Visits to the Bradley Campus

Visitors and prospective new students are welcome to tour the Bradley campus, the Residence Halls Network (RHNet), and other University buildings by appointment. Appointments for campus tours, or to discuss undergraduate admissions and financial assistance, may be made by contacting the Office of Undergraduate Admissions. Visits may be scheduled between the hours of 8:30 a.m. and 5:00 p.m. daily and between 10:00 a.m. and 2:00 p.m. most Saturdays. In addition to campus visits, the University sponsors special visit programs throughout the year for prospective new freshmen and transfer students.

Call (309) 677-1000 or (800) 447-6460 or send electronic mail to admissions@bradley.edu to arrange your campus visit.

www.bradley.edu
Contents

Bradley University and Its Mission, 5
Founding of Bradley, 7
Academic Calendar, 8
Fields of Study, 10
Accreditation, 12
Admissions, 12
Financial Assistance, 17
Housing, 19
Student Affairs, 21
Student Activities, 23
Facilities and Services, 26
Fees and Expenses, 29
Academic Regulations, 31
Special Academic Programs, 43

Foster College of Business Administration, 49
Department of Accounting, 54
Department of Business Management and Administration, 57
Department of Economics, 63
Department of Finance and Quantitative Methods, 66
International Business Program, 69
Department of Marketing, 72
Risk Management and Insurance Program, 76

Slane College of Communications and Fine Arts, 81
Department of Art, 84
Department of Communication, 90
Multimedia Program, 96
Department of Music, 97
Department of Theatre Arts, 103

College of Education and Health Sciences, 107
Department of Educational Leadership and Human Development, 110
Department of Teacher Education, 111
Department of Family and Consumer Sciences, 124
Department of Nursing, 129
Department of Physical Therapy, 133

College of Engineering and Technology, 139
Department of Civil Engineering and Construction, 141
Department of Electrical & Computer Engineering & Technology, 150
Engineering Physics Program, 158
Department of Industrial & Manufacturing Engineering & Technology, 159
Department of Mechanical Engineering, 171

College of Liberal Arts and Sciences, 177
Administration of Criminal Justice, 180
African-American Studies, 182
American Studies, 183
Asian Studies, 184
Biochemistry/Molecular Biology Program, 184
Department of Biology, 185
Department of Chemistry, 190
Department of Computer Science and Information Systems, 193
Economics (L.A.S.), 196
Department of English, 197
Environmental Science Program, 202
Department of Foreign Languages, 203
Department of Geological Sciences, 206
Department of History, 209
Individualized Major Program, 213
Institute of International Studies, 213
Latin American Studies, 216
Department of Mathematics, 217
Medical Technology Program, 221
Department of Philosophy and Religious Studies, 223
Department of Physics, 226
Department of Political Science, 231
Department of Psychology, 234
Russian and East European Studies Program, 236
Social Informatics Program, 237
Social Studies – Secondary Education, 238
Social Work Program, 239
Department of Sociology, 240
Western Civilization, 243
Western European Studies Program, 244
Women's Studies Program, 245

The Graduate School, 247
Financial Assistance Opportunities, 251
Division of Continuing Education and Professional Development, 253
Board of Trustees, 255

Administration and Faculty, 256
Administration, 256
Library Faculty, 259
Faculty, 260
Emeritus Faculty, 269

Index, 273
Directory for Correspondence

The mailing address for all departments listed below is: BRADLEY UNIVERSITY, 1501 W. Bradley Ave., Peoria, Illinois 61625. (309) 676-7611 www.bradley.edu

Academic Programs
Office of Undergraduate Admissions, Visitors Center
The Graduate School, Bradley Hall

Admissions (graduate)
Dean, The Graduate School,
Bradley Hall

Admissions (undergraduate)
Office of Undergraduate Admissions,
Visitors Center

Adult Education
Executive Director, Division of Continuing
Education and Professional Development

Alumni Affairs
Executive Director, Alumni Relations,
Alumni Center

Financial Assistance Programs
Office of Financial Assistance,
Swords Hall

Foreign Students
Director, Multicultural Student Services,
Garrett Center

Foreign Study
Director, International Programs,
Global Communications Center

Fraternities and Sororities
Executive Director, Housing, Residential Life
and Student Judicial System,
Sisson Hall

Graduate Study
Dean, The Graduate School,
Bradley Hall

Health Center
Nursing Director,
Heitz Hall

Housing
Director of Housing,
Sisson Hall

Monthly Installment Payment Plan
Controller’s Office,
Swords Hall

Number and Percentage of Students Completing
Degree Programs1
Registrar’s Office,
Swords Hall

Public Information
Director, Public Information
Alumni Center

Refund Policy
Controller’s Office,
Swords Hall

Scholarships, Student Loans and Part-time Employment
Director, Financial Assistance,
Swords Hall

Student Activities
Director, Student Activities,
Student Center

Student Employment
Office of Financial Assistance,
Swords Hall

Student Retention
Center for Educational Development,
Bradley Hall

Summer School
Director, Interim and Summer Sessions

Transcripts, Registration and Records
Registrar,
Swords Hall

Tuition/Room & Board Billing
Controller’s Office,
Swords Hall

University Publications
Director, Academic and Marketing Publications,
Alumni Center

---

1This information is made available to comply with the federal regulations on Student Consumer Information Requirements, established by Title I of The Educational Amendments of 1976 (Public Law 94-482).
The University

Bradley University celebrated its 100th anniversary in 1997 as an independent, privately endowed, coeducational institution. Located on a 75-acre campus in Peoria, Illinois, Bradley was founded in 1897 as Bradley Polytechnic Institute by Lydia Moss Bradley as a memorial to her children and husband, Tobias. It became a four-year college in 1920 and in 1946 became a university and began offering graduate programs. It is fully accredited.

Bradley is the ideal size for living and learning. As a private, comprehensive university of about 5,000 undergraduate and 1,000 graduate students, Bradley provides a broad choice of academic and pre-professional programs with more than 90 programs of study in five colleges: the College of Liberal Arts and Sciences, College of Education and Health Sciences, College of Engineering and Technology, Foster College of Business Administration, Slane College of Communications and Fine Arts, and Graduate School.

At the same time, classes are small—the average class size is 24 students and the student-to-faculty ratio is 14:1. Bradley’s 311 full-time faculty are both active researchers and committed teachers who provide personalized attention in learning and academic advising. All courses are taught by professors, not graduate assistants, and team projects and collaboration are emphasized in every area of University life. After class, Bradley students have abundant opportunities for involvement in campus life—including more than 200 clubs and organizations, NCAA Division I athletics, intramural and club sports, study abroad, and the Lewis J. Burger Center for Student Leadership and Public Service, to name a few.

Bradley has been among the pioneers in the use of information technology. At a time when the Internet was known to only a handful of scientists and the World Wide Web was undreamed of, Bradley equipped each room in selected residence halls with a networked computer, printer, and software. Now, the Residence Halls Network provides complete electronic access to campus and global information resources.

Bradley students do exceptionally well in their chosen careers and advanced studies after graduation. The overall placement rate for Bradley graduates in 1998 was 97 percent within six months of graduation. For students with cooperative education experience, the placement rate was 99 percent. Graduates of Bradley University have become leaders in every field of endeavor.

The Mission

Bradley University is committed to excellence in teaching and learning. At Bradley, students, faculty and staff unite to create a dynamic academic community of the highest quality committed to the exploration of what is known and the discovery of what is not.

Our Core Commitments

Lydia Moss Bradley founded the University in 1897 with the goal of preparing students to lead productive and useful lives.

The academic community at Bradley University, in achieving that goal, is founded on and embodies many values. At both the undergraduate and graduate levels, among the most important of these is our belief in free and open inquiry and the inherent worth of the individual. Knowledge can only be expanded and truth discovered where members of the academic community are free to pursue their inquiries wherever evidence and argument lead them and to discuss the results of that pursuit. Further, that pursuit is most effective where the individual is respected and responsible, where each person is the object and source of humane and civil behavior.

We believe students learn best and grow the most when they receive individual attention and when they have available a broad range of academic programs and co-curricular activities of the highest quality in a culturally rich and diverse environment. We are committed, in consequence, to remaining a medium-sized comprehensive university that offers academic breadth and depth and opportunities for both the intellectual and personal development of students, providing for them the very best formal and informal opportunities to learn about themselves and the world.

We believe that the most successful professional education and the most broadening liberal education are profoundly intertwined. Our students must be prepared to learn throughout their lives, launch and sustain careers, be effective citizens, and lead rich, fulfilling personal lives in a global and multicultural society. They must, therefore, have the advantage of curricula that develop fully the relationship between the personal and professional and between general competencies and special expertise. They must master both the theoretic and the applied, developing practical skills in combination with conceptual and analytic abilities. Just as importantly, students must have the advantage of...
academic and living experiences that enlarge their affective and aesthetic lives, their moral and ethical natures, and their capacity to function in and contribute to our global community.

We believe that an enterprise flourishes when all members participate and feel ownership. Therefore, we are committed to an evaluation and reward structure that facilitates and maintains the development of a dynamic learning community.
Founding of Bradley

On April 10, 1897, ground was broken for Bradley Hall. What had been prairie-land cornfield was transformed into a seat of learning because of the remarkable courage, strength, and determination of one woman, Mrs. Lydia Moss Bradley.

Lydia Moss Bradley had seen all of her hopes, ambitions, and dreams for her six children end in their untimely deaths. She and her husband, Tobias Bradley, had devoted much time, thought, and discussion to how their wealth might be used as a fitting memorial to their deceased offspring and considered establishing an orphanage. Unfortunately Tobias died in May of 1867, before their dream could be realized. Alone, Mrs. Bradley devoted herself unreservedly to the achievement of their goal. After some study and travel to various institutions, Mrs. Bradley decided that, instead of an orphanage, she wanted to found a school where young people could learn how to do practical things to prepare them for living in the modern world. In 1892 she purchased a controlling interest in Parsons Horological School in LaPorte, Indiana, the first school for watchmakers in America, and moved it to Peoria. She specified in her will that the school should be expanded after her death to include a classical education as well as industrial arts and home economics: “...it being the first object of this Institution to furnish its students with the means of living an independent, industrious and useful life by the aid of a practical knowledge of the useful arts and sciences.”

In October 1896 Mrs. Bradley was convinced by Dr. William Rainey Harper, president of the University of Chicago, to move ahead with her plans and establish the school during her lifetime. Bradley Polytechnic Institute was chartered on November 13, 1896. Mrs. Bradley initially provided seventeen and a half acres of land; funds for two campus buildings, including laboratory equipment and library books; and annual operating expenses.

Contracts for Bradley Hall and Horology Hall (later renamed Westlake) were awarded and work moved ahead quickly. Fourteen faculty and 150 students began classes in Bradley Hall on October 4, 1897—with 500 workers still hammering away. (The Horological Department added another eight faculty and 70 students.) Bradley Polytechnic Institute was formally dedicated on October 8, 1897. Its first graduate, in June 1898, was Corinne Unland.

By 1899 there were 350 pupils in the School of Arts and Science at Bradley, about equally divided between men and women. Instruction was offered in biology, chemistry, food work, sewing, English, German, French, Latin, Greek, history, manual arts, drawing, mathematics, and physics. Pleased with its progress, Mrs. Bradley transferred to the school the rest of her estate, including nearly 1,000 different pieces of property, reserving its use and profits during her lifetime. At Founder’s Day in 1906 she announced an additional gift to build Hewitt Gymnasium, now Hartmann Center for the Performing Arts. Mrs. Bradley died on January 16, 1908, at the age of 91.

The Institute continued to grow and develop to meet the educational needs of the region. Bradley became a four-year college offering bachelor’s degrees in 1920 and a full university offering graduate programs in 1946, when it was renamed Bradley University.

Today, Bradley alumni total more than 50,000 worldwide. Prominent alumni include General John Shalikashvili ’58, retired chairman of the Joint Chiefs of Staff; Dr. Joan Scott Wallace ’52, former U.S. Assistant Secretary of Agriculture; Richard Teerlink ’61, retired chairman, Harley-Davidson, Inc.; David Markin ’53, president and chairman, Checker Motors Co., L.P.; Hersey Hawkins ’88, Chicago Bulls; Dr. Janet Barry ’66 MA ’71, national School Superintendent of the Year, 1996; Dr. Lillian Glass ’74, speech pathologist, author; George Shaheen ’66 MA ’67, managing partner and chief executive officer, Andersen Consulting World Wide.
# Academic Calendar

The academic calendars are subject to revision. Students should refer to the most recent Academic Handbook for important dates each semester.

## 1999-2000

### FIRST SEMESTER

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 16, Monday</td>
<td>Reporting date for faculty</td>
</tr>
<tr>
<td>August 21, Saturday</td>
<td>Residence halls open</td>
</tr>
<tr>
<td>August 25, Wednesday</td>
<td>Classes begin</td>
</tr>
<tr>
<td>October 9, Saturday</td>
<td>Fall Recess begins</td>
</tr>
<tr>
<td>October 13, Wednesday</td>
<td>Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td>November 24, Wednesday</td>
<td>Thanksgiving Recess begins</td>
</tr>
<tr>
<td>November 29, Monday</td>
<td>Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td>December 7, Tuesday</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>December 8, Wednesday</td>
<td>Study Day</td>
</tr>
<tr>
<td>December 9, Thursday</td>
<td>Final examinations begin</td>
</tr>
<tr>
<td>December 15, Wednesday</td>
<td>Final examinations end</td>
</tr>
<tr>
<td>December 18, Saturday</td>
<td></td>
</tr>
</tbody>
</table>

### JANUARY INTERIM

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 3, Monday</td>
<td>First day of classes</td>
</tr>
<tr>
<td>January 17, Monday</td>
<td>Final examinations will be held in the morning only.</td>
</tr>
</tbody>
</table>

### SECOND SEMESTER

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 10, Monday</td>
<td>Reporting date for new faculty</td>
</tr>
<tr>
<td>January 16, Sunday</td>
<td>Residence halls open</td>
</tr>
<tr>
<td>January 19, Wednesday</td>
<td>Classes begin</td>
</tr>
<tr>
<td>March 11, Saturday</td>
<td>Spring Recess begins</td>
</tr>
<tr>
<td>March 20, Monday</td>
<td>Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td>May 2, Tuesday</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>May 3, Wednesday</td>
<td>Study Day</td>
</tr>
<tr>
<td>May 4, Thursday</td>
<td>Final examinations begin</td>
</tr>
<tr>
<td>May 10, Wednesday</td>
<td>Final examinations end</td>
</tr>
<tr>
<td>May 13, Saturday</td>
<td>Commencement</td>
</tr>
</tbody>
</table>

### SUMMER SESSIONS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 15, Monday</td>
<td>Three-week Interim</td>
</tr>
<tr>
<td>(No classes on Memorial Day holiday, May 29)</td>
<td></td>
</tr>
<tr>
<td>June 2, Friday</td>
<td>Three-week Interim ends</td>
</tr>
<tr>
<td>June 5, Monday</td>
<td>First Session</td>
</tr>
<tr>
<td>(No classes on Tuesday, July 4)</td>
<td></td>
</tr>
<tr>
<td>July 7, Friday</td>
<td>First Session</td>
</tr>
<tr>
<td>July 11, Tuesday</td>
<td>Second Session</td>
</tr>
<tr>
<td>August 11, Friday</td>
<td>Second Session</td>
</tr>
</tbody>
</table>

## 2000-2001

### FIRST SEMESTER

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 14, Monday</td>
<td>Reporting date for faculty</td>
</tr>
<tr>
<td>August 19, Saturday</td>
<td>Residence halls open</td>
</tr>
<tr>
<td>August 23, Wednesday</td>
<td>Classes begin</td>
</tr>
<tr>
<td>October 7, Saturday</td>
<td>Fall Recess begins</td>
</tr>
<tr>
<td>October 11, Wednesday</td>
<td>Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td>November 22, Wednesday</td>
<td>Thanksgiving Recess begins</td>
</tr>
<tr>
<td>November 27, Monday</td>
<td>Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td>December 5, Tuesday</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>December 6, Wednesday</td>
<td>Study Day</td>
</tr>
<tr>
<td>December 7, Thursday</td>
<td>Final examinations begin</td>
</tr>
<tr>
<td>December 13, Wednesday</td>
<td>Final examinations end</td>
</tr>
<tr>
<td>December 16, Saturday</td>
<td>Commencement</td>
</tr>
</tbody>
</table>

### JANUARY INTERIM

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 3, Wednesday</td>
<td>First day of classes</td>
</tr>
<tr>
<td>January 22, Monday</td>
<td></td>
</tr>
</tbody>
</table>

### SECOND SEMESTER

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 15, Monday</td>
<td>Reporting date for new faculty</td>
</tr>
<tr>
<td>January 21, Sunday</td>
<td>Residence halls open</td>
</tr>
<tr>
<td>January 24, Wednesday</td>
<td>Classes begin</td>
</tr>
<tr>
<td>March 17, Saturday</td>
<td>Spring Recess begins</td>
</tr>
<tr>
<td>March 26, Monday</td>
<td>Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td>May 8, Tuesday</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>May 9, Wednesday</td>
<td>Study Day</td>
</tr>
<tr>
<td>May 10, Thursday</td>
<td>Final examinations begin</td>
</tr>
<tr>
<td>May 16, Wednesday</td>
<td>Final examinations end</td>
</tr>
<tr>
<td>May 19, Saturday</td>
<td>Commencement</td>
</tr>
</tbody>
</table>

### SUMMER SESSIONS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 21, Monday</td>
<td>Three-week Interim</td>
</tr>
<tr>
<td>(No classes on Memorial Day holiday)</td>
<td></td>
</tr>
<tr>
<td>June 8, Friday</td>
<td>Three-week Interim ends</td>
</tr>
<tr>
<td>June 11, Monday</td>
<td>First Session</td>
</tr>
<tr>
<td>(No classes on Wednesday, July 4)</td>
<td></td>
</tr>
<tr>
<td>July 13, Friday</td>
<td>First Session</td>
</tr>
<tr>
<td>July 17, Tuesday</td>
<td>Second Session</td>
</tr>
<tr>
<td>August 17, Friday</td>
<td>Second Session</td>
</tr>
</tbody>
</table>

BRADLEY UNIVERSITY
<table>
<thead>
<tr>
<th>Year</th>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001-2002</td>
<td>August 20, Monday Reporting date for faculty</td>
<td>January 14, Monday Reporting date for new faculty</td>
</tr>
<tr>
<td></td>
<td>August 25, Saturday Residence halls open</td>
<td>January 19, Sunday Residence halls open</td>
</tr>
<tr>
<td></td>
<td>August 29, Wednesday Classes begin</td>
<td>January 22, Wednesday Classes begin</td>
</tr>
<tr>
<td></td>
<td>October 6, Saturday Fall Recess begins</td>
<td>March 15, Saturday Spring Recess begins</td>
</tr>
<tr>
<td></td>
<td>October 10, Wednesday Classes resume — 8:00 a.m.</td>
<td>March 24, Monday Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td></td>
<td>November 21, Wednesday Thanksgiving Recess begins</td>
<td>May 6, Tuesday Last day of classes</td>
</tr>
<tr>
<td></td>
<td>November 26, Monday Classes resume — 8:00 a.m.</td>
<td>May 7, Wednesday Study Day</td>
</tr>
<tr>
<td></td>
<td>December 11, Tuesday Last day of classes</td>
<td>May 8, Thursday Final examinations begin</td>
</tr>
<tr>
<td></td>
<td>December 12, Wednesday Study Day</td>
<td>May 14, Wednesday Final examinations begin</td>
</tr>
<tr>
<td></td>
<td>December 13, Thursday Final examinations begin</td>
<td>May 17, Saturday Commencement</td>
</tr>
<tr>
<td></td>
<td>December 19, Wednesday Final examinations end</td>
<td>SUMMER SESSIONS</td>
</tr>
<tr>
<td></td>
<td>December 22, Saturday Commencement</td>
<td>May 19, Monday Three-week Interim — Registration ends</td>
</tr>
<tr>
<td></td>
<td>JANUARY INTERIM</td>
<td>(No classes on Memorial Day holiday)</td>
</tr>
<tr>
<td></td>
<td>January 2, Wednesday First day of classes</td>
<td>June 7, Friday Three-week Interim ends</td>
</tr>
<tr>
<td></td>
<td>January 21, Monday Final examinations will be held in the morning only.</td>
<td>June 10, Monday First Session classes begin</td>
</tr>
<tr>
<td></td>
<td>SECOND SEMESTER</td>
<td>SUMMER SESSIONS</td>
</tr>
<tr>
<td></td>
<td>January 20, Sunday Residence halls open</td>
<td>May 19, Monday Three-week Interim — Classes begin</td>
</tr>
<tr>
<td></td>
<td>January 23, Wednesday Classes begin</td>
<td>(No classes on Memorial Day holiday)</td>
</tr>
<tr>
<td></td>
<td>March 16, Saturday Spring Recess begins</td>
<td>June 6, Friday Three-week Interim ends</td>
</tr>
<tr>
<td></td>
<td>March 25, Monday Classes resume — 8:00 a.m.</td>
<td>June 9, Monday First Session classes begin</td>
</tr>
<tr>
<td></td>
<td>May 7, Tuesday Last day of classes</td>
<td>July 11, Friday First Session classes begin</td>
</tr>
<tr>
<td></td>
<td>May 8, Wednesday Study Day</td>
<td>July 15, Tuesday Second Session classes begin</td>
</tr>
<tr>
<td></td>
<td>May 9, Thursday Final examinations begin</td>
<td>August 15, Friday Second Session classes begin</td>
</tr>
<tr>
<td></td>
<td>May 15, Wednesday Final examinations end</td>
<td></td>
</tr>
<tr>
<td></td>
<td>May 18, Saturday Commencement</td>
<td></td>
</tr>
<tr>
<td>2002-2003</td>
<td>August 19, Monday Reporting date for faculty</td>
<td>January 13, Monday Reporting date for new faculty</td>
</tr>
<tr>
<td></td>
<td>August 24, Saturday Residence halls open</td>
<td>January 19, Sunday Residence halls open</td>
</tr>
<tr>
<td></td>
<td>August 28, Wednesday Classes begin</td>
<td>January 22, Wednesday Classes begin</td>
</tr>
<tr>
<td></td>
<td>October 12, Saturday Fall Recess begins</td>
<td>March 15, Saturday Spring Recess begins</td>
</tr>
<tr>
<td></td>
<td>October 16, Wednesday Classes resume — 8:00 a.m.</td>
<td>March 24, Monday Classes resume — 8:00 a.m.</td>
</tr>
<tr>
<td></td>
<td>November 27, Wednesday Thanksgiving Recess begins</td>
<td>May 6, Tuesday Last day of classes</td>
</tr>
<tr>
<td></td>
<td>December 2, Monday Classes resume — 8:00 a.m.</td>
<td>May 7, Wednesday Study Day</td>
</tr>
<tr>
<td></td>
<td>December 10, Tuesday Last day of classes</td>
<td>May 8, Thursday Final examinations begin</td>
</tr>
<tr>
<td></td>
<td>December 11, Wednesday Study Day</td>
<td>May 14, Wednesday Final examinations begin</td>
</tr>
<tr>
<td></td>
<td>December 12, Thursday Final examinations begin</td>
<td>May 17, Saturday Commencement</td>
</tr>
<tr>
<td></td>
<td>December 18, Wednesday Final examinations end</td>
<td>SUMMER SESSIONS</td>
</tr>
<tr>
<td></td>
<td>December 21, Saturday Commencement</td>
<td>May 19, Monday Three-week Interim — Registration ends</td>
</tr>
<tr>
<td></td>
<td>JANUARY INTERIM</td>
<td>(No classes on Memorial Day holiday)</td>
</tr>
<tr>
<td></td>
<td>January 2, Thursday First day of classes</td>
<td>June 7, Friday Three-week Interim ends</td>
</tr>
<tr>
<td></td>
<td>January 20, Monday Final examinations will be held in the morning only.</td>
<td>June 10, Monday First Session classes begin</td>
</tr>
<tr>
<td></td>
<td>SECOND SEMESTER</td>
<td>SUMMER SESSIONS</td>
</tr>
<tr>
<td></td>
<td>January 13, Monday Reporting date for new faculty</td>
<td>May 19, Monday Three-week Interim — Classes begin</td>
</tr>
<tr>
<td></td>
<td>January 19, Sunday Residence halls open</td>
<td>(No classes on Memorial Day holiday)</td>
</tr>
<tr>
<td></td>
<td>January 22, Wednesday Classes begin</td>
<td>June 6, Friday Three-week Interim ends</td>
</tr>
<tr>
<td></td>
<td>March 15, Saturday Spring Recess begins</td>
<td>June 9, Monday First Session classes begin</td>
</tr>
<tr>
<td></td>
<td>March 24, Monday Classes resume — 8:00 a.m.</td>
<td>July 11, Friday First Session classes begin</td>
</tr>
<tr>
<td></td>
<td>May 6, Tuesday Last day of classes</td>
<td>July 15, Tuesday Second Session classes begin</td>
</tr>
<tr>
<td></td>
<td>May 7, Wednesday Study Day</td>
<td>August 15, Friday Second Session classes begin</td>
</tr>
<tr>
<td></td>
<td>May 8, Thursday Final examinations begin</td>
<td></td>
</tr>
<tr>
<td></td>
<td>May 14, Wednesday Final examinations begin</td>
<td></td>
</tr>
<tr>
<td></td>
<td>May 17, Saturday Commencement</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SUMMER SESSIONS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>May 19, Monday Three-week Interim — Registration ends</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(No classes on Memorial Day holiday)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Classes begin</td>
<td></td>
</tr>
</tbody>
</table>
# Fields of Study

## Degrees Offered

<table>
<thead>
<tr>
<th>Degree</th>
<th>Description</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A.</td>
<td>Bachelor of Arts</td>
<td>30</td>
</tr>
<tr>
<td>B.S.</td>
<td>Bachelor of Science</td>
<td>120</td>
</tr>
<tr>
<td>B.F.A.</td>
<td>Bachelor of Fine Arts</td>
<td>120</td>
</tr>
<tr>
<td>B.M.</td>
<td>Bachelor of Music</td>
<td>36</td>
</tr>
<tr>
<td>B.S.C.</td>
<td>Bachelor of Science in Construction</td>
<td>120</td>
</tr>
<tr>
<td>B.S.C.E.</td>
<td>Bachelor of Science in Civil Engineering</td>
<td>120</td>
</tr>
<tr>
<td>B.S.E.E.</td>
<td>Bachelor of Science in Electrical Engineering</td>
<td>120</td>
</tr>
<tr>
<td>B.S.I.E.</td>
<td>Bachelor of Science in Industrial Engineering</td>
<td>120</td>
</tr>
<tr>
<td>B.S.M.E.</td>
<td>Bachelor of Science in Mechanical Engineering</td>
<td>120</td>
</tr>
<tr>
<td>B.S.ME.</td>
<td>Bachelor of Science in Manufacturing Engineering</td>
<td>120</td>
</tr>
<tr>
<td>B.S.MF.E.</td>
<td>Bachelor of Science in Manufacturing Engineering Technology</td>
<td>120</td>
</tr>
<tr>
<td>B.S.N.</td>
<td>Bachelor of Science in Nursing</td>
<td>120</td>
</tr>
<tr>
<td>B.S.P.T.</td>
<td>Bachelor of Science in Physical Therapy</td>
<td>120</td>
</tr>
<tr>
<td>M.A.</td>
<td>Master of Arts</td>
<td>36</td>
</tr>
<tr>
<td>M.S.</td>
<td>Master of Science</td>
<td>36</td>
</tr>
<tr>
<td>M.B.A.</td>
<td>Master of Business Administration</td>
<td>36</td>
</tr>
<tr>
<td>M.F.A.</td>
<td>Master of Fine Arts</td>
<td>36</td>
</tr>
<tr>
<td>M.L.S.</td>
<td>Master of Liberal Studies</td>
<td>36</td>
</tr>
<tr>
<td>M.S.A.</td>
<td>Master of Science in Accounting</td>
<td>36</td>
</tr>
<tr>
<td>M.S.C.E.</td>
<td>Master of Science in Civil Engineering</td>
<td>36</td>
</tr>
<tr>
<td>M.S.E.E.</td>
<td>Master of Science in Electrical Engineering</td>
<td>36</td>
</tr>
<tr>
<td>M.S.I.E.</td>
<td>Master of Science in Industrial Engineering</td>
<td>36</td>
</tr>
<tr>
<td>M.S.M.E.</td>
<td>Master of Science in Mechanical Engineering</td>
<td>36</td>
</tr>
<tr>
<td>M.S.MF.E.</td>
<td>Master of Science in Manufacturing Engineering</td>
<td>36</td>
</tr>
<tr>
<td>M.S.N.</td>
<td>Master of Science in Nursing</td>
<td>36</td>
</tr>
<tr>
<td>M.P.T.</td>
<td>Master of Physical Therapy</td>
<td>36</td>
</tr>
</tbody>
</table>

## Fields of Study

### Foster College of Business Administration

- Accounting ........................................... B.A., B.S., M.S.A.
- Actuarial Science – Business ..................... B.A., B.S.
- Business Computer Systems ....................... B.A., B.S.
- Business Management and Administration .... B.A., B.S.
- Entrepreneurship
- Human Resource Management
- Legal Studies in Business
- Economics ........................................... B.A., B.S.
- Finance ............................................. B.A., B.S.
- International Business ......................... B.A., B.S.
- Marketing ........................................ B.A., B.S.
- Risk Management and Insurance ............... B.A., B.S.
- Business Administration ....................... M.B.A.
- Managerial Accounting
- Finance
- Health Care Administration
- Information Technology
- Management
- Marketing

### Slane College of Communications and Fine Arts

- Art History ........................................ B.A.
- Ceramics
- Drawing (B.A., B.S., B.F.A. only)
- Graphic Design (B.A., B.S., B.F.A. only)
- Painting
- Photography
- Printmaking
- Sculpture
- Art Education (B.A., B.S., B.F.A. only)
- Communication .................................... B.A., B.S.
- Advertising
- Journalism
- Photography
- Public Relations
- Radio/Television
- Speech Communication
- Speech/Theatre Education
- Multimedia ........................................... B.A., B.S.
- Music .................................................. B.A., B.S.
- Performance ........................................ B.M.
- Piano
- Organ
- Piano Accompanying
- Voice
- Orchestra/Band Instruments
- Music Education .................................... B.M.
- Instrumental
- Piano
- Vocal
- Composition ........................................ B.M.
- Theatre Arts ....................................... B.A., B.S.
- Performance
- Production
- Speech/Theatre Education

---

BRADLEY UNIVERSITY
College of Education and Health Sciences
Early Childhood Education ........................................ B.A., B.S.
Elementary Education ........................................ B.A., B.S.
Secondary Education ........................................ Certificate
Learning Disabilities and Educatable Mentally Handicapped ........................................ B.A., B.S.
Learning Disabilities and Socially-Emotionally Disordered ........................................ B.A., B.S.
Curriculum and Instruction ................................ M.A.
Learning Disabilities ........................................ M.A.
Leadership in Educational Administration ........ M.A.
Leadership in Human Service Administration ........ M.A.
Human Development Counseling ........................ M.A.
General Family and Consumer Sciences ........ B.A., B.S.
International Concentration
Retail Merchandising ........................................ B.A., B.S.
International Concentration
Foods, Nutrition, and Dietetics ................................. B.A., B.S.
International Concentration
Nursing ................................................................. B.S.N.
Nurse Administered Anesthesia ................................. M.S.N.
Nursing Administration ........................................ M.S.N.
Health Science ....................................................... B.S.

College of Engineering and Technology
Civil Engineering ........................................ B.S.C.E., M.S.C.E.
Environmental Engineering ................................. B.S.C.E.
Construction ..................................................... B.S.C.
Electrical Engineering ........................................ B.S.E.E., M.S.E.E.
Computer Option ............................................. B.S.E.E.
Engineering Physics ......................................... B.S.
Industrial Engineering ....................................... B.S.I.E., M.S.I.E.
Manufacturing Engineering ................................. B.S.M.E., M.S.M.E.
Manufacturing Engineering Technology ............... B.S.M.E., M.S.M.E.
Mechanical Engineering .................................... B.S.M.E., M.S.M.E.

College of Liberal Arts and Sciences
Administration of Criminal Justice ....................... B.A., B.S.
Actuarial Science – Mathematics .......................... B.A., B.S.
Biochemistry ..................................................... B.A., B.S.
Biology ............................................................... B.A., B.S., M.S.
Molecular Biology ............................................. B.A., B.S.
Chemistry ......................................................... B.A., B.S., M.S.
Computer Information Systems ......................... B.A., B.S., M.S.
Computer Science ............................................ B.A., B.S., M.S.
Economics ....................................................... B.A., B.A.
English .............................................................. B.A., M.A.
Environmental Science ..................................... B.A., B.S.
French ............................................................... B.A.
Geological Science ........................................... B.A., B.S.
German .............................................................. B.A.
History .............................................................. B.A., B.S.
International Studies ......................................... B.A., B.S.
Individualized Major Program .............................. B.A., B.S.
Liberal Studies .................................................. M.L.S.
Mathematics ..................................................... B.A., B.S.
Medical Technology ......................................... B.A., B.S.
Philosophy ......................................................... B.A., B.S.
Physics .............................................................. B.A., B.S.
Political Science ................................................ B.A., B.S.
Psychology ......................................................... B.A., B.S.
Religious Studies ............................................... B.A., B.S.
Social Work ...................................................... B.A., B.S.
Sociology ........................................................ B.A., B.S.
Spanish ............................................................ B.A.

Minors
Foster College of Business Administration
Business Administration
Business Studies
Decision Analysis
Management
Marketing

Slane College of Communications and Fine Arts
Art History
Fine Arts
Journalism
Multimedia
Music
Speech
Studio Art
Theatre Arts

College of Education and Health Sciences
Family and Consumer Sciences
Health

College of Engineering and Technology
Manufacturing
Quality Engineering

College of Liberal Arts and Sciences
African-American Studies
American Studies
Asian Studies
Biology
Chemistry
Computer Science and Information Systems
Economics
English
Literature
Creative Writing
Professional Writing
French
German
Spanish
Geological Sciences
History
Latin American Studies
Mathematics
Philosophy
Physics
Political Science
Psychology
Religious Studies
Russian and East European Studies
Social Informatics
Sociology
Western European Studies
Women’s Studies
Bradley University is accredited as a master’s-level degree-granting institution by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools.

Bradley’s professional accreditations for colleges, departments, and selected graduate programs include the following:
- AACSB – The International Association for Management Education
- Accreditation Board for Engineering and Technology
- American Chemical Society
- American Council for Construction Education
- American Dietetic Association (didactic program approval)
- Commission on Accreditation in Physical Therapy Education (undergraduate)
- Council for Accreditation of Counseling and Related Educational Programs
- Council on Accreditation of Nurse Anesthesia Educational Programs
- National Association of Schools of Art and Design
- National Association of Schools of Music
- National Council for Accreditation of Teacher Education
- National League for Nursing Accrediting Commission (NLNAC)

Freshman Admission

Bradley welcomes applications for admission from all students who feel that they can benefit from and contribute to the varied academic and extracurricular offerings of the University. High school students are encouraged to apply early in their senior year but later applications will be considered as space permits. Applications are reviewed on a “rolling” basis after all credentials have been received by the admissions office.

The University welcomes applications from qualified students interested in pursuing a quality education and provides significant support during the admissions process.

Admission Requirements

Admission is based on a review of each student’s total academic and extracurricular record. Care is taken to ascertain that students’ goals and aspirations are consistent with their academic abilities. In determining an applicant’s qualifications, the following criteria are used:

1. The high school record of scholastic achievement, and extracurricular and community activity.
2. Results from the SAT, ACT, or TOEFL.
3. Recommendations from appropriate school and community persons (if available).
4. Judgments made as a result of personal interviews, campus visits, and written personal statements.

Entrance Examinations

All candidates for admission to the freshman class (except International Students) who have recently completed high school (within the past year) and have not attended another college, are required to take either the SAT or the ACT. The results of one or both of these tests must be forwarded to the Office of Undergraduate Admissions. Results from other examinations such as Advanced Placement (AP) and achievement tests, while not required, can also be helpful in the admission review process.
Student Health Form Requirement

For the benefit and protection of each Bradley student and to comply with state law, it is required that a student health form be filed with the Health Center prior to the time the student begins at the University. This form is sent to each admitted student. If a form is not received, a copy may be obtained at the Health Center in Heitz Hall or the Admissions Office in the Visitors Center.

All students are required to have a student health form on file at the Health Center before registering. To avoid penalties and delays in registration, return the form and then verify through the Health Center that it has been received and is complete.

Health Immunization Requirements

Bradley students are required to be immunized against measles, mumps, rubella, tetanus, and diphtheria. Students entering Bradley University for the first time will not be allowed to register unless they provide proof of proper immunization (Public Act 85-1315). Verification of that immunization is a component of the Health Form.

Special Admission Requirements

Generally, minimum curriculum requirements for all entering freshmen are as follows: 4 units of English (½ or 1 unit of which may be speech), 3 units of college preparatory mathematics, 2 units of laboratory science, and 2 units of social sciences. See listings below for special requirements within the individual colleges and programs. (Applicants deficient in special admission requirements may be admitted but will be required to take preparatory courses in addition to the program described elsewhere in the catalog.)

Business Administration

2 units of algebra, 1 unit of geometry, 4 units of English (½ or 1 unit of which may be speech) are required; and 2 units of history and/or government are recommended.

Students entering the Foster College of Business Administration should have a minimum of two units (years) of algebra and one unit of geometry. Students not meeting these minimums generally must make up the deficiency, at Bradley or elsewhere. Test results will be used to help ascertain the degree of deficiency that exists. High school students are also encouraged to take additional math such as a third unit of algebra, analytic geometry, trigonometry, pre-calculus, and solid geometry. Generally, the more mathematics courses the better.

Engineering

Candidates are urged to take as much mathematics and science as possible. Required: 2 units of algebra, 1 unit of plane geometry, ½ unit of trigonometry, 1 unit of physics. Recommended: ½ unit of solid geometry, 1 unit of pre-calculus, and 1 unit of chemistry: ½ unit of graphics for Industrial Engineering. Applicants deficient in mathematics and science may be admitted. However, it is expected that the deficiency will be removed, preferably during the summer preceding entrance.

Construction

Required: 2 units of algebra, 1 unit of plane geometry, ½ unit of trigonometry, 1 unit of physics. Recommended: ½ unit of solid geometry and ½ unit of graphics.

Engineering Technology

Required: ½ units of algebra and 1 unit of plane geometry. Recommended: ½ unit of trigonometry.

Health Science

In addition to meeting University and College of Education and Health Sciences requirements, application for admission to the health science major as a freshman requires the following: 1) three years of high school mathematics and science (biology/physiology, chemistry, and physics are recommended); 2) ACT minimum scores of 24 in English, 24 in mathematics, and 24 composite or a SAT minimum combined score of 1100. All test values must be earned on the same examination.

Liberal Arts and Sciences

4 units of English (with emphasis on grammar and composition), ½ or 1 unit of which may be speech, 2 units of single foreign language recommended, 2 units of college preparatory mathematics, 1 unit of laboratory science, 2 units of history and/or government.

Music

A minimum of two years experience in orchestra, band, chorus or private lessons in piano, voice, or instrument; an audition either in person or on tape. (Contact the Director of the Division of Music for an audition appointment.)

Nursing

Applicants with no previous preparation in nursing must meet the admission requirements of the University and of the College of Education and Health Sciences. A personal interview with a member of the faculty of the Department of Nursing is highly desirable before admission.

Registered nurses and licensed practical nurses must apply to the program, meet the above requirements, and submit a transcript from an approved school of nursing and evidence of licensure to practice in at least one state. All registered nurses and licensed practical nurses should contact the Department of Nursing for additional information concerning the program.

Notification of Admission and Reply Date

Admissions notifications begin October 1 prior to enrollment in the following fall semester. After that date, all notifications will be mailed as soon as the student’s application file is complete and reviewed by the Admissions Committee. Applicants for spring, interim, or summer terms will be notified soon after their files are complete.

Applicants respond to offers of admission by forwarding a non-refundable $100 enrollment deposit. Applicants requiring on-campus housing must submit an additional $100 housing deposit. Applicants will receive preference for the Residence Halls Network (RHNet, Bradley's computer network system) program based on the date by which both deposits are received. However, no student seeking notification of admission is required to respond to an offer until May 1. If no action has been taken on an application by the Office of Admissions by May 1, the applicant has two weeks from the date of notification of admission and financial aid to respond.
Early Admission

Students Pursuing a Degree
Recognizing that the range of scholastic aptitude of high school students is great, Bradley University may accept students into a degree program, providing they have:
1. completed their junior year of high school;
2. attained a “B” or better high school average;
3. attained appropriate SAT or ACT entrance examination scores; and
4. forwarded a high school transcript;
5. forwarded three recommendations from secondary school teachers or guidance counselors endorsing the early admission decision.

Exceptions to this policy will be made only under special circumstances and with the approval of the Office of Undergraduate Admissions and the dean of the college in which the student wishes to enroll.

Students Not Pursuing a Degree
High school students who have completed their sophomore year and are interested in enrolling for a specific course at Bradley, but not in pursuing a degree, may be admitted at any time as undergraduate students-at-large. Contact the Division of Continuing Education and Professional Development and:
1. complete an application to be an undergraduate student-at-large;
2. forward to the Division a high school transcript as evidence of having attained a “B” or better high school average; and
3. submit to the Division three letters of recommendation from secondary school teachers or guidance counselors.

Students who have completed an undergraduate degree should refer to the Graduate School section of this catalog.

Admission Without a High School Diploma
Mature persons who have not graduated from high school may be admitted to degree programs at Bradley upon successful completion of the G.E.D. examination.

Transfer Admission
Each year, transfer students compose a significant proportion of the new student population at Bradley. The diversity of social and academic backgrounds that transfer students bring adds much to campus life. Accordingly, Bradley actively seeks to enroll transfer students from all areas of the United States and many foreign countries and strives to provide an atmosphere that is both challenging and rewarding.

Applications to transfer to Bradley should be completed no less than 30 days in advance of the start of the semester for which one is applying. It is strongly recommended that transfer students apply several months prior to the beginning of the semester.

Official transcripts of all college work attempted are required prior to admission to Bradley. Official transcripts of credit must be requested by the student and received by the Office of Admissions directly from the institution at which the credit was earned. Transfer students having successfully completed 15 or more semester hours at an accredited institution need not supply a copy of their high school transcript. Students having completed less than 15 semester hours should submit ACT or SAT scores and a high school transcript.

Level of Transfer Credit
Transfer credit shall be accepted on the same level at which the work was offered at the source institution. Junior-senior level credit will not be granted for courses taken at the freshman-sophomore level.

Acceptance of Transfer Credit
Credit from collegiate institutions which are accredited by one of the regional accrediting associations, such as the North Central Association of Colleges and Secondary Schools, will be considered for acceptance at Bradley University. Bradley University also participates in the Illinois Articulation Initiative.

Credit may also be accepted in specific professional courses from certain institutions which are not regionally accredited, but whose curricula are accredited by professional accrediting bodies recognized by the Council on Post Secondary Education. Credits from other institutions, including foreign universities, will be evaluated for possible transfer on a case-by-case basis. Acceptance of transfer credit will be based on compatibility of the transfer work with the nature, content and level of work offered at Bradley. Application of transfer credit to satisfy specific college graduation requirements shall be determined by the dean of the college in which the student is majoring. In the event that a student changes majors while at Bradley, a new evaluation of the transferred credit will be completed by the department.

Transfer credit which meets the general education requirements at the source institution may be applied to the General Education requirements at Bradley. A maximum of 66 semester hours of credit will be accepted from accredited two-year colleges. Unlimited credit may be accepted from four-year institutions.

Transfer students from colleges and universities offering the baccalaureate degree must successfully complete a minimum of thirty semester hours in residence at Bradley to satisfy degree requirements.

Academic Dismissal
Students dismissed for academic reasons from their last previous institution attended must wait at least one regular academic semester after their dismissal before applying for admission to Bradley. It is strongly recommended that such students take academic course work elsewhere in the interim to raise their cumulative average to at least a C.

International Students
International students are those who are not citizens or permanent residents of the United States and who intend
to enter Bradley University to pursue a full-time course of study.

All applicants whose native language is not English are required to submit the results of the Test of English as a Foreign Language (TOEFL). TOEFL is administered throughout the world at many locations several times a year. Further information can be obtained by consulting the nearest U.S. embassy, consulate, U.S. Information Agency, or by writing directly to the Educational Testing Service (TOEFL), Box 899, Princeton, New Jersey 08540, U.S.A. (A minimum TOEFL score of 500 is required.) TOEFL is not required of students attending International or American schools abroad; the Scholastic Aptitude Test (SAT) or American College Test (ACT) is required in place of TOEFL. Another means of satisfying English proficiency is the ELS Language Centers Intensive English Programs (level 109 required). You can reach ELS at 5761 Buckingham Pkwy., Culver City, CA 90230 USA.

In the United States, educational records are called “transcripts.” A “transcript” is an official document issued by an educational institution which states all subjects studied, grades or marks received (including failures), the “credit” received, and the grading scale used (including the lowest passing mark). The length of time in the classroom, the number of classes per week for each subject, and an explanation of the educational system should be included.

All applicants must submit educational records (official transcripts, country examinations, diplomas and certificates) which have been certified by an officer of the educational institution issuing the documents or by a U.S. or local government official. Secondary school records should represent the last four years of study. Any document submitted in a language other than English must be accompanied by an official certified English translation. All U.S. and Canadian documents must come directly from the principal or registrar to Bradley. All university-level records must come to Bradley directly from the institution attended. All university-level study will be evaluated for possible transfer credit. Accurate evaluation cannot be made without a syllabus, catalog or course descriptions. Consequently, all transfer students must submit their foreign catalog (providing program and course descriptions) in English or in an official English translation. Students of international or American schools abroad should also provide SAT or ACT scores.

A Financial Certification Form must be submitted along with the application to confirm that all college, personal, and travel expenses are covered for each year at the University. Bank statements and/or scholarship award letters are also required for verification.

The application deadline is June 1 for fall semester and November 1 for spring semester.

Former Students

Former students who wish to re-enter Bradley University should request an application for readmission from the Office of Undergraduate Admissions. Those students whose work has been interrupted for one or more semesters are subject to re-evaluation for readmission and may be held to any change of requirements that may have occurred during their absence. Students who have accumulated credit elsewhere during their absence are required to submit a transcript of that work. Students who were academically dismissed at Bradley must petition the Academic Review Board for reinstatement.

Credit by Examination

Advanced Placement Credit

Credit may be given in courses covered by the Advanced Placement Examination offered by the College Entrance Examination Board. Minimum scores range from 3 to 5 depending on the subject. If credit is given, the number of semester hours of credit allowed is determined by the extent of the college work covered by this examination.

Specific information on the extent of credit awarded can be obtained from the Undergraduate Admissions Office.

College-Level Examination Program

Bradley University is committed to the principle that college level achievement should be recognized and rewarded without regard to where, when, or how the knowledge was acquired. The University grants a maximum of 60 semester hours to those who earn scores on the CLEP examinations in the 50th percentile or higher on national college sophomore norms. Credit for CLEP may be used to satisfy General Education requirements.

A maximum of 30 semester hours of credit may be earned by taking the General Examinations of the College-Level Examination Program. A maximum of 6 credits may be earned for each of the following subject areas: English Composition with essay, Humanities, Mathematics, Natural Sciences, Social Sciences, and History.

Students may also earn a maximum of 30 semester hours of credit by taking specific Subject Matter Examinations. Subject examinations are available in over 30 areas. The college in which a student is a major determines the applicability of CLEP credit toward degree requirements. For any English subject exam with an optional essay, the essay portion must be written in order to receive credit at Bradley University.

CLEP credit is transfer credit. As with other transfer credit, no CLEP credit will be accepted that duplicates credit already received from other sources. An official copy of the scores must be sent from the CLEP office, by request of the student, directly to the Division of Continuing Education and Professional Development.

The College-Level Examination Program (CLEP) of the College Board is given on campus on a quarterly basis. Application forms and specific testing dates are available in the Division of Continuing Education and Professional Development.

Special Programs

Campus Visits

Bradley University encourages all prospective new freshman and transfer students and their families to visit the campus to attend one of the many special one-day and overnight programs organized for this purpose. For further information write the Undergraduate Admissions Office, Bradley University, Peoria, Illinois, 61625, or
Off-Campus Programs

Bradley University conducts many off-campus reception and interview programs throughout the year across the United States. These sessions are designed to allow prospective students and their parents the opportunity to meet with admissions or financial assistance representatives to learn more about the admissions process, degree requirements, campus life, and financial assistance and scholarship opportunities.

To secure a schedule of the off-campus admissions programs or to set up an appointment with an admissions representative, interested students should write to the Undergraduate Admissions Office, Bradley University, Peoria, Illinois, 61625; telephone (309) 677-1000 or toll free (800) 447-6460; or send electronic mail to admissions@bradley.edu.

Area Admissions Offices

In order to serve a growing national population, Bradley University maintains regional admissions offices across the country. With offices located in the Chicago and St. Louis areas and in several other states, the University is able to serve the needs of families from all areas of the country. For information on the admissions office in your area call (309) 677-1000 or toll free (800) 447-6460, or send electronic mail to admissions@bradley.edu. Additional information can also be found at www.bradley.edu (see admissions).

For more information about Admissions write:
Office of Undergraduate Admissions,
Bradley University
Peoria, IL 61625
or call (800) 447-6460.

Summer Orientation

A special invitation is extended to all incoming students and their parents to attend Summer Orientation. This program is specifically designed to introduce and familiarize students and parents with Bradley University, its faculty, student body and special services. The program is required of all incoming students and highly recommended for their parents.

Credit Courses for Part-Time Undergraduate Students Not Seeking a Degree

Students who wish to enroll on a part-time basis (less than 12 semester hours) in undergraduate courses, who do not hold a bachelor’s degree, and who do not intend to complete an undergraduate degree, may apply for admission to Bradley as an undergraduate student-at-large. A student who wishes to pursue this option can apply for admission through the Division of Continuing Education and Professional Development.

Undergraduate students-at-large are subject to all University policies and regulations including academic probation and dismissal. If a student’s cumulative grade point average falls below 2.0, the student will be placed on probation. A minimum of a 2.25 grade point average will be required in succeeding semesters until the student’s cumulative grade point average is increased to 2.0 or higher.

Students who have been denied regular admission to Bradley and students dismissed from the University are not eligible to enroll as undergraduate students-at-large. A maximum of 45 semester hours taken as an undergraduate student-at-large can be accepted toward a degree program. Should the student decide to seek a degree, the student must apply to the University through the Office of Undergraduate Admissions.

Non-degree-seeking students who already hold a bachelor’s degree and who wish to take undergraduate courses on a part-time basis must be admitted through the Graduate School. Students wishing to pursue an additional bachelor’s degree should contact the Office of Undergraduate Admissions.
Financial Assistance

College is an investment—a significant one in terms of time and money. College is also an investment in your future. Bradley University, by providing an outstanding private education, is one of the best investments and best values in American higher education today.

When making decisions about college financing, consider not only how much you can afford, but, more importantly, how much you are willing to invest. The quality of the institution must be a top priority as you weigh all of your opportunities. A high-quality education is an investment that will pay dividends for the rest of your life.

At Bradley, you get distinguished, professionally active faculty; modern, complete facilities; comprehensive student services; diversified academic programs; and a valuable diploma backed by the reputation of a distinctive institution. You get more of the time and attention you need and deserve — and have paid for. Education is not something you buy, use, and throw away after four years. Rather, it produces dividends that are continual and worthwhile.

The Office of Financial Assistance views its relationship with students and parents as a partnership where we all share in the planning and managing of a Bradley education. We are committed to the belief that each family is unique and we strive to recognize individual needs and situations.

We are committed to giving every qualified student the opportunity to afford the Bradley University experience. We pledge to do our very best to provide the amounts of assistance and programs needed to bring our costs within the reach of every family. This portion of the Catalog contains important explanations of all financial assistance programs and alternative tuition payment plans, as well as procedures, eligibility requirements, and deadlines. Read it carefully. For other information and ideas, contact the Office of Financial Assistance, Bradley University, Peoria, IL 61625, (309) 677-3089.

Cost of Attending Bradley

The total cost of attending Bradley is divided into two categories — direct and indirect costs. Because this publication is prepared well in advance of the academic year, the budget items noted are 1999-2000 expenses.

1999-2000
STUDENT BUDGET (ANNUAL)
(Single Resident Student — 2 semesters)

<table>
<thead>
<tr>
<th>DIRECT COSTS</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$13,880</td>
</tr>
<tr>
<td>Room &amp; Meals</td>
<td>15,300</td>
</tr>
<tr>
<td>Activity &amp; Health Fee</td>
<td>80</td>
</tr>
<tr>
<td>Total Direct Costs</td>
<td>$19,260</td>
</tr>
</tbody>
</table>

* INDIRECT COSTS*

In addition to the direct costs itemized above, students will incur, on the average, additional expenses of approximately $1500 per year for books and supplies, clothing, laundry, recreation, transportation and other personal expenses. These costs are not paid directly to Bradley.

*PLEASE NOTE: Students whose permanent residence is outside of Illinois will be given a larger transportation/travel allowance.

*Meal Plan 1; double occupancy room. Other options incur different costs.
Applying for Need-Based Aid

Financial Assistance applicants must complete the following steps to be considered for all sources of state, federal and Bradley sources of assistance. All applicants are encouraged to pay special attention to the March 1 deadline.

A. Freshman & Transfer Applicants:
1. Apply for admission to Bradley.
2. File official 2000-2001 Free Application for Federal Student Aid (FAFSA) between January 1 and March 1. (FAFSAs received by the processor after March 1 will be considered late and will be considered only if funds are available.)

B. Continuing Student Applicants:
File a 2000-2001 Free Application for Federal Student Aid (FAFSA) between January 1 and March 1. FAFSA applications received by the processor after March 1 will be considered late and will only be considered if funds are available.

Types of Assistance

All students (new and continuing) only need to file the FAFSA to be considered for the programs noted below:
- Federal Pell Grants
- Federal Perkins Loans
- Federal Supplemental Educational Opportunity Grants
- Federal College Work-Study Program
- Bradley Grants
- Bradley Endowed/General Scholarships
- Illinois Student Assistance Commission Monetary Awards

Awards Not Based on Need

Academic Merit Award
- National Merit Scholarship – $750 - $2,000
- Valedictorian Scholarship – up to \( \frac{1}{2} \) tuition
- Dean’s Scholarship – up to \( \frac{1}{2} \) tuition
- Presidential Scholarship – full tuition when combined with National Merit Scholarships and other grant programs
- Bradley Special Scholarship – varies with need
- Bradley Community College Scholarships – $2000 - $5000
- University Scholarship - up to $4000

Talent Awards
- Fine Art Scholarships (theatre, art, forensics & music)
- Athletic Grants
Housing

The University owns and operates thirteen residence halls with a total capacity of 2,140 beds for male and female students. These halls, although self-supporting, are considered an integral part of the physical assets of the University. The experience in group living enjoyed by students who reside in them is a valuable part of their total educational experience.

The University also owns a Student Apartment Complex, which is located a block from campus. The apartment building contains 100 units — each unit consisting of a living room, bedroom, bath and kitchenette and is rented to two students. For further information concerning costs and availability, please write the Housing Office.

Since the University takes no responsibility for personal property, each student should check to see if family insurance covers personal effects while in residence on campus. If not, it is recommended that each student consider fire and/or theft insurance as a protection, regardless of living accommodation.

All non-veteran single freshman and sophomore students shall reside in residence halls provided by Bradley University unless, as a sophomore, they live in a sorority or fraternity house. The following exceptions may be made:

1. Students who are 21 by September 1 of the current school year.
2. Students who may have an opportunity to live in a private home and work for their room and board.
3. Students who desire to live with near relatives. (Near relatives are considered to be brother, sister, grandparents, uncle or aunt).

Exceptions to these rules will be made by the Office of Housing and Residential Life.

Students will be expected to furnish their own linens, pillows, spreads, and blankets for twin-size beds, their own wash-cloths and towels, waste cans, desk lamps, and such small personal items of furniture as they wish.

Residence Halls

Application and Housing Deposits

To reserve a room in a University residence hall, a student must complete the Residence Hall Agreement Card provided by the Admissions Office and return it to the Office of the Controller. The form is sent to students at the time of their admission to the University. Included with the Housing Agreement will be a brochure explaining Residence Hall living on campus.

A housing deposit of $100 is required for all students who reside in a residence hall. The deposit will constitute a reserve to cover damage to or loss of University property as long as the student lives in one of the residence halls. When the student leaves the residence hall, deductions for loss or damage will be made at the end of the academic year, and the balance of the deposit will be returned by August 5. Housing deposits are refundable for incoming new students if requested in writing prior to June 1.

The student will pay all room and board costs prior to registration during a special pre-billing period or during the actual registration process on campus.

All rooms are engaged for the full academic year. If a student moves into a Residence Hall it is understood that he or she agrees to be responsible for room and board payments through the academic year, even if he or she has not filled out or signed a Residence Agreement Card.

Students will have an opportunity to express their choice of a hall, as well as items such as co-educational living, on the Housing Agreement Card, which will be sent to them at the time of admission.

Students will be expected to furnish their own linens, pillows, spreads, and blankets for twin-size beds, their own wash-cloths and towels, waste cans, desk lamps, and such small personal items of furniture as they wish.

New Students

Entering students are urged to file their residence hall applications as soon as possible after they receive notice of their admission to the University. Application must be made on the Housing Agreement Card issued by the Admissions Office. Those who apply several months before the semester in which they plan to enroll are more likely to receive the assignment they wish. Applications will not be accepted until after admission is complete.
Residence Halls Network (RHNet)

The Residence Halls Network (RHNet) program provides an outstanding opportunity for enrolled students to reside on campus in one of several residence halls equipped with state-of-the-art computers, printers and networking capability to enhance the quality of their education. Each year the number of students applying for admission to the RHNet program greatly exceeds the number of spaces available.

New entering students are admitted into the program following their admission to the University, completion of a RHNet application and receipt of both the tuition and housing deposits. Priority is given to new entering freshmen and transfer students based upon the date the application and deposits have been received. Additional information is available by contacting the Center for Enrollment Management.

St. James Place
A Planned Student Apartment Community

Overview:
St. James Place, as planned, will be a 15-building residential complex for Bradley University upper-division students (those having completed four semesters of study). The approximately 9.5 acre site wraps around a previously zoned Bradley open recreational field to the east of the current campus. The complex, to be completed in three phases over a three-year time frame, ultimately will provide housing for 550 upper-division students in “suite type” facilities. Zoning restricts occupancy by freshmen or sophomores. The intent of the project is to improve housing options for Bradley students, ease student housing pressures in adjacent neighborhoods, and redevelop an important area immediately adjacent to the Bradley campus. In the first phase, four residential complexes (featuring four bedroom units) will be ready for occupancy fall, 1999.

Features:
The facilities will have brick exteriors. Individual bedrooms each will have wire for cable/phone/computer hook-ups. Subject to further study, the University is planning to provide Internet access and technology features presently available on campus and in the RHNet Program. The suites will each contain a breakfast bar, microwave, dishwasher, and will be fully furnished, including mini blinds on all windows. Laundry services will be available in most buildings.

Off-Campus Housing

Arrangements for all housing for men and women, including town area accommodations (referred to as “off-campus housing”), may be made through the Office of Housing and Residential Life.

Private homes in Peoria provide rooms for a large part of the upperclassmen student population. The Office of Housing and Residential Life maintains a list of available housing, but does not make reservations for the students. The list changes so rapidly that it is impractical to mail it to prospective students. Students seeking private home accommodations should refer to the room list in person. It is also recommended that the student see the accommodations and interview the landlord before renting a room.

The city of Peoria has codes that govern housing in the area. Bradley University expects all students to be knowledgeable about these laws and to abide by them. For information on these requirements contact the Housing and Residential Life Office in Sisson Hall.

Students living off campus may eat in any residence hall on the same program that residence hall students use. Two meal plans are available.

Married Students

Furnished houses and apartments for families with children are available in the Peoria area. We advise married students to visit Peoria in advance to look at the accommodations before they enter into any lease arrangements.

All correspondence in regard to living accommodations should be addressed to: Executive Director, Housing, Residential Life and Student Judicial System, Bradley University, Peoria, Phone number 309/677-3221.
The Division of Student Affairs is one of the major administrative units of the University. The philosophy of Student Affairs correlates with the University’s major goals and supporting policies. The programs and activities conducted by the Division of Student Affairs are integral to the mission of the University, address the diversities of the environment in which it resides, and respond to student needs.

The Bradley environment provides opportunities for the deliberate and total development of its students and encompasses experiences beyond the classroom. The Division is concerned with the whole student and believes that what students learn and experience influences their aspirations, development, and achievements.

Therefore, the Division of Student Affairs enhances students’ educational experiences through the mobilization and coordination of resources of the University community in order to develop responsibility within students for growth and development.

The Division complements the academic experience through programming provided by Cocurricular Development, Educational Development, Housing, Residential Life and Student Judicial System, and the Smith Career Center. The Division of Student Affairs is also responsible for the Office of Parent Relations.

Center for Cocurricular Development

- Multicultural Student Services
  - Minority Student Services
  - International Student Services
  - Romeo B. Garrett Cultural Center
- Intramural and Recreational Sports
- Off-Campus Student and Non-Traditional Student Services
- Parents’ Weekends
- Student Organizations
- Student Activities
- Student Government
- Student Media

This Center provides a cohesive plan of programs, activities, events and services designed to respond to the cultural, social, physical and recreational needs of all students enrolled at Bradley. Opportunities for leadership and group development are provided for students to learn new skills, broaden their abilities, and manage their organizational activities. Communication between faculty, administration, students, and staff will be encouraged as a means to promote a well-informed campus community regarding student activities and government.

Multicultural Student Services and the Romeo B. Garrett Cultural Center foster a greater awareness of the minority and international experience by responding to social, cultural, educational, and philosophical concerns.

International Student Services insures the successful transition of international students into campus life and assists them in confronting their responsibilities and challenges while in this country.

Intramural and Recreational Sports offers students opportunities to participate in a wide variety of sport and recreational activities. A diversified schedule of activities is maintained for the novice to the advanced competitor.

Off-Campus and Non-Traditional Student Services helps coordinate special activities and programs that are designed to meet the special needs of these students.

Student Activities organizes social life, which includes concerts, dances, lectures, and special events such as Campus Carnival, homecoming, and a variety of student committees and programs. The office also registers student organizations and provides information and certain administrative services for more than 200 student groups.

Student government organizations provide leadership opportunities for students to participate in the governing process of the University, particularly as it relates to student concerns and welfare.

Student media, including the weekly newspaper the Bradley Scout, the yearbook Anaga, the literary publications Black Awareness Magazine and Broadside, and the radio station WRBU, offer communication experiences and opportunities for interested students. All student media bearing the name of or sponsored by the University must be approved and supervised by the Communications Council.
Center for Educational Development

- Academic Exploration Program
- Advisement
- Counseling
- Health Services
- Learning Assistance
- Testing and Guidance
- Orientation
- Parents' Board
- Retention
- Wellness
- Division Research

The Center for Educational Development is designed to provide opportunities and assistance to students for the realization of their personal and educational goals. Beginning with an appropriate introduction to the University environment, students are subsequently provided with advisement; counseling and wellness services; health services; and opportunities to investigate and explore new academic areas and challenges.

The Academic Exploration Program (AEP), one part of the University’s academic advisement program, provides direction to a large number of academically undecided students. In addition to individual diagnostic evaluations and course sampling, special advisement services are provided to help students begin understanding the implications of their educational and career interests.

The Academic Exploration Program and other advisement services are offered through the Center for Orientation, Testing and Advisement. Orientation programs assist new students and their parents’ adjustment to the University and the parents’ adjustment to being the parent of a college student. During orientation, academic, career, and personal skills are assessed and enhanced which ensures a foundation of support that helps students realize their educational goals.

Retention strategies allow students to maintain the sometimes precarious balance between their strengths and personal resources and the demands and expectations placed upon them by the academic environment, their families, and their peer group.

The Center for Wellness and Counseling provides personal counseling services to aid in the total development of students as well as to enhance the success of their academic achievement. Services are provided by professional counselors and are confidential and free for Bradley students.

The Health Center provides primary care for Bradley students, free of charge. The Center offers care for injuries and short-term illnesses and advises students on medical matters. The physicians may also refer students needing more intensive physical or medical care.

Center for Housing, Residential Life and Student Judicial System

- Lewis J. Burger Center for Student Leadership and Public Service
- Discipline
- Fraternities and Sororities
- Residence Programs
- Residence Halls and Residence Hall Staff

The Office of Residential Life is responsible for the general welfare of the residential hall students and members of fraternities and sororities at Bradley University, particularly as it concerns their outside class activities and living environment. This office interacts with all segments of the University including students, faculty, administrators, parents, and the community. The responsibility of the judicial system is to protect the rights of the University and the individual student.

Smith Career Center

- Experiential Education
- Career Placement
- Career Resources

The Smith Career Center assists students in defining career goals, creating a job-search plan, obtaining career-related work experience, and developing relationships with prospective employers.

Students are encouraged to gain career-related work experience prior to graduation through internships, cooperative education, and summer and part-time employment.

Career placement efforts for graduating students include monitoring the employment market, identifying potential employment resources, facilitating campus interviews and resume referrals, and assisting students in making decisions necessary to a meaningful employer-employee relationship.

The Smith Career Center also offers several job fairs, a career information library, workshops, a credit course in job search strategy, and a strong program of individual advisement.
Student Activities

The following student organizations were registered for the 1998-99 school year.

**Social Fraternities 1998-99**
- Alpha Epsilon Pi
- Alpha Phi Alpha
- Delta Tau Delta
- Delta Upsilon
- Kappa Alpha Psi
- Omega Psi Phi
- Phi Beta Sigma
- Phi Gamma Delta
- Phi Kappa Tau
- Pi Kappa Alpha
- Pi Lambda Phi
- Sigma Alpha Epsilon
- Sigma Chi
- Sigma Lambda Beta
- Sigma Nu
- Sigma Phi Epsilon
- Tau Epsilon Phi
- Tau Kappa Epsilon
- Theta Chi
- Theta Xi

**Social Sororities 1998-99**
- Alpha Chi Omega
- Alpha Kappa Alpha
- Chi Omega
- Delta Sigma Theta
- Gamma Phi Delta
- Phi Sigma Sigma
- Sigma Delta Tau
- Sigma Gamma Rho
- Sigma Kappa
- Sigma Lambda Beta
- Zeta Phi Beta

**Professional Fraternities 1998-99**
- American Marketing Association
- American Society for Metals/The Materials Society
- American Society for Quality
- American Society of Civil Engineering
- American Society of Mechanical Engineering
- Associated General Contractors of America
- Association for Computing Machinery
- Institute of Electrical & Electronics Engineers (IEEE)
- Institute of Industrial Engineers
- National Society of Black Engineers
- Phi Chi Theta (Business & Economics)
- Phi Mu Alpha Sinfonia (Music)
- Society for Advancement of Management
- Society of Automotive Engineers
- Society of Human Resource Management
- Society of Physics Students
- Society of Professional Journalists
- Society of Women Engineers

**Honor Societies 1998-99**
- Alpha Kappa Delta (Sociology)
- Alpha Pi Mu (Industrial Engineering)
- Alpha Psi Omega (Drama Society)
- Beta Alpha Psi (Accounting)
- Beta Beta Beta (Biology)
- Beta Gamma Sigma (Business Administration)
- Beta Tau Epsilon (Manufacturing)
- Chi Epsilon (Civil Engineering)
- Kappa Omicron Nu (Home Economics)
- Mortar Board (Honor Society)
- Omicron Delta Epsilon (Economics)
- Omicron Delta Kappa (Scholastic Honorary Jr. & Sr.)
- Order of Omega
- Phi Alpha Theta (History)
- Phi Delta Kappa (Education)
- Phi Eta Sigma (Freshmen)
- Phi Mu Delta Phi (National Honor Society, Juniors)
- Phi Sigma Iota (Language Students)
- Pi Gamma Mu (Social Science Honorary Jr. & Sr.)
- Pi Lambda Theta (Education)
- Pi Tau Epsilon (Mechanical Engineering)
- Psi Chi (Psychology)
- Sigma Alpha Iota (Music)
- Sigma Iota Rho (International Studies)
- Sigma Lambda Chi (Construction)
- Sigma Pi Omega (Physics)
- Sigma Tau Delta (English)
- Sigma Theta Tau (Nursing)
- Tau Beta Pi (Engineering)

**Student Organizations 1998-99**
- Accounting Student Association
- Activities Council Bradley University (ACBU)
- Admissions Office Tour Guides
- Alpha Phi Omega
- American Advertising Federation
- American Foundrymen’s Society
Amnesty International  
ANAGA  
Arbitration Board  
Association of Collegiate Entrepreneurs (A.C.E.)  
Association of Information Technology Professionals  
Association of Latin American Students  
Association of Residence Halls (ARH)  
Black Literary Society  
Black Student Alliance (BSA)  
Bradley Ambassadors  
Bradley Association for the Education of Young Children (BAEYC)  
Bradley Bands  
Bradley Broadcasting Society  
Bradley Chamber Orchestra  
Bradley Chess Club  
Bradley Chorale  
Bradley Community Chorus  
Bradley Connections  
Bradley Epworth Campus Ministry  
Bradley Fencing Club  
Bradley Friedan Society  
Bradley Fund callers  
Bradley Hockey Team  
Bradley Investment Organization  
Bradley Legal Studies Organization  
Bradley Men’s Club Volleyball  
Bradley Mountain Biking & Recreation  
Bradley Nursing Students Association  
Bradley Paintball Club  
Bradley Pom Pon Squad  
Bradley Scout  
Bradley Student Council for Exceptional Children  
Bradley Student Dietetic Association  
Bradley Student Educators Association  
Bradley Table Tennis Club  
Bradley Ultimate Frisbee Fanatics  
Bradley United Christian Foundation  
Bradley University Amateur Radio Club  
Bradley University Archery Club  
Bradley University College Republicans  
Bradley University Gospel Choir  
Bradley University Roller Blading Society (BURBS)  
Bradley University Speech Team  
Bradley University Student Association of Social Services (B.U.S.S.)  
Bradley University Students for Life  
Bradley Women’s Lacrosse  
Bradley Wrestling Club  
Braves Council  
BREAKAWAY Campus Ministry  
BROADSIDE Artists and Writers  
Campus Awareness for Rape Education (CARE)  
Campus Crusade For Christ  
Campus Girl Scouts  
Caribbean and African Student Association (CASA)  
Chemistry Club  
Christian Unity Council  
Circle K International  
College Bowl Club  
College Democrats  
Common Ground  
Communications Council  
Criminal Justice Student Organization  
Deep Thinkers Club  
Die Deutschzeit (German Club)  
Elogeme Adolphi Christian Sorority  
Family and Consumer Sciences Ambassadors  
Fashion Focus  
Fellowship of Christian Athletes  
Financial Management Association  
FOCUS  
French Club  
Friends and Fellowship Bible Study  
Geisert Hall Council  
Habitat for Humanity  
Harper/Wyckoff Hall Council  
Hawaii Club  
Heitz Hall Council  
Hillel  
Hindu Student Society  
Indian Student Association  
Interfraternity Council (IFC)  
International Affairs Organization (IAO)  
International Business Organization (IBO)  
InterVarsity Christian Fellowship  
Islamic Student Society  
Karatedo Doshinkan  
Latter Day Saints Student Association  
Mathematical Association of America  
Medieval College Society  
Mock Trial Society  
Model United Nations  
Molinarmy  
Multicultural Student Advisory Council  
National Association for the Advancement of Colored People (N.A.A.C.P.)  
Newman Catholic Center  
North American Fantasy League  
Off Campus Student Coalition  
Organization of Arab Students  
Orthodox Christian Fellowship  
Panhellenic Council  
Peer Education Program  
Physical Therapy Organization  
Political Science Club  
Psi Phi, Bradley’s Science Fiction Club  
Republic of China Student Association  
Revival in Our Time (RIOT)  
SABRC (Student Activities Budget Review Committee)  
Senior Committee  
Shotokan Karate  
Sky Dive Club  
Spectrum Art Club  
Student Aides  
Student Environmental Action Coalition (SEAC)  
Student Senate  
Students for Christ Interdenominational Bible Study  
Students High on Christ Power Group (SHOC)  
Students in Free Enterprise (SIFE)  
Study Abroad Veteran’s Association  
Sudanese Students Association  
Transfer Connection  
Tying In-Touch Program  
United Black Panhellenic Council  
United Colors of Bradley—International Student Organization (UCB-ISO)  
University Hall Council  
WELS Campus Ministry  
Williams Hall Council  
Women in Business  
Women’s Club Soccer  
WRBU - Bradley Student Radio Station

BRADLEY UNIVERSITY
Intercollegiate Athletics

Bradley University is a member of the National Collegiate Athletic Association and the Missouri Valley Conference. The intercollegiate program is organized to provide athletic competition for the male and female students of the University; to provide a training ground for those students who are planning to enter the field of athletic coaching upon graduation; to provide a wholesome recreation for both the participant and the student spectator; to inculcate the ideals of sportsmanship and fair play in the minds of both the participant and the spectator; to aid in the development, in the participant and the spectator, of a lasting loyalty toward the institution; and to develop the spirit of team play in a competitive situation.

As a member of the Missouri Valley Conference for both men’s and women’s sports, Bradley subscribes to and is bound by the rules of those organizations governing the conduct of intercollegiate athletics and the eligibility of students to participate therein. These rules aim to keep athletics in its useful, but subordinate, place in the educational program at the University. The immediate responsibility for enforcing these rules is placed by the University jointly upon the Department of Athletics and athletic committees comprised of faculty and student members who are responsible directly to the President of the University.

Conference-approved sports on the Bradley program for men are baseball, basketball, cross country, golf, soccer, swimming, and tennis. Women’s sports consist of basketball, cross country, golf, indoor and outdoor track, softball, swimming, tennis, and volleyball.

Club Sports

Club sports in cycling, ice hockey, women’s soccer, table tennis, ultimate frisbee, and men’s volleyball provide further intercollegiate competition.

Intramural and Recreational Sports

The Office of Intramural and Recreational Sports provides a variety of programs to meet the recreational needs of all students. Haussler Hall, a multi-use indoor facility, provides opportunities for unscheduled informal activity, scheduled intramural events, and sports and fitness classes. Haussler is open well over 100 hours weekly and the intramural sports calendar includes 25 different events. Team and individual sports are organized for men and women and selected co-recreational events. Another aspect of Intramural and Recreational Sports is the program of sports and fitness classes. These are non-credit instructional courses which focus on fitness and learning skills in sports, which have life-long application.

Religious Life

Although Mrs. Bradley, in founding the University, stipulated that it should remain nonsectarian, she did provide in the charter for the development of “the principles of morality and right living as exemplified in the life and teachings of Jesus Christ.” With this nonsectarian background, the University is making an increasingly vigorous effort to provide for its students a program conducive to the development of character, morality, and high principles. This program is carried on through student religious organizations on campus and numerous courses in religion.

If a student should have to miss class due to a religious holiday, the student must notify the instructor at least one week prior to that class.
Facilities and Services

Bradley University offers attractive and functional facilities to serve the needs of students, faculty and staff. The 75-acre campus provides an intimate setting within a residential neighborhood. This neighborhood is anchored by an historic district located within walking distance of campus. Commercial amenities are provided by the “Campustown” center, located adjacent to campus. The 90,000 sq. ft. shopping center offers a supermarket, drugstore, restaurants, and a variety of other shops and services.

Recent additions to the campus include a new Global Communications Center featuring state-of-the-art audio, video, and computer and worldwide communication technology; Visitors Center; a 690-car parking deck; and student tennis courts. The first phase of a three-phase student apartment community, St. James Place, is expected to be available in fall 1999.

Additional campus recreational space is planned for the future.

Bradley University Bookstore

The Bradley University Bookstore handles the books and supplies necessary for course work. Also, for the convenience of the campus, a large variety of other items is stocked, such as medical books, greeting cards, T-shirts and other clothing, gifts, posters, and decorator items.

At the bookstore you can special order books not carried in stock, have film developed, and cash checks. Cookies, snacks, and soda are also available.

Academically priced software may also be purchased by all students, faculty, and staff with valid I.D. These prices are up to 75% off suggested prices. Many titles are in stock and over 1,000 titles are available for special order.

All of these items and services can be charged to your Discover, VISA, Mastercard, or American Express cards or debit card.

In addition to the main store, an annex exists in the Student Center. “Fast Break” offers convenience items, soft goods, candy, and a variety of other merchandise (including bus tickets).

Computing Services

Computing Services supports both the academic and administrative aspects of University computing. Academic resources include a variety of computer systems and software used for instruction, research, and public service. Computing Services also supports campus-wide computer networks, network connections to the Internet and electronic mail. Bradley is an affiliate of the National Center for Supercomputing Applications, which provides supercomputer access to Bradley students and faculty for instruction and research.

Equipment consists of several Sun servers and more than 1,800 Gateway, Apple microcomputers, and Sun workstations. These systems are connected by high speed networks.

Clusters of microcomputers are conveniently located in computer laboratories throughout the campus. Most students living in residence halls are part of the Residence Halls Network (RHNet), which provides a networked microcomputer in each residence hall room. Students may also choose a network-only room. Students from many disciplines use computers as an integral part of the learning process.

The staff assists students, faculty, and administrators in their use of computers through the University Technology Help Desk, documentation, and training seminars.

Romeo B. Garrett Cultural Center

Located at 824 North Duryea Place (across from Williams Hall), the Garrett Center houses the office of Multicultural Student Services and various student organizations. Multicultural Student Services functions to meet the various need of international and minority students. The Center serves as a meeting place for students and community groups as well as a place for social and cultural events. Named in honor of the professor emeritus of sociology, Dr. Romeo B. Garrett, the Center is open every day during the regular academic year.

Haussler Hall

Haussler Hall is the main recreational facility for students, faculty, and staff at Bradley University. Contained in the building are several workout areas including a weight training room with Cybex equipment and free weights, three racquetball courts, 25-yard, 6-lane swimming pool, and three basketball courts for recreational purposes. Also there are men’s and women’s locker rooms where equipment can be checked out and lockers rented.
Health Center

The Student Health Center is an out-patient clinic that provides service to enrolled Bradley students who experience health problems. Students are assisted through advisement, treatment, consultations with health providers, and referral for extended treatment if necessary. While there is no charge for most on-site treatment, services provided through referral to outside agencies are charged by that care provider and are the student’s financial responsibility.

The Center’s qualified staff of physicians and nurses is located in modern treatment offices in Heitz Hall. They provide a point-of-entry for all University students to receive health care both at the Center and in the Peoria community.

The Center is open during the school year 8:00 a.m.-11:30 a.m. and 1:00-4:30 p.m., Monday-Friday; and 11:00 a.m.-1:00 p.m. on Saturday. The Center is open limited hours during breaks and regular summer school sessions. Students are seen on an appointment basis. At times when the Health Center is closed, patients are referred to Saint Francis Emergency Room or urgent care for other problems.

In addition to regular medical services, the Health Center also offers special men’s and women’s clinics during the regular academic year.

All students are required to have a student health form on file at the Health Center before registering. To avoid penalties and delays in registering, return the completed health form and then verify through the Health Center that it has been received and is complete.

IMMUNIZATION REQUIREMENT: To comply with Illinois State law, all students registering for classes for the first time in a four-year college must show proof of proper immunization or titer showing immunity to measles, mumps, rubella, tetanus, and diphtheria plus dates of polio immunization.

Instructional Technology & Production Services

(formerly Audio Visual Services)

ITPS is a comprehensive media service that provides technological support of academic and administrative needs. Services available include full-service photographic, graphic, desktop publishing, web page production, broadcast-quality video production, distant learning, compressed video and satellite conferencing, multimedia, software rental and purchase, equipment checkout, media services, rapid-copy service, and audio/video recording and duplication.

Center for Learning Assistance

The Center for Learning Assistance provides learning enhancement services to help students achieve their academic goals. Services available include peer tutoring, study skills, contract study tables, writing assistance, and assistance for student athletes.

While not offering a learning disabilities program, the Center for Learning Assistance can assist those students with certain learning disabilities by providing “select coordinated accommodations” as defined by standardized national service-delivery models. This includes the provision of a contact person, generic support services, peer tutors, and student referral service for off-campus testing resources. These services are available only during the academic year. To be eligible for accommodations the student must provide current documentation of the learning disability (testing data from within the last three years) and possess strong self-advocacy skills.

The following courses are offered through the Center:

AEP 110 Speed Reading Seminar
For students who have normal college reading levels but wish to increase speed and comprehension. Develops a flexible rate, adaptable to any reading material.

AEP 115 Study Skills Seminar
Develops reading and study skills demanded in college classes. Develops flexibility in reading rate; improves critical reading techniques, skimming and scanning, and study skills such as textbook reading, notetaking, time management, and test taking.

Cullom-Davis Library

The Bradley University Library serves chiefly the needs of the University’s students and faculty. Its collection encompasses more than 1,304,000 items – including approximately 508,000 books, periodicals, and government documents, 784,000 microforms, and a variety of audiovisual resources, manuscripts, and archival materials. Major microform collections include the Educational Resources Information Center (ERIC) documents, Library of American Civilization, and Library of English Literature. The Library is a depository for both U.S. and Illinois government documents.

The Library’s resources and services are housed in the Cullom-Davis Library, which was renovated and enlarged to 107,000 square feet (nearly double its previous size) in 1990. The facility provides seating for 1,000 students.

Among the facilities is the Virginius H. Chase Special Collections Center, established in 1979 in honor of a Peorian who became a widely recognized authority on the botany and natural history of Illinois; it houses and exhibits rare books, manuscripts, archival materials, and other resources that require special management, including the collections of the Peoria Historical Society and the Citizens to Preserve Jubilee College.

About 13,400 music scores, 10,000 recordings, and selected music reference materials are in the Music Resource Collection, which is located on the third floor. As a participant in OCLC, a computerized bibliographic network, the Library and its clientele have ready access to millions of resources in over 6,000 libraries across the country and abroad. The Library also provides access to a wide variety of electronic journal indexes and abstracts and to several full text databases at no charge to Bradley students and faculty. Through the University’s participation in the Alliance Library System, students and faculty may borrow materials from most other Peoria-area libraries. The Library is a member of the Illinois Library Computer Systems Organization (ILCSO), which provides an online catalog and circulation system that incorporates Bradley’s holdings and those of 45 other academic libraries in Illinois.
Safety and Security

Bradley University makes every attempt to provide a safe and secure campus.

The primary function of the University Police Department is to protect life and property within the University community. Its officers are commissioned by the State of Illinois, have full law enforcement powers on and off University property, and are graduates of the Illinois State Police Training Academy. University Police are on duty 24 hours a day, 365 days a year; conduct foot and vehicular patrols of the campus and residence halls; and make crime prevention presentations to student groups.

Students may borrow from the University Police Department engraving equipment to mark valuables such as electronic equipment and bicycles. Literature on safety and security is also available.

For the safety of anyone walking alone at night on campus or in the immediate neighborhood, student escorts are available every evening during the school year from 8:00 p.m. to 1:00 a.m., and the University Police will provide an escort at other times.

There are 26 clearly marked emergency telephones located strategically on campus. All ring directly into a police dispatcher and automatically display the location of the caller so that help can be dispatched.

All residence halls have limited access, with some halls having all outside doors locked on a 24-hour basis and others having main doors unlocked during daytime hours. The residence hall lobby offices are staffed during the afternoon and evening and residence hall student security staff make rounds during the night.

Security-related concerns and campus crime information are reported to the campus community through the Scout student newspaper, AUDIX campus-wide voice mail, and other media.

A safe campus can be achieved only with the cooperation of the entire University community – students, faculty, staff, and visitors. For a copy of a brochure that includes crime prevention information as well as crime statistics for the campus and local neighborhood, call the University Police at (309) 677-2000.

Robert H. Michel Student Center

The Student Center symbolizes the philosophy that makes this truly a “campus community center.” The Center is the focus of many campus activities. The wide variety of facilities and multivariated programs make a significant contribution to campus life outside the classroom.

The facilities of the Center include: cafeteria, ballroom, Fast Break convenience store, meeting rooms, billiards, amusement devices, television, browsing lounges, and Taco Bell Express. Besides the cafeteria and Taco Bell there are meeting rooms with food service for 10 to 100 people. In addition, the ballroom can accommodate up to 500 people for a meal or a dance.

Summer Orientation

A special invitation is extended to all incoming students and their parents to attend Summer Orientation. This program is specifically designed to introduce and familiarize students and parents with Bradley University, its faculty, student body and special services. The program is required for all incoming freshmen and highly recommended for their parents.

Multiple sessions of the two-and-a-half-day program are offered during June, July, and August. A fee is charged, which includes on-campus housing and meals. Advance reservations are required; information is mailed in May to all students who are accepted for admission.

Telecommunications

The Telecommunications Office operates a Lucent Technologies telephone switch and voice mail system for the campus. Technical staff install and maintain telephone equipment and information outlets in offices, residence hall rooms, and many public areas. Information outlets supply voice, data, and video services by connecting to Ameritech, AT&T, and other carriers’ local and long distance networks. Students can sign up for long distance codes that work like no-fee credit card numbers on campus. The codes separate roommates’ charges even though two students may share a room telephone. Persons calling campus phones may dial direct by dialing 677 and a phone’s four-digit extension.

WCBU FM 89.9

WCBU is the public radio service of Bradley University, a bridge between Bradley and central Illinois. WCBU supports the University’s mission by providing non-commercial programming of the highest quality, with a local emphasis, and by providing learning opportunities for Bradley students.

Center for Wellness and Counseling

Professional counselors and supportive staff are trained to work with Bradley students in their growth and total development – social, emotional, intellectual, physical, spiritual, and occupational – as well as the environment in which they live.

Personal growth and development issues of adjustment to college, relationship concerns, alcohol and substance abuse, anxiety and stress management, communication skills, eating disorders, assertiveness, and lifestyle choices are some of the issues addressed by the counselors. Often, students can see a counselor the same day that they call for an appointment. Visits are confidential and free for Bradley students.

BRADLEY UNIVERSITY
Fees and Expenses

All checks and money orders should be made payable to Bradley University. The University may make appropriate changes in fees and expenses beginning in fall 1999. Quoted fees below are actual rates for 1999-2000. 2000-2001 rates are subject to increase.

Tuition

Full-time students (12 to 16 semester hours) $6,940 per semester. This includes, subject to University rules and regulations, class instruction for 12 to 16 semester hours inclusive (the number of hours permitted each semester depending on the scholastic record). Students enrolling in 1 to 7 hours are charged $377 per hour. For students enrolling in 71/2 to 111/2 hours the per hour fee is $468. Course loads in excess of 16 hours result in fees of $6,940 plus $358 per each hour over 16.

All courses taken in the College of Engineering and Technology are assessed a tuition surcharge of $5 per credit hour.

Senior citizens are assessed tuition at the rate of $10 per credit hour. Enrollment subject to availability of classroom space.

Room and Board

Per semester, room and board for students living in University residence halls will be as follows:

Double Room + Meal Plan = $2,650
Single Room + Meal Plan = $3,196

Students participating in the Residence Halls Network (RHNet), who are furnished with networked computers in their residence hall rooms, pay an additional $250 per semester.

Fees

Non-credit Co-op Registration
Contingent upon participation.

Applied Music Fee
$140 for full-time; $240 per hour for part-time.

Chemistry Breakage Ticket
$10.

Transcript Fee
$4 per copy.

Class Fees
For certain classes there are small fees to cover the expense of art supplies and similar items.

Activity Fee
$25 per semester for undergraduate students taking 9 hours or more (nonrefundable).

Health Fee
$15 per semester for students taking 7 hours or more (nonrefundable).

Application Fee
The first time a student applies for admission with the intention of earning credit, the application must be accompanied by a $35 non-refundable fee. The fee must be received before the application will be processed. The University does not subscribe to a fee waiver policy.

Advanced Enrollment Deposit
A $100 nonrefundable advanced enrollment deposit is required of all students who are admitted as degree program students. This deposit will be credited toward the student’s tuition and fees for the first semester of enrollment. For those students who wish to live in a residence hall, payment of this deposit is required before a housing agreement form is issued to the student.

Housing Reservation
To reserve a room in a University residence hall, a student must complete the official residence hall agreement card provided by the Office of Admissions and submit the form to the Housing Office.

Housing Deposit Damage Fee
This $100 deposit will constitute a reserve to cover damage to or loss of University property during such time that the student is residing in a University residence hall. When the student leaves the residence hall, deductions for loss or damage will be made, and the balance of the deposit will be refunded. Housing deposits are refundable for incoming new students if requested in writing prior to June 1.
Auto Registration Fee
The fee for auto registration is $50 per year and is not refundable. All students parking on campus are to register their vehicles with the Controller’s Office. Freshman students may use, operate, or possess motor vehicles but are not to park them on campus unless exempted as a commuter who lives at home, or through special request directed to the Director of University Parking who may grant permission on the basis of an exceptional need.

Deferred Payment Plan (DPP)
The University offers a Deferred Payment Plan which allows the student to pay at least one-half the total amount due at registration. The remaining unpaid balance is payable in approximately three equal installments beginning one month after registration. A deferment charge of 3% will be added to unpaid installments.

A late fee of $25 is assessed for each payment not received by the date stipulated on the deferred payment agreement.
For further information write to: Accounts Receivable Manager, Bradley University, Peoria, Illinois 61625.

Monthly Installment Payment Plan (MIPP)
This interest-free plan is available to all full-time students and allows for monthly payments of annualized tuition, and room and board charges. The amount of each payment depends on individual circumstances, but generally the payment will be one-twelfth of the amount deferred (total charges minus scholarships, loans and/or down payment).

Payments for the Monthly Installment Payment Plan are made monthly from June 1 through May 1. You may enroll in the program at any time prior to August 28 by including in your initial payment all monthly payments due from June until enrollment date. An annual $50 non-refundable enrollment fee is required for each participant and a $20 fee per month is charged for late payments. The Monthly Installment Payment Plan conveniently divides your financial obligation to Bradley into easily affordable monthly segments and allows you to more effectively plan the financing of your education. For further information write to: Accounts Receivable Manager, Bradley University, Peoria, Illinois 61625.

Check Cashing Privilege
All enrolled students may cash one personal check per day upon presentation of a BU Quick Card at a Swords Hall cashiers window. Checks may not exceed $150 per day. Second party checks will not be accepted unless the second party is the student’s parents.
A $20 charge will be assessed on all checks returned by the bank. In addition, check cashing privileges will be subject to suspension if three checks are returned during any twelve-month period.

Refunds
Partial Drops—Reduction of class hours but remaining in school
Full refund will be made for individual classes dropped by the end of the first week of classes. No refund is made for classes dropped after the end of the first week of classes.
Questions or appeals regarding refunds/charges should be directed to the Accounts Receivable Manager, in care of the Controller’s Office.

Complete Official Withdrawal
When a student withdraws from all classes, after completing registration, but before the official beginning day of University classes, a full refund less a registration fee of $15 will be made for first semester freshmen and part-time students. All other full-time students will be charged a registration fee of $100. When a student completes an Official Withdrawal from the University on or after the beginning day of University classes, tuition and room will be charged as follows:

Tuition and Room:
If the withdrawal is completed by the end of the:
First week of classes ........................................... 10%
Second week of classes ...................................... 20%
Third week of classes ......................................... 40%
Through day 20 ................................................. 50%
Through day 40 ............................................... 75%
No refunds will be made after the 40th day of classes.
The date that the drop slip is processed is the date used for this computation.

Board:
The semester charge for board is charged on a prorated basis.
Academic Regulations

Registration

Registration is an official part of the academic year. By registering, the student subscribes to the terms and conditions, financial and otherwise, which have been set forth by the University. A correct registration is the responsibility of the individual student. Payment of tuition and fees must be made by the deadlines published by the Controller’s Office.

Late registrations may be processed by the student during the first full week of classes. After the first full week of classes, additions may be made only by special permission. The student must obtain the Late Registration Form and approval signature of the advisor, instructor, and dean of the college of the student’s major field. Late registrations are usually not approved after the second week of classes.

Schedule Changes After Registration

Once a student has registered for even a single class section, changes to that schedule (additions and deletions) may be made by using the touch-tone telephone system. Instructions are outlined in the Academic Handbook. Students may cancel their registrations in any classes up to the end of the second full week of classes. These registrations will not be a part of the permanent record. During the third full week through the twelfth full week of classes all courses dropped will be recorded on the permanent record with the indication of “W” (Withdrawn) and the date.

After the twelfth full week of classes, the dean of the college in the student’s major field may, in case of extreme hardship, authorize a student to withdraw from one or more, or all, courses. This action will be recorded on the student’s permanent record with the grade of “W” together with the withdrawal date.

After the first full week of classes, classes may be added only with special permission. The student must obtain a Change of Registration form and approval signature from the academic advisor, obtain approval from the instructor and chair of the department offering the class, and then obtain an approval signature from the dean of the college in which the course is offered. Classes are usually not added to a student’s program and no registration is permitted after the second full week of class instruction.

A student who drops a course after the second full week of classes may, with permission of the instructor, continue to attend that class for the remainder of the semester. This privilege will not be permitted in laboratory, military or studio courses.

Procedures for withdrawing from the University are given in the current Academic Handbook. Students should consult the most current edition of the Academic Handbook for details concerning procedures, dates and refund policies.

Undergraduate Leave of Absence Policy

The leave of absence opportunity is available for undergraduate students who must leave Bradley University for a period of time not to exceed 12 consecutive months. A leave of absence may be granted for various reasons, such as personal, medical or financial. The leave of absence must be approved in advance of the semester in which the leave of absence is to begin and can not be granted to a student who is on probation or dismissed from the University. For the complete policy, consult the Fall Academic Handbook, Center for Wellness and Counseling, or the dean of your college.

Credit Taken in Residence at Bradley

Student Course Load

Twelve semester hours is the minimum load for a full-time student. The regular load is prescribed by the college in which the student is enrolled. A student must petition to enroll in excess hours (more than 18 1/2 hours in a regular semester). The authority to approve petitions for excess hours shall be vested in the dean of the college in which the student is registered.

One credit hour is usually assigned to a class that meets 50 minutes a week over a period of a semester. In laboratory, fieldwork, or similar type of instruction, one credit hour is assigned for a session that meets two or three hours a week for a semester.

An Unclassified Undergraduate Student (non-degree-seeking) may not take 12 or more semester hours during either fall or spring semesters except with the approval of the Director of the Division of Continuing Education and Professional Development. A maximum of 45 semester hours taken as an Unclassified Undergraduate Student can be accepted toward a degree program. Students who
are uncertain about their interest in pursuing a degree are
strongly encouraged to apply for admission to a degree
program rather than enroll as an Unclassified
Undergraduate Student.

All courses taken for credit for which a student is
registered at Bradley or elsewhere are counted as part of
the total semester hour load the student is permitted to
carry.

Student Class Standing

Freshman: fewer than 24 semester hours of credit.
Sophomore: at least 24 but fewer than 56 semester hours of
credit.
Junior: at least 56 but fewer than 90 semester hours of
credit.
Senior: 90 or more semester hours of credit.

Change of Student Status (Full-
Time or Part-Time)

Ordinarily, the classification of full-time students will not
be changed after the second week of classes even though
the course load drops below 12 semester hours. In cases
where this rule creates undue hardship, the dean of the
college involved, upon the student’s request, may
suspend this rule.

Prerequisites

Students should understand that listed prerequisites may
be met through equivalent courses. Please consult your
academic advisor if you have a question about
prerequisites.

Students who enroll in courses for which they do not
meet the prescribed prerequisites may be required to
withdraw from the courses.

Course Numbering System

The following course numbering system is used as a
guide for students in selecting courses: Courses
numbered 100-199 are planned primarily for freshmen.
Courses numbered 200-299 are intended primarily for
sophomores. Courses numbered 300-499 are designed
primarily for juniors and seniors. Courses numbered 500-
599 are open only to seniors, graduate students and
specially qualified juniors. Courses numbered 600-699
are reserved for graduate students only.

Please consult the all-University, college, division
and departmental requirements for the number of
semester hours needed at specific course levels.

Repeated Courses

The policy regarding repeated courses is that a student at
Bradley may not receive credit for the same course twice
unless the course is approved by the University Senate as
repeatable. The last grade and credits earned for each
course shall be the only ones used in computing the
gradepoint calculations and in satisfying graduation
requirements. However, the entry on the permanent
record for both enrollments remain. (Proficiency exams
cannot be used for repeating courses because credit
earned in this manner is not used in gradepoint
calculations.)

If a student registers again for a course which is
already a part of the scholastic record, students can
insure marking the repeat by filing a form called
“Notification to the Registrar of a Repeated Course”
found in the front of the Academic Handbook. If the
number of the course has changed since the original
enrollment, permission to substitute a course must be
obtained from the dean of the college which offered the
course being repeated. Failure to file the “Notification to
the Registrar of a Repeated Course” may result in
automatic marking of the repeated courses by the
Registrar’s Office.

Auditing Courses

An undergraduate student may enroll as an auditor for a
course with the permission of the instructor of the course,
except that no student is permitted to audit laboratory,
military, or studio classes. An auditor is a listener in the
classes, not a participant in class activities. No student
who attends a class as an auditor is allowed a special
examination for credit therein at any time.

Full-time students pay a fee of $5.00 for each class
audited if they have registered for more than 16 semester
hours for fall or spring, 3 semester hours for the January
or May Interims, or 7 semester hours for the 5 and 8
week summer sessions. Part-time students pay the same
fee for auditing as they would if they were taking the
course for credit. The fee is non-refundable.

A graduate student who is admitted to a degree
program (full- or part-time) may audit any course at no
charge, by permission of the instructor of the course.
Students who are admitted as graduate students-at-large
pay the same fee for auditing a course as they would if
they were taking the course for credit.

Courses taken for audit are not recorded on the
student’s permanent scholastic record. Students auditing
courses should consult with the course instructor prior to
the start of the class to clarify expectations for course
participation.

Audit registrations are accepted by the Registrar’s
Office only after the first day of classes of each term. The
special audit forms are available from college deans or
the Registrar’s Office. Students registering for audit
should not go through the regular registration process.

Non-Resident Credit

Transfer Credit From Collegiate
Institutions

Credits from collegiate institutions which are accredited
by one of the regional accrediting associations such as
the North Central Association of Colleges and Secondary
Schools will be considered for acceptance at Bradley
University. Official transcripts of credit must be
requested by the student and received by Bradley directly
from the institution at which the credit was earned.
Application of transfer credits to satisfy basic skills or
general education requirements shall be determined by
the Associate Dean of the College of Liberal Arts and
Transfer Credit for Students New to Bradley

For students who have not enrolled at Bradley previously, official transcripts of credit from other institutions must be mailed directly from the institution at which the credit was earned to the Admissions Office at Bradley University for evaluation.

Work Taken at Other Collegiate Institutions by Regular Bradley Students

All conditions of acceptance of transfer credit apply to work taken at other collegiate institutions by continuing Bradley students. Students should obtain written approval from the dean of the college in which they are majoring before registering at the other institution. If the credit is to fulfill requirements in Basic Skills and/or General Education at Bradley, the written approval must come from the Associate Dean of the College of Liberal Arts and Sciences. Unless such written approval is given, students electing to take courses at another institution have no guarantee that the credit will be accepted at Bradley. Continuing Bradley students should request the other institution to send an official transcript of credit directly to the Registrar’s Office at Bradley. If the other institution is using a quarter hour system, those hours will be converted to semester hours. Only work taken at the junior-senior level at the source institution will be counted toward meeting the requirement for junior-senior level work at Bradley.

Credit by Correspondence and Extension

Students wishing to take correspondence or extension courses for transfer purposes must have the prior written approval of their dean. A total of thirty semester hours through extension and correspondence, with a maximum of nine semester hours of correspondence, will be permitted to count toward graduation, except in the College of Engineering and Technology. In the College of Engineering and Technology, a maximum of ten semester hours of credit taken by correspondence and extension may be counted toward graduation.

Examination for Advanced Placement

Credit may be given in courses covered by Advanced Placement Examinations offered by the College Board if the score received is three or higher. The number of semester hours of credit allowed is determined by the extent of the college work covered by this examination, as recommended by the department or division offering the work at Bradley. Inquiries should be directed to the Admissions Office.

College-Level Examination Program (CLEP)

Bradley University is committed to the principle that college-level achievement should be recognized and rewarded without regard to where, when, or how the knowledge was acquired. The University grants a maximum of 60 semester hours to those who earn scores on the CLEP examinations in the 50th percentile or higher on national college sophomore norms. Credit for CLEP may be used to satisfy General Education requirements.

A maximum of 30 semester hours may be earned by taking the General Examinations of the College-Level Examination Program, which includes 6 credits for each of the following subject areas: English Composition with essay, Humanities, Mathematics, Natural Sciences, Social Sciences, and History.

Students may also earn a maximum of 30 semester hours of credit by taking specific Subject Matter Examinations. Subject examinations are available in over 30 areas. The college in which a student is a major determines the applicability of CLEP credit toward degree requirements. For any English subject exam with an optional essay, the essay portion must be written in order to receive credit at Bradley University.
CLEP credit is transfer credit. As with other transfer credit, no CLEP credit will be accepted that duplicates credit already received from other sources. An official copy of the scores must be sent from the CLEP office, by request of the student, directly to the Division of Continuing Education and Professional Development.

The College-Level Examination Program (CLEP) of the College Board is given on the campus on a quarterly basis. Application forms and specific testing dates are available in the Division of Continuing Education and Professional Development.

Credit by Proficiency Examination
Credit by proficiency examination is classified as non-residence credit. Upon presentation of acceptable evidence of competence, students enrolled in the University may apply for permission to attempt to earn credit by examination in undergraduate subjects. Applications for such examinations will be submitted to the division director or department chairperson which offers the course, who will, if the application is approved, arrange for the administration of the examination.

Students receiving approval to attempt to earn credit by examination will pay a non-refundable fee of $50.00 for the examination for each course number listed in the catalog. This fee must be paid before the examination is taken.

Students who have had no previous college experience, and who have been admitted as full-time students, may apply for permission to attempt credit by examination in certain undergraduate subjects. Such examination will be taken prior to the student’s second registration. Credit, but no grade, will be recorded for examinations passed.

Grades for examinations taken after the student’s second registration will be entered on the permanent record. Students shall have the option of requesting either a letter grade or a grade of Pass/Fail. A grade of “C” or better will be considered a passing grade for both options. A grade of “D” is not acceptable for a proficiency examination. The option selected must be agreed upon by the student and the department or division offering the course at the time of application for the examination. Because credit by proficiency is not considered residence credit, grades are not computed in the student’s cumulative gradepoint average. Seniors may not take examinations for credit toward any degree in courses which are numbered below 300. Application blanks are available in the dean’s or Registrar’s Office.

Departmental Prerequisite Examinations (Not for Credit)
At the discretion of the department or division offering the course, regularly enrolled students of the University may be allowed to take a special examination in any course offered by the department or division in order to satisfy prerequisites for subsequent courses. Before a student will be permitted to take a prerequisite examination, a $50.00 fee for each course number listed in the catalog must be paid to the Controller’s Office.

A prerequisite examination carries no University credit and no grade. Upon successful completion of a prerequisite examination an appropriate entry will be made on the permanent record of the student.

All-University Degree Requirements

Responsibility for Meeting Degree Requirements
Students who maintain continuous enrollment and who complete work toward the baccalaureate degree within five years from the date of entry may graduate under either the catalog in effect at the time of entrance or under the catalog in effect at the time of graduation. A change in major could mean meeting new requirements in force at the time of the change as a condition for acceptance into that major. Students whose work has been interrupted for one or more semesters may be held to requirements in effect at the time of their re-enrollment.

Residence Requirements
Only work registered through Bradley University during the two regular semesters or the interim and summer sessions is considered as residence work. No proficiency examinations, correspondence, extension courses, or credit earned through the College-Level Examination Program may be counted as residence work. All candidates for the bachelor’s degree must meet the following residence requirements:

1. A minimum of 30 semester hours earned in residence is required of all students.
2. 24 of the last 30 semester hours must be earned in residence.

Junior-Senior Credits
Candidates for a bachelor’s degree must present a minimum of 40 semester hours in junior and senior courses (those numbered 300 and above). Check your college requirements for proper distribution of these courses.

General Education Course Requirements
A minimum of 124 semester hours is required for all baccalaureate degrees. The curricula of certain departments or divisions require as many as 150-155 semester hours.

Candidates for all baccalaureate degrees must complete requirements in general education. Students should consult the most current Academic Handbook for the list of courses which are approved by the General Education Implementation Committee to fill these requirements.

The general education requirements are based upon the principle of “liberal education.” The fundamental assumptions about liberal education include:

- A liberal education provides all students with the intellectual tools necessary to explore the best that civilization has produced.
- A liberal education provides the means for all students to exercise control over their lives through thoughtful responses to their political, social, cultural, technological, and natural environment.
• A liberal education emphasizes critical, historical, theoretical, scientific, and aesthetic approaches to knowledge.
• A liberal education enhances the quality of life and fosters an appreciation of learning as a foundation for continuing inquiry.
• The purpose of a liberal education is to develop students, regardless of academic major or professional aspiration, who are able to understand and participate in society as responsible human beings.

The requirements for degrees from all colleges are:

**English Composition (C1 and C2)**
6 semester hours including English 101 (C1) and a 3-hour, 300-level advanced writing course (C2)

C1 ENG 101 English Composition OR CIV 111 and 112 Unified Composition and Western Civilization I and II
(Completion of both CIV 111 and CIV 112 will satisfy C1 and WC general education requirements. No Gen Ed credit will be given if only one course is completed.)

C2 choose from
  - ENG 300 Exposition
  - ENG 301 Argumentative Writing
  - ENG 304 Research in Individual Disciplines
  - ENG 305 Technical Writing
  - ENG 306 Business Communication

**Speech (SP)**
3 semester hours
COM 103 The Oral Communication Process OR COM 105 Business and Professional Speech
(for certain engineering curricula)

**Mathematics (MA)**
3 semester hours chosen from
  - MTH 101 Basic College Mathematics
  - MTH 111 Elementary Statistics
  - MTH 115 Brief Calculus with Applications I
  - MTH 116 Brief Calculus with Applications II
  - MTH 121 Calculus I
  - MTH 122 Calculus II
  - MTH 223 Calculus III
  - IMT 212 Technical Calculus I
  - IMT 214 Technical Calculus II
  - IMT 216 Technical Calculus III

**Computer Usage (CU)**
For students entering before Fall 1995, one semester hour of proficiency. This may be fulfilled by the completion of an approved course. The list of approved courses is available from academic advisors.

For students entering Fall 1995 and thereafter, the usage requirement is determined by major. See your advisor for information.

**Western Civilization (WC)**
3 semester hours
CIV 100 Western Civilization or CIV 111 and 112 Unified Composition and Western Civilization I and II
(Completion of both CIV 111 and CIV 112 will satisfy C1 and WC general education requirements. No Gen Ed credit will be given if only one course is completed.)

**Non-Western Civilization (NW)**
(Education majors: Some courses are not acceptable by ISBE for teaching certification. See your advisor.)

3 semester hours chosen from
  - ENG 381 Literatures of Asia
  - FLS 342 Survey of Hispanic-American Literature I
  - FLS 343 Survey of Hispanic-American Literature II
  - HIS 103 Non-Western Civilization: Russian History
  - HIS 104 Non-Western Civilization: The Middle East Since Muhammad
  - HIS 105 Non-Western Civilization: Latin America
  - HIS 107 Non-Western Civilization: Modern Japan 1860-Present
  - HIS 335 Modern Mexico
  - HIS 336 Early Non-Western History
  - HIS 337 Modern Non-Western History
  - HIS 338 Russia Since 1917
  - RLS 120 Religion and Culture in the Middle East
  - RLS 331 Religions of the Eastern World
  - RLS 338 China: Religion and Culture
  - RLS 340 Japan: Religion and Culture
  - IS 182 Fundamentals of Contemporary Asian Civilization
  - IS 240 African Civilizations: Africa and the African Diaspora
  - IS 285 East Asia in the Modern World
  - IS 340 Africa in the International System
  - IS 355 Imperial Russia
  - IS 420 The Caribbean States in the International System
  - SOC 311 Comparative Family Systems (of non-Western cultures)
  - SOC 314 Native Americans

**Fine Arts (FA)**
(Education majors: Some courses are not acceptable by ISBE for teaching certification. See your advisor.)

3 semester hours chosen from
  - ART 107 Introduction to 2-Dimensional Creative Processes
  - ART 108 Introduction to 3-Dimensional Creative Processes
  - ART 131 Art Appreciation
  - MUS 109 Music Appreciation
  - MUS 203 History of Music
  - THE 131 Introduction to the Theatre
  - PHL 350 Art in Human Experience

**Human Values (HL or HP)**
(Education majors: Some courses are not acceptable by ISBE for teaching certification. See your advisor.)
(Majors in the College of Liberal Arts and Sciences must take 6 semester hours: 3 hours HL and 3 hours HP.)

3 semester hours chosen from

**Human Values - Literary (HL)**
  - ENG 115 Introduction to Literature
  - ENG 121 Early European Writers
  - ENG 122 Later European Writers
  - ENG 124 American Writers
  - ENG 127 British Writers
  - ENG 129 African American Literature
  - ENG 190 Women in Literature
  - FLS 325 Introduction to French Literature
  - FLG 325 Introduction to German Literature
  - FLS 325 Introduction to Literature (Hispanic)
  - FLS 340 Spanish Literature I
  - FLS 341 Spanish Literature II
Human Values - Philosophical (HP)
PHL 103 An Inquiry into Values
PHL 307 Classical Political Philosophy
PHL 308 Modern Political Philosophy
PHL 347 Ethics
PLS 207 Introduction to Political Thought
PLS 307 Classical Political Philosophy
PLS 308 Modern Political Philosophy
RLS 101 Comparative Religion
RLS 200 Contemporary Religion in the United States
RLS 300 Old Testament
RLS 302 New Testament
RLS 317 Judaic-Christian Ethics
RLS 332 Religions of the World
SOC 321 Individuality in the Modern World

Social Forces and Institutions (SF)
6 semester hours chosen from
ECO 100 Introduction to Economics
ECO 221 Principles of Microeconomics
ECO 222 Principles of Macroeconomics
ETE 115 Schools and Schooling in American Society
AAS 210 African-American History: From Slavery to 1877
AAS 211 African-American History
FCS 300 Consumer Issues in America
HIS 312 U.S. Foreign Policy
HIS 326 Modern Military Forces and Institutions
HIS 385 Science, Technology, and Society
IS 100 Contemporary World Forces
IS 250 Theory and Practice of World Politics
IS 275 Problems of the Developing World
IS 312 U.S. Foreign Policy
PLS 105 Introduction to American Government
PLS 205 Introduction to Comparative Politics
PLS 208 Fundamentals of International Relations
PLS 360 Judicial Politics
PSY 104 Social Forces and Individual Behavior: A Psychological Perspective
RLS 290 Religion and the Life Cycle
RLS 310 Religion and Society
SOC 100 The Sociological Perspective
SOC 312 Social Inequality
SOC 313 Race, Ethnicity, and Minority Relations
SOC 323 Marxism and Critical Perspectives
SOC 325 Science, Technology, and Society
WMS 200 Introduction to Women’s Studies

Science and Technology (FS and TS)
6 semester hours, including at least 3 semester hours of FS, chosen from Fundamental Concepts in Science (FS)
BIO 121 Life Science I
BIO 122 Life Science II
BIO 125 Life Science I (lab)
BIO 126 Life Science II (lab)
BIO 202 Microbiology and Immunology
CHM 149 Fundamentals of General Chemistry
CHM 150 Fundamentals of Organic-Biochemistry
CHM 151 Fundamentals of Organic Chemistry
CHM 152 Fundamentals of Biochemistry
CHM 160 General Chemistry I
CHM 161 General Chemistry I (with lab)
CHM 162 Engineering Chemistry
GES 101 Principles of Earth Science
GES 110 Principles of Historical Geology
GES 111 Principles of Historical Geology Laboratory
PHY 100 Fundamental Physics Concepts
PHY 107 General Physics I
PHY 108 General Physics II
PHY 110 University Physics I
PHY 123 Physical Science, Basis for a Technical Society
PHY 201 University Physics II
PHY 202 Modern Physics

Science and Technology in the Contemporary World (TS)
AST 300 Astronomy: Our Glimpse of the Cosmos
BIO 300 Population, Resources and Environment
BIO 301 Biotechnology and Society
CHM 300 Chemistry and Civilization
CIS 300 Computers and Society
GES 300 Oceanography: The Human Perspective

Transfer students who have earned only 5 semester hours of English Composition, Social Forces, or Science and Technology and 2 semester hours of Basic Speech, Western Civilization, Non-Western Civilization, Human Values, or Fine Arts are considered to have satisfied the all-University course requirements in these subjects.

All freshmen will register for ENG 101 and COM 103 during the freshman year. Note that ENG 101 and COM 103 should not be taken the same semester. All students must register for an advanced writing course (ENG 300, 301, 304, 305, or 306) during their junior year.

Bradley University participates in the IAI (Illinois Articulation Initiative).

CLEP Credit for General Education Requirements
The University will accept credit for any general College Level Examination Program examination for which the student scores in at least the 50th percentile. An official copy of the scores must be sent from the CLEP office, by request of the student, directly to the Division of Continuing Education and Professional Development. CLEP credit may be used in the following way to satisfy General Education requirements.

English Composition with Essay (essay required)
6 hours credit. Satisfies half of the English composition requirement (C1, freshman composition) and provides 3 hours of free electives toward graduation.

Mathematics
6 hours credit. Satisfies the mathematics general education requirement (MA) and provides 3 hours of free electives toward graduation.

Natural Sciences
6 hours credit. Satisfies half of the science and technology general education requirement (TS) and provides 3 hours of free electives toward graduation.

Humanities
6 hours credit. Satisfies no general education requirements but provides 6 hours of free electives toward graduation.

Social Sciences and History
6 hours credit. Satisfies no general education requirements but provides 6 hours of free electives toward graduation.
Gradepoint Average for Graduation

A minimum cumulative grade point average of 2.00 based upon hours taken at Bradley is required for graduation.

Requirements for the B.A. Degree

All candidates for the Bachelor of Arts degree must present credit for two years of college-level foreign language or its equivalent. This requirement may be met by the completion of a 202 or 300-level course or by transfer of similar credits from another institution or by a proficiency examination. Students with four units of high school language must successfully complete a 202 or 300-level course or satisfy this requirement by a proficiency examination in order to receive the Bachelor of Arts degree.

Students who have taken a foreign language in high school and wish to continue studies in the same language will be required to take a placement examination to assure placement at the proper college level.

Requirements for the B.S. Degree

In order to receive the Bachelor of Science degree, students must successfully complete at least 6 hours of courses selected from physical and natural science, mathematics, computer science, statistics, or quantitative methods in addition to the hours used to fulfill the University general education requirements. The following courses may be used to fulfill the additional 6-hour requirement for the B.S. degree — all courses in astronomy, biology, chemistry, computer science, geological sciences, physics, mathematics (except MTH 100), technical mathematics, and, in addition, these courses: BMA 172, QM 262, QM 263, FCS 303, PSY 205, PSY 536, PSY 537, and ECO 319.

Majors and Minors

Requirements for majors and for minors are specified in the catalog under each curriculum offering them. Students may graduate with a single major or a number of majors and minors when the requirements of each, including all college and department/division requirements, are met at the time of graduation.

Students may, with the approval of the dean of the college offering the work, complete additional majors or minors after graduation and have the completion and date noted on the permanent scholastic record.

Requirements for Two Baccalaureate Degrees

Students seeking two baccalaureate degrees from Bradley University may qualify for both degrees by meeting the specific requirements for each and presenting residence hours totaling thirty beyond the degree demanding the larger number of semester hours. The degrees may be earned consecutively or concurrently. Two degrees may not be obtained from the Foster College of Business Administration.

Grades

Grades in individual courses should reflect achievement in the subject matter in accordance with the standards of the course. Instructors shall inform students of standards for the course, the basis for judgment in grading, and the weight of each criterion in the assessment of the final grade. The standards of grading shall remain constant throughout the semester.

Students have the right to know where they stand in each course at periodic intervals throughout the semester. Any work submitted for evaluation should be assessed and returned promptly.

Incomplete

“IN” is the symbol used when the instructor lacks sufficient evidence to award a letter grade. The purpose of an “IN” is to provide the time necessary for a student to complete course work which, through no fault of the student’s, was not completed in the normal time allowed. Reasonable time necessary for completion is decided by the student and the faculty member teaching the course. The “IN,” once assigned, remains on the official academic record upon conversion to a grade or permanent “I”.

The “IN” should not be mistakenly considered as an incentive for the faculty to recommend or for students to believe that this extension permits students merely to retake courses, or to extend the time for the completion of the prescribed work beyond the end of the semester of enrollment, as the means of removing the “Incomplete”.

For undergraduates, at the time the “IN” is assigned, the instructor must file with his director or department chairman a copy of the contract specifying what must be done to complete the “IN” and the date by which the “IN” must be converted. For undergraduates, an “IN” must be converted not later than four weeks before the end of the next regular semester in which the student is enrolled or the Registrar will record a permanent “I”. If the instructor does not submit a letter grade by the specified deadline, the “I” will remain permanently upon the student’s record and may not thereafter be removed. Under unusual circumstances, the student may be granted an extension to the end of the semester with the approval of the instructor involved, provided that the request was received prior to the normal deadline for the removal of Incompletes.

Gradepoint System

The grading system of the University for undergraduate students is based on the following:

<table>
<thead>
<tr>
<th>Marks</th>
<th>Honor points per semester hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
<tr>
<td>IN</td>
<td>Instructor lacks sufficient evidence to award a letter grade</td>
</tr>
<tr>
<td>IP</td>
<td>Work in progress, Graduate level and certain approved undergraduate courses. Research work (theses, reading courses, special research problems) carried over more than one semester.</td>
</tr>
<tr>
<td>I</td>
<td>Permanent Incomplete</td>
</tr>
</tbody>
</table>
Undergraduate Scholastic Probation, Dismissal and Forgiveness Policies

Scholastic Probation

A minimum cumulative grade point average of 2.00 based on grades at Bradley University is required for graduation. Students must maintain this minimum grade point average each semester in order to remain in good standing.

A student whose cumulative grade point average is less than 2.00 will be enrolled on probation for the next semester. Students on probation will be unable to register for January Interim or May Interim during early registration. A student enrolled on probation who does not achieve either a cumulative grade point average of 2.00 or a semester grade point average of 2.25 at the end of the semester will be dismissed. A student who enrols on probation is urged to see his or her academic advisor who will review the academic program of the student and recommend a course of study. A student who is on probation is also urged to participate in the Turning Point Program.

A student’s probationary status will be changed to “good standing” as soon as the student’s cumulative grade point average reaches 2.00 or higher.

Summer school and interim terms will not be counted as probationary, but grades earned will be computed in the student’s cumulative grade point average.

Scholastic Dismissal

A student enrolled on probation who does not achieve either a cumulative grade point average of 2.00 or a semester grade point average of 2.25 at the end of the semester will be dismissed.

Once dismissed, the student will not be allowed to attend any class offered by Bradley University for college credit, including any interim, summer session, or continuing education class, without reinstatement. There are no reinstatements for the interim session immediately following dismissal. Apply for reinstatement with the Academic Review Board. In special cases, the academic dean may approve reinstatement for summer sessions immediately following dismissal. A student’s enrollment will be canceled as a result of academic dismissal if there is no reinstatement by the Academic Review Board.

Petitions for Scholastic Reinstatement

Any student dismissed for poor scholarship has the right of appeal for reinstatement. A student should not expect to be reinstated until after one full regular semester has intervened.

Petitions for reinstatement should be directed to the Academic Review Board.

Academic Forgiveness Policy

To qualify for the Academic Forgiveness Policy, students must not have been enrolled in a Bradley degree program for at least five years.

P Pass – Non-credit courses and certain courses approved for Pass/Fail.
S Satisfactory – Non-credit courses
U Unsatisfactory – Non-credit courses
W Official withdrawal

Grade point average is determined by dividing honor points by semester hours.

Only work registered through Bradley University is used in calculation of grade point averages. Courses which are taken for audit are assigned no grade nor honor points and are not entered on the student’s permanent record. P, IN, IP, and W’s are not considered in calculating the grade point average. For repeated courses, the last grade and credits earned shall be the only ones used in the calculation of grade point averages. Credit earned by proficiency examination is not used in the calculation of grade point averages.

Mid-Term Grades

A report of mid-term grades is prepared for all undergraduate students at the end of the seventh week of classes. All students will have electronic access to their mid-term grades. The grades will be mailed to the local address for freshmen, sophomores, and transfer students with up to 24 earned hours of Bradley course work.

Mid-term grades are provided only to give students an indication of their progress and are not officially recorded on permanent records.

Final Grades

Final grades will be issued for each class in which a student is officially registered. A report of these final grades will be issued to the student by the Office of the Registrar within a very short time following the close of the semester. All challenges to final grades must be made in the next regular semester after the grade was awarded. All completed grade change request forms must be submitted to the Dean of the College in which the course is offered no later than four weeks before the end of the next regular semester.

Academic Ombudsman

The Academic Ombudsman, a faculty member to whom students may bring complaints about teaching, operates under the following conditions. The Ombudsman will have a purely communicative function. If, after discussing the complaint with the Ombudsman, the student desires, the Ombudsman shall communicate the nature of the complaint to the instructor involved. Then, if the student thinks an insufficient corrective effort has been made, the student may discuss the matter with the Ombudsman and request that the complaint be forwarded to the instructor’s department chair. The Ombudsman shall regard all information received by virtue of the position as absolutely confidential, except as provided in this statement. Students who do not choose to use the services of the Ombudsman can use the process of administrative appeal, starting first with the instructor, then the instructor’s department chair, the dean, and finally the Provost and Vice President for Academic Affairs. Complaints should be resolved at the lowest level.
Persons who wish to be readmitted to Bradley University under the Academic Forgiveness Policy must petition the Academic Review Board and request forgiveness of previous grades earned at Bradley. If the petition is approved, grades for all Bradley courses taken before the hiatus of five or more years will be removed from the GPA calculation. Students will retain credit for those courses with grades of “C” or better, whether the credit was taken in residence at Bradley or from another source.

The forgiven grades shall not count in determining the student’s grade point average for academic probation or dismissal or for graduation; however, they shall remain on the transcript with an appropriate notation, and shall be used in determining graduation honors. Forgiveness is a one-time option which is final and irreversible once granted.

Academic Review Board

The Academic Review Board is authorized to act upon petitions of reinstatement of undergraduate students dismissed for poor scholarship. This board also considers petitions for Academic Forgiveness and waivers of graduation regulations.

Dismissal for Other Causes

Students found guilty of a breach of academic integrity (plagiarism, cheating, unauthorized use of University computers, etc.) are subject to disciplinary action, including dismissal from the University.

Cheating is officially defined as giving or attempting to give, or obtaining or attempting to obtain, information relative to an examination or other work that the student is expected to do alone and not in collaboration with others, or the use of material or information restricted by the instructor. Examples of cheating include but are not limited to copying from another person during an examination, using materials not allowed by the instructor during an examination, collaboration on a take-home examination or other assignments where it has been expressly prohibited by the instructor, and the submission of a laboratory report based on data not obtained by the student in the manner indicated by the instructor. The person who provides illicit information is liable to the same punishment as the person who receives and uses it.

Plagiarism is no lesser an offense than is cheating. Examples of plagiarism as stated in The Modern Language Association’s MLA Handbook for Writers of Research Papers include but are not limited to repeating another’s sentences as your own, adopting a particularly apt phrase as your own, paraphrasing someone else’s argument as your own, and presenting someone else’s line of thinking in the development of a thesis as though it were your own.

Other examples of what might constitute a breach of academic integrity include, but are not limited to, the following: bribes, favors or threats with the intent of influencing a grade or any other evaluation of academic performance; taking an examination for another student; and grade tampering.

It is the responsibility of the faculty member to report to the Director of Residential Life and Student Judicial System any occurrences of breaches of academic integrity and the penalties assigned to the student.

Specific procedures for doing so and the appropriate penalties are published in the Faculty and Student Handbooks.

In addition to breaches of academic integrity, students whose actions are considered detrimental to the best interest of the University may be dismissed from the University upon recommendation of the administration, the faculty, or the appropriate University committee. Such actions are specifically described in the University’s Student Handbook.

Breach of Academic Integrity

According to Senate rules, all occasions of academic dishonesty must be reported to the Director of Residential Life and Student Judicial System, together with a statement of the penalty imposed by the faculty member. If, in the opinion of the Director of Residential Life and Student Judicial System, other problems of a personal or an emotional nature are present, a referral to the Wellness and Counseling Center will be made.

Cheating

Cheating is officially defined as giving or attempting to give, or obtaining or attempting to obtain, information relative to an examination or other work that the student is expected to do alone and not in collaboration with others, or the use of material or information restricted by the instructor. Each instructor will indicate beforehand work that may be done in collaboration with other students.

A “Zero,” or whatever is the equivalent of the lowest failing grade possible, shall be assigned for that piece of work to any student cheating on a non-final examination or other class assignment.

A “Zero,” or whatever is the equivalent of the lowest failing grade possible, shall be assigned on a final examination to any student cheating on a final examination. An “F” shall also be assigned as the course grade to any student cheating on a comprehensive final examination.

Plagiarism

Plagiarism is no lesser an offense than cheating. Examples of plagiarism as stated in The Modern Language Association’s MLA Handbook for Writers of Research Papers include but are not limited to repeating another’s sentences as your own, adopting a particularly apt phrase as your own, paraphrasing someone else’s argument as your own, and presenting someone else’s line of thinking in the development of a thesis as though it were your own.

A “Zero,” or whatever is the equivalent of the lowest failing grade possible, shall be assigned for that piece of work to any student plagiarizing on a non-final piece of work. In the case of a student plagiarizing on a final research paper or project, an “F” shall also be assigned as the course grade.

For repeated or aggravated offenses of cheating and plagiarism, additional action, including dismissal from the University, may be taken pursuant to the Student Handbook procedures related to the University Judicial System and the disciplinary sanctions for violation of University regulations.

Grievance Procedure

If the student objects to the instructor’s conclusion that a breach of academic integrity has occurred, the student
may consult the University Ombudsman and/or appeal
the instructor's conclusion through the instructor's
department chair to the Dean or to the Dean's designee(s)
of the college in which the course is offered, within 20
days of the time that the student receives written
notification of the instructor's conclusion. A copy of the
notification will be filed with the Director of Residential
Life and Student Judicial System. Due process
requirements for a fair hearing shall be provided to all
parties. The record of the hearing before the Dean or the
Dean's designee(s) shall consist of written statements of
the instructor and student in support of their positions
provided prior to the hearing and a tape recording or
transcript of the hearing itself. An appeal of the decision
of the Dean's or the Dean's designee(s) may be made
within 10 days of the decision by written appeal to the
University Student Grievance Committee. In the event of
an appeal, the Dean shall transmit the decision to the
University Student Grievance Committee, and if the
Dean's designee(s) rendered the decision, the Dean shall
indicate whether or not he or she agrees with the
decision.

Graduation

Responsibility for Graduation Requirements

Every candidate for a degree is personally responsible for
meeting all requirements for graduation. No University
official can relieve the student of this responsibility.

Application for Graduation

Seniors who plan to receive a baccalaureate degree in
December should make application for graduation at
registration time for the fall semester. Candidates for the
baccalaureate degree in May should make application at
registration time for the spring semester. Forms for this
application are available in the Academic Handbook or
in the Registrar's Office. Completed applications must be
filed in the Registrar's Office.

If a student fails to complete the requirements at the
time stated on the application for graduation,
reapplication must be made for a later date.

Completion of Degree Requirements

Students who maintain continuous enrollment and who
complete work toward the baccalaureate degree within
five years from the date of entry may graduate under
either the catalog in effect at the time of entrance or
under the catalog in effect at the time of graduation. A
change in major could mean meeting new requirements
in force at the time of the change as a condition for
acceptance into that major. Students whose work has
been interrupted for one or more semesters may be held
to requirements in effect at the time of their re-
enrollment.

Candidates for a degree must meet all-University
requirements and requirements in the curriculum for
which they have applied. The deans of the colleges give
final approval for graduation and recommend the
candidates for the degree. Therefore, questions
concerning degree requirements should be directed to
the college deans.

Students electing to take courses at another
accredited institution to apply toward credit to meet
graduation requirements must obtain prior written
approval of their dean.

Students may go through the Commencement
exercise if they have proof of registration for the work
which will complete the requirements for the degree from
the Registrar of another institution one month prior to
Commencement. This work must be completed prior to
the date of Bradley's Commencement. The diploma will
be awarded after receipt by the Registrar's Office of an
official transcript of credits from the other institution.

The grades of all work, whether incurred through
residence at Bradley or on another campus, needed to
fulfill the graduation requirements of seniors must be
reported to the Registrar's Office by the last day of the
examination period of the semester in which candidates
expect to receive their diplomas.

Note the University regulations concerning
incompletes and their removal deadline earlier in this
Catalog.

Attendance at Convocation

A commencement convocation is held following the end
of each regular semester. All candidates for the degree
whose names appear on the tentative list of candidates
posted one month prior to the convocation may attend
the commencement convocation.

Students who have degree requirements remaining to
be met in the interim or summer session immediately
following a convocation may apply to participate in the
convocation by filing a formal request with the college
dean. The actual date of the degree would be the
semester immediately following the completion of degree
requirements.

If you will not be attending the convocation
ceremony, you must apply for graduation "in absentia." A
written request to the dean of your college is required.

Awarding of Diplomas

Diplomas will be awarded at the end of the first regular
semester and at the end of the second regular semester,
whichever date follows the completion of all of the
requirements for the degree, and will bear that date.
Diplomas will be awarded only to students completing
all degree requirements.

Honors

Cum Laude, Magna Cum Laude, Summa Cum Laude

By commencement honors, Bradley University
recognizes a student’s superior scholastic achievement.
Evidence of achievement is shown by the student's
gradepoint average (GPA).

To be awarded special honors at Commencement, a
student must have earned or be registered for a minimum
of 60 semester hours in residence at Bradley University.

A student will be awarded Commencement Honors
according to the following standard:

3.40-3.59 Cum Laude
3.60-3.79 Magna Cum Laude
3.80-4.00 Summa Cum Laude

BRADLEY UNIVERSITY
For recognition at Honors Day and at Commencement, the computation of the Honors designation earned by GPA shall be made on the basis of cumulative GPA and hours completed at the end of the semester immediately preceding graduation (normally after seven semesters of work). The computation of the GPA for Honors designation on the student’s permanent record and diploma shall be made on the basis of all work completed at Bradley University at the time of graduation.

Students who have successfully completed the requirements of the University Honors Program will be recognized for this achievement by a separate certificate.

Dean’s List

Those full-time students who earn a semester GPA of 3.5 or higher on a 4.0 grading scale are given the distinction of being placed on the University’s Dean’s list for their outstanding scholastic achievement.

University Student Grievance Policy

A student academic grievance is appropriate in cases in which the student claims unfair, prejudicial, or capricious evaluation or treatment of an academic nature. A grievance is not appropriate on actions which would impair the exercise of academic freedom. A student non-academic grievance is appropriate in cases involving access to and participation in course offerings, sexual harassment, racial discrimination, or any other act by a University faculty member that is derogatory or discriminatory in nature. No student may pursue the informal part of the following grievance procedure before exhausting all informal procedures. What follows does not preclude a faculty member’s appeal to the Faculty Grievance Committee.

The grievance process is intended to deal with matters as expeditiously as possible. Although the times listed below are recommended guidelines for handling the steps of the process, it is expected that they will not be exceeded except under compelling circumstances.

A student who claims grievance as described may consult with the Ombudsman or meet directly with the instructor involved. The grievance process is as follows:

1. Informal Procedure
   a. The student shall meet with the instructor in an attempt to resolve the issue within 15 days on a non-academic grievance and normally within 15 days of the beginning of the next semester on an academic grievance. (The student may consult with the Ombudsman.)
   b. Should the issue not be resolved to mutual satisfaction, the student may, within five days, appeal an academic matter to the Chair of the given Department who shall provide the student and faculty member with a decision within five days of appeal, or appeal a non-academic matter to the office of the Associate Provost for Student Affairs, who will attempt to resolve the matter within 10 working days from the time of appeal. In cases involving a conflict of interest with the Associate Provost for Student Affairs, the student may appeal a non-academic matter to the Provost and Vice President for Academic Affairs. If any unfair or unjustifiable injury or disadvantage occurred, the decision shall include specific remedies to rectify the situation.
   c. Should an academic issue not be resolved to the satisfaction of the parties, the student or faculty member may, within five days of the final written decision above, appeal the decision of the Chair to the Dean(s) of the College(s) in which the given academic concern resides and to the Dean of the Graduate School if a graduate student is involved. This appeal shall specify in writing the alleged grievance. The Dean(s) or Dean(s)’ designee(s) should meet with the relevant parties within five days of the appeal. The Dean shall deliver a decision within five days after said meeting. If any unfair or unjustifiable injury or disadvantage occurred, the Dean’s decision shall include specific remedies to rectify it.

2. Formal Procedure
   Should the issue not be resolved to the satisfaction of the parties, the student or faculty member may, within five days of the final written decision above, initiate the formal phase of the grievance procedure by written appeal to the Chairperson of the University Student Grievance Committee. Legal counsel may be used by the parties at the parties’ cost, as part of the formal procedure. Legal counsel for either party shall act in an advisory capacity only and not be permitted to speak on behalf of any party. The Committee shall have access to the University attorney on procedural matters.
   a. The Student Grievance Committee shall accept for hearing only those cases considered grievances as described above.
   b. The Student Grievance Committee shall meet at the call of the Chairperson upon receipt of a formal grievance. The Chairperson will:
      1) Obtain written statements from all parties involved in the appeal.
      2) Call for a meeting of the Committee to review the statements from the parties involved within 10 days of submission of the appeal, unless extraordinary circumstances require a delay, and determine a date and time for the hearing.
      3) Notify all parties of the time, date, and place of the hearing at least five days in advance.
      4) Call on other faculty, staff, and students if it would serve the purposes of due process.
      5) Retain records of all written matters dealing with each case.
      6) If the committee decides that a grievance is not in order and the alleged grievance concerned discrimination, a copy of the minutes of the meeting will be sent to the Affirmative Action Officer.
   c. The Committee shall submit its findings and decision to the appropriate academic officer for review within 45 days after the matter has been formally submitted to the Committee. This time period shall not include University holidays and times when the faculty are not under contract such as during the summer. If the Committee finds that unfair or unjustifiable injury or disadvantage has occurred, it shall forward to the
Change of Address
Students should report promptly to the Registrar’s Office in Swords Hall any change of address whether this change involves the student’s campus address, permanent mailing address, or parents’ address.

Grades (except mid-term grades) and bills will be mailed to the permanent mailing address of the student.

Transcript of Credits
A transcript of credits is an authentic copy of the student’s academic and disciplinary record. No partial transcripts will be issued. Transcripts are released only on written request of the individual concerned. This order must be placed in person or by mail to the Registrar’s Office. No phone orders can be accepted.

A fee of $4.00 for each copy ordered is payable in advance for transcripts. No student who is indebted to the University in any way will be issued a transcript until the debt is cleared by the office concerned.

Bradley University does not issue nor certify copies of transcripts from other institutions.

Financial Obligation of the Student
No report of grades is sent for the student whose financial account with the University has not been settled in full. Likewise no diploma, professional certificate, transcript of credit, or other information concerning academic record is given until the student’s account has been cleared.

Student Right-to-Know Act
In accordance with the Student Right-to-Know Act, the graduation rate for Bradley University will be available in the Registrar’s Office or the Admissions Office.

Miscellaneous University Regulations
Absences
This is the all-University policy regarding absences. Consult the policy of your own college, department or division for further details.

Every student is expected to attend all classes regularly. Each student is responsible for all work contained in the course, even in case of absences caused by circumstances beyond the control of the student. In case of absence, provision for make-up work, insofar as make-up work is possible, may be made by the instructor if acceptable reason for the absence is presented.

The grade in any given course will therefore ordinarily depend upon the amount and quality of the work done in the course. Absence will affect the grade insofar as the quality of work is affected. Reasons for absences are presented to the instructor by the student.

Change of College or Curriculum
Changes of a student’s major must be initiated with the academic advisor in the student’s current major field. A list of these advisors is found in the front of the Academic Handbook.

After the form has been completed by the academic advisor, the student should take the form to the dean of the college in which the student was registered for the dean’s signature. The student obtains the signature of the advisor in the new major field, and then takes the form to the dean of the college to which the student is transferring and leaves the form with the new dean. If the change does not involve a change of college (merely a change of curriculum within the same college) the dean of that college will retain and process the form.

Declaration of Minor
Students declaring a minor must report to the advisor in their major field to notify that advisor of their intent to seek a minor. After obtaining the signature of the advisor in their major field, the form is presented to the advisor for the intended minor for that advisor’s approval. The student then presents the form to the dean of the college of the intended minor who forwards this form to the Registrar for official entry to the student’s permanent scholastic record.
The Academic Exploration Program is a program designed to help you find your interests and develop your future plans. This is possible in an environment that allows you to explore different courses in areas of interest to you. Through its flexible curriculum, a student may enroll in classes in any of the colleges on campus.

The faculty associated with the program teach in different colleges and curricula on campus. As a result, students have advisors who represent different academic interests. This student-to-advisor relationship makes the Academic Exploration Program a viable alternative for students.

Students enrolled in the Academic Exploration Program meet with their academic advisor each semester, and must declare a major by the time they have completed their sophomore year.

The Academic Exploration Program was selected as the Outstanding Institutional Advising Program in the nation among private universities in 1985.

AEP 100 Student Planning Seminar
Required for all first semester freshmen AEP students. Focuses on individual development of academic interest concepts, methods and tools of career research, and recognition of personal strengths, values, and characteristics. Enables students to identify careers and majors consistent with abilities, interests, and personality.

AEP 105 Student Planning Seminar II
For students needing additional assistance in deciding a major. Focuses on a student’s better understanding of his/her own personal attributes. Through an individualized set of assessments, a student will be assisted in determining personal characteristics which may indicate appropriate academic majors for consideration.

AEP 110 Speed Reading Seminar
For students who have normal college reading levels but wish to increase speed and comprehension. Develops a flexible rate, adaptable to any reading material.

AEP 115 Study Skills Seminar
Develops reading and study skills demanded in college classes. Develops flexibility in reading rate; improves critical reading techniques, skimming and scanning, and study skills such as textbook reading, notetaking, time management, and test taking.
Lewis J. Burger Center for Student Leadership and Public Service

The Lewis J. Burger Center for Student Leadership and Public Service represents the University's commitment to educate and prepare students for civic responsibility and to become committed leaders for the 21st century. The Center consists of three major interdependent components that concentrate on leadership development and community involvement. By involving students in a myriad of service activities and leadership seminars, the Center will benefit Bradley students, central Illinois, and society at large.

The Center also administers the Student Leadership and Public Service Fellows Program. Each year Bradley will designate a maximum of 15 freshmen as Student Leadership and Public Service Fellows, selected on a competitive proposal basis. Each Fellow will receive a $1,000 scholarship renewable over four years and, in addition to the normal course of studies, agrees to complete specified activities and internships over eight semesters to prepare the Fellow for a leadership role in their career and community.

The Center provides opportunities for students to be involved in community service and leadership activities while incorporating a service component into the curriculum where appropriate. The Center is also affiliated with the Washington Center in our nation's capitol, which provides additional leadership opportunities for students.

Experiential Education

Experiential Education experiences such as cooperative education or internships provide professional development that effectively integrates classroom theory with supervised work experience. Students can benefit from work opportunities that are related to their academic and career interests.

The benefits of cooperative education and internships are to provide students with:
- career-related work experience
- clarification of career options
- earnings
- exposure to the "real world" of work
- increased job opportunities upon graduation
- networking opportunities with professionals in their career field

Students apply to the Cooperative Education and Internship Program through the Smith Career Center. Eligibility requirements for participation include sophomore standing and an acceptable cumulative grade point average. Students are approved by Co-op and Internship advisors, and then, if employed, register for the appropriate course.

Students can choose from one of two Co-op or intern models to follow. The Full-Time Alternating model is based upon alternating periods of full-time study and full-time work. Placement periods correspond to the academic calendar. The Part-Time Model involves local employers and allows students to attend classes while working part-time. Students are expected to complete a minimum of one to three assignments depending on college requirements. The Part-Time Model is available to students in all colleges except the College of Engineering and Technology. Certification is awarded those students who complete the program with a minimum of three co-op/intern work assignments or a minimum of twelve months of work experience. Credit offerings and program policies vary by college; see appropriate college section for course descriptions and college requirements.

A series of job search workshops is offered to assist students in the Co-op or Intern process. Employers review resumes and/or conduct interviews to make hiring decisions. Placement is not guaranteed. Student-developed jobs may be approved if they meet the work-learning criteria.

While on a full-time Co-op/Intern Assignment, students are considered to have full-time student status, making normal progress toward a degree in a recognized University program, and are entitled to all student privileges at the University. Also while on a full-time Co-op/Intern Assignment, students may register for additional hours of classroom study upon departmental approval.

Honors Program

The Honors Program is designed to accommodate the special needs and interests of students wanting to take best advantage of Bradley's educational resources. The major goal of the Honors Program is to establish a learning environment that will encourage students to develop their scholarly talents and to broaden the range of their intellectual interests.

Admission to the Honors Program is based upon many criteria including high school rank, scores on standardized tests, and other special considerations appropriate to individual cases. All admitted freshmen who have a composite ACT of 28 (or equivalent SAT) and rank in the top 10 percent of their high school class will automatically be sent applications to the Honors Program. Other entering freshmen, transfer students, or currently enrolled students interested in applying should contact the Honors Director.

The Honors Program is structured so that students majoring in any department are eligible to participate. The program builds progressively through a student's four years at Bradley, beginning with special honors sections of General Education courses and leading to interdisciplinary seminars and possibilities for independent research. The use of smaller classes, seminar-style teaching, and special cultural events promote the kind of intellectual curiosity that will prepare young men and women to assume leadership roles in their professions and communities.

Additional information about the program can be obtained from the Honors Director.

Interim and Summer Sessions

ADMINISTRATION Director, Montez

A wide range of undergraduate and graduate courses in the major academic disciplines is offered during the summer and interims. All credit courses are equivalent to those offered in the regular academic year and are designed for anyone with an interest in learning.

A three-week and an eight-week interim are held.
immediately following the end of spring semester classes; another is held in January. Two additional summer sessions, in June and July, are five weeks in length.

For more information about Interim and Summer Sessions, contact the Division of Continuing Education and Professional Development, or visit the website at <www.bradley.edu/bucepd/summer.html>.

Admission to Summer Sessions
All undergraduates who are enrolled at Bradley University during the second semester of the preceding academic year, and who are in good standing, need not apply to attend Summer Session. Students who are not registered at Bradley during the second semester of the previous academic year, and wish to register for credit courses during Summer Session should contact the following offices:

1. Students wishing to enter an undergraduate degree program should contact the Undergraduate Admissions Office.
2. Students with a bachelor’s degree should contact the Graduate School Office.
3. Students without a bachelor’s degree wishing to take undergraduate courses, but not seeking an undergraduate degree at Bradley University, should contact the Division of Continuing Education and Professional Development.
4. Students who have previously attended Bradley University, but have since attended another institution, should contact the appropriate office as outlined above.

Graduate Admission to Summer Sessions
Regular graduate students who have been admitted to graduate study at Bradley University and who were in residence during the second semester of the preceding academic year, need not apply for admission to Summer Session.

The following graduate students must submit a form entitled “Application for Admission or Readmission.”

1. Students who have not previously taken graduate work at Bradley University.
2. Students who have been admitted to graduate study at Bradley University but were not in residence during the second semester of the preceding academic year.
3. Students who have completed, or will have completed, the requirements for a bachelor’s degree before the summer sessions begin, and have not been admitted to graduate study at Bradley University.
4. Students who have a bachelor’s degree, who wish to register for graduate or undergraduate courses, and who are not seeking a graduate degree should apply as graduate students-at-large.

All applications for admission or readmission must be submitted to the Dean of the Graduate School. Forms may be obtained in the Graduate School Office.

Early Admission

Students Pursuing a Degree
Recognizing that the range of scholastic aptitude of high school students is great, Bradley University may accept students into a degree program, providing they meet the following qualifications:

1. have completed their junior year of high school;
2. attained a “B” or better high school average;
3. attained appropriate SAT or ACT entrance examination scores; and
4. forwarded a high school transcript and three recommendations from secondary school teachers or guidance counselors.

Exceptions to this policy will be made only under special circumstances and with the approval of the Office of Undergraduate Admissions and the Dean of the College in which the student wishes to enroll.

Students Not Pursuing a Degree
High school students who have completed their sophomore year and are interested in enrolling for a specific course at Bradley, but not in pursuing a degree, may be admitted at any time as undergraduate students-at-large. Contact the Division of Continuing Education and Professional Development and:

1. complete an application to be an undergraduate student-at-large;
2. forward to the Division a high school transcript as evidence of having attained a “B” or better high school average; and
3. submit to the Division three letters of recommendation from secondary school teachers or guidance counselors.

Summer Housing and Meals
Residence halls are open during all summer sessions. The Housing Office maintains a list of available off-campus housing, but does not make reservations for students for such housing.

Meals are available at reasonable prices in the cafeteria of the Student Center.

Applications for housing should be made as early as possible to the Director of Housing, Sisson Hall, Bradley University, Peoria, Illinois 61625.

Summer Recreation
A swimming pool and gymnasium facilities provide recreational opportunities on the campus. Five public golf courses, tennis courts, a zoo, a museum, and beautiful parks are easily accessible from the University. The Illinois River is popular for all types of boating and water skiing. Such cultural outlets as summer stock theatre, band concerts, the Peoria Civic Center, and a minor league baseball team are also available in Peoria during the summer. Special events such as Steamboat Days, A Taste of Peoria, two 4th of July firework displays, and the Heart of Illinois Fair draw large crowds from across central Illinois.
Tuition and Fees

Tuition for all Summer and Interim courses is the standard part-time semester hour rate charged by the University during the previous semester. An additional fee is assessed in some laboratory or activity courses.

All motor vehicles must be registered. The fee is $10 per vehicle for one or all summer sessions payable at the time of registration for classes. No parking fees are assessed to regular Bradley full-time students since their permits do not expire until September 1.

All checks should be made payable to Bradley University. A student is not officially registered until tuition is paid or arranged.

See the Summer Session schedule for specific details concerning any refunds for students who find it necessary to withdraw from school before the end of the session.

January Interim

The January Interim at Bradley University generally focuses on courses which are required for graduation or are popular elective options. Students frequently attend January Interim to lighten their loads during the regular academic year or to increase their progress toward graduation. All credit courses are equivalent to those offered in the regular academic year. In addition, a select number of special courses involving travel in the United States is usually offered. The January Interim schedule is available in late October.

Study Abroad

ADMINISTRATION Director, Roach.

Bradley University encourages its students to take advantage of study abroad programs approved by the University Study Abroad Committee. Students who wish to study abroad should begin early to investigate with their advisors the appropriate program for their needs. Study abroad is usually undertaken in the junior year.

The office which handles the necessary registration and fees activity for study abroad is located in Global Communications Center Room 325.

Study Abroad can broaden your horizons and deepen your cultural sophistication. It can foster maturity and self-confidence mixed with worldly experience. Study Abroad can be a turning point in your education. Education at its finest provides more than learning . . . it raises eager learners and academic risk takers to intellectual courage and wisdom. Study Abroad often is a catalyst for such excellence. Some of the Study Abroad programs Bradley features include the following: Bradley has affiliated with the Danish International Studies program in Copenhagen. By special arrangement, Bradley students are placed directly in some of the finest British universities. Each has a demanding curriculum and friendly environment. By way of a long-standing working relationship with Central College in Iowa, Bradley students with the appropriate proficiency in foreign languages can study in Paris at the Sorbonne, at the University of Vienna, or in Spain at the University of Seville. Well-qualified Bradley students have the opportunity to study in Jerusalem at the Rothberg School for Overseas Students, Hebrew University. Existing and developing relations with fine universities in Mexico, the Czech Republic, Germany, Hungary, Russia, and Japan provide Bradley students with additional excellent placement opportunities for Study Abroad.

In addition, since 1969 the University has operated a Summer Seminar Abroad directed by Professor Elmo Roach, Director of International Programs. This program is conducted by a group of Bradley University faculty who, in various locations throughout Europe, teach courses chosen from the University curriculum.

Details of all study-abroad programs may be obtained from Dr. Elmo Roach, the Director of International Programs, Global Communications Center Room 325.

The University Experience

This course for all new students increases the likelihood for personal and academic success. Through the exploration of contemporary social issues, students gain a greater appreciation for the diversity inherent within the University and its faculty, staff, and student body. Other topics concerning the academic, personal, and physical well-being of students are also explored to prepare students for living within the college environment.

EHS 120   The University Experience
1 hr.

Designed to help new students adjust to the University environment. Assists students in gaining an appreciation for higher education, general education, and the value of a Bradley University education.