QUALITY LEARNING EXPERIENCES

ACADEMIC ORGANIZATION

The academic organization of ASU-Beebe includes divisions and departments. Each division has a departmental substructure and is supervised by a division chair or director.
Advanced Technology and Allied Health

Michael Troop, Interim Director: (501) 882-8811
Addie Banks, Administrative Specialist: (501) 882-8822
Beebe Campus, Advanced Technology/Allied Health 101

Departments:
- Agriculture Equipment Technology
- Computer-Aided Drafting and Design
- Computer Systems and Networking Technology
- EMT/Paramedics
- Medical Laboratory Technology
- Nursing
- Pharmacy Technician Science

Business and Agriculture

Robert Mitchum, Chair: (501) 882-8847
Pat Brackett, Administrative Specialist: (501) 882-8813
Beebe Campus, Business and Agriculture 101

Departments:
- Agriculture
- Business
- Computer Information Science
- Health Information Assistant
- Hospitality Administration
- Military Science
- Veterinary Technology

Education and Social Sciences

Teddy Davis, Chair: (501) 882-8873
Linda Vaughan, Division Administrative Specialist: (501) 882-8921
Beebe Campus, Owen Center 135

Departments:
- Criminal Justice
- Early Childhood Education
- Education
- Health, Physical Education, and Recreation
- History
- Psychology
- Social Sciences
English and Fine Arts

Dennis Humphrey, Chair: (501) 882-4406
Karly Carter, Division Administrative Specialist: England Center 113, (501) 882-4495
Beebe Campus, Owen Center 135

Departments:
- Art
- English
- Music
- Speech
- Theater

Mathematics and Science

Biology—Dr. Melissa Meador, Associate Professor of Biology: (501) 882-8805
Chemistry—Dr. Tuwanda Simmons, Assistant Professor of Chemistry: (501) 882-8871
Math—Judy Kirk, Assistant Professor of Mathematics: (501) 882-8996
Linda Johnson, Division Chair Administrative Specialist: (501) 882-8815
Beebe Campus, Science Building 105

Departments:
- Biological Science
- Chemistry
- Mathematics
- Physical Science

Occupational Technology

Carroll Moody, Director, (501) 207-6206
Miranda Harmon, Division Administrative Specialist: (501) 207-6213
Searcy Campus, Technology West 112

Departments:
- Air Conditioning
- Auto Body Repair
- Automotive Technology
- Computerized Machining Technology
- Diesel Technology
- Electronics
- Multi-Skills Technology
- Power Sports
- Upholstery
- Welding Technology

Online College/Distance Learning

Rhonda Durham, Director: (501) 882-4442
Tabitha J. Hasson, Division Administrative Specialist: (501) 882-8894
Beebe Campus, University Center 101
SPECIAL ACADEMIC PROGRAMS

In addition to regular college programs, ASU-Beebe provides the Honors program for students with superior backgrounds and developmental programs for students needing preparation for college work.

ASU-Beebe International Travel

In the spring of 2017, students will have the opportunity to earn course credit and visit the Central American country of El Salvador. This program will have a limited enrollment, so students are advised to register early when fall registration begins in the fall of 2016.

Students may enroll in a special 8-week section of HIST 1013 World Civilization to 1660, which is an elective required course for most degrees. The course will be taught by Mr. Eddie Supratman on the Beebe campus. The course includes seven weeks of instruction at ASU-Beebe and one week of living in the residence halls of the Universidad Católica de El Salvador.

The Universidad Católica de El Salvador is a higher education institution located in the city of Santa Ana, El Salvador. The university has several areas of study, including English, engineering, architecture, business, science, humanities, law and social sciences. It also has postgraduate studies.

Students will visit historical sites, including ancient Mayan pyramids, beautiful colonial towns and experience the richness of Salvadoran history and culture.

ASU-Beebe is proud to provide this opportunity for students to explore a foreign country under the supervision and care of the course instructor. This program costs less than $1,000 plus course tuition. Financial aid covers most travel expenses.

Please contact the following for more information and for application materials.

Dr. David Jones  
Associate Professor of English  
501-882-8841  
dmjones@asub.edu

Eddie Supratman  
Instructor of History/Comparative Religion  
501-882-8853  
esupratman@asub.edu

ASU-Beebe Honors Program

The administration and faculty of ASU-Beebe realize the importance of responding to the academic demands of superior students. The Honors Program is designed to challenge these talented students and augment their education.

Admission to the Honors Program at ASU-Beebe is a privilege reserved for only the most academically capable students, and only a limited number of scholarships are available. To be eligible a student must meet one of the following:
1. Incoming Freshmen:
   A. Have a composite ACT (or comparable SAT) score of 24 or above
      OR
   B. Have a comparable Accuplacer/ASSET score and high school GPA of 3.75 or higher.

2. Currently enrolled:
   A. Have a 3.75 GPA during the previous semester carrying at least 12 credit hours
      OR
   B. Recommendation of faculty or advisor and then gaining approval from the Honors Committee.

3. Transfer students who did meet the original entrance requirements will be admitted on a case by case basis on a probationary status. Those who did not meet the original entrance requirements for the Honor's Program:
   A. Have a GPA of 3.75 during the previous semester carrying at least 12 credit hours
      OR
   B. Recommendation of faculty or advisor and then gaining approval from the Honor's Committee.

On the class schedule, an H will be listed after the course number for each course offered as an honors course (for example, ENG 1003H).

Students not admitted to the Honors Program may take individual honors courses with the consent of the instructor.

For priority consideration, applications for scholarship must be made by June 1st prior to the first semester of the award. To receive the award, the student must register in at least one Honors course (1st fall semester Honors class should be Introduction to United States Government - Honors Section) to be included in the 12 credit hours of ASU-Beebe coursework. A student may be eligible for the scholarship for a maximum of four semesters. Continuation requires a 3.5 cumulative GPA for at least 12 hours per semester, with enrollment in at least one Honors course every semester.

Students who satisfy these and all other requirements for graduation will receive their diplomas and transcripts with the distinction of "Graduate of ASU-Beebe Honors Program."

See academic advisors for more information regarding the Honors Program and scholarship applications.

Honors courses are provided on a semester rotation basis.

Fall Semester

<table>
<thead>
<tr>
<th>ENG 2003H World Literature I (Honors Section)</th>
<th>3 Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>A study of literature from antiquity through the Renaissance, reflecting the major philosophical and religious trends of these time periods. In addition to basic course content, the honors section will consider the history, art, and music of each period; possible field trips can enhance such interdisciplinary experience. Critical approaches to literature as well as a variety of research strategies will be explored. Prerequisite: ENG 1013.</td>
<td></td>
</tr>
</tbody>
</table>
POSC 2103H Introduction to United State Government (Honors Section)  
3 Credit Hours
A study of the American national governmental process with an emphasis on American constitutional history, the mechanics of how American national government operates and the development of the concept of democracy. In addition to basic course content, honors students will be required to do additional outside reading and research, and the tests will contain a strong essay component.

Spring Semester

ENG 2013H World Literature II (Honors Section)  
3 Credit Hours
A survey of literature from the Enlightenment to Contemporary times, reflecting the major philosophical and religious trends of these time periods. In addition to basic course content, the honors section will consider the history, art, and music of each period; possible field trips can enhance such interdisciplinary experience. Critical approaches to literature as well as a variety of research strategies will be explored. Prerequisite: ENG 1013.

CIS 1503 Microcomputer Applications I (Honors Section)  
3 Credit Hours
A course designed to introduce students to the concepts of computer information systems through the application of software packages for microcomputers. Students will gain "hands-on" experience using popular business application software including word processing, spreadsheets, databases, and presentation graphics. ACTS Course Number: CPSI 1003. This course is offered on the Beebe campus during the fall and spring semester and online during the fall, spring, and Summer semesters.
ACADEMIC SUPPORT CENTERS AND PROGRAMS

Learning Centers

**Beebe**
- Student Center, Room 201
- Fall and Spring Semesters: Monday-Thursday 8:00 a.m.-8:00 p.m., Friday 8:00 a.m.-5:00 p.m.
- Summer: Monday-Friday 8:00 a.m.-4:30 p.m.
- 501-882-8867

**Heber Springs**
- Student Services/Administration Bldg. 2nd Floor
- Fall and Spring Semesters: Monday-Thursday 8:00 a.m.-8:00 p.m., Friday 8:00 a.m.-3:00 p.m.
- Summer: Monday-Thursday 7:30 a.m.-4:30 p.m., Friday 7:30 a.m.-3:00 p.m.
- 501-362-1121

**LRAFB**
- Jacksonville-Little Rock AFB
- University Center, Suite 115
- Call for Tutor Schedule
- 501-988-4151

**Searcy**
- Technology Annex Building #1
- Hours vary. Appointments are recommended but drop-in tutoring is available at specific times. Please call for information.
- 501-207-6252

The learning centers provide academic support to ASU-Beebe students through tutoring, workshops, and educational technology. Visit these centers for assistance with most ASU-Beebe coursework or utilize the open computer lab. In addition to these services, students enrolled in distance education classes through ASU-Beebe can access the Learning Center Online for tutoring via Blackboard, Monday-Friday.

All tutoring and services are free. No appointment is needed at the Beebe or Heber Springs campus. For more information, contact the learning center on your campus for specific schedules or visit the department's webpage [http://www.asub.edu/academics/student-support/learning-center](http://www.asub.edu/academics/student-support/learning-center).

**ASU-Beebe TRIO Programs**

Student Support Services (SSS) is one of five Federal TRIO Programs funded through the United States Department of Education. Students selected to participate in SSS must meet financial guidelines, be a first-generation college student, and/or have a disability. Services are free to eligible participants.
Student Support Services provides academic and support services in a caring environment that seeks to ensure participants' successful completion of an associate degree at ASU-Beebe and/or transfer to a four-year baccalaureate program. Tutoring, a computer lab, academic and career counseling, academic advising, and workshops on topics such as study skills, calculator use, financial literacy, and career awareness are provided.

Abington Library

Abington Library is located on the ASU-Beebe campus. The mission of Abington Library is to provide a center of academic support for the ASU-Beebe campuses and the communities they serve. The mission is accomplished through the following:

- Acquiring print and electronic scholarly resources which support the curriculum
- Providing access to scholarly resources housed within the library, in addition to using technology to provide access to electronic resources from off campus
- Assisting and instructing library users in the research process
- Providing space and computer access for study, research, and the exchange of information

On the Beebe campus, Abington Library provides access to approximately 60 online research databases, which are accessible from off campus by logging in with a valid ASU-Beebe ID number and six-digit birth date. Services include interlibrary loan, and general and specialized library instruction for classes and/or individuals. Reference service is available on site, by phone at 501-882-8959, or by email at refquest@asub.edu. Group and individual study rooms are available for private study. Computers are available for use with printing at no charge. Special resources housed within the library include materials in the Arkansas and Special Collections Room and the George Fisher Gallery.

Library materials are also available on the Heber Springs campus via the Heber Springs Learning Center. The library's website address is http://www.asub.edu/academics/student-support/abington-library/.

Media Center at Searcy

The Media Center (Library) on the Searcy campus is located east of the Student Center. The Media Center is open Monday through Friday from 8:00 a.m. to 4:30 p.m. Students, faculty, and staff have access to the library collections of the Searcy and Beebe campuses. The collection of materials for both campuses can be searched using Abington Library's online catalog at http://abingtonlibrary.asub.edu/. Materials needed from the Beebe campus library can be obtained through a courier service by filling out a request form. The Media Center has several computers available for student use, and online research databases are available through the Abington Library website at http://www.asub.edu/academics/student-support/abington-library/.
ACADEMIC POLICIES AND PROCEDURES

Beginning the Term

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+ hours are classified as sophomores; students that have previously completed an Associate's degree and continue to enroll at ASU-Beebe will be classified as "unclassified."

Registration

Courses are offered in fall, spring, 8-week, intersession, 10-week and summer sessions. Registration dates and times are published at www.asub.edu. Registration will be permitted only at scheduled times. Most registration is done through Campus Connect on the website.

Student Academic Load

The load for a full-time student is a minimum of twelve semester hours for fall/spring terms or six hours for an 8-week term. The maximum academic load shall not exceed eighteen hours per fall or spring semester (including any hours taken during the eight-week terms within the semester), seven hours for a summer term, or nine hours for an eight-week term, without recommendation of their advisor, division chair, and special approval from the Associate Vice Chancellor for Academic Affairs. Courses taken concurrently at other institutions will be considered in calculating the maximum load. Please see your academic advisor to begin the approval process.

Changes in Schedule

During the open registration period, students wishing to add or drop courses may do so on Campus Connect by accessing the Register for classes link. Students wishing to drop a class after the open registration period will do so through Campus Connect by clicking on the Drop Class(es) request link. Students must be cleared by their academic advisor before they will be allowed to access this option. Once the student has completed this step, the request to drop the class will be sent to the Office of the Registrar where the drop will be processed. Students wishing to drop another course later in the semester/term must be cleared again by their academic advisor. Refunds will be made according to the Refund of Fees schedule that appears in this catalog. Dropping a class may be done up to the published deadline on the academic calendar.

Note: Prior to the census date of each semester or term, students dropping a course will be removed entirely from the course and the course will not appear on the student's transcript. After the census date, students dropping a course before the published deadline will be given a grade of "W" and the grade will appear on the student's transcript. (See university calendar for appropriate deadline dates.)

Students who stop attending a course without following the appropriate procedure to drop will receive a failing grade.
Students who experience a major medical issue should contact the Vice Chancellor for Student Services office for information.

Credit Hour Policy

ASU-Beebe defines credit hour according to the federal standard. The credit hour value of a traditional course is calculated as follows: A clock hour of instructional time is the equivalent of 50 minutes of class time or 60 minutes of independent-study work; and a minimum of two hours of out-of-class work is expected for every hour (50 minutes) of instructional time.

For every course credit hour, the typical student should expect to spend at least three clock hours per week of concentrated attention on course-related work, including but not limited to time attending class, as well as out-of-class time spent reading, reviewing, organizing notes, preparing for upcoming quizzes/exams, problem solving, developing and completing projects, and other activities that enhance learning. Thus, for a three hour course, a typical student should expect to spend at least nine hours per week dedicated to the course.

Our credit hour definition does not emphasize the concept of “seat time” or time in class as the only metric for determining the amount of student learning. Alternative delivery methods, measurements of student work, academic calendars, and disciplines may also be utilized for student learning. Credits can be awarded on the basis of documentation of the amount of work a typical student is expected to complete within a semester/term at ASU-Beebe. This documentation is clearly explained in each course syllabus.

During the Term

Academic Integrity

Cheating, in any form, may result in the student being receiving an "F" grade and/or being suspended from the university. This includes, but is not limited to plagiarism, turning in assignments prepared by others, or unauthorized possession of exams. Students who feel they have been unfairly accused of cheating may appeal to their respective Division Chair. Violators may be reported to the Dean of Students for possible disciplinary action.

Attendance Policy

ASU-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 may result in the student receiving a failing grade recorded immediately. This policy should be explained in each course syllabus.

Once a student has registered for courses at ASU-Beebe, failure to attend class does not constitute withdrawal. Students must follow the proper procedures for withdrawing from the semester.

Withdrawals from the Semester

Students wishing to completely withdraw (drop all courses) from the current semester/term after the open registration period must first contact their academic advisor for clearance to do so. Once cleared, students may withdraw through Campus Connect by clicking on the Withdrawal Form link.
Once the on-line request form is completed, the form will be sent to the Office of the Registrar where the withdrawal will be processed. After processing the withdrawal, the Office of the Registrar will notify personnel in appropriate offices on campus. Refunds will be made according to the Refund of Fees schedule that appears in this catalog. Withdrawals from the semester may be made up to the published deadline on the academic calendar.

Note: Prior to the census date of each semester or term, students withdrawing will be removed entirely from the course(s) and the course(s) will not appear on the student’s transcript. After the census date, students withdrawing before the published deadline will be given a grade of “W” and the grade(s) will appear on the student’s transcript. (See university calendar for appropriate deadline dates.)

Students who stop attending a course or all courses without following the appropriate drop or withdrawal procedure will receive failing grades.

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 successfully 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. Incomplete status is not granted until the appropriate division chair and the Associate Vice Chancellor for Academic Affairs approve.

Students must complete all required work by the end of the following fall or spring term. Should this work not be completed within this time frame, the incomplete grade will be changed to an “F” on the student’s transcript. 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.
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 the published deadline each term to declare audit for a course. For the exact audit declaration date, please refer to the current university calendar.

Auditing students are expected to meet all requirements for a course (including attendance) other than taking examinations and completing formal written papers. Students not completing these requirements 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.

The Request to Audit Course form is located on the ASU-Beebe Registrar's website or in the Registrar's Office. Some restrictions may apply.

Procedures for Excused Absences for Military Duty

In the event that a student must miss class time due to a military service commitment, the following procedures must be observed:

1. The student notifies faculty member in advance that they must miss a class or test because of military duty.
2. If in the case of emergency such as a natural disaster, the student must contact their instructor as soon as possible.
3. The student must provide the instructor with either their orders (if issued in advance) or official documentation such as a drill letter that indicates the date, place and time that they must report.
4. Other arrangements must be made for the student to complete the test or assignment before they leave for military duty.
5. The time away from the class should be counted as an excused absence and should not be held against the student.

Grades and Graduation

Grading System

Midterm and final grades are made available to students through Campus Connect each semester. Letter grades are used to indicate the following qualities:

A = Excellent
B = Good
C = Average
D = Below Average
F = Failure
I = Incomplete
W = Withdrawn
WX = Withdrawn for Excessive Absence  
AU = Audit  
S = Satisfactory  
U = Unsatisfactory  
CR = Credit  
NC = No Credit  
NR = Not Reported by Instructor

**Grade Points and Grade Point Averages**

For the purpose of computing current and cumulative grade point 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. Grades in developmental classes are not counted in computing the grade point average. To check your grade point average, check your unofficial transcript on Campus Connect.

**Academic Distinction**

Academic achievement is recognized in the following ways at ASU-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. Students in the Honors Program who complete all requirements will have “Graduate of the ASU-Beebe Honors Program” on their transcripts.
4. Graduates with a 3.75 or better GPA will be recognized in the Commencement program.

**Graduation Requirements**

1. Successful completion of all program requirements with a minimum cumulative grade point average of 2.00.
2. A student must complete a minimum of 15 semester credit hours at ASU-Beebe.
3. Satisfaction of all financial obligations to the university.

If continuously enrolled, students may graduate under the ASU-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.
Application for Graduation

Students requesting consideration for graduation must complete an Application for Graduation prior to the published deadline for each semester or term. Applications are available on the ASU-Beebe website in the student Campus Connect account under Forms.

In certain situations the advisor or Division Chair may allow a substitution for a program requirement. The University Registrar must be informed of this request prior to conferring the student's degree or certificate. Final approval of substitutions rests with the Associate Vice Chancellor for Academic Affairs.

The appropriate degree or certificate will be conferred once all academic requirements have been met and all obligations to the university have been completed. There is no charge for applying for graduation.

Requesting an Official Transcript

Official transcript requests must be made by the student in person, in writing, or electronically via Campus Connect. Transcripts are provided free of charge unless ten or more are ordered at one time. A charge of $1.00 each is required when ten or more transcripts are requested. Transcripts will not be issued if the student has past due financial obligations to the university. For more information about obtaining an official transcript, visit the Registrar's Office website. Unofficial transcripts may be viewed and printed on Campus Connect.

Returning to School

Repetition of Courses

The original grade for the course stays on the transcript. However, the LAST grade earned will be used to calculate the cumulative grade point average—even if the last grade earned is lower than the original attempt.

- Students must repeat the exact course to have the latest attempt replace the first attempt.
- All courses attempted will remain on the transcript. Previous attempts are indicated on the transcript by a # sign beside the letter grade with credit hours appearing in the parentheses. An asterisk appears beside the last attempt.
- Courses will only count toward graduation requirements once, even if both attempts are successful.
- Adjustments to the cumulative GPA are not made for courses transferred from other institutions because no grade points are assigned to transfer credits.
- Grades of "W", "I", or "AU" will not replace the original grade.
- Developmental courses are not included in this policy.

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. Students must apply for clemency before the first day of classes of the semester they are re-entering.
In addition to the loss of grades and credits, students also forfeit the use of previous placement scores and prerequisites already completed.

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)."

**Academic Probation and Suspension**

All students attending ASU-Beebe are expected to make satisfactory progress in all attempted courses. Academic probation and suspension status is calculated and evaluated at the end of the fall and spring semesters. Probation or suspension status following a summer term is not evaluated.

To be in good academic standing, all students must earn the required minimum cumulative grade point average (GPA) as listed below.

<table>
<thead>
<tr>
<th>Credit Hours Attempted</th>
<th>Minimum Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-15</td>
<td>1.50</td>
</tr>
<tr>
<td>16-30</td>
<td>1.75</td>
</tr>
<tr>
<td>31-45</td>
<td>1.90</td>
</tr>
<tr>
<td>46+</td>
<td>2.00</td>
</tr>
</tbody>
</table>

Students who fail to meet these standards will be placed on academic probation for one semester (fall or spring). If, at the end of the probationary period, these students do not achieve the minimum cumulative GPA as stated above they will be suspended until the end of the next semester (fall or spring). Summer is not included.

Exceptions to the above suspension policy are as follows:

1. Students on academic probation achieving at least a 2.00 GPA for each semester enrolled will be eligible to enroll in classes but will be continued on academic probation until the minimum cumulative GPA is achieved.
2. A student who has been suspended for poor scholarship may petition for immediate readmission by:
   a. Obtaining a petition form and a current ASU-Beebe transcript from the Registrar’s Office.
   b. Submitting the completed petition and 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.

Transfer students who are on academic suspension at another college or university are not eligible to enroll at ASU Beebe until the suspension is completed. Transfer students must be eligible to return to the last institution attended.
TRANSFERRING TO FOUR-YEAR PROGRAMS

Career and Transfer Services

Career and Transfer Services assist ASU-Beebe students who are transitioning to four year institutions or other professional programs. It also provides services to students, alumni, and community members as it relates to resumes, professional dress and conduct, interviewing skills, and completing employment applications.

The mission of Transfer Services is to help students identify their goals and to provide them appropriate information, resources, and guidance to ensure they successfully transfer to a school of their choice so they can reach their fullest potential.

The Office of Transfer Services is located on the second floor of the McKay Student Center in the Student Success Center on the Beebe campus.

Phone: 501-882-8906
Website: http://www.asub.edu/academics/student-support/student-success-center/transfer-services

Transfer Scholarships

Most public four-year institutions in Arkansas provide scholarships to transfer students. These can require a minimum GPA, credit hours earned, or even a degree earned. It is strongly recommended that students view the specific information available online for their transfer institution.

Specific information is available online for the following institutions at http://www.asub.edu/index.php/academics/student-support/student-success-center/transfer-services/scholarships.

- Arkansas State University – Jonesboro
- Arkansas Tech University, Russellville
- Henderson State University, Arkadelphia
- University of Arkansas, Fayetteville
- University of Arkansas - Fort Smith (UAFS)
- University of Arkansas at Little Rock (UALR)
- University of Arkansas at Pine Bluff (UAPB)
- University of Central Arkansas, Conway (UCA)

For help with transfer scholarship opportunities, please call the admissions office at the school of interest or ASU-Beebe's Coordinator of Career and Transfer Services at 501-882-8906.
2+2 Programs

The 2+2 programs are designed to assist students with a seamless transfer to a specific university. ASU-Beebe currently has 2+2 program agreements with Arkansas State University-Jonesboro and the University of Central Arkansas.

Students in a 2+2 program follow a specific list of coursework for their first two years at ASU-Beebe. Then, students transfer to the four-year university to complete their last two years of college.

Arkansas State University-Jonesboro 2+2 Programs

For more information about these programs, please visit the webpage:
http://www.asub.edu/index.php/academics/divisions-programs/advanced-programs/degrees

- Accounting
- Agricultural Business
- Business Administration
- Criminology
- Disaster Preparedness & Emergency Management
- Education/Mid Level
- Education (K-6)
- Management
- Nursing - AASN (Traditional Track - CNA to RN)
- Nursing - AASN (Fast Track - LPN to RN)
- Nursing (RN to BSN)
- Technology

University of Central Arkansas

For more information about these programs, please visit the webpage: http://uca.edu/2plus2/asu-beebe/

- Accounting
- Addiction Studies - Treatment
- Biochemistry - ACS Certified
- Biology
- Business Administration
- Chemistry - ACS Certified
- Chemistry - with minor
- Creative Writing
- Economics - International Trade
- Elementary Education K-6
- English
- Environmental Science – Biology
- Environmental Science – Chemistry
- Environmental Science - Planning and Administration
- Family & Consumer Sciences Education
- Finance
- Geography
- Geography - Geospatial Technology
• Health Education
• Health Sciences - Health Services Administration
• Health Sciences - Physical Therapy Emphasis
• History
• Innovation & Entrepreneurship
• Insurance & Risk Management
• Insurance & Risk Management - Personal Financial Planning
• Management
• Management - Supply Chain Management
• Management Information Systems - Business Analysis
• Management Information Systems - E-Commerce
• Management Information Systems – GIS
• Management Information Systems – Networking
• Management Information Systems - Programmer Analyst
• Marketing
• Marketing - Supply Chain Management
• Mathematics - Pure Mathematics
• Mathematics - Applied Mathematics
• Mathematics - Pure Mathematics
• Middle Level Education - Language Arts/Math
• Middle Level Education - Language Arts/Science
• Middle Level Education - Language Arts/Social Studies
• Middle Level Education - Math/Science
• Middle Level Education - Math/Social Studies
• Middle Level Education - Science/Social Studies
• Nutrition
• Philosophy
• Physical Education Teacher Education
• Physics
• Physics - Applied Physics
• Physics - Biological Physics
• Physics - Physical Science
• Political Science
• Psychology
• Religious Studies
• Sociology
• Writing - General Writing
• Writing - Professional Writing
A-State Degree Center at ASU-Beebe

Students may earn selected baccalaureate degrees on the Beebe campus through partnership arrangements between ASU-Beebe and ASU-Jonesboro. Degree plans are outlined in 2+2 checklists with the first two years consisting of Beebe courses leading to an associate’s degree. The last two years of classes are offered on the Beebe campus by ASU-Jonesboro faculty, adjunct faculty through on-site instruction, or through a compressed video network. Some course work may also be offered through a web or web assisted environment.

The following are current baccalaureate programs offered at the Beebe campus.

- Accounting
- Agricultural Business
- Business Administration
- Disaster Preparedness and Emergency Management
- Education K-6 and Mid-Level
- Management
- Technology
- Criminology

For additional information call 501-882-8929 or e-mail: astate@asub.edu. The Director of Distance Learning & Advanced Studies coordinates the programs offered through the A-State Degree Center and is located in the University Center.

ASU-Jonesboro also offers a traditional Associate Degree in Registered Nursing, an LPN to RN Associate Degree in Nursing and an RN to BSN Bachelor’s Degree in Nursing through the A-State Degree Center. LPN’s and RN’s seeking admission to the LPN to RN and RN to BSN programs must be in good standing with the Arkansas State Board of Nursing. For additional information call 501-882-8891 or e-mail: kacooper@asub.edu.

Partnerships

Arkansas State University-Jonesboro Partnership Agreement

ASU-Beebe students have the opportunity to take part in a partnership agreement formed by ASU-Beebe with Arkansas State University-Jonesboro, which has as its goal the facilitation of the transfer process to Arkansas State University-Jonesboro. This partnership agreement, which became effective fall 1994, guarantees that:

1. if you transfer from ASU-Beebe with the Associate of Arts degree with the 45-hour core curriculum, you will have satisfied general education core requirements and be admitted with junior classification at Arkansas State University-Jonesboro.

2. in general, any grades of “D” which you earn as part of the Associate of Arts degree at ASU-Beebe will transfer for credit at Arkansas State University-Jonesboro. However, specific degree requirements may require a grade of “C” or higher in certain courses.

3. in addition to meeting specific major and general education requirements, students must complete 45 junior-senior hours at ASU-Jonesboro. Thirty-two hours, including 18 of the last 24 hours, must be completed in residence on the ASU-Jonesboro campus or at an ASU Degree Center.
If you have any questions concerning the partnership agreement, please contact the Admissions or Registrar's Office at Arkansas State University-Beebe.

**University of Central Arkansas Partnership Agreement**

The University of Central Arkansas will accept ASU-Beebe's 45-hour core curriculum as meeting the University of Central Arkansas's general education core provided the student has an Associate of Arts degree with all grades of "C" or better. The University of Central Arkansas and ASU-Beebe have articulation agreements in several programs, which are identified on the ASU-Beebe website.

**University of Arkansas at Little Rock Partnership Agreement**

The University of Arkansas at Little Rock will accept Arkansas State University-Beebe's 45-hour core curriculum as meeting University of Arkansas at Little Rock's general education core provided the student has an Associate of Arts degree with all grades of "C" or better. Where possible, the University of Arkansas at Little Rock would like for the student to have six hours of Fine Arts and six hours of World Civilization.

**Arkansas Tech University Partnership Agreement**

Arkansas Tech University will accept ASU-Beebe's 45-hour core curriculum as meeting Arkansas Tech University's general education core provided the student has an Associate of Arts degree with all grades of "C" or better. Where possible, Arkansas Tech University would like for the student to have six hours of Fine Arts and six hours of World Civilization.

**Southern Arkansas University-Magnolia Partnership Agreement**

Southern Arkansas University-Magnolia will accept ASU-Beebe's 45-hour core curriculum as meeting Southern Arkansas University-Magnolia's general education core provided the student has an Associate of Arts degree with all grades of "C" or better. Where possible, Southern Arkansas University-Magnolia would like for the student to have six hours of Fine Arts and six hours of World Civilization.

**Other Institutions**

ASU-Beebe also works closely with Harding University and other Arkansas higher education institutions to facilitate the transfer process.

**Course Transfer Assurance**

**Arkansas Course Transfer System**

The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses within Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and the equitable treatment in the application of credits for the admissions and degree requirements. Course transferability is not guaranteed for courses listed in ACTS as "No Comparable Course." Additionally, courses with a "D" frequently do not transfer and institutional policies may vary. ACTS may be accessed on the Internet by going to the ADHE website and selecting Course Transfer (http://acts.adhe.edu).
The Roger Phillips Transfer Policy Act of 2009

This Act established a system for fully transferable credit hours from degrees in Associate of Arts, Associate of Science, and Associate of Science in Education among public institutions of higher education. The Act requires all four-year public institutions of higher education to accept all hours completed and to admit a transfer student with junior status in a baccalaureate degree program, as well as developing transfer guidelines for each two-year public institution within fifty miles of the four-year institution.
SUMMARY OF DEGREES AND CERTIFICATES

Online College

The Division of Distance Learning ensures that quality education is available to those students who cannot travel to the ASU-Beebe campuses for traditional classes. Online classes are offered during the traditional 16-week semester, the 5-week summer sessions, and the accelerated 8-week terms.

For additional information, please visit the Online College website at: http://www.asub.edu/online-college/

Online Degrees and Certificates

- Associate of Arts in Liberal Arts (AALA)
- Associate of Science in Liberal Arts & Sciences (ASLAS)
- Associate of Science in Business (AS-Business)
- Associate of Science in Computer Information Systems (AS-CIS)
- Associate of Science in Criminal Justice (AS-CJ)
- Associate of General Studies (AGS)
- Certificate of General Studies (CGS)

Associate of Arts in Liberal Arts

The Associate of Arts in Liberal Arts (AALA) is designed for students who wish to take the first two years of a baccalaureate program before transferring to a four-year institution. Students who know where they will transfer and what their major will be should be able to plan their degree, with the help of an ASU-Beebe advisor, to maximize transfer. Even students who are uncertain of their transfer institution and/or major, the AALA guarantees that the general education core is satisfied at Arkansas 4-year institutions.

Courses may be used to both satisfy the elective requirements of the AALA and provide a foundation to prepare the student for a bachelor's degree program. ASU-Beebe is not authorized to award an Associate of Arts-Liberal Arts degree with a specific area of emphasis. Only the listing of Associate of Arts will appear on the transcript and diploma.

All electives must be chosen by the state-mandated directed electives list. Students preferring a broader range of elective opportunities should choose the Associate of Science in Liberal Arts and Sciences.

Areas Suitable for the Associate of Arts

- Art
- English
- General Studies
- Geography
- History
- International Studies
- Political Science
- Psychology
- Social Work
Associate of Science in Liberal Arts and Sciences

The Associate of Science in Liberal Arts and Sciences (ASLAS) degree is designed for students who wish to take the first two years of a four-year program with specific transfer requirements before transferring to a four-year university. Students who know where they will transfer and what their major will be should be able to plan their degree, with the help of an ASU-Beebe advisor, to maximize transfer.

Under Arkansas Act 747 of 2011, all associate of arts and associate of science degrees will transfer to all state-supported universities. Furthermore, these degrees will satisfy the general education core requirements as determined by the Arkansas Department of Higher Education Coordinating Board. In some core areas, such as Mathematics, higher-level courses may be required as a pre-requisite at the four-year institution. For students pursuing an Associate of Science in Liberal Arts and Sciences, it is important to know as soon as possible to which university they intend to transfer. In this way, the ASU-Beebe advisor can assist the student into courses that maximize transfer hours.

The ASLAS offers greater flexibility for students, who choose 25 elective hours to complete the degree. These electives may be chosen from any discipline except from the division of Occupational Technology.

ASU-Beebe is not authorized to award an ASLAS degree with a specific area of emphasis. Courses may be used to satisfy the elective requirements of the ASLAS degree and provide a foundation to prepare the student for a Bachelor’s degree program. The diploma will read Associate of Science in Liberal Arts and Sciences.

Areas Suitable for the Science in Liberal Arts and Sciences

- Art
- English
- General Studies
- Geography
- History
- International Studies
- Political Science
- Psychology
- Social Work
- Sociology
- Spanish

Associate of Fine Arts

The Associate of Fine Arts degree is designed for transfer into baccalaureate programs primarily in graphic design, music and theater. The Associate of Fine Arts degree is tailored to each department, so the general education requirements and the number of elective hours are unique to each area.
Areas of Study for the Associate of Fine Arts

- Graphic Design
- Music
- Theatre

Associate of Science

The Associate of Science degrees are designed to transfer into baccalaureate programs.

Areas of Study for the Associate of Science

- Agriculture
- Environmental Science
- Education
- Liberal Arts & Sciences
- Criminal Justice
- Health Sciences
- Business
- Computer Information Systems

Associate of Applied Science

The Associate of Applied Science degree is designed for students who desire a program of study leading to job preparation for entry into the work force. Because the Associate of Applied Science degree is designed for employment purposes, it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While some institutions do accept some courses in A.A.S. programs, the general rule is that courses in A.A.S. degrees are not accepted in transfer toward bachelor’s degrees unless that degree has been articulated with that specific institution. Students to whom transfer is important should get assurances in writing in advance from the institution to which they wish to transfer.

Areas of Study for the Associate of Applied Science

- Agriculture Equipment Technology
- Business Technology
- Computer Systems & Networking Technology
- Computer Aided Drafting & Design
- Crime Scene Investigation (open only to licensed law enforcement)
- Criminal Justice
- Early Childhood Education
- Emergency Medical Service, Paramedic
- General Technology
- Hospitality Administration
- Law Enforcement Administration (open only to licensed law enforcement)
- Medical Laboratory Technology
- Pharmacy Technician Science
- Veterinary Technology
- Welding Technology
Associate of General Studies

The Associate of General Studies (AGS) degree is designed for students who are working and need a degree and specific skills for their current job or a job upgrade. Students should work closely with their advisor to determine the appropriate electives to take for this degree. **The AGS is not intended to be a transfer degree,** although many of the classes are transferable. Students interested in a transfer degree should use the Associate of Arts in Liberal Arts degree plan. Students must have a 2.00 cumulative grade point average or better and must complete at least 15 hours at ASU-Beebe to graduate.

Technical Certificates

ASU-Beebe offers Certificates of Proficiency and Technical Certificates in several areas. Certificates are awarded after completion of the prescribed courses. A minimum number of hours taken in residence at ASU-Beebe may be required.

Many of the certificate programs listed in this catalog are only offered at the Searcy campus. Check with your advisor to obtain information about the location of certificate programs. For requirements and further information concerning the certificates, see the appropriate section of the catalog.

**Technical Certificates**

- Agriculture
- Air Conditioning, Heating, & Refrigeration Technology
- Auto Body Repair
- Automotive Technology
- Community Corrections
- Computer Information Systems
- Computer Systems & Networking Technology
- Computerized Machining Technology
- Creative Arts Enterprise
- Crime Scene Investigation
- Criminal Investigation Science
- Diesel Technology
- Early Childhood Education
- Entrepreneurship
- Health Information Assistant
- Hospitality Administration
- Industrial Electronics
- Law Enforcement
- Law Enforcement Administration
- Mechanical Drafting
- Multi-Skills Technology
- Office Occupations
- Paramedics
- Pharmacy Technician Science
- Power Sports Engines Technology
- Practical Nursing
• Pre-Health Care Studies
• Welding Technology
• Wildlife Enforcement

Certificates of Proficiency

These certificates are a credential designed to help students gain essential job skills for the workforce. Certificates of Proficiency can be completed in one academic semester.

• 2-D Mechanical CAD Drafting
• Advanced Agricultural Mechatronics
• Air Conditioning
• Agricultural Mechatronics
• Auto Body Repair
• Automobile Upholstery
• Automotive Technology
• CATIA
• Community Corrections
• Computer Fundamentals
• Computer & Networking Fundamentals
• Computerized Machining Technology
• Criminal Investigation Science
• Crime Scene Investigation
• Diesel Technology
• Early Childhood Education
• Emergency Medical Technician
• General Studies
• Household Upholstery
• Industrial Electronics
• Law Enforcement
• Law Enforcement Administration
• Marine Engines
• Multi-Skills Technology
• Nursing Assistant
• Pharmacy Technician Science
• Power Sports Engines Technology (FourCycle Engines)
• Public Procurement
• Welding Technology
• Wildlife Enforcement

Requirements for a Second Associate Degree or Second Certificate

Students receiving an AAS degree may then seek an AA degree. Students seeking a second degree or certificate should work out a degree plan with an advisor in the second area.
State Minimum Core

State policy requires all state universities to accept ASU-Beebe’s minimum core courses in transfer. Students who have completed ASU-Beebe’s State Minimum Core should be recognized as having completed the State Minimum Core curriculum at the transfer university. Courses taken as part of core may not fulfill major requirements or electives.

Institutions may require students majoring in engineering either to take six hours of humanities and social sciences at the junior/senior level or to substitute an additional six hours of higher math and/or additional science as part of the State Minimum Core.

**STATE MINIMUM CORE (35 HOURS)**

The fourth digit in the course number indicates the number of credit hours.

<table>
<thead>
<tr>
<th>English/Communications — 9 HOURS</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1003 Freshman English I</td>
<td>English</td>
</tr>
<tr>
<td>ENG 1013 Freshman English II</td>
<td>English</td>
</tr>
<tr>
<td>SPCH 1203 Oral Communications</td>
<td>Speech</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fine Arts/Humanities — 3 HOURS. Choose one below.</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 2503 Fine Arts-Visual</td>
<td>Art</td>
</tr>
<tr>
<td>MUS 2503 Fine Arts-Musical</td>
<td>Music</td>
</tr>
<tr>
<td>THEA 2503 Fine Arts-Theatre</td>
<td>Theatre</td>
</tr>
<tr>
<td>THEA 2513 Fine Arts-Film</td>
<td>Theatre</td>
</tr>
<tr>
<td>HUM 2003 Introduction to Humanities I</td>
<td>Humanities</td>
</tr>
<tr>
<td>HUM 2013 Introduction to Humanities II</td>
<td>Humanities</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Literature — 3 HOURS. Choose one below.</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 2003 World Literature I</td>
<td>English</td>
</tr>
<tr>
<td>ENG 2013 World Literature II</td>
<td>English</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>U.S. History/Government — 3 HOURS. Choose one below.</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>POSC 2103 Introduction to U.S. Government</td>
<td>Political Science</td>
</tr>
<tr>
<td>HIST 2763 The U.S. to 1876</td>
<td>History</td>
</tr>
<tr>
<td>HIST 2773 The U.S. Since 1876</td>
<td>History</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>World History — 3 HOURS. Choose one below.</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1013 World Civilization to 1660</td>
<td>History</td>
</tr>
<tr>
<td>HIST 1023 World Civilization since 1660</td>
<td>History</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Social Sciences — 3 HOURS. Choose one below.</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1013 World Civilization to 1660</td>
<td>History</td>
</tr>
<tr>
<td>HIST 1023 World Civilization since 1660</td>
<td>History</td>
</tr>
<tr>
<td>POSC 2103 Introduction to U.S. Government</td>
<td>Political Science</td>
</tr>
<tr>
<td>HIST 2763 The U.S. to 1876</td>
<td>History</td>
</tr>
<tr>
<td>HIST 2773 The U.S. Since 1876</td>
<td>History</td>
</tr>
<tr>
<td>GEOG 2613 Introduction to Geography</td>
<td>Geography</td>
</tr>
<tr>
<td>GEOG 2603 World Regional Geography</td>
<td>Geography</td>
</tr>
<tr>
<td>SOC 2213 Principles of Sociology</td>
<td>Sociology</td>
</tr>
<tr>
<td>PSY 2013 Introduction to Psychology</td>
<td>Psychology</td>
</tr>
</tbody>
</table>
Mathematics—3 HOURS  
Institutions may require students majoring in math, engineering, science, and business to take higher math as part of the State Minimum Core.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1023</td>
<td>College Algebra</td>
<td>Mathematics</td>
</tr>
<tr>
<td>MATH 1043</td>
<td>Quantitative Literacy (or higher)</td>
<td>Mathematics</td>
</tr>
</tbody>
</table>

Sciences—8 HOURS. Choose one below.  
Institutions may require students majoring in math, engineering, science, education, and health related professions to take higher or specific science courses as part of the State Minimum Core.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1004</td>
<td>Biology for General Education</td>
<td>Biology</td>
</tr>
<tr>
<td>BIOL 1014</td>
<td>Principles of Biology</td>
<td>Biology</td>
</tr>
<tr>
<td>BIOL 2024</td>
<td>Ecology</td>
<td>Biology</td>
</tr>
<tr>
<td>BIOL 2104</td>
<td>Microbiology</td>
<td>Biology</td>
</tr>
<tr>
<td>BOT 1104</td>
<td>General Botany</td>
<td>Botany</td>
</tr>
<tr>
<td>ZOOL 1204</td>
<td>Principles of Zoology</td>
<td>Zoology</td>
</tr>
<tr>
<td>ZOOL 2004</td>
<td>Human Anatomy and Physiology I</td>
<td>Zoology</td>
</tr>
<tr>
<td>ZOOL 2014</td>
<td>Human Anatomy and Physiology II</td>
<td>Zoology</td>
</tr>
<tr>
<td>CHEM 1014</td>
<td>General Chemistry I</td>
<td>Chemistry</td>
</tr>
<tr>
<td>CHEM 1024</td>
<td>General Chemistry II</td>
<td>Chemistry</td>
</tr>
<tr>
<td>ESCI 1004</td>
<td>Introduction to Environmental Science</td>
<td>Chemistry</td>
</tr>
<tr>
<td>PHSC 1204</td>
<td>Physical Science</td>
<td>Physical Science</td>
</tr>
<tr>
<td>PHSC 1304</td>
<td>Earth Science</td>
<td>Physical Science</td>
</tr>
<tr>
<td>PHYS 1014</td>
<td>Applied Physics for Health Science</td>
<td>Physics</td>
</tr>
<tr>
<td>PHYS 2054</td>
<td>General Physics I</td>
<td>Physics</td>
</tr>
<tr>
<td>PHYS 2064</td>
<td>General Physics II</td>
<td>Physics</td>
</tr>
<tr>
<td>PHYS 2074</td>
<td>University Physics I</td>
<td>Physics</td>
</tr>
<tr>
<td>PHYS 2084</td>
<td>University Physics II</td>
<td>Physics</td>
</tr>
</tbody>
</table>
GLOSSARY OF ACADEMICS

Academic Load
The total number of hours a student is enrolled in during a certain term. Different terms have different maximum academic load policies.

Accreditation
Status denoting that institutions or programs within an institution are approved to offer degrees and certificates by a state, regional, or national body. ASU-Beebe is fully accredited through the Higher Learning Commission. Several programs offered at ASU-Beebe have specific accreditation.

Advisor
Faculty or staff member designated to help students fulfill their academic needs. Advisors help students select courses and enroll them in courses, as well as link students to helpful resources on campus and off campus.

Arkansas Course Transfer System (ACTS)
System designed by the Arkansas Department of Higher Education to specify which courses are mutually agreed as transferable amongst accredited colleges and universities within Arkansas. When choosing electives, refer to the State Mandated Electives.

Associate Degree
A degree consisting of approximately 60 hours that generally takes two years to complete for full-time students. Associate degrees serve two main purposes: to prepare students for upper level coursework at a four-year institution and to prepare students for entry into the workforce. Specific degree requirements are listed in the division sections of this catalog.

Associate of Applied Science Degree
The Associate of Applied Science degree is designed for employment purposes, and it should not be assumed that the degree or the courses in the degree can be transferred to another institution. While some institutions do accept some courses in A.A.S. programs, the general rule is that courses in A.A.S. degrees are not accepted in transfer toward bachelor's degrees unless that degree has been articulated with that specific institution.

Baccalaureate Degree
A degree consisting of approximately 120 hours that generally takes four years to complete for full-time students. Commonly referred to as a bachelor's degree.

Certificate of Proficiency
A credential designed to help students gain essential job skills for the workforce. Certificates of Proficiency can be completed in one academic semester, and each
Certificate of Proficiency offered by ASU-Beebe is listed within the division sections of this catalog.

Concurrent Student

Any student who takes one or more courses at a college or university while enrolled in high school.

Credit Hour

The standard unit used to calculate credit for coursework. In a normal academic term (fall and spring), credit hours signify how much time a student can expect to be in classes during a week.

Technical Certificate

Students who wish to pursue a concentrated course of study requiring approximately 30 semester hours of courses should complete a technical certificate. Courses taken for the technical certificate may be applied toward a subsequent associate degree. The technical certificate is awarded to each student who fulfills the following requirements:

1. Unconditional admission to Arkansas State University-Beebe.
2. Completion of a minimum of 30 semester hours, at least 15 of which must be earned at ASU-Beebe.
3. Fulfillment of all requirements.
4. Cumulative GPA of at least 2.00.
5. Formal certificate application as prescribed.