



P. O. Box 1000  
Beebe, Arkansas 72012-1000  
501-882-3600  
1-800-632-9985 (Admissions Only)  
[www.asub.edu](http://www.asub.edu)

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## **Policy Statement**

Policies and procedures stated in this catalog—from admission through graduation—require continuing evaluation, review, and approval by appropriate University officials. All statements reflect policies in existence at the time this catalog went to press, and the University reserves the right to change policies at any time without prior notice. For the most current catalog, please consult the university website at [www.asub.edu](http://www.asub.edu).

University officials determine whether students have satisfactorily met admission, retention, or graduation requirements. Arkansas State University-Beebe reserves the right to require a student to withdraw from the University for cause at any time.

Students are encouraged to acquaint themselves with Arkansas State University-Beebe by studying the policies and procedures listed in this catalog.

## **Disclaimer**

ASU-Beebe and its campuses reserve the right to restrict or limit the enrollment of any program and to make changes in the provisions (organization, fees, program offerings, curricula, courses, requirements, etc.) of this document when such action is deemed to be in the best interest of the student or school. The provisions of this publication do not represent a contract between a student, prospective or otherwise, and the approving boards or the school, and should not be regarded as such.

## **Equal Opportunity/Affirmative Action**

Arkansas State University-Beebe, with its other campuses at Searcy, Heber Springs, and the Little Rock Air Force Base, is an equal opportunity institution and will not discriminate on the basis of race, color, religion, gender, national origin or ancestry, age, status as a veteran, handicap or disability, or other unlawful factors in employment practices or admission and treatment of students. The facilities and services of Arkansas State University-Beebe and the other campuses are accessible to the handicapped or disabled.

Any questions regarding this policy should be addressed to the Director of Human Resources/Coordinator of Equal Opportunity and Affirmative Action, Arkansas State University-Beebe, P. O. Box 1000, Beebe, Arkansas 72012-1000, Telephone (501) 882-8367.

# ***PHONE DIRECTORY***

(Area Code - 501)

- 882-3600 University Switchboard  
882-6452
- 882-8370 University Fax
- 882-8260 Admissions (voice/TDD 882-8360)
- 882-8265 Registrar
- 882-8209 Arkansas State Technical Institute - Applied Arts Division  
882-8211 Director of ASTI-Applied Arts  
882-8222 ASTI Secretary  
882-8247 Applied Arts Chair  
882-8213 Applied Arts Secretary  
882-8282 Agriculture  
882-8213 Business Department  
882-8218 Computer-Aided Drafting/Design  
882-8314 Computer Information Systems  
882-8358 Computer Systems Technology  
882-8316 John Deere Agriculture Technology  
882-8214 Medical Laboratory Technology
- 882-8321 Division of Education and Social Sciences  
882-8273 Education and Social Science Division Chair  
882-8273 Political Science and Geography  
882-8253 History  
882-8398 Physical Education  
882-8278 Psychology
- 882-8321 Division of English and Fine Arts  
882-8258 English and Fine Arts Division Chair  
882-8321 English  
882-8321 Fine Arts  
882-8766 Music  
882-8325 Speech and Theatre
- 882-8215 Division of Math and Science  
882-8271 Math and Science Division Chair  
882-8215 Biological Science  
882-8215 Mathematics  
882-8215 Physical Science

**Other Offices**

882-8329 ASU-Jonesboro Programs (University Center)  
882-8249 Bookstore  
882-8276 Business Manager  
882-8225 Business Office  
882-8251 Campus Police (Emergency 278-9629)  
882-8256 Chancellor  
882-4407 Assistant to the Chancellor  
882-8230 Vice Chancellor for Academic Affairs  
882-8209 Vice Chancellor for ASTI - Applied Arts  
882-8341 Vice Chancellor for Fiscal Affairs  
882-8386 Vice Chancellor for Student Affairs  
250-9900 Vice Chancellor for ASU-Heber Springs  
207-4001 Vice Chancellor for ASU-Searcy  
882-8232 Continuing Education  
882-8306 Counseling Center  
882-8279 Disability Services Voice/TDD  
882-8211 Economic Development Center  
882-3323 Farm  
882-8245 Financial Aid  
882-8367 Human Resources  
882-8255 Institutional Advancement (Alumni Affairs)  
882-8212 Job Placement and Internship Coordinator  
882-8267 Learning Center  
882-8207 Library  
882-3510 Maintenance/Physical Plant  
882-8321 Owen Center Receptionist  
882-8224 Public Information  
882-8351 Student Center  
882-4432 Student Life Office  
882-8363 Student Support Services  
882-4430 University Cafe and Food Services  
882-8364 Upward Bound  
882-8332 Veteran's Affairs

1-800-632-9985 WATS Line ASU-Beebe, Admissions Only

(501) 988-4151 Little Rock Air Force Base Center of ASU-Beebe  
(501) 250-9900 ASU-Heber Springs, a Center of ASU-Beebe  
(501) 207-4000 ASU-Searcy, a Technical Campus of ASU-Beebe

## ***ARKANSAS STATE UNIVERSITY MISSION STATEMENT***

We pursue and share knowledge within a caring community that prepares students in challenging and diverse ways to become more productive global citizens.

### ***ASU-BEEBE MISSION STATEMENT***

Arkansas State University-Beebe is a public, open access, operationally separate institution of the Arkansas State University System. The major purpose of this institution is to provide affordable, comprehensive, and high quality instruction and service programs. University transfer and technical programs are available to students at the associate degree and certificate levels. In addition to the Beebe campus, instruction is also available at education centers at ASU-Searcy, ASU-Heber Springs, Little Rock Air Force Base, and through other off-campus locations. Instructional programs beyond the associate degree are available on the Beebe campus from ASU-Jonesboro.

An open admission policy encourages the enrollment of both traditional and non-traditional students. The institution recognizes the uniqueness of each student and provides support programs designed to assist students in determining and achieving their educational, personal, and occupational goals. By providing comprehensive training and technical support for business and industry, the institution contributes to the economic development of Arkansas. Cultural enrichment activities are provided to enhance the quality of life for the citizens of the local communities.

## ***UNIVERSITY GOALS***

**In order to implement the mission, the University has established the following institutional goals:**

1. Through a core curriculum of courses, the student will acquire the basic foundation of learning.
2. Students will be able to earn Associate of Arts degrees and Associate of Science degrees that enable them to transfer into and be academically prepared to succeed in baccalaureate degree programs at four-year universities.
3. Students will be able to earn Associate of Applied Science degrees, technical certificates, or certificates of proficiency that enable them to enter the workforce with the skills and knowledge needed to function effectively.
4. Through developmental education programs in reading, English, and mathematics, under-prepared students will gain the knowledge and skills to achieve success at the collegiate level.
5. Students will have access to off-campus coursework.
6. Students will receive assistance from academic support services such as the library, the learning center, the advising process, and admissions and records in achieving their educational goals.
7. Students will receive assistance from student support services such as counseling, testing, career services, and student organizational clubs and activities in achieving their educational, personal, and occupational goals.
8. Students will have access to financial aid programs and financial aid counseling that assist them with financing their education.
9. Faculty and staff maintain the highest level of skills and knowledge through ample development opportunities.
10. Fiscal and human resources and facilities are efficiently managed to support the educational programs and services to enhance the University environment and work place.
11. Economic development activities facilitate cooperation with industry, business, and the professions to provide training and technical support for business and industry.
12. Adult education and non-credit courses meet the diverse needs of individuals within the service area.

13. Cultural programs and services meet the needs of a diverse university and community.
14. External funding and institutional planning support the educational programs and services to enhance the college environment and the workplace and to promote effective, continuous management of the institution.

# ***ACCREDITATION***

Arkansas State University-Beebe is accredited by

The Higher Learning Commission

a commission of the

North Central Association of Colleges and Schools  
30 North LaSalle Street, Suite 2400  
Chicago, Illinois 60602-2504  
(800) 621-7440 or (312) 263-0456

## **PROGRAM ACCREDITATIONS**

### Medical Laboratory Technology

Accredited by the National Accrediting Agency for  
Clinical Laboratory Sciences  
8410 West Bryn Mawr Avenue, Suite 670  
Chicago, Illinois 60631  
Telephone (312) 714-8880

### Practical Nursing

Certified by the Arkansas State Board of Nursing

### Automotive Technology

Certified by the National Automotive Technicians Education Foundation  
(NATEF)

### Emergency Medical Technician/Paramedic

Certified by the Arkansas Office of Emergency Medical Services.

The university is also approved by the Arkansas State Approving Agency for Veterans Training. Re-evaluations are conducted by the respective accrediting agencies periodically. Documentation pertaining to the accreditation, approval, or licensure may be viewed or copies may be obtained by a written request. The university has two (2) working days to comply with the request.



***STUDENT SERVICES***

## ***UNIVERSITY CALENDAR***

The University is closed on the following recognized holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving break, and Christmas break.

All students seeking Associate of Arts degrees and Associate of Science degrees must take the Arkansas Assessment of General Education test when they have completed 45 hours or more.

The university calendar for 2005-2006 will be released at a later date.

See current class schedule for any calendar revisions. The Little Rock Air Force Base Center of ASU-Beebe offers classes on an alternative schedule, including 8-, 12-, and 16-week classes. The calendar may be viewed on the LRAFB Center website.

### **FALL 2004**

March 22 ..... Registration begins  
 August 20 ..... Fall tuition and fee payment due  
 August 21 ..... Saturday classes begin  
 August 23 ..... Day and Night classes begin  
 August 27 ..... Last day to register or add courses  
 September 4-6 ..... Labor Day Holiday  
 October 18 ..... Last day to audit a course  
 November 5 ..... Last day to drop a course with a W  
 November 22-27 ..... Fall/Thanksgiving Break  
 December 3 ..... Fall Commencement  
 December 8 ..... Last day to withdraw from the University  
 December 9-14 ..... Final Exams

### **SPRING 2005**

October 18 ..... Registration begins  
 January 7 ..... Spring tuition and fee payment due  
 January 10 ..... Day and Night classes begin  
 January 15 ..... Saturday classes begin  
 January 14 ..... Last day to register or add courses  
 January 17 ..... Dr. Martin Luther King, Jr. Birthday Observed  
 March 7 ..... Last day to audit a course  
 March 14-19 ..... Spring Break  
 April 1 ..... Last day to drop a course with a W  
 April 25 ..... Last day to withdraw from the University  
 April 26 - May 2 ..... Final Exams  
 April 29 ..... Spring Commencement

**SUMMER 2005**

**INTERSESSION**

May 9 ..... Advising for new and transfer students  
 May 9 ..... Intercession tuition and fee payment due  
 May 10 ..... Classes Begin  
 May 11 ..... Last day to register or add courses  
 May 23 ..... Last day to withdraw from the University  
 May 24 ..... Final Exams

**FIRST SUMMER TERM**

May 31 ..... Advising for new and transfer students  
 May 31 ..... First Summer tuition and fee payment due  
 June 1 ..... Classes begin  
 June 2 ..... Last day to register or add courses  
 June 30 ..... Last day to withdraw from a class or the University  
 July 1 ..... Final Exams

**EIGHT-WEEK TERM**

June 9 ..... Advising for new and transfer students  
 June 9 ..... Eight-week tuition and fee payment due  
 June 13 ..... Classes begin  
 June 14 ..... Last day to register or add courses  
 July 4 ..... Independence Day Holiday  
 August 2 ..... Last day to withdraw from a class or the University  
 August 3-4 ..... Final Exams

**SECOND SUMMER TERM**

July 5 ..... Advising for new and transfer students  
 July 5 ..... Second Summer tuition and fee payment due  
 July 6 ..... Classes begin  
 July 7 ..... Last day to register or add courses  
 August 4 ..... Last day to withdraw from a class or the University  
 August 5 ..... Final Exams

## ***ACADEMIC POLICIES***

### **General Information**

Arkansas State University-Beebe has an "open door" admission policy. This policy is designed to enhance access to educational opportunities. However, the prospective student is reminded that standards of quality are maintained and students may be required to remove deficiencies before entering certain programs or courses.

Communications concerning admission should be addressed to the Director of Admissions, Arkansas State University-Beebe, P.O. Box 1000, Beebe, AR 72012. Persons wishing to telephone the Admissions Office may call (501) 882-8260 or within Arkansas 1-800-632-9985. The Admissions Office may also be reached by e-mailing [admissions@asub.edu](mailto:admissions@asub.edu). Information is also available on the ASU-Beebe web page at <http://www.asub.edu>.

### **Applying for Admission**

Prospective students should submit the following required information prior to the date of desired registration:

1. A formal application for admission. (Applications may be accessed online or a copy requested from the Office of Admissions.)
2. Scores from a university approved exam taken within the last five years. (State law requires standardized exam scores for placement in math, English, and reading.)
3. An official high school transcript including date of graduation or results of the General Education Development test (GED) or official transcripts from previous colleges or universities. (A tentative admission decision can be made on the basis of a seven-semester high school transcript.)
4. Proof of immunization for rubella and measles (including a booster, second dose, for measles).

Students who misrepresent facts on applications for admission will be dropped from the University and their admission cancelled immediately.

### **Admission Categories**

Arkansas State University-Beebe grants admission in the following categories. Individual academic degree programs may have additional admissions requirements not outlined below.

#### **1. Unconditional Admission**

Applicants who will be considered for unconditional admission are:

- A. Graduates from accredited high schools who meet the college preparatory core curriculum, or

- B. Applicants who present passing scores on the General Education Development (GED) tests in lieu of high school graduation plus a 19 or above on the ACT composite, or
- C. Home-schooled applicants who score 19 or above on the ACT composite, or
- D. Students transferring from an institution of higher learning who have a cumulative grade point average of 2.00 or better and have not been dropped from the last institution attended. Official transcripts must be sent from each college or university attended.

## **2. Conditional Admission**

Students not meeting the requirements for unconditional admission may be granted conditional admission. Students admitted in this category are:

- A. Applicants from high schools not accredited by the state.
- B. Applicants from accredited high schools who did not meet the college preparatory core curriculum.
- C. GED and home-schooled applicants scoring 18 or less on the ACT composite.
- D. Transfer students who do not have the 2.00 GPA may be admitted conditionally if they are eligible to return to the university most recently attended, or if they have been out of school for a fall or spring semester.
- E. Applicants without a high school diploma or GED who have acceptable ACT scores (cut-off scores to be established by the Admissions and Credits Committee) may petition the committee for conditional admission. The University believes that most students without a high school diploma should seek to complete high school or obtain a GED prior to enrolling in the University. Assistance in obtaining a GED is readily available through various Arkansas Adult Education Programs within the Arkansas State University-Beebe service area.

All students enrolled under conditional admission must take all required developmental courses during their first 15 hours at the University. During subsequent enrollment terms, students who were granted conditional admission will be subject to University policy as outlined in the Academic Probation and Suspension section of this catalog.

## **3. Special Students**

A part-time student who does not plan to enroll in a degree or certificate program or who has no plans to transfer credit to another institution may be permitted to enroll as a special student. He/she may be admitted upon submission of an application for admission without a transcript(s) of previous work and shall be classified as a special student. If a special student should later desire credit validated toward a degree or certificate program, or for transfer to another institution, he/she must meet unconditional admission requirements or petition the Admissions and Credits Committee for validation of credit and official admission.

#### **4. Accelerated High School Student Admission**

##### **A. Summer Enrollment:**

High school students who have completed their junior year, have a "B" average (3.00 on 4.00 scale), and are recommended by their high school principal or superintendent may enroll as full-time university students at Arkansas State University-Beebe during the summer session preceding their senior year of high school.

##### **B. Concurrent Enrollment:**

Act 1097 of the Arkansas General Assembly provides for students who are enrolled in an accredited high school and meet the admission standards of Arkansas State University-Beebe to concurrently enroll for academic courses.

The following requirements apply to all concurrently enrolled students:

1. The student must have completed the eighth grade and be enrolled in an accredited public or private secondary school or home school.
2. The student must complete an application for admission and submit all required admissions documents.
3. The student must submit a high school transcript showing a cumulative grade point average of at least 3.0 on a 4.0 scale.
4. The student must provide standardized test scores (ACT, COMPASS® or ASSET®) indicating that he/she meets any minimum placement test scores established for the course or program in which he/she wants to enroll. High school concurrent students may not enroll in remedial courses.
5. A concurrently enrolled student will be classified as non-degree/non-certificate seeking and will not be eligible for financial aid.
6. A concurrently enrolled student may not enroll for more than seven semester hours during any semester.
7. The student must be recommended by the high school counselor, principal, or superintendent.

#### **5. Readmission of Former Students**

Re-entering students who have been in a "non-enrolled" status with Arkansas State University-Beebe for the past five years must submit to the Registrar's Office an application for readmission. Additionally, re-entering students must submit official transcripts for all college work completed at other institutions. Students born after January 1, 1957, must provide proof of immunization for measles, rubeola, and rubella. Males age 18-25 must provide proof of registration with the Selective Service.

#### **6. Visiting Students**

A student enrolled and seeking a degree at another college or university may enroll as a "visiting student" and have a record of his/her credits forwarded to the "home" institution. Generally, such enrollment will apply only to summer terms. No transcript is required; however, an Application

for Admission should be filed along with a "Letter of Standing" from the institution to which the credit should be sent.

### **7. Academic Clemency**

Academic clemency is a one-time, irrevocable recalculation of grade point average and credit hours toward graduation to be based only on work done after a prolonged separation from college. This provision is made for undergraduate students who have gained maturity through extended experience outside higher education institutions.

Requirements to be satisfied by a student prior to requesting academic clemency are as follows:

1. Separation from all academic institutions for at least three years and then,
2. Formal application filed with the University Registrar.

Upon approval by the University Registrar, the student will be granted academic clemency. The student's permanent record will remain a record of all work; however, the student will forfeit the use (for degree purposes at Arkansas State University-Beebe) of any college or university credit earned prior to the three years separation indicated above. The date of the clemency will coincide with the date of re-entry following the prolonged separation and the permanent record will note that a fresh start was made and the date of the fresh start. The record will also carry the notation, "Academic Clemency granted - (date of fresh start)."

### **8. Admission and Enrollment of International Students**

In addition to regular procedures, special conditions apply to the admission and enrollment of international students, including a minimum TOEFL (Test of English as a Foreign Language) score of 500, proof of medical insurance, a signed authorization for medical services, and proof of financial resources. There are no university funds available for financial aid to foreign students. Complete details of special admissions and enrollment procedures are available from the Admissions Office.

## **Student Classification**

Beginning students as well as transfer and continuing students with fewer than 30 semester credit hours are classified as freshmen; students with 30-72 hours of credit are classified as sophomores; and students with more than 72 hours are "unclassified."

## **Student Academic Load**

The maximum academic load shall not exceed eighteen hours per semester in fall or spring, or seven hours for a summer term, without special approval from the Vice Chancellor for Academic Affairs. Courses taken concurrently at other institutions will be considered in calculating the maximum load.

## Registration

Courses are offered in fall, spring, intersession, and summer sessions. Registration dates and times are published on each term class schedule. Registration will be permitted only at scheduled times.

## Changes in Schedule

Changes in a student's schedule will be made without charge if the announced schedule is altered, i.e., cancelled classes, etc. A fee may be charged for any other class changes made after the student completed registration. Students will be permitted to change schedules during the times listed on each class schedule. **A student dropping a course must get a Change of Schedule form from the Registrar's Office or the advisor, get the signature of the advisor and the instructor, return to the Registrar's Office to have the "W" entered, and pay a fee at the Business Office in order to drop the class officially and to avoid receiving an "F" in the course.**

A student dropping a course before the date stated on the class schedule of the semester will have a grade recorded on the permanent record as "W" (withdrawal). Change of schedule forms may be obtained in the Registrar's Office or from advisors.

## Attendance Policy

Arkansas State University-Beebe has a class attendance policy which requires each student to meet a prescribed number of classes during each course. Failure to do so may affect grades and credits and may result in the student being dropped from the class with a failing grade recorded immediately. This policy is explained in detail in the current student handbook.

## Requesting a Transcript

All transcript requests must be made in person or in writing to the Office of the Registrar. Transcripts are provided free of charge unless ten or more are ordered at one time. A charge of \$1.00 each is required when 10 or more transcripts are requested. Transcripts will not be issued if the student has past due financial obligations to the University.

## Withdrawals from University

A student withdrawing from the University must obtain and complete a withdrawal application online at [www.asub.edu](http://www.asub.edu) or in the Records Office. Refunds will be made according to the Refund of Fees Schedule which appears in this section of the catalog. Withdrawals from the University may be made up to the last regularly scheduled class meeting.

Proper withdrawal will protect the student's academic records by enabling them to receive "W"s in all courses and will provide for refund of fees when

appropriate. Students considering withdrawal are strongly encouraged to consult with the counseling staff before doing so.

## Grading System

Letter grades are used to indicate the following qualities:

- A = Excellent
- B = Good
- C = Fair
- D = Poor
- F = Failure
- I = Incomplete
- W = Withdrawn
- AU= Audit

Midterm and final grades are made available to students through Campus Connect each fall and spring semester.

## Incomplete Grade Policy

A student is eligible for a grade of incomplete only when an emergency or other reason beyond his/her control prevents completion of a course near the end of an academic term. Students must meet the following conditions to be considered for an incomplete grade:

1. The student must request in advance a grade of incomplete from the instructor of the course and must make arrangements for completing the coursework with the instructor.
2. At the time of the incomplete request, the student must have completed at least sixty percent of the academic semester. Each instructor may set a higher completion level requirement for his/her individual course.
3. At the time of the incomplete request, the student must have a grade of "C" or better in the course.
4. At the time of the incomplete request, the student must be in compliance with all course requirements as outlined in the course syllabus, including attendance requirements.
5. The instructor of a course has sole discretion in initiating an incomplete grade request. Instructors may deny an incomplete request even if a student meets the minimum requirements outlined above.

A student may be required to submit documentation of the reason(s) the student is not able to complete the coursework. The student and instructor must complete a "Request to Complete Course" form outlining specific work required for course completion and expected date of completion. The appropriate division chair and the Vice Chancellor for Academic Affairs must approve all incomplete grade requests.

Students must complete all required work by the end of the following fall or spring term. An incomplete grade that is not satisfied by the end of the following term will automatically be recorded as an "F." The one term completion requirement is a maximum time period; instructors may require a shorter time period for satisfactory completion of the course.

Students unable to complete a course because of military duties or extended jury duty may not be required to meet all of the requirements outlined above.

## **Grade Points**

For the purpose of computing current and cumulative grade averages, grade points are assigned as follows: A=4, B=3, C=2, D=1, F=0. A student's grade point average is computed by multiplying the number of credit hours by the grade points assigned to the grade and then dividing the sum of these several products by the total number of hours which the student has attempted. Since grade point averages can affect financial aid, academic awards, admission to other institutions, and scholarships, students are strongly encouraged to stay informed about their grade point average. Because it is a requirement for some AAS degrees, intermediate algebra is the only developmental education class that is counted in grade point averages. Grades in all other developmental classes are not counted in computing the grade point average.

## **Academic Probation and Suspension**

A student will be placed on academic probation at the close of any enrollment period in which the student's cumulative grade point average is below 2.00. The student will be removed from academic probation at the close of any enrollment period when the student's cumulative grade point average is 2.00 or above.

A student will be suspended for poor scholarship when:

1. The student has attempted 30 semester hours of work (including repeat courses) and has a cumulative grade point average of less than 1.25.
2. The student has attempted 45 semester hours of work (including repeat courses) and has a cumulative grade point average of less than 1.45.
3. The student has attempted 60 semester hours of work (including repeat courses) and has a cumulative grade point average of less than 1.65.

A student who has been suspended for poor scholarship may be readmitted after an absence of one academic semester. The student may petition for immediate readmission by:

1. Obtaining a petition form and a current transcript from the Records Office.
2. Submitting the completed petition and the transcript to the Admissions and Credits Committee. Students may be required to be present when the committee convenes to consider the petition. Readmission is not automatic; each case will be judged on merit.

## Repetition of Courses

Students may repeat up to 18 semester hours and have only the last grade counted in computing the cumulative grade point average, although all grades will remain on the permanent record. If the student wishes to count the first grade, he/she may appeal to the Admissions and Credits Committee. Credit hours may be applied only once toward graduation requirements.

The "Repetition of Courses" policy applies only to coursework repeated at the institution where the course was initially taken or to coursework taken last at ASU-Beebe. The maximum number of 18 semester hours will include coursework repeated at all accredited institutions.

Developmental courses are not included in this policy.

## Non-Traditional Credits (Maximum 30 hours)

Credits earned through non-traditional methods may be awarded upon evaluation by the registrar. Credits from technical schools of the armed forces are evaluated according to the recommendations of the American Council on Education in *A Guide to the Evaluation of Educational Experiences in the Armed Forces*. Community College of the Air Force transcripts may be evaluated for awarding of transfer credit.

## Credit by Examination

### College Level Examination Program (CLEP)

Arkansas State University-Beebe awards up to 30 semester hours of university credit through the College Level Examination Program (CLEP). The rationale for this credit by examination program is as follows: if one has achieved a college level of education in one or more subjects, one is rewarded by receiving the credit without taking the course(s).

There are two types of CLEP exams, General and Subject. The institution awards credit for successful scores on two General exams and several of the Subject exams. Students who plan to transfer from Arkansas State University-Beebe to another institution should become familiar with that institution's CLEP policy before taking CLEP exams. Results of CLEP examinations transferred to Arkansas State University-Beebe from other institutions will be accepted under the same rules as other transfer credits. Transfer CLEP credit will not be accepted on another institution's evaluation unless the student has actually attended that institution.

If CLEP exam scores indicate that one is eligible to receive college credit, this credit shall be recorded on the permanent record without grades or grade points after the student has earned credit at Arkansas State University-Beebe for a full summer or a semester. Anyone may take the CLEP test; however, CLEP credit is not awarded for a course which the student has already completed. This is true regardless of the grade made in the course. CLEP credit is not awarded for a course when the student has already completed a more advanced course at the University. If a student is currently enrolled in any of

the courses in which he/she is eligible for credit through CLEP, it is his/her responsibility to either officially drop the course and inform the registrar of the action or continue in the course until it is completed and thus receive no CLEP credit for it.

For information on CLEP or other testing programs, students should contact the director of testing in the Counseling Center of Arkansas State University-Beebe.

#### Advanced Placement (AP)

The Advanced Placement Program, sponsored by the College Board, offers high school students the opportunity to participate in challenging college-level course work. Students can receive credit, advanced placement, or both from many colleges and universities. ASU-Beebe awards AP credit as shown in the chart below.

<u>AP Exam</u>	<u>Minimum AP Score for Credit</u>	<u>ASU-Beebe Credit</u>
Biology	Three	BIOL 1004
Chemistry	Three	CHEM 1014
English Lit/ Comp or Lang/ Comp	Three	ENG 1003
English	Four	ENG 1003 and ENG 1013
Foreign Language	Three (plus completion of FREN 20013 or SPAN 20013)	FREN 1013 or SPAN 1013
Math (Calculus AB)	Four	MATH 2205
(Calculus BC)	Four	MATH 2215
Physics B	Four	PHYS 2054 and PHYS 2064
Physics C (Mechanics)	Four	PHYS 2074
Physics C (Electricity and Magnetism)	Four	PHYS 2084
European History	Four	HIST 1023
American History	Three	HIST 2763
American History	Four	HIST 2763 and HIST 2773
Studio Art (General Portfolio)	Three	ART 1013

AP credit is not awarded for a course the student has already completed at the college/university level.

AP credit granted at other institutions is not automatically transferable to Arkansas State University-Beebe. Students who wish to transfer AP credit must submit official documentation of earned scores.

Students who establish their eligibility to receive AP credit shall have credit recorded without grade points on their permanent records after they have

been enrolled at Arkansas State University-Beebe for a full summer or semester.

## **Auditing Courses**

Students are permitted to audit courses at Arkansas State University-Beebe. Audit students will pay the regular fee as indicated under the section on Fees and Expenses. No credit will be awarded for courses audited. The letters "AU" will be recorded in the grade column on the student's permanent record. Audited courses will be counted as part of the stated maximum load for a semester or term. Students have until mid-semester each term to declare audit for a course. For the exact audit declaration date, please refer to the current class schedule.

Auditors are expected to meet all requirements for a course (including attendance) other than taking examinations and completing formal written papers. Students not completing requirements other than examinations and written papers may be dropped from the course with a "W" at the discretion of the instructor. The names of those persons registered to audit a course will appear on the class roster, and at the end of the grading period the instructor will determine whether the audit designation should be entered on the student's permanent record or whether a "W" should be entered instead.

Some courses may have restrictions pertaining to auditing of the course.

## **Continuing Education Units (CEU)**

Participants of seminars and other noncredit programs earn one CEU for each ten hours of classroom instruction attended.

## **Applying for Degrees and Certificates**

If continuously enrolled, students may graduate under the Arkansas State University-Beebe catalog in effect when they first enrolled. If enrollment has not been continuous, they may graduate under the current catalog or the first catalog of their continuous enrollment. Students who have been out of school no more than five years and can finish their program with no more than twelve hours may continue under the catalog under which they originally entered. Students must apply for a degree or certificate on or before the application deadline announced in each fall and spring course schedule. Students should consult their advisor or the Records Office for a degree audit to be placed on file well before applying for graduation. During the semester for which they complete their degree requirements, students should notify the Records Office of their intent to graduate. The deadline for making plans to participate in graduation exercises will fall approximately six weeks before the end of the fall or spring semester each year. To have a degree conferred, students must apply with the Records Office whether they plan to participate in the graduation exercises or not.

## Academic Distinction

Academic achievement is recognized in the following ways at Arkansas State University-Beebe:

1. A Chancellor's List is published at the end of each fall and spring semester for all students who have a 4.0 GPA with at least 15 credit hours each semester. (Students on the Chancellor's List are eligible to participate in the Honors program the following semester.)
2. An Academic Vice Chancellor's List is published at the end of each fall and spring semester for all students completing at least 15 credit hours each semester with a GPA of 3.5 to 3.99.
3. Each semester, students named to the Chancellor's List and Academic Vice Chancellor's List receive a scholastic achievement certificate from the University.
4. At Spring Commencement, two sophomores from each division are honored for academic leadership and achievement. Also, the Outstanding Citizenship Award is presented to a sophomore male and to a sophomore female student on the basis of outstanding citizenship.
5. Students in the Honors Program who complete all requirements will have "Graduate of the Arkansas State University-Beebe Honors Program" on their transcripts.
6. Graduates with a 3.75 or better average will be recognized at commencement.

## Academic Integrity

Cheating in any form—including plagiarism, turning in assignments prepared by others, or unauthorized possession of exams—may result in the student being dropped from the class with an "F" and/or being suspended from the University. Students who feel they have been unfairly accused of cheating may appeal to the Division Chair and the Vice Chancellor for Academic Affairs. At the discretion of the Vice Chancellor, a description of the incident may be placed in the student's file in the Records Office. Violators may be reported to the Vice Chancellor for Student Services for possible disciplinary action.

## Arkansas Assessment of General Education (AAGE)

All students seeking the Associate of Arts degree or the Associate of Science degree are required to take the Arkansas Assessment of General Education (AAGE) upon completion of forty-five (45) hours of work (not counting developmental courses). Information and schedules for this test are available in the Office of Academic Affairs and will be publicized in advance of each testing session. Failure to take this test may delay students' further registration or their transfer to another state institution.

## Student Handbook

A student handbook which describes Arkansas State University-Beebe programs and policies is available from the office of the Vice Chancellor for Student Services. All students are encouraged to obtain a copy of the handbook and to become familiar with it.

## Counseling

The Counseling Center in the ASU-Beebe Student Center offers a variety of services to assist students and staff in personal, academic, and career choice areas.

**Personal counseling** is available as a voluntary, confidential resource for students who desire objective professional help with concerns which interfere with their academic success, personal growth, and happiness. Workshops and training sessions are also offered to assist students in areas like stress management and test anxiety. Special-help booklets are available on topics including parenting, death, divorce, stress, anger, depression, alcohol and drug problems, and rape prevention/trauma.

**Academic advising.** A student is assigned an advisor upon entering ASU-Beebe. Students with an identified career goal are assigned an advisor appropriate to that field of study. Counselors and some faculty serve as academic advisors for students who have not yet chosen a career focus or emphasis area. The center also serves as a catalog reading room for other Arkansas institutions of higher education. While students may get assistance from administrators, counselors, and advisors, they are responsible for selecting a field of study and enrolling in the prescribed courses for that field as well as any required developmental courses.

**Career counseling.** Counselors help students identify occupational options which best match their aptitudes and interests. A variety of tools and inventories, including computer-assisted guidance and information programs, are available to help students learn more about themselves, as well as about the world of work and specific occupations.

**Services to Students with Disabilities.** The Coordinator of Disability Services has been designated as Arkansas State University-Beebe's Coordinator of Services for students with disabilities and is the University's compliance coordinator for Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA). In this capacity, the Coordinator of Disability Services arranges for reasonable academic and non-academic support accommodations for eligible students with disabilities. Appropriate documentation of limitations caused by a disabling condition is required before accommodations can be made. Accommodations must be reauthorized each semester. Students who believe they may be eligible for services are encouraged to contact the Coordinator of Disability Services as soon as they make

the decision to enroll at ASU-Beebe, and again at the beginning of each semester. The Coordinator of Disability Services is also the individual to whom concerns about physical access to facilities should be addressed.

## **Testing**

Administration of standardized tests, including the American College Test (ACT), the College Level Examination Program (CLEP), the Arkansas Assessment of General Education (AAGE), the Computer-Adaptive Placement Assessment and Support System (COMPASS®), and ASSET®, is coordinated through the Counseling Center. Registration information and test schedules can be obtained in the Counseling Center. (Registration information and test schedules for the AAGE can be obtained in the Academic Affairs office.) Applications and information about other standardized tests, including the Pre-Professional Skills Test for education majors, are also available. Testing for correspondence courses may be arranged through the Counseling Center.

## **Learning Center**

The Learning Center, on the second floor of the Student Center, promotes the scholarship of Arkansas State University-Beebe students by offering three major services: individual tutoring, computerized tutorials, and video/audio cassette tutorials. The goal of the Learning Center is to help students (especially developmental students) become more independent, efficient and effective learners. The Learning Center is open Monday through Friday during the fall, spring, and summer semesters. The services are free, and appointments are not necessary.

The Learning Center is staffed by a director, three student development specialists, one program coordinator, and adjunct instructors. In addition, student tutors are employed throughout the year. ASU-Beebe students may receive assistance in mathematics, science, business, English, computers, and a variety of other courses offered on the ASU-Beebe, ASU-Heber Springs, ASU-Searcy, and Little Rock Air Force Base campuses. The Learning Center has computers available for student use with Internet access. The Learning Center web site address is <http://www2.asub.edu/lrc>.

## **Abington Memorial Library**

The mission of the Abington Memorial Library is to serve as the major resource for, or access to, recorded knowledge and information in support of the university's instructional, research, cultural, administrative and service goals. In addition to the on site print collection, which contains over 66,000 unique volumes, 2,600 audio/visual items and subscriptions to over 400 periodicals with electronic full-text access available to thousands of other library materials through on-line and CD-ROM databases, the library staff offers interlibrary loan service and holds classes in general library orientation and Internet and special database searching. Amenities include individual study rooms, open stacks

for browsing and easy access to the collection, access ports, and computers with individual printers at each station.

## Financial Aid

Although the cost of attending Arkansas State University-Beebe is comparatively low, some students cannot afford to pay all of their expenses. Therefore, Arkansas State University-Beebe has developed a comprehensive program of financial aid.

Financial aid at Arkansas State University-Beebe consists of funds made available from federal, state, and local sources. Scholarships, grants, loans, and veterans aid are all available to students. For up-to-date information, contact the Financial Aid Office. Early contact and application are recommended.

## Scholarships

Arkansas State University-Beebe, on each of its campuses, awards scholarships through the Scholarship Committee. Applications and complete information concerning the conditions for each scholarship is available from the Office of Admissions or on the university website under Financial Aid/Scholarships. All initial scholarship awards are contingent on availability of funds. The university is committed to honoring all scholarship awards for the duration of student eligibility.

The types of scholarships available to outstanding students include the following:

**Academic Scholarships** are awarded to eligible students for any degree or certificate program at any location, though eligibility conditions may vary by degree or certificate program as noted below. A student may receive no more than one academic or technical scholarship.

**Incentive Scholarship** - A non-renewable award of one-half of regular in-state tuition for the first semester of enrollment is awarded to first-time entering students with an American College Test (ACT) composite score of 22 or better who apply by the first day of classes. Students enrolling in a certificate program may qualify with an ACT composite score of 17 (or comparable ASSET® or COMPASS® score for students who have not taken the ACT).

**Freshman Academic Scholarship** - Full tuition scholarships are awarded to first-time entering students who are valedictorians or salutatorians from an accredited high school, or who have an ACT composite score of at least 24, or who have an average standard score of 640 or better on the GED. Students must apply by June 1. These scholarships may be renewed for up to three additional semesters if students maintain a grade point average of 3.0 in the first semester and a 3.25 thereafter and complete 12 credit (non-remedial) hours per semester.

**Academic Excellence Scholarship** - Scholarships for full tuition, plus room in a residence hall, are awarded to first-time entering students with an ACT

composite score of at least 26. The meal plan is the responsibility of the student and room award is contingent on purchase of a meal plan. These scholarships may be renewed for up to three additional semesters if students maintain a grade point average of 3.0 in the first semester and a 3.25 thereafter and complete 12 credit (non-remedial) hours per semester.

**Technical Scholarships** are awarded to eligible students who enroll in certificate programs. Eligibility conditions may vary by program as noted below. A student may receive no more than one academic or technical scholarship.

**Technical Academic Scholarship** - Full tuition scholarships are awarded to first-time entering students who have qualifying ACT composite scores (or comparable ASSET® or COMPASS® scores for students who have not taken the ACT) and who apply by June 1. These scholarships may be renewed for the duration of the technical program if students complete the total number of courses and hours required in each semester with a GPA of at least 3.0.

**Technical Scholarship**- Each of the high schools in the Wilbur D. Mills Co-op may identify one senior to receive a full-tuition scholarship for a certificate program. Recipients must be named by June 1. These scholarships may be renewed for the duration of the technical program if students complete the total number of courses and hours required in each semester with a GPA of at least 3.0.

**Leadership Scholarships** - Leadership scholarships in the amount equal to half tuition are awarded to first-time entering students who have demonstrated leadership potential and intend to participate in leadership activities on the Beebe campus. These scholarships are renewable for a second semester based on performance. The scholarship recipients are determined by the Vice Chancellor for Student Services. Applications must be received by May 15.

**Departmental Scholarships** - Scholarships of varying amounts are available through some academic departments. The R. V. Powell Scholarship and the Denver Nettles Scholarship are available through the agriculture department; the Linda Jo Welch and the Wayne Hartsfield Regions Bank Scholarships are available through the agriculture and business departments. Guidelines and selection of recipients are determined departmentally.

**Sophomore Scholarships** - Several private scholarships are available to students for their sophomore year including the Walter England Scholarship, the W.H. Owen Scholarship, and the E.H. "Doc" and Ruth Abington Scholarship. Applications for these scholarships are accepted during the Spring semester for that student's sophomore year and are offered based on availability of funds.

**Music Performance Scholarships** - A number of scholarships for participation in performing music groups are available on recommendation of the performing group's director.

**Theatre Performance Scholarships** - A number of scholarships are available for participation in curricular theatre productions. Theatre Performance Scholarships are based upon participation, financial need, and the recommendation of the Director of Theatre.

**Honors Scholarships** - Students admitted to the Honors Program may apply for a \$200 per semester Honors Scholarship.

**John Deere Ag-Tech Program Scholarships** - Students admitted to the John Deere Ag-Tech program are eligible to apply for various scholarships for both in-state and out-of-state students, all of which require students to live in the residence hall.

**Skills/USA VICA** - The VICA Scholarship is a one-time award of \$500. There are two scholarships available to eligible applicants.

**Technical Achievement Scholarships** - These scholarships are awarded to high school seniors who are currently enrolled in a vocational program through ASU-Searcy Area Secondary Technical Center and will have completed one year with the Technical Center by their high school graduation and who enroll in a certificate program. They must also meet certain academic requirements. Four full-tuition scholarships are issued per year, and selections are made by the Technical Center.

**Fred's Second Opportunity Scholarships** - These scholarships were established through a partnership between the Department of Workforce Education, Fred's Department Stores and Arkansas Radio Network. Applicants must apply through Fred's Department Stores. Three full-tuition scholarships are awarded per academic year for students in certificate programs.

**Elite Scholarship** - One full-tuition scholarship is issued to each graduating ELITE class to a deserving student planning to attend a certificate program. The coordinator of the ELITE Program makes the selection.

**VSO Scholarship** - Full-tuition scholarships are awarded to high school students who have participated and placed first in the Arkansas Vocational Student Organization (VSO) Skills Olympics. Students must be accepted in a certificate program within one year of high school graduation.

## **Veteran's Educational Benefits**

Arkansas State University-Beebe is an approved institution for assistance to veterans and veterans' beneficiaries. Veterans, their dependents, and others entitled to educational assistance payments from the Veteran's Administration (VA) may contact the Veteran's representative at Arkansas State University-Beebe for detailed information and application forms.

## ASU-Beebe TRIO Programs

### Student Support Services

Student Support Services is one of five Federal TRIO Programs funded through the United States Department of Education. The ASU-Beebe Student Support Services program is funded to serve 160 college students. Students selected to participate in SSS must be eligible for financial assistance and/or a first-generation college student and/or have a disability. Services are free to eligible participants.

Student Support Services provides participants with academic and support services in a caring environment that seeks to ensure their successful completion of an associate degree at ASU-Beebe and/or transfer to a four-year baccalaureate program. Tutoring and supplemental instruction, a computer lab, academic and career counseling, academic advising, and workshops on topics such as study skills, transfer assistance and career awareness are provided.

### Upward Bound Program

Upward Bound serves qualified area high school students in the surrounding counties. Seventy high school students from first generation or low income backgrounds who exhibit exceptional potential receive academic instruction, tutoring, and counseling on Saturdays during the fall and spring semesters. During the summer, Upward Bound students live on campus and are involved in an intensive academic program with emphasis on English, reading, mathematics and science. Individual or group counseling is also an important program component. Numerous cultural activities are included as part of the summer component and during the academic year.

## General Fees and Expenses

Student registration is not considered complete until fees are paid. Students must pay all fees before attending classes. Payment of tuition may be made with cash, check, or bankcard (VISA, Mastercard, Discover). Fees listed were from the 2002-2003 academic year. Please check the university website for the current fee structure. The University reserves the right to change the amount of fees or to add new ones at any time such action is deemed necessary.

### **FEES (PER SEMESTER, Subject to change without notice)**

Tuition Fee Per Credit Hour .....	\$60
Tuition Fee Per Credit Hour (Out-of-State) .....	\$102
Late Registration Added Fee .....	\$20
Vehicle Registration (per year) .....	\$10

(continued next page)

Student Center Building Fee (per hour).....	\$3
Quality Improvement Fee (per hour) .....	\$5
Computer/Science Lab Fee .....	\$20
Internet Course Fee .....	\$20

Fees at ASU-Beebe's other campuses may vary from the above schedule and are subject to change.  
 Students without ACT scores will be charged an additional fee for the exam.  
 See current class schedule or call the Office of Admissions for current fees.

## Refund of Fees Schedule

Refunds must be claimed at the time of withdrawal through the Records Office and the Business Office. This applies to both special and regular students. The refund schedule is as follows:

	<b>Fall and Spring Semesters</b>	<b>Five-Week, Eight-Week, &amp; Twelve-Week Terms</b>
First Week .....	100% .....	100%-2 Days, 50%-3 Days
Second or third weeks .....	60% .....	None
Over three weeks .....	None .....	None

The refund schedule applies to the total tuition charge rather than the amount paid at the time of withdrawal.

## Tuition Waiver for Senior Citizens

Arkansas residents who are 60 years of age and older are entitled to attend college credit classes at Arkansas State University-Beebe and other state colleges and universities without a tuition charge. Proof of age must be presented at the time of registration. This waiver does not apply to non-credit classes or parking fees collected by the college.

## Housing

The majority of Arkansas State University-Beebe students commute to campus; however, on-campus residence halls are available for students. Quapaw Hall, which houses 88 men, is located on the west side of the Beebe campus; and Princess Hall, which houses 52 women, is located on the east side of the Beebe campus. Residence halls are open while classes are in session during fall and spring semesters.

## University Dining Services

The University Cafe is located on the first floor of the Student Center on the Beebe campus. A full menu of breakfast, lunch, and dinner options is served each day at the traditional meal times, as well as a variety of snacks and fast food options throughout the day. Residential students' meal costs are

covered along with housing in a single fee. Board charges do not include holidays.

## Room and Board Fees

Double and single occupancy rooms are available. Requests for single occupancy will be considered based upon available space. A Housing Application and a \$75 deposit are required for room reservations. Rooms in university residence facilities should be reserved in advance. All students with fewer than 45 hours, except those living at home or with relatives, are encouraged to live in campus housing. Current room and board rates may be found on the University's web pages or by contacting the Office of Student Life. Payments may be made in four installments, the first being due at registration. Room and board charges are not separated except for medical or religious reasons validated by the Vice Chancellor for Student Services and the Vice Chancellor for Finance and Administration. All charges are payable in the Business Office and charges do not include holiday periods. Campus housing is closed during holidays.

Room assignments will be mailed to students approximately 30 days prior to the beginning of the semester.

## Health

The University does not maintain a health clinic. The University assumes no liability either expressed or implied for student health services. A voluntary student group insurance plan is available to all students. See the Vice Chancellor for Student Services for applications and information.

## Grievance Procedures

Any action toward students by faculty, supervisors, administrators, or any other person acting for the University is subject to review through established grievance procedures. These procedures, as stated in the Student Handbook, must be followed. The Director of Human Resources will provide information and assistance in preparation of grievance complaints.

## Student Complaints Policy

Recorded complaints will be limited to those made formally in writing, signed by a student, and addressed and submitted to one of the designated Institutional Compliance Officers. The University currently has numerous grievance procedures in place. Referrals to these procedures will be noted by the Institutional Compliance Officers and will not be considered as a complaint for purposes of this policy. The underlying component of this policy assumes that when an Institutional Compliance Officer has become involved, the complaint has not been satisfactorily resolved through established procedures. The Institutional Compliance Officers are the Chancellor, the Vice Chancellor for

Student Services, the Vice Chancellor for Academic Affairs, the Vice Chancellor for Finance and Administration, the Vice Chancellor for ASU-Heber Springs, and the Vice Chancellor for ASU-Searcy. Questions concerning these policies should be directed to the Vice Chancellor for Student Services, who serves as the Institutional Compliance Coordinator.

## **Sexual Harassment Policy**

Arkansas State University-Beebe is committed to creating and maintaining a university community that is free from all forms of sexual harassment. Arkansas State University-Beebe will not tolerate sexual harassment in relation to the evaluation of employee or student performance, nor shall the university tolerate such behavior in the context of collegial and/or co-worker interaction. Such conduct is an abuse of authority and position.

See the current Student Handbook for a copy of the policy.

## **Campus Sex Crimes Prevention Act**

The Campus Sex Crimes Prevention Act (section 1601 of Public Law 106-386) is a federal law that provides for the tracking of convicted, registered sex offenders who are working, volunteering, or are enrolled as students at institutions of higher education.

The Act requires sex offenders already required to register in a state to provide notice to each institution of higher education in that state at which the person works, volunteers, or is a student. It also requires institutions of higher education to issue a statement advising the campus community where its members may obtain information concerning registered sex offenders.

To inquire about registered sex offenders at your campus, contact the following departments: ASU-Beebe, Campus Police; ASU-Heber Springs, Cleburne County Sheriff's Office; ASU-Little Rock Air Force Base, Pulaski County Sheriff's Dept.; ASU-Searcy, White County Sheriff's Office.

## **Records Policy**

The information contained in student records is generally regarded as private and confidential and may not be released to anyone other than the student without the written consent of the student; this includes the student's parents and/or spouse. Public information is an exception and is given to any inquirer.

Public information includes the following data: name, local address and phone number, permanent address and phone number, place and date of birth, e-mail, number of academic hours completed, academic major, full or part time status, academic or non-academic honors, letters of commendation, high school attended, withdrawal date, other academic institutions attended, degree obtained and date conferred, campus activities, leadership positions, and dates of attendance.

At the time students register for courses, they may notify the Registrar in writing that public information relating to them may not be released. The appropriate form is available in the Records Office.

Restricting the release of public information directly affects publications, programs, and news releases concerning student activities, honors, and awards.

Additional information on education records is released only upon written student request except to the following persons:

1. Arkansas State University-Beebe staff with legitimate educational interest.
2. Federal, state, and local officials as specified by law.
3. Research and accreditation representatives.

A copy of the full text of the Family Educational Rights and Privacy Act of 1974 is available in the Records Office along with information about types of student records maintained at Arkansas State University-Beebe, the procedure for gaining access to records, and the procedure for challenging the contents of those records.

## **Student Conduct**

Students at Arkansas State University-Beebe are expected to conduct themselves in an appropriate manner and conform to standards considered to be in good taste at all times. This implies a consideration of the welfare and reputation of the university and of other students enrolled at the university.

The Vice Chancellor for Student Services is charged with the responsibility of recommending and implementing policies affecting student behavior. Students exhibiting behavior problems not compatible with good citizenship can expect to be reprimanded, have certain restrictions imposed, or, in extreme cases, be denied the privilege of continuing as students.

## ***ORGANIZATIONS***

Several academic, service, and preprofessional organizations are active on the Arkansas State University-Beebe campus. These organizations offer students opportunities for leadership experiences, as well as recognizing scholarship and providing social activities. A complete list of all currently recognized student organizations is included in the Arkansas State University-Beebe Student Handbook.