degrees accepted by Troy University must be earned at regionally accredited U.S. institutions or at foreign universities whose academic credit and/or degrees have been evaluated and determined to be equivalent to that awarded by a U.S. institution. All transfer credit is evaluated in terms of level, content, quality, comparability, and degree program relevance.

Transfer applicants must have official transcripts (on security paper with registrar's signature and without "issued to student") from each college or university they have previously attended sent directly to 100 University Park, Troy University, Troy, AL 36082. Transfer applicants must also submit transcripts from colleges where registration was completed, even though credit might not have been earned. Transfer applicants must have attempted a minimum of 24 hours of non-developmental/remedial coursework at another college or university to be admitted as a transfer student. A student may not be enrolled at another college or university and Troy University at the same time without prior approval of the Associate Vice Chancellor of Enrollment Management or the appropriate campus designee.

A. Unconditional Admission

Transfer applicants will be granted unconditional admission if they are in good standing at the last college attended and if they have an overall GPA of 2.00 (4.00 scale) or better on all college/university work attempted. Technical and developmental/remedial work is not considered in determining grade point average. Applicants who have been suspended from another institution for any reason must be eligible to return to that institution before being considered for admission to Troy University. No conditional admission provision is available for transfer students. Applicants not meeting the unconditional admission requirement who demonstrate significant potential for success and have perhaps overcome legitimate and extenuating circumstances, may be granted admission by appealing to the Associate Vice Chancellor for Enrollment Management or designee.

B. Active Duty Military

Active duty military applicants who may not be able to provide all required documents for admission due to reasons such as deployment, may appeal to the dean of enrollment on appropriate campus designee for special consideration.

International Admission: Additional information for beginning freshmen and transfer applicants

Contact information for international applicants:

Center for International Programs
003 Hawkins Hall
Troy University
Troy, AL 36082
USA
(334) 670-3335
intladm@troy.edu

Application for admission should be made at least three months in advance of the proposed term of Troy University. The admission process begins with an online application located at http://www.troy.edu/international/studyattroy/index.html. Questions may be addressed to the International Admissions Office by email at intladm@troy.edu or by telephone at 1-334-670-3335.

Additional Requirements for a Student Visa

Only the Troy University campuses in Alabama are approved to host students on a nonimmigrant student visa.

First-Time University Students

The following documents must be filed with the Center for International Programs:

1. International Admission Application
2. Official secondary school transcript or mark sheets including notice of graduation.
3. English proficiency* requirements—One of the following:
   - Test of English as a Foreign Language (TOEFL) score. The minimum acceptable score is 500 for the paper test, 173 for the computer-based test, and 61 for the Internet-based test. The IELTS minimum score is 5.5. *or*
   - ACT minimum score composite score of 20, with not less than 18 on the English component
     or
   - SAT minimum score of 1050, with no less than 480 on the Reading and Writing score.
4. Pay international application Fee of $50 USD.

** Students can obtain conditional admission without the listed test scores. These students must take ESL placement test and pass its requirements in order to matriculate into academic programs.*

Transfer Credit from Universities in the United States

International students transferring from universities in the United States must submit the following documents in addition to the ones listed above:

1. An official transcript, including all work completed at other U.S. universities. Minimum GPA 2.00 (4.00 scale).
2. Adviser's Report Form from the current student adviser.
3. Either TOEFL scores or a record of a grade of "C" or better in English composition at a United States university.

International students transferring from universities outside the United States must submit the following documents in addition to the ones listed above:

- An official transcript, including all coursework completed at all other universities attended, along with an official English translation. Minimum GPA must be equivalent to a United States GPA of 2.00 on a 4.00 scale.

Transfer Credit from Foreign Universities

Depending on home location and/or immigration status, students seeking transfer of credits from regionally recognized foreign institutions may pursue one of the following two methods for the official International Transfer Credit Evaluation.

1. Students who hold F/J visas AND are attending one of Troy University campuses located in Alabama (Troy, Dothan, Montgomery, and Phenix City) will be required to present to the Troy University International Admissions Office (IAO) original transcripts including an English translation and university prepared course descriptions for processing through the Academic Evaluation Center.
2. Students who are **not** attending TROY on F/J visas, but who have international credits they wish to have evaluated (**i.e. non-partner TROY Online / military affiliated students, or students holding other visa types**), must request an official course-by-course evaluation from any evaluation agency which is a member of NACES (http://naces.org/members.htm/) or a copy of AACRAO evaluation if one was completed prior to September 2016 to be sent to the following address:

   Troy University
   TROY Online Student Services
   100 University Park
   Troy, Alabama 36082

Students must also request official transcripts and course descriptions to be sent to the above address at Troy University directly from the issuing institutions and submit the online request form for academic evaluation located at:

https://forms.troy.edu/forms/academic/index.html.

Please visit:

http://www.troy.edu/records/aec/foreigntransfercredit.html

for more information.

English Proficiency Requirements for Admitted Students

An ESL placement test will be administered to admitted students who do not meet English proficiency requirements for first-time and transfer students.

Placement in English as a Second Language classes or into academic classes will be based on attainment of identified cut-off scores on this test. Contact the Center for International Programs at esl@troy.edu for specific information.

To admit students from ESL to academic programs based upon their achievement in the Intensive English Program, the following process will be used.

- Initially arriving international students who do not meet the English proficiency requirements will be administered an ESL placement test. Attaining a passing score on that test above placement into Level VI will be eligible for full-time study in their academic program.
- Students placed into advanced level ESL classes who earn a 3.0 GPA in ESL courses in their final term shall then meet the University's English language proficiency standard for admission. Students will take a final examination, which will count for 30% of the final grade, in each of the four ESL courses. Each final examination will be prepared by a committee made up of the Troy ESL faculty who teach the upper-level ESL courses.

Undergraduate "advanced-level" ESL students may take academic classes at the same time as ESL classes if they meet the specific criteria in the ESL Student Handbook. Students who achieve a GPA of at least 2.0 in each non-ESL course and 3.0 or higher in ESL courses will be eligible to be fully admitted. Any "advanced-level" student not achieving admission during his or her first semester will be required to repeat the part-time academic/part-time ESL enrollment in the next semester or to take only ESL classes, at the discretion of the ESL Director.

International students who are non-native speakers of English must take an ESL writing placement examination, administered by ESL in order to place in an English composition course, ESL 1100 or ESL 1101.

NOTE: Students may take the ESL placement test and the paper version of the TOEFL examination only once while registered for any ESL and/or academic classes at Troy University.

English Placement for Non-native Speakers of English

Any student whose first language is not English must submit an official score report for the Test of English as a Foreign Language (TOEFL), the International English Testing System (IELTS), or the ACT Compass ESL examination. Students who do not meet the minimum English proficiency requirements specified for the TOEFL, IELTS or ACT Compass ESL test will be placed at the appropriate level in the Troy University English as a Second Language (ESL) program. The ESL program is available on the Troy Campus.

Audit

Students may audit any Troy University course by indicating audit at the time of registration. No credit will be given, no hours attempted will be earned, and fees will be assessed based on the audit credit hour rate. Audit hours are not counted in maximum or minimum credit load limits and no credit will be earned.

Students may change from audit to credit or from credit to audit within the designated drop/add period the first week of classes, a period allowing students' flexibility to change classes without academic or financial penalty

Transient Status

Student from another institution wishing to enroll at Troy University as a transient student (Transient students are not eligible for financial aid.)

A student enrolled at another institution who is in academic good standing may wish to study at Troy University and then return to the original institution. The student should make application as a transient student with appropriate transient authorization. In order to complete this process, students desiring to enroll at the Troy Campus must submit the completed Medical History Form. Students granted transient admission should request that official Troy University transcripts be sent to the home institution.

Troy University student wishing to enroll as a transient student at another institution

A student receiving prior Troy University transient authorization does not need to be readmitted if the absence does not go beyond the term authorized. Troy University transient authorization assumes the student remains in good standing and has not officially withdrawn from the University for the term that authorization was granted. The student must provide an official transcript from the institution attended. A student returning beyond the approved transient authorization must reapply under the readmission rules.

Readmission to Troy University

Former Troy University students in academic good standing

- *One to three year absence: readmission form required*

Students who have not been enrolled for one to three years must apply for readmission through the admissions office of the campus they wish to attend. A Medical History Form is required for students readmitted to the Troy Campus.

- *More than three year absence: new application required*

Students who have not been enrolled for more than three years must complete a new application and will be subject to new catalog and program requirements. The student may not be granted a new one term temporary status but must clear all admission requirements prior to registration.

Prior temporary, unclassified and conditional admissions status at a different home location from where student is readmitted

Temporary and unclassified students must clear admission with their original home location before taking classes at another Troy University location. Conditional students must clear admission requirements at their original home locations to fulfill their conditional contracts prior to enrolling at another Troy University location.

Readmission after academic suspension

Students suspended from Troy University must apply for readmission and may be readmitted under probation after serving suspension. Under certain mitigating circumstances, students may appeal their suspensions through the appropriate campus designee.

Readmission for conditionally admitted students dropped from program

Students dropped from program are not allowed to re-enroll at the University for at least 12 months. Students interested in re-enrolling should contact the Admissions Office at the Troy University campus that granted conditional admission.

Receiving transient authorization

Students receiving prior Troy University transient authorization do not need to be readmitted if their absence does not go beyond the timeframe authorized. Troy University transient authorization assumes that the student remains in good standing and has

not officially withdrawn from the University for the time period authorization was granted. Students must provide official transcripts from the institutions attended.

Post Degree Status

Students who have earned baccalaureate degrees or higher degrees from the University or from other institutions may enroll for additional undergraduate coursework as post degree students.

Transcripts with posted degree must be submitted. Some campuses may require submission of the completed Medical History Form in order to complete this process.

Temporary Admission

Temporary admission may be granted to an applicant who has submitted incomplete information or documentation for full admission to the University. Temporary admission may be granted for one term. Students granted temporary admission must submit all complete and/or official records before the end of the term for which the temporary admission was given. With the permission of the Associate Vice Chancellor of Enrollment Management or the campus/site designee, a second temporary may be extended for the subsequent term. In the event the final records indicate that the student is not eligible for admission, the student shall be administratively withdrawn with no refund issued.

Admission for Students Graduating from Non-Accredited Institutions (Including Home Schooled Students)

Students attending institutions which are not regionally accredited may submit transcripts for review to determine admissibility. The regional accrediting agencies are as follows:

- Middle States Association of Colleges and Schools
- New England Association of Schools and Colleges
- North Central Association of Colleges and Schools
- Northwest Commission on Colleges and Universities
- Southern Association of Colleges and Schools
- Western Association of Schools and Colleges

Students graduating from home-school programs must comply with the same requirements as students graduating from traditional programs.

International Transcripts:

The validity of international transcripts will be determined by the Office of International Admissions.

Provisional Credit:

If a student meets regular admission standards and has earned college level courses at an unaccredited institution of higher learning, the student may be given provisional credit. However, the credits will not be considered for acceptance until the student has attended Troy University as a full-time student for two semesters and has met the grade point average necessary for good standing. Credits will be reviewed by the dean of the discipline and the Records Office. A determination will be made based on (1) the unaccredited institution's affiliation with the Commission on Recognition of Post Secondary Accreditation; and/or (2) acceptance of credit by at least three other accredited institutions located in the area of the unaccredited institution. Contact the dean of enrollment management or the Global Campus site director for more information.

Additional Admissions Notes

Active duty military, National Guard, Reservist, and veterans may be admitted on the basis of an exempted ACT or SAT score requirement, regardless of age. These students will be required to present a military ID or DD 214 as part of their application submission in addition to the high school transcript or GED score.

Also, Students who are certified as "qualifiers" through the Eligibility Center of the NCAA are eligible for admission. Students who have been certified by the NCAA must submit required test scores and transcripts to the Office of Admissions. Evaluation of credentials determines the enrollment status: unconditional or conditional.

The following individuals shall be charged a rate of tuition not to exceed the in-state rate for tuition and fees purposes:

• A Veteran using educational assistance under either chapter 30 (Montgomery G.I. Bill – Active Duty Program) or chapter 33 (Post-9/11 G.I. Bill), of title 38, United States Code, who lives in Alabama while attending a school located in Alabama (regardless of his/her formal State of residence) and enrolls in the school within three years of discharge or release from a period of active duty service of 90 days or more.

• Anyone using transferred Post-9/11 GI Bill benefits (38 U.S.C. § 3319) who lives in Alabama while attending a school located in Alabama (regardless of his/her formal State of residence) and enrolls in the school within three years of the transferor's discharge or release from a period of active duty service of 90 days or more.

• Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school. The person so described must have enrolled in the school prior to the expiration of the three-year period following discharge or release as described above and must be using educational benefits under either chapter 30 or chapter 33, of title 38, United States Code.

• Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in Alabama while attending a school located in Alabama (regardless of his/her formal State of residence).

• Anyone using transferred Post-9/11 G.I. Bill benefits (38 U.S.C. § 3319) who lives in Alabama while attending a school located in Alabama (regardless of his/her formal state of residence) and the transferor is a member of the uniformed service who is serving on active duty.

• The policy shall be read to be amended as necessary to be compliant with the requirements of 38 U.S.C. 3679 as amended.

ACADEMIC REGULATIONS

Academic Year

Troy University operates on the semester system. Some courses are offered on an accelerated semester schedule/term.

Associate Degrees

Degree Requirements

In order to receive the associate degree, students must complete all course requirements for the degree. An associate degree cannot be declared if a baccalaureate degree has been awarded in the same program.

Credit Hours

The student seeking an associate degree must meet the following requirements:

1. A minimum of 60 semester hours.
2. At least 50% of the degree program must be traditional academic credit (excludes credit by correspondence, challenge exams, etc.).
3. No more than 25% of the degree may be earned using portfolio-based credit. (*See Specialized Curricula-Experiential Learning Credit.)*
4. At least 25% of the credit hours required for the degree must be completed in residence with Troy University. See the Academic Evaluation available on Student Planning.
5. Nine semester hours must be completed in residence at Troy University in the major area of concentration. See *Residency* for additional information.

Grade Point Average

1. A candidate for graduation must have an overall institutional average of C (2.0 GPA).
2. A candidate for graduation must have an overall cumulative average of C (2.0 GPA).
3. A candidate for graduation must have an overall average of C (2.0 GPA) in the concentration.

Second or Subsequent Associate Degrees

The following policies apply:

1. No more than one Associate of General Education degree may be earned.
2. Credit earned in a concentration or major may be used to meet the requirements of only one associate degree.
3. Credit earned in a concentration or major may not be used retroactively to satisfy the requirements of another associate degree.
4. Only one degree will be conferred on a student for any term/semester.

Requirements

1. Complete the first degree as certified by the registrar.
2. Declare a new program of study after the first degree has been certified as completed by the registrar.
3. Earn an additional 15 semester hours in residence in the declared program (see residency credits under residency).
4. File an Intent to Graduate form at www.troy.edu/records/graduation/intent.html in accordance with the published deadlines.
5. Meet all current requirements for the second or subsequent degree. An associate degree cannot be declared once a baccalaureate degree has been awarded in the same program.

Attendance Policy

Students receiving financial assistance are required to attend classes according to the regulations for financial assistance benefits in addition to those regulations required for the course.

Faculty members may levy academic penalties upon unexcused absences. However, such penalties for unexcused absences will be a part of each course syllabus and will be distributed to each class at the beginning of the term and a copy filed in the departmental office.

Auditing a Course

A student may audit any Troy University course by indicating audit at the time of registration. No credit will be given, and fees will be assessed based on the audit credit-hour rate. Audit hours are not counted in maximum or minimum load limits. Students are not permitted to change from audit to credit hours after the last day to add a course, or from credit to audit after the last day for dropping a course.

Baccalaureate Degrees

Note: Students earning a degree in the College of Education should refer to the *Education* section for requirements.

Degree Requirements

In order to receive the baccalaureate degree, the student must complete all requirements for the degree.

Credit Hours

The student seeking a baccalaureate degree must meet the following requirements:

1. A minimum of 120 semester hours.
2. At least 50% of the degree program must be traditional academic credit (excludes credit by correspondence, challenge exams, etc.).
3. No more than 25% of the degree may be earned using portfolio-based credit. *See Specialized Curricula-Experiential Learning Credit.*
4. At least 25% of the credit hours required for the degree must be completed in residence with Troy University. (See the Academic Evaluation available on Student Planning.)
5. Twelve semester hours of work in each major field must be completed in residence with Troy University. See *Residency* for additional information.
6. A course may be used to satisfy only one requirement. For example, if the same course is required for both the major and minor selected, it may be used to satisfy only one of these requirements. An additional course or courses must be completed to satisfy the remaining requirement.

Grade Point Average

1. A candidate for graduation must have an overall institutional average of C (2.0 GPA). *Note: The School of Education requires a 2.75 GPA for any degree program that must meet TEP requirements. See Teacher Certification for additional Information.*
2. A candidate for graduation must have an overall cumulative average of C (2.0 GPA).
3. A candidate for graduation must have an overall average C (2.0 GPA) in each major field.

Second or Subsequent Baccalaureate Degrees

In order to earn a second or subsequent baccalaureate degree, a student must:

1. Complete the first degree as certified by the registrar.
2. Declare a new program of study after the first degree has been certified as completed by the registrar.
3. Earn an additional 30 semester hours in residence in the declared program (see residency credit.)
4. Earn a minimum of 12 semester hours (beyond the previously earned degree) in the major field.

5. File an Intent to Graduate form at www.troy.edu/records graduation/intent.html in accordance with the published deadlines.
6. Meet all current requirements for the second or subsequent degree.
7. A course may be used to satisfy only one requirement. For example, if the same course is required for both the major and minor selected, it may be used to satisfy only one of those requirements. An additional course or courses must be completed to satisfy the remaining requirement.

Students With a Completed Bachelor's Degree

Some or all General Studies requirements may be waived for the TROY **bachelor** degree programs for students who have earned a previous bachelor's degree **in transfer** from a regionally accredited institution provided the General Studies courses are not direct prerequisites for courses needed at TROY for the selected associate degree program or are not directly specified for the student's major/program. Regardless of any waived coursework, all residency requirements for TROY (minimum 25% of degree hours) and in the major/concentration area (minimum 12 hours) must still be met. All requests for waivers must be communicated to the appropriate Troy University campus registrar prior to beginning any Troy University course work toward this bachelor's degree.

Institutional Assessment of Student Academic Performance

Troy University is committed to the continual improvement of its educational programs. The University periodically conducts assessments of student outcomes; therefore, a student can expect to participate in academic outcomes assessment activities during his or her time of enrollment.

Class Section Cancellation

The institution reserves the right to cancel any class section due to insufficient enrollment.

Classification

Hours Earned	*Classification*
Less than 30	Freshman
30-59	Sophomore
60-89	Junior
90 or more	Senior

Credit Definitions

Regular Credits

College credits are expressed in semester hours or credit hours.

Credit Hour Equivalency

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks (does not include final exam time) for one semester or the equivalent amount of work over a different amount of time; or
2. 50 minutes of classroom instruction plus additional out of class work-the general expectation is two hours-for fifteen weeks is the basis for a credit hour; or
3. a minimum of 2,250 minutes per three semester hour course of instruction, which does not include final exam time; or
4. an amount of work represented in intended learning outcomes that are at least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Laboratory Credits

Two hours of laboratory work are usually accepted as the equivalent of one hour of regular class work. The actual number of hours is determined in order to satisfy the course objectives.

Credit by Examination

Credit is allowed for CLEP, General and Subject Examinations, the Advanced Placement program, IB, GCE-A/AS, and DSST examinations as approved by the Academic Council and department chairs. The number of credits allowed for satisfactory performance on the general examinations may be reduced by the amount of credit the student has previously earned in the subject matter areas covered by the examinations.

Some departments of the University have developed challenge examinations in areas which, with approval of the Academic Council, can be used in lieu of certain required courses. Consult the appropriate department chairs for additional information.

Experiential Credit

Troy University recognizes that learning equivalent to the college level can occur outside the formal structure of accredited colleges and universities. Policies and procedures have been established for the assessment of this learning based upon the "Principles of Good Practice in Assessing Experiential Learning" recommended by the Council for the Adult and Experiential Learning (CAEL).

In addition, credit as recommended by the American Council on Education may be granted for learning acquired through military, industrial, or regionally accredited technical school training programs where the learning is applicable to the student's degree program.

Experiential credit is considered non-traditional credit and will be posted only after the student has satisfactorily completed 12 semester hours of undergraduate credit with Troy University and has attained unconditional admission status.

Provisional Credit

If a student meets regular admission standards and has earned college level courses at an unaccredited institution of higher learning, the student may be given provisional credit. However, the credits will not be considered for acceptance until the student has completed 24 credit hours with a cumulative GPA of 2.0 or better at Troy University. Credits will be reviewed by the dean of the discipline and the Records Office. A determination will be made based on (1) the unaccredited institution's affiliation with the Commission on Recognition of Post Secondary Accreditation; and/or (2) acceptance of credit by at least three other accredited institutions located in the area of the unaccredited institution.

Transfer Credit

Transfer credit is defined as college credit that was earned at a regionally accredited institution and is transferable and accepted for credit toward degree programs at Troy University, and credit recommended by the American Council on Education.

In addition, credit as recommended by the American Council on Education may be granted for learning acquired through military, industrial, or regionally accredited technical school training programs where the learning is applicable to the student's degree program.

See the *Admissions* chapter of this catalog for more information regarding transfer credit.

Transient Credit

A currently enrolled student who wishes to study at another institution for a term should consult with the Records Office concerning procedures and required approvals. Any courses taken by a student after the initial registration with Troy University must have prior approval by the University, and transient hours must be included with the student's semester load for load-limit purposes. If a student takes coursework at another institution without proper transient authorization, the University reserves the right to deny credit for these courses. No more than six semester hours of credit may be taken as Transient after the last term of enrollment with Troy University.

Course Sequences

In general, students should take all required courses in their plan of study in the appropriate numeric sequence when possible, unless otherwise stated in this catalog or by the student's assigned academic advisor. Courses and programs that have prerequisite requirements must not be attempted until the necessary prerequisites have been satisfactorily met.

Advanced Courses

Advanced courses are courses at the sophomore level or above.

Upper level courses

Upper level courses are courses at the junior level or above.

Numeric course sequencing

- 0090 sequence: Developmental/remedial courses (*do not count toward degree requirements*)
- 1100 sequence: Freshman level *(exceptions noted in course descriptions as related to developmental/remedial course work)*
- 2200 sequence: Sophomore level
- 3300 sequence: Junior level
- 4400 sequence: Senior level
- 5500 sequence: Graduate courses (*open to seniors by permission*)
- 6600 sequence: Graduate students only
- 7700 sequence: Education Specialist students only
- 8800 sequence: Graduate students only—doctoral level

Credit Load Calculation

Definitions

- A "semester" is defined for hour limit purposes as 16 weeks of class meetings.
- A "term" is defined for hour limit purposes as up to a nine week period of class meetings.
- A "session" is defined for hour limit purposes as up to nine weeks of class meetings within a semester.

Fall, Spring, and Accelerated Semesters/Terms

- Minimum Full-Time Undergraduate Load: 12 semester hours (six semester hours for accelerated semester/term schedules).
- Maximum: 18 semester hours (10 semester hours for accelerated semester/term).
- Overload: 19-21 semester hours (11-13 semester hours for accelerated semester/term schedules). Credit overload requires unconditional admission status, a minimum institutional GPA of 3.5, recommendation from of the student's academic adviser, and signature of the dean, or designee. Undeclared majors requesting an overload must have the signature of the Associate Provost/Dean of Undergraduate Studies or his designee.
- Students on academic probation: Limited to 13 semester hours (seven semester hours for accelerated semester/term schedules)

Summer Semesters (Alabama Campuses)

- Minimum Full Time Undergraduate Load: 9 to 12 semester hours (over the entire summer). Students are advised that full -time status for federal financial assistance is 12 semester hours.
- Maximum: 13 semester hours
- Overload: 14-15 semester hours. Credit overload requires unconditional admission status, a minimum institutional GPA of 3.5, recommendation from the student's academic adviser, and signature of the dean or designee. Undeclared majors requesting an overload require the signature of the Associate Provost/Dean of Undergraduate Studies or his designee. Students on Academic Probation: Limited to 10 semester hours.

Important note regarding concurrent enrollment: Within the beginning and ending dates of a fall or spring semester, concurrent enrollment in the semester and any term(s) may not exceed 18 hours. Enrollment in more than 18 hours requires a student to meet the University policy for an overload.

Concurrent enrollment in the summer semester and any term(s) may not exceed 13 hours. Enrollment in more than 13 hours requires a student to meet the University policy for an overload.

The maximum number of overload hours for any fall or spring semester block of time is 21.

Drop

A student who wishes to reduce, but not entirely eliminate, his or her credit load may drop a course. Students may drop a course or courses online via Student Planning, or submit a request in the Record's Office.

The last day to drop a course will be assigned for each term, session or semester based on 65% completion of the length of the course. Dates will be published in the Academic Records web page (www.troy.edu/records). The 65% rule also applies to international teaching locations.

- ***From Early Registration through Late Registration-Free Course Schedule Adjustment Period***

  Students may drop a course or courses during the Free Course Schedule Adjustment Period. Tuition and refundable fees will be returned.

- ***From the end of Late Registration (Free Course Schedule Adjustment Period) through the last day to Drop***

  A non-punitive grade of DR will be assigned up until the last day to drop, as posted in the Schedule of Classes and on appropriate web pages. **Students may not drop after the deadline**. Any student who fails to do so will be assigned a grade.

  Extenuating circumstances such as military deployment must be properly documented before an exception can be considered.

Grade Appeals

Faculty members have the authority to grade student work and to assign grades, these are academic judgments. A faculty member's syllabus enumerates student academic performance expectations and consequences. Faculty members render academic judgments when a student's academic performance violates established standards or fails to meet stated expectations. Academic judgments, made by faculty, are based on academic content, course requirements, and student performance. Students may not appeal grades based on allegations concerning the competence of a faculty member, the fairness of examinations, the difficulty of a course, or other matters of a purely academic nature. Grades for individual assignments and exams may not be appealed. While it is recognized that faculty hold the right and responsibility to grant a grade, a student who receives a course grade that he or she believes to be unwarranted for reasons other than those listed above may appeal that grade using these stated procedures:

Step 1. Within the first four weeks of the start of the following term or semester in which the grade is received, the student shall have informally appealed the grade to the instructor. If that instructor is not teaching at Troy University during the term following issuance of the grade, the student will make contact with the instructor through the department chair to informally appeal the grade. In the case of a course taught through TROY Online, students should contact their home campus or site to determine the person designated by the appropriate college dean to assist the students with their appeals.

Step 2. If the issue is not resolved at this informal level and the student wishes to pursue the appeal, the student shall request in writing a meeting with the respective department chair. This request shall be addressed to the department chair and shall be received no later than the end of the fifth week of instruction for the term or semester following issuance of the grade. The request must summarize the student's complaint and the student's informal appeal to the instructor. In the case of a course taught through TROY Online, students should contact their home campus or site to determine the person designated by the appropriate college dean to assist the students with their appeals.

Step 3. Within two weeks of receipt of the request, the department chair shall discuss the appeal with the student and with the instructor, separately or at the same time. If the department chair upholds the decision, the matter is closed. The decision is final.

Step 4. If the department chair does not support the decision of the instructor, the matter shall be appealed within two weeks of the department chair's decision to the designated associate dean or dean of the college. The department chair will forward the appeal package to the designated associate dean or dean. The designated associate dean or dean will empanel three full-time faculty colleagues from the department and/or discipline to review the matter. *The decision of this panel shall be final and binding on all parties.*

Note: Students may not use this procedure to appeal grades resulting from violations of academic honesty. Students should refer to the *Oracle*, the University's official student handbook, for those appeals.

Grade Point Average (GPA)

The grade point average is computed by dividing the number of credit hours attempted into the total number of grade points earned. The official transcript displays two GPA types: (1) The institutional GPA is based on hours attempted with Troy University only; (2) the Cumulative GPA is based on hours attempted with Troy University *and* transfer institutions.

Grading System

Note: Some grades, in addition to the "F", calculate as an "F" in the grade point average.

Honors and Awards

Chancellor's Honor List

Full-time undergraduate students who are registered for 12 semester hours and who earn a grade point average of 4.00 qualify for the Chancellor's List, which is published at the end of each term. A Troy University part-time student who earns a 4.00 grade point average on 12 consecutive semester hours of credit will also be named on the Chancellor's List.

Provost's Honor List

Full-time undergraduate students who are registered for 12 semester hours and who have a grade point average of 3.65 or higher qualify for the Provost's List, which is published at the end of each term. A Troy University part-time student who averages 3.65 or higher on 12 consecutive semester hours of credit will also be named on the Provost's List.

Graduation with Honors

To be eligible for graduation honors, students must have earned a minimum of 30 semester hours of non-pass/fail work at Troy University prior to their final registration. Honors will be calculated based on the average of all hours attempted at Troy University and transfer credit, excluding any remedial courses.

Please note: Due to the unavailability of grades for the final semester during the time commencement programs are printed, honors designations are based on the grade point average earned through the previous academic term. Final academic honor designations are determined after grades have been posted. Final, official honor designations will be printed on the transcripts. Diplomas will be reprinted for students whose last term alters the honors designation.

Undergraduate honor students are awarded differentiated diplomas as follows:

- Cum Laude: Grade point average of 3.40
- Magna Cum Laude: Grade point average of 3.60
- Summa Cum Laude: Grade point average of 3.80

Grade	Description	Credit	Grade points per credit hour
A	Excellent	Yes	4
B	Above Average	Yes	3
C	Average	Yes	2
D	Below Average	Yes	1
F	Failure	No	0
AU	Audit	No	0
DR	Dropped course prior to the published deadline	No	0
FA	Did not attend any classes	No	0
I	Incomplete	No	0
FI	Course requirements not completed by end of time limit for course assigned an Incomplete. Assigned by registrar. *(Calculates as an F in the GPA)*	No	
NG	No grade reported by faculty at end of term (assigned by Registrar)	No	0
P	Pass	Yes	0
W	Withdrawal prior to the published deadline	No	0

Inclement Weather and Emergency Situations

Both faculty and students are responsible for meeting all assigned classes. In the event of inclement weather, faculty and students will be expected to attend classes as usual as long as they may do so without risking peril to themselves or to others. During periods of inclement weather, faculty and students will not be penalized for absences dictated by perilous conditions. In severe cases of inclement weather or other emergency conditions, each campus or sitewill announce cancellation of classes through local and regional media as well as through the University's website.

As part of Troy University's efforts to provide accurate, timely information to our University community, the SOS communication system delivers emergency notices to a variety of electronic devices. To subscribe to SOS visit the SOS– Emergency Information web page at http://trojan.troy.edu.

Incomplete Grade

This incomplete grade policy replaces all other incomplete grade policies as of August 9, 2012.

If a student is unable to complete all course grading requirements, the student may be eligible to request the assignment of an incomplete grade. An incomplete grade is not automatically assigned by the instructor, but must be requested by the student and approved by the instructor. The decision to approve or reject a student's request for an incomplete grade is at the discretion of the instructor using the following criteria:

- Student submits a completed "**Petition for an Incomplete Grade"** form prior to assignment of a course grade.
- Student's progress in the course is deemed satisfactory.
- Student is passing the course when the request is made.

- The circumstances that prevented the student's completion of course requirements are beyond the student's control, and adequate documentation is provided.

Time limit for removal of incomplete grade

Any student who receives an "I" must adhere to the deadlines set by the instructor for when required assignments must be received. The deadline must not exceed 9 weeks from the date of the end of the term that the "I" was awarded. All set deadlines apply whether or not the student enrolls for the semester or term following the assignment of the incomplete grade. Work received on or before the instructor set deadlines will be graded and computed into the final course grade. The instructor will submit a **"Change of Grade"** form to the registrar on or before the last day to remove an Incomplete from the previous semester or term published in the University's master calendar. Student assignments not received by instructor deadlines will not be graded and a "Change of Grade" form will not be submitted. If a "Change of Grade" form is not submitted by the appropriate time, the "I" will automatically be converted to an "FI". An "FI" is calculated as an "F" when determining grade point average.

Placement in Academic Courses

A student may be placed in an advanced section of a given subject area if the student's record indicates a high degree of achievement or if it indicates the student has successfully completed studies that should not be duplicated. Troy University does not accept placement exemptions granted by other institutions. Students are allowed one subsequent retest in both Math and English after their initial attempt at placement testing. Students must wait a minimum of 30 days before being allowed to retest. Any placement exams taken within the 30 day wait period will not be accepted. All placement test scores must be less than three (3) years old to be accepted by Troy University. For more information, students should consult their academic advisers and/ or their respective academic departments.

ACT (English): with ACT (English) score of 30-34, student will receive three hours credit for ENG 1101.

ACT (English): with ACT (English) score of 35-36, student will receive six hours credit for ENG 1101 and ENG 1102.

SAT (Verbal): with SAT (Verbal) score of 680-710 or new SAT 720-740, student will receive three hours credit for ENG 1101.

SAT (Verbal): with SAT (Verbal) score of at least 720 or new SAT 750, student will receive six hours credit for ENG 1101 and ENG 1102.

Readmission

To be readmitted to Troy University, students who have been out of attendance with the University for one year or more must apply through the Admission's Office. The following categories are available:

1. **Former Students in Good Standing:** Troy University students who have been out of college for one year or more must apply for readmission before they will be permitted to register. Any student attending the Troy Campus who has not filed a Student Medical Record with the University Health Center within the last six months must submit a new Student Medical Record.
2. **Students Suspended from Troy University:** Students who have been suspended from Troy University must apply for readmission and may be readmitted under probation after serving suspension. However, students may appeal to the Senior Vice Chancellor of Academic Affairs or designee for readmission under certain mitigating circumstances to avoid suspension. Appeal forms are available in the Registrar's Office.

Registration

Students should register during designated registration times. Once students have registered for a course or courses, they have incurred a financial commitment which must be met. Students can pay their tuition on line by accessing the View Account and Make Payments tab on Trojan Web Express.

Students must be registered for all classes prior to attendance in these classes. If a student's name does not appear on a class roster, they may not sit in or otherwise attend the course.

Students who fail to attend a class without following drop/ withdrawal policies will receive a grade of "FA" and still be charged full tuition and fees. Students with an outstanding balance will not be permitted to register for future terms.

Registration in Special Programs

1. Contract Program

Entering students who do not find a stated program which meets their specific needs should consult the department chair to discuss the possibility of a contract program, which normally consists of at least 30 hours of a regular academic major and 36 hours of agreed upon electives that contribute to the student's program of study, not to exceed 77 semester hours. All General Studies requirements must be met. See the appropriate department chair for additional information.

2. Accelerated Study for Superior Students

This opportunity permits enrollment in an accelerated or broadened program through registration for credit hours above the normal load. For specific credit loads permitted, see *Credit Load*.

3. Independent Study and Research

This program consists of several special study and research courses. Guided Independent Research, Guided Independent Study, and Honors Independent Study are offered in various departments.

Guided Independent Research (course numbers 4491 and 4492, one to three credit hours per course): Undergraduate research with attention to critical evaluation of research techniques, methods and procedures. Prerequisite: Junior or senior standing with a minimum overall GPA of 3.0, permission of guiding professor, approval of the department chair and dean. A written request must be submitted to the department chair at least two weeks in advance of the term the research is to be undertaken; application forms are available in the Registrar's Office. Guided Independent Research may be taken only in the applicant's major or minor field.

Guided Independent Study (course numbers 4493 and 4494, one to three credit hours per course): Supervised study through internship, field or laboratory projects, guided readings, creative endeavors, or achievement in specific skills. Prerequisite: Junior or senior standing, permission of guiding professor, approval of the department chair and dean. A written request must be submitted to the department chair at least two weeks in advance of the term in which the study is to be undertaken; application forms are available in the Registrar's Office.

Honors Independent Study (course number 4498, one to three credit hours per course).

4. Non-Traditional Study

See Credit by Examination and *Experiential Credit*.

5. Off-Campus Courses

Courses offered to groups of a minimum of 20 students, prepared on demand with approval of the provost. Students admitted to a Troy University off-campus course will be admitted on a conditional basis and must earn a minimum of 20 semester hours with a grade point average of 2.0 or better to be admitted as a regular student to the campus.

Repetition of Courses

Troy University courses may be repeated once for grade forgiveness, if the course is repeated at Troy University. Only the first grade earned for a course may be forgiven (not calculated in the GPA). The grades of courses repeated more than once will be calculated in the GPA. If the course being repeated is required for

the program, then the last grade for that course must meet the program requirements.

Requirements for Graduation

Students must complete degree requirements must be completed within eight years after first entering Troy University or student will be moved to the current catalog. Students not attending Troy University for three consecutive calendar years must meet all degree requirements of the current Catalog at the time of readmission.

Filing for Graduation

An Intent to Graduate form must be filed according to the published dates. For more information, please visit at http://www.troy.edu/records.

Degree Plans / Academic Evaluations

Academic evaluations are available in the Record's Office. Unofficial academic evaluations are available to students on Student Planning.

Residency

Residency Credits

Effective Fall 2005, credit taken through any Troy University location will be counted as residency credit for graduation.

Residency Requirements

A candidate for graduation must have attended Troy University for at least two semesters and must have earned at least 25% of the degree in residence. This may include the semester in which graduation is scheduled. Certain exceptions may apply to RN-to-BSN students. These students should contact the Registrar for further information.

Any Troy University course for credit counts toward residency (excluding developmental / remedial courses and institutional credit English as a Second Language [ESL] courses).

Responsibility

It is the responsibility of every student to follow the standards and expectations contained in this catalog, as well as those in the student handbook, *The Oracle*. Failure to follow these standards and expectations may adversely affect student success and academic progress as well as their standing within the University.

Retention

Conditionally Admitted Students

These students must earn a 2.0 or higher grade point average on the first 24 semester hours attempted or be dropped from program.

Unconditionally Admitted Students

Probation

A student must earn or maintain a 2.0 grade point average or higher or be placed on probation for one semester/term. A student on probation is limited to 13 semester hours (seven semester hours for accelerated terms) and must earn a minimum of a 2.0 grade point average each subsequent term until the overall (i.e. institutional or cumulative) grade point average reaches the 2.0 level.

Suspension

A student on probation who fails to earn a term grade point average of 2.0 or higher will be suspended. A student's first academic suspension will be for one semester/term; the second suspension will be for two semesters/terms; and a third suspension will be for an indefinite period.

Suspension Period Regulations

Courses completed at any institution during a suspension period will not be accepted for credit. Students placed on indefinite suspension may petition for readmission following a period of 12 months.

Readmission after Suspension

A student returning from academic suspension will be readmitted on probation. A student must earn or maintain a 2.0 average or higher while on probation. A student on probation is limited to 13 semester hours (seven semester hours for accelerated terms) and must earn a minimum of a 2.0 average each subsequent term until the overall grade point average reaches the 2.0 level. Failure to meet the 2.0 term/semester GPA requirement will result in further suspension. Suspension from all other colleges will be honored, including all Troy University locations.

Servicemembers' Opportunity College Program

As an affiliate member of the Servicemembers Opportunity College (SOC) network, Troy University is part of a group of member institutions selected by the military services to deliver specific associate and bachelor's degree programs to service members and their families. As such, TROY University has agreed to special requirements and obligations that provide military students and their adult family members with opportunities to complete college degrees without suffering loss of academic credit due to changes of duty station.

Withdrawal

Also see "Drop."

Withdrawal from the University is defined as a removal or withdrawal from all courses for the current semester and/or term. The student is no longer enrolled in any course(s).

The last day to withdraw will be assigned for each term or semester based on 65% completion of the length of the course. Dates will be published in the Schedule of Classes and on the Academic Records web page (www.troy.edu/records). The 65% rule also applies to international teaching locations.

From Early Registration through Late Registration-Free Schedule Course Adjustment Period

Students who wish to withdraw from all classes prior to the last day of late registration must CANCEL their registration in writing through the designated withdrawal officer (DWO) listed on the Academic Records web page (www.troy.edu/records). Written cancellation does not require the completion of the withdrawal form or an exit interview. Tuition and refundable fees will be returned.

From end of Late Registration (Free Course Schedule Adjustment Period) through the last day to Drop

A student who wishes to withdraw from all courses for a current semester/term may withdraw without academic penalty with a non-punitive grade of **W** until the last day to withdraw (posted in the Schedule of Classes and on appropriate web pages). Tuition and refundable fees **will be** charged during this period.

Students may not withdraw via Student Planning. An official withdrawal form must be completed and processed before the student's withdrawal is considered final. The form may be accessed at http://www.troy.edu/records/.

Students may not withdraw after the withdrawal deadline. Any student who fails to withdraw by the deadline will be assigned a letter grade (check with the Financial Aid department to determine how financial aid is calculated prior to withdrawing).

Extenuating circumstances such as military deployment must be properly documented before an exception can be considered.

DSST (DANTES SUBJECT STANDARDIZED TEST) SCORES

ELIGIBILITY FOR CREDIT: Troy University will grant appropriate credit for acceptable scores on DSST Exams listed on this chart. Acceptable scores are based on ACE recommended scores which are subject to change without notice.

STUDENTS MUST WAIT 90 DAYS (3 MONTHS) BEFORE RETAKING THE SAME DSST EXAM.

TEST TITLE	TEST FORM NUMBER	CREDIT HOURS	COURSE	ACE RECOMMENDED/ TROY REQUIRED SCORE
A History of the Vietnam War	SG/SH/SL/SM 473	3	HIS 3315	44/400
Art of the Western World	SE/SF/461	3	ART 1133	48/400
Astronomy	SF/SG/SH/SL 500	3	ELECTIVE	48/400
Business Ethics and Society	SI/SO 475	3	Area II GS Humanities	400
Business Law II	SF/SH 534	3	ELECTIVE	44/400
		RETIRED—NO LONGER AVAILABLE AS OF 12-31-2014		
Business Mathematics	SF/SG/SH/SL 812	3	ELECTIVE	48 / 400
Criminal Justice	SF/SG/SH/SL 498	3	CJ 1101	49 / 400
Environment and Humanity: The Race to Save the Planet	SF/SG/SH/SL 511	3	BIO 1120	46 / 400
Ethics in America	SF/SG/SH/SM 474	3	PHI 2204	46 / 400
Foundations of Education	SE/SF/SG/SH 489	3	ELECTIVE	46 / 400
Fundamentals of Counseling	SG/SH/SL/SM 562	3	PSY 4402	45 / 400
General Anthropology	SF/SG 494	3	ANT 2200	47 / 400
Here's to Your Health	SF/SG/SH/SL 508	3	ELECTIVE	48 / 400
Human Cultural Geography	SF/SG/SH/SL 470	3	GEO 2210	48 / 400
Human Resource Management	SG/SH/SL/SM 530	3	HRM 3375	46 / 400
Introduction to Business	SE/SF/SG/SH 543	3	BUS 1101	46 / 400
Introduction to Computing	SG/SH/SL/SM 536	3	ELECTIVE	45 / 400
Introduction to Law Enforcement	SG/SH/SL/SM 497	3	CJ 2221	45 / 400
Introduction to the Modern Middle East	SF/SG/SH/SL 469	3	HIS 3356	47/400
		RETIRED—NO LONGER AVAILABLE OF 12/31/2014		
Introduction to World Religions	SF/SG/SH/SL 496	3	REL 2280	48 / 400
Lifespan Developmental Psychology	SF/SG/SH/SL 490	3	PSY 2210	46 / 400
Management Information Systems	SE/SF/SG/SH 551	3	ELECTIVE	46 / 400
Money and Banking	SG/SH/SL/SM 548	3	ECO 3353	48 / 400
Organizational Behavior	SF/SG/SH/SL 531	3	MGT 4472	48 / 400
Personal Finance	SE/SF/SG/SH 550	3	Area IV GS Social Science	46 / 400

DSST (DANTES SUBJECT STANDARDIZED TEST) SCORES

TEST TITLE	TEST FORM NUMBER	CREDIT HOURS	COURSE	ACE RECOMMENDED/ TROY REQUIRED SCORE
Physical Geology	SF/SG/SH/SL 519	3	SCI 2234	46 / 400
		RETIRED - NO LONGER AVAILABLE AS OF 12-31-2014		
Principles of Finance	SF/SG/SH/SL 524	3	ELECTIVE	46 / 400
Principles of Financial Accounting	SG/SH/SL/SM 525	3	ACT 2291	47 / 400
		RETIRED - NO LONGER AVAILABLE AS OF 12-31-2014		
Principles of Physical Science I	SE/SF/SG/SH 512	3	SCI 2233	47 / 400
Principles of Public Speaking	SE/SF/SG/SH 815	3	Area II GS Humanities	47 / 400
Principles of Statistics	SF/SH/SL/SM 450	3	QM 2241	48 / 400
Principles of Supervision	SE/SF/SG/SH 532	3	ELECTIVE	46 / 400
Rise & Fall of the Soviet Union	SF/SG/SH/SL 471	3	HIS 4433	45 / 400
Substance Abuse	SE/SF/SG/SH 495	3	ELECTIVE	49 / 400
Technical Writing	SF/SG/SH/SL 820	3	ENG 2260	46 / 400
The Civil War & Reconstruction	SE/SF/SG/SH 483	3	HIS 4413	47 / 400
Western Europe Since 1945	SF/SG/SH/SL 465	3	HIS 4403	45 / 400
		RETIRED - NO LONGER AVAILABLE AS OF 12-31-2014		

CLEP EXAMINATIONS

Troy University accepts a variety of CLEP exams. Students must meet the required score in effect as of the date of the exam. CLEP Exams cannot be taken, or credit given, for a course in which a student has previously enrolled and attended. In the case of a CLEP exam where multiple courses could be awarded, prior enrollment in any one or more of those courses would nullify the opportunity to take that

CLEP Exam Title	Troy University Course(s)	Hours	Required Score
American Government	POL 2241	3	50
American Literature	ENG 2211	3	50
Analyzing and Interpreting Literature	Free Elective	3	50
Biology	BIO 1100 and BIO 1101 (NO LAB CREDIT)	6	50
Calculus	MTH 1125	4	50
Chemistry	CHM 1142/L142 and 1143/L143	8	50
College Algebra	MTH 1112	3	50
College Composition (NOT modular version)	ENG 1101 and 1102	6	50
College Mathematics	Free Elective	3	50
English Literature	ENG 2205 or ENG 2206	3	50
Financial Accounting	ACT 2291	3	50
French Language	FRN 1101 and 1102	6	50
German Language	GER 1121 and 1122	6	50
History of the United States I	HIS 1111	3	50
History of the United States II	HIS 1112	3	50
Human Growth and Development	Free Elective	3	50
Humanities — General	General Studies Area II-Fine Arts Course	3	50
Information Systems	IS 2241 or Free Elective only for Business Majors	3	50
Introduction to Educational Psychology	Free Elective	3	50
Introductory Business Law	Free Elective	3	50
Introductory Psychology	PSY 2200	3	50
Introductory Sociology	SOC 2275	3	50
Natural Sciences — General	BIO 1100/L100 and SCI 2233/L233	8	50
Pre-Calculus	MTH 1114	3	50
Principles of Macroeconomics	ECO 2251	3	50
Principles of Management	MGT 3300	3	50
Principles of Marketing	MKT 3300	3	50
Principles of Microeconomics	ECO 2252	3	50
Social Science and History—General	Area IV—General studies social science elective and unspecified free elective	6	50
Spanish Language	SPN 1141 and 1142	6	50
Western Civilization I	HIS 1101	3	50
Western Civilization II	HIS 1102	3	50

ADVANCED PLACEMENT (AP) EXAMINATIONS

Troy University accepts a variety of Advanced Placement (AP) exams. Students must have official score reports sent directly to Troy University, 100 University Park, Troy, Al. 36082. Credit is reviewed/evaluated upon receipt of official scores.

AP Exam Title	(Minimum Score Req. = 3)		(Advanced Score Req. = 4 or higher)	
	Troy Course(s)	Credit	TROY Course(s) (AP Transfer ONLY) (Applicable as Honors Credit)	Credit
Art History	ART 1133 or ART 2250	3	ART 1133H or ART 2250H	3
Biology	BIO 1100/L100	4	BIO 1100H/L100H	4
Calculus AB	MTH 1125	4	MTH 1125H	4
Calculus BC	MTH 1125 and MTH 1126	8	MTH 1125H and MTH 1126H	8
Chemistry	CHM 1142/L142 and CHM 1143/L143	8	CHM 1142H/L142H and CHM 1143H/L143H	8
Chinese Language and Culture	CHI 1101	3	CHI 1101H and CHI 1102H	6
Comparative Government	TROY ELEC	3	TROY ELECH	3
Computer Science	CS 3360	3	CS 3360H	3
English Language Composition	ENG 1101	3	ENG 1101H	3
English Literature Composition	ENG 1101	3	ENG 1101H	3
English Language Composition **AND** English Literature Composition	ENG 1101 and ENG 1102	6	ENG 1101H and ENG 1102H	6
Environmental Science	BIO 1120 & L120	4	BIO 1120H and L120H	4
European History	HIS 1101	3	HIS 1101H and HIS 1102H	6
French	FRN 1101 and FRN 1102	6	FRN 1101H and FRN 1102H	6
German	GER 1121 and GER 1122	6	GER 1121H and GER 1122H	6
Human Geography	GEO 3301	3	GEO 3301H	3
Latin	LAT 1131 and LAT 1132	6	LAT 1131H and LAT 1132H	6
Macroeconomics	ECO 2251	3	ECO 2251H	3
Microeconomics	ECO 2252	3	ECO 2252H	3
Music Listening	MUS 1131	3	MUS 1131H	3
Music Theory	MUS 1102 and MUS 1103	6	MUS 1102H and MUS 1103H	6
Physics 1 & 2: Algebra-Based	PHY 2252 and PHY 2253	6	PHY 2252H and PHY 2253H	6
Psychology	PSY 2200	3	PSY 2200H	3

Required Score
Students must meet the required score in effect as of the date of the exam.

ADVANCED PLACEMENT (AP) EXAMINATIONS

AP Exam Title	(Minimum Score Req. = 3)		(Advanced Score Req. = 4 or higher)	
	Troy Course(s)	Credit	TROY Course(s) (AP Transfer ONLY) (Applicable as Honors Credit)	Credit
Spanish Language	SPN 1141	3	SPN 1141H and SPN 1142H	6
Spanish Literature	SPN 1141	3	SPN 1141H and SPN 1142H	6
Statistics	MTH 2210	3	MTH 2210H	3
Studio Art: 2D Design	ART 1145	3	ART 1145H	3
Studio Art: 3D Design	ART 1150	3	ART 1150H	3
Studio Art: Drawing	ART 2201	3	ART 2201H	3
U.S. Government & Politics	POL 2241	3	POL 2241H	3
United States History	HIS 1111	3	HIS 1111H and HIS 1112H	6
World History	HIS 1122	3	HIS 1122H and HIS 1123H	6

Required Score
Students must meet the required score in effect as of the date of the exam.

INTERNATIONAL BACCALAUREATE (IB) CREDIT

Troy University awards International Baccalaureate credit with the appropriate higher-level (H-L) examination score. After official scores have been received, evaluated and certified, eligible credit will be posted to the student's transcript. Credit is granted only for degree-seeking students at the undergraduate level. For more information, contact the appropriate campus registrar. IB credit will appear on the University transcript as a grade of P. Credit for IB credit is not calculated in the grade point average.

IB Test	TROY Course(s)	Required IB Score	Credit Hours Awarded
Biology	BIO 1100 and BIO L100	4	4
Business and Management	MGT 3300	4	3
Computer Science (Computing Studies)	IS 2241	4	3
Dance	DAN 2200	4	2
Economics	ECO 2251 **OR** ECO 2252	4	3
	ECO 2251 and ECO 2252	5	6
Film	THE 1132	4	3
French (Language B)	FRN 1101	4	3
	FRN 1101 and FRN 1102	5	6
(General) Chemistry	CHM 1142 and CHM L142	4	4
	CHM 1142/CHM L142 and CHM 1143/CHM L143	5	8
Geography	GEO 2210	4	3
Greek	GRK 1111	4	3
	GRK 1111 and GRK 1112	5	6
History—American	HIS 1111 **OR** HIS 1113	4	3
	HIS 1111/HIS 1112 **OR** HIS 1113/HIS 1114	5	6
History—European	HIS 1101 **OR** HIS 1103	4	3
	HIS 1101/HIS 1102 **OR** HIS 1103/HIS 1104	5	6
History—History of Europe and the Islamic World	HIS 1122	4	3
History—20th Century World History	HIS 1123	4	3
Language A: Language and Literature	ENG 1101 **OR** ENG 1103	4	3
Language A: Literature	ENG 1101 / ENG 1102 **OR** ENG 1103 / ENG 1104 ***NOTE:*** If both Language A: Language and Literature and Language A: Literature are passed, ENG 1101 / ENG 1103 will be awarded only once.	4	6
Latin	LAT 1131	4	3
	LAT 1131 and LAT 1132	5	6
Mathematics	MTH 1112 and MTH 1114 MTH 1125 and MTH 1126	4 5	6 8
Music	MUS 1131 **OR** MUS 1132	4	3
Philosophy	PHI 2203	5	3
Physics	PHY 2252 and PHY L252 PHY 2252/PHYL252 and PHY 2253/PHY L253	4 5	4 8
Psychology	PSY 2200	5	3
Social and Cultural Anthropology	ANT 2200	4	3
Spanish	SPN 1141	4	3
	SPN 1141 and SPN 1142	5	6
Theatre	THE 1130	4	3
Visual Arts	ART 1133 **OR** ART 1134	4	3

Required Score: Students must meet the required score in effect as of the date of the exam.

GENERAL CERTIFICATE OF EDUCATION FOR ADVANCED AND ADVANCED SUBSIDIARY LEVEL EXAMINATIONS (GCE A/AS LEVEL) (Also, referred to as AICE/Cambridge International Exams/etc.)

Examination scores of A, B, C, D, E and U are awarded for A/AS Level Examinations. Scores of A–E are passing and credit can be awarded. Scores of U are not passing and no credit will be awarded. Official score reports must be submitted to the University in order for credit to be placed on the student's transcript. Credit will be awarded only once for the same subject, whether from credit by examination, dual enrollment, transfer credit or credit granted by Troy University.

Students are not required to earn the full Advanced International Certificate of Education (AICE) Diploma as individual GCE subject certificates for A/AS Level examinations passed are considered for transfer credit purposes.

GCE A/AS Level examinations are offered by a number of Examining Boards (Assessment and Qualifications Alliance, Edexcel, Oxford, Cambridge, RSA Examinations, Welsh Joint Education Committee, Northern Ireland Council for the Curriculum, Examinations and Assessment); subjects not presented in the table below will be reviewed on an individual basis.

GCE A/AS Level Exam Title	A Level		AS Level	
	TROY Course(s)	Credit Hours	TROY Course(s)	Credit Hours
Accounting	ACT Elective / ACT Elective	3 / 3	ACT Elective	3
Applied Information and Communication Technology ***OR*** Computing	IS 2241 / IS Elective	3 / 3	IS 2241	3
Art and Design ***OR*** Design and Technology	ART 1133 / GS A2HUM	3 / 3	ART 1133	3
Biology	BIO 1100/L100 and BIO 1101/L101	3/1 & 3/1	BIO 1100/L100	3/1
Business Studies	BUS Elective / BUS Elective	3 / 3	BUS Elective	3
Chemistry	CHM 1142/L142 and CHM 1143/L143	3/1 & 3/1	CHM 1142/L142	3/1
Chinese	CHI 1101 / CHI 1102	3 / 3	CHI 1101	3
Classical Studies	CLA 2260 / GS A2HUM	3 / 3	CLA 2260	3
Computer Science	CS 2265 / CS 3310	3 / 3	CS 3310	3
Design and Textiles	TROY Elective / TROY Elective	3 / 3	Troy Elective	3
Divinity / Hinduism / Islamic Studies	GS A2HUM ***OR*** GS A4SS	3 / 3	GS A2HUM ***OR*** GS A4SS	3
Economics	ECO 2251 / ECO 2252	3 / 3	ECO Elective	3
English Language	ENG 1101 / ENG 1102	3 / 3	ENG 1101	3
English Literature	ENG 2211 / ENG 2212	3 / 3	ENG 2211	3
Environmental Management	N/A	N/A	BIO 1120/L120	3/1
Food Studies	TROY Elective / TROY Elective	3 / 3	N/A	N/A
Foreign Languages - Other: Afrikaans / Arabic / Hindi / Marathi / Portuguese / Tamil / Telugu / Urdu	FLN Elective ***OR*** GS A2HUM	3 / 3	FLN Elective ***OR*** GS A2HUM	3
Foreign Languages - Other: Japanese	N/A	N/A	FLN Elective ***OR*** GS A2HUM	3

GCE A/AS Level Exam Title	A Level		AS Level	
	TROY Course(s)	Credit Hours	TROY Course(s)	Credit Hours
French	FRN 1101 / FRN 1102	3 / 3	FRN 1101	3
French Literature	N/A	N/A	GS A2LIT1	3
General Paper	N/A	N/A	TROY Elective	3
Geography	GEO 2210 / GS A4SS	3 / 3	GEO 2210	3
German	GER 1121 / GER 1122	3 / 3	GER 1121	3
Global Perspectives	N/A	N/A	IDS 2200	3
American History	HIS 1112 / HIS Elective	3 / 3	HIS 1112	3
European History	HIS 1102 ***OR*** HIS 1123 and HIS Elective	3 / 3	HIS 1102 ***OR*** HIS 1123	3
Law	LAW Elective / LAW Elective	3 / 3	LAW Elective	3
Marine Science	BIO Elective / BIO Elective	3 / 3	BIO Elective	3
Mathematics	MTH 1112 / MTH 1114	3 / 3	MTH 1112	3
Further Mathematics	MTH 1125 / MTH 2210	4 / 3	N/A	N/A
Music	MUS 1131 / GS A2HUM	3 / 3	MUS 1131	3
Physical Education	KHP 2251 / KHP 3360	3 / 3	KHP 2251	3
Physical Science	N/A	N/A	SCI 2233/L233	3/1
Physics	PHY 2252/L252 and PHY 2253/L253	3/1 & 3/1	PHY 2252/L252	3/1
Psychology	PSY 2200 / GS A4SS	3 / 3	PSY 2200	3
Sociology	SOC 2275 / GS A4SS	3 / 3	SOC 2275	3
Spanish	SPN 1141 / SPN 1142	3 / 3	SPN 1141	3
Thinking Skills	PHI 2203 / GS A2HUM	3 / 3	PHI 2203	3
Travel and Tourism	HSTM 3360 / HSTM Elective	3 / 3	HSTM 3360	3