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Bradley University Undergraduate Catalog 2008-2009

The University

Bradley University is an independent, privately endowed, coeducational institution. Located on an 85-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. Bradley is accredited by the North Central Association of Colleges and Schools.

With approximately 5,300 undergraduate and 800 graduate students, Bradley is the ideal size for living and learning. Bradley provides a broad choice of academic and preprofessional programs with more than 100 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, and Slane College of Communications and Fine Arts. Through its Graduate School, Bradley awards 14 degrees in over 30 academic areas, including a doctor of physical therapy degree. Programs offered through Continuing Education extend the resources of the university to promote lifelong learning.

The average class size is 24 students and the student-to-faculty ratio is 14:1. Bradley has more than 300 full-time faculty who are both active researchers and committed teachers, providing 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 240 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.

Technology is integrated across the campus—from the digital editing suites used by communication students to the robotics used in the engineering labs. Students can borrow wireless laptops to use in Cullom-Davis Library, work in computer labs across campus, and have access to the Internet in every residence hall. Of the 300 universities participating in Internet2, Bradley is one of the few non-doctoral research institutions offering access to this high-performance network for faculty research and student-faculty collaborative projects.

Bradley students do exceptionally well in their chosen careers and advanced studies after graduation. Last year the overall placement rate for Bradley graduates was 96 percent. Graduates of Bradley University have become leaders in every field of endeavor.

Visits to the Bradley Campus

Visitors and prospective new students are welcome to tour the Bradley campus. 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 during the school year. 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 e-mail to admissions@bradley.edu to arrange your campus visit.

Visit us online at admissions.bradley.edu.

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Bradley University is committed to a policy of non-discrimination and the promotion of equal opportunities for all persons regardless of age, color, creed, disability, ethnicity, marital status, national origin, race, religion, sex, sexual orientation, or veteran status. The University also is committed to compliance with all applicable laws regarding non-discrimination, harassment, and affirmative action.

This Catalog represents the University's best effort to communicate information on academic programs, policies, rules, and regulations that were in effect at the time of its printing. Students should be aware that the University reserves the right to modify these programs, policies, rules, and regulations at any time within a student's term of residence. The University's policy is to provide notice of any such modifications sufficiently in advance of their implementation to ensure adjustments without undue inconvenience. Before pre-registering for any academic term, students should contact the administrative office of their academic department or college to verify the most current information.

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Directory

The mailing address for all departments is:

Bradley University
1501 W. Bradley Ave.
Peoria, Illinois 61625
(309) 676-7611 • bradley.edu

Admissions (graduate)

The Graduate School,
Bradley Hall • (309) 677-2375 •
bradley.edu/academics/grad

Admissions (undergraduate)

Office of Undergraduate Admissions,
Visitors Center • (309) 677-1000 • (800) 447-6460 •
admissions.bradley.edu

Alumni Relations

Comstock Hall/Alumni Center • (309) 677-2240 •
(800) 952-8258 • bradley.edu/alumni/

Billing & Payment

Controller's Office,
Swords Hall • (309) 677-3120 • sfs.bradley.edu

Continuing Education

Continuing Education Building • (309) 677-2523 •
bradley.edu/continue/

Financial Assistance

Office of Financial Assistance,
Swords Hall • (309) 677-3089 • sfs.bradley.edu

Fraternities and Sororities

Center for Residential Living and Leadership,
Sisson Hall • (309) 677-2428 • bugreeklife.com

Health Services

Heitz Hall • (309) 677-2700 • bradley.edu/eddev/cwc.html

Housing

Executive Director of Residential Living and Leadership,
Sisson Hall • (309) 677-3221 • bradley.edu/housing

International Students

Multicultural Student Services,
Garrett Center • (309) 677-2646 •
bradley.edu/multicultural

Public Relations

Swords Hall • (309) 677-2242
bradley.edu/pubinfo/Newsline

Publications

Swords Hall • (309) 677-3391
bradley.edu/pubs/publications.html

Registrar's Office (Registration, Records, Transcripts)

Swords Hall • (309) 677-3101 • bradley.edu/registrar

Schedule of Classes

bradley.edu/classes

Smith Career Center

Burgess Hall • (309) 677-2510 • explore.bradley.edu/scc

Student Affairs

Sisson Hall • (309) 677-3148 • bradley.edu/students/dosa

Student Activities

Student Center • (309) 677-3050 • bradley.edu/sao

Student Consumer Information¹

University Relations • Swords Hall • (309) 677-3164

Student Support Services

Sisson Hall • (309) 677-3658 •
bradley.edu/students/support/index.html

Study Abroad, International Programs

Caterpillar Global Communications Center
(309) 677-2400 • studyabroad.bradley.edu/

Summer and Interim Sessions

Continuing Education • (309) 677-2374 • bradley.edu/classes

¹Federal regulations require universities to make student consumer information available to prospective and current students concerning: financial assistance information; institutional programs and policies; graduation rates; safety programs, policies, and crime statistics; athletic program participation rates and financial support data; and rights under Family Education Rights and Privacy Act. This information may be obtained by requesting the Student-Right-to-Know and Campus Security Act Compliance Report from Bradley University's Office of University Relations at (309) 677-3164. Safety information and crime statistics are available online at bradley.edu/police/.

Our Vision and Mission

Our Vision

Bradley University is committed to excellence. Already one of the best private comprehensive universities in the Midwest, Bradley will be one of the finest institutions of its type in the nation.

Our Mission

Bradley University is committed to nurturing the multifaceted development of students to enable them to become leaders, innovators, and productive members of society. Our graduates are prepared for life and professions in a changing world and they are able to cross academic, geographic, and cultural boundaries. A Bradley education is characterized by small classes, active learning, mentoring by highly qualified faculty, challenging academic programs, opportunities for study abroad, and numerous co-curricular activities.

We recruit, develop, and support faculty who are passionate educators and outstanding scholars whose research and creative contributions benefit society. We expect and reward pedagogy and scholarship of exceptional quality and influence.

A distinctive feature of Bradley University is our cohesive sense of community that unites faculty, students, staff, and alumni. Our tradition of collective responsibility is founded on a commitment to the values of academic freedom, civility, diversity, and respect for the individual. Our exemplary system of shared governance both represents and sustains our sense of community and fundamental values.

We promote and facilitate collaboration among all members of the University community. Students learn teamwork and leadership through group projects and collaborate with faculty on research and creative production. Likewise, faculty collaborate with colleagues across departmental, college, and institutional boundaries to elevate the quality and impact of their work. The University's strategic partnerships with business, cultural, and governmental institutions provide benefits to the community and society and create additional learning opportunities for students.

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 children 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 60,000 worldwide. Prominent alumni include David Markin '53, president and chairman, Checker Motors Co., L.P.; General John Shalikhshvili '58, retired chairman of the Joint Chiefs of Staff; Keith Bane '61, founder of Nextel and retired president, global strategy and corporate development, Motorola, Inc.; Richard Teerlink '61, retired chairman, Harley-Davidson, Inc.; Wendy Ross '64, assistant managing editor, *Washington Post*; Gerald Shaheen '66 MA '68, retired group president, Caterpillar Inc.; Charlie Steiner '71, commentator, Los Angeles Dodgers; Dr. Nora Zorich '75, vice president, research and development, director of new drug development, Proctor & Gamble Pharmaceuticals; Stephen Gorman MBA '78, executive vice president, operations, Delta Air Lines; Renée C. Byer '80, winner of the Pulitzer Prize, senior photographer, *Sacramento Bee*; Kary G. McIlwain '81, president and CEO, Young & Rubicam Chicago; Brad Cohen '96, teacher, motivational speaker, and author of *Front of the Class* (Best Education Book, 2005, and the basis of a Hallmark Hall of Fame movie); and Tami Lane '96, winner of an Academy Award, prosthetic make-up artist.

Academic Calendar

2008-2009

First Semester

August 18, Monday	Reporting date for faculty
August 23, Saturday	Residence halls open
August 27, Wednesday	Classes begin
October 11, Saturday	Fall Recess begins
October 15, Wednesday	Classes resume
November 26, Wednesday	Thanksgiving Recess begins
December 1, Monday	Classes resume
December 9, Tuesday	Last day of classes
December 10, Wednesday	Study Day
December 11, Thursday	Final Examinations begin
December 17, Wednesday	Final Examinations end
December 20, Saturday	Commencement

January Interim

January 5, Monday	First day of classes. Classes meet Monday – Saturday
January 19, Monday	Final Examinations will be held in the morning only

Second Semester

January 12, Monday	Reporting date for new faculty
January 18, Sunday	Residence halls open
January 21, Wednesday	Classes begin
March 14, Saturday	Spring Recess begins
March 23, Monday	Classes resume
May 5, Tuesday	Last day of classes
May 6, Wednesday	Study Day
May 7, Thursday	Final Examinations begin
May 13, Wednesday	Final Examinations end
May 16, Saturday	Commencement

Summer Sessions

May 18, Monday (No classes on Memorial Day Holiday)	May Interim I begins
June 5, Friday	May Interim I ends
June 8, Monday	Summer Session I begins
July 10, Friday	Summer Session I ends
July 13, Monday	Summer Session II begins
August 14, Friday	Summer Session II ends

2009-2010

First Semester

August 17, Monday	Reporting date for faculty
August 22, Saturday	Residence halls open
August 26, Wednesday	Classes begin
October 10, Saturday	Fall Recess begins
October 14, Wednesday	Classes resume
November 25, Wednesday	Thanksgiving Recess begins
November 30, Monday	Classes resume
December 8, Tuesday	Last day of classes
December 9, Wednesday	Study Day
December 10, Thursday	Final Examinations begin
December 16, Wednesday	Final Examinations end
December 19, Saturday	Commencement

January Interim

January 4, Monday	First day of classes. Classes meet Monday – Saturday
January 18, Monday	Final Examinations will be held in the morning only

Second Semester

January 11, Monday	Reporting date for new faculty
January 17, Sunday	Residence halls open
January 20, Wednesday	Classes begin
March 13, Saturday	Spring Recess begins
March 22, Monday	Classes resume
May 4, Tuesday	Last day of classes
May 5, Wednesday	Study Day
May 6, Thursday	Final Examinations begin
May 12, Wednesday	Final Examinations end
May 15, Saturday	Commencement

Summer Sessions

May 17, Monday (No classes on Memorial Day Holiday)	May Interim I begins
May 17, Monday (No classes on Memorial Day Holiday)	May Interim II begins
June 4, Friday	May Interim I ends
June 7, Monday	Summer Session I begins
July 9, Friday	Summer Session I ends
	May Interim II ends
July 12, Monday	Summer Session II begins
August 13, Friday	Summer Session II ends

2010-2011

First Semester

August 16, Monday	Reporting date for faculty
August 21, Saturday	Residence halls open
August 25, Wednesday	Classes begin
October 9, Saturday	Fall Recess begins
October 13, Wednesday	Classes resume
November 24, Wednesday	Thanksgiving Recess begins
November 29, Monday	Classes resume
December 7, Tuesday	Last day of classes
December 8, Wednesday	Study Day
December 9, Thursday	Final Examinations begin
December 15, Wednesday	Final Examinations end
December 18, Saturday	Commencement

January Interim

January 3, Monday	First day of classes. Classes meet Monday - Saturday
January 17, Monday	Final Examinations will be held in the morning only

Second Semester

January 10, Monday	Reporting date for new faculty
January 16, Sunday	Residence halls open
January 19, Wednesday	Classes begin
March 12, Saturday	Spring Recess begins
March 21, Monday	Classes resume
May 3, Tuesday	Last day of classes
May 4, Wednesday	Study Day
May 5, Thursday	Final Examinations begin
May 11, Wednesday	Final Examinations end
May 14, Saturday	Commencement

Summer Sessions

May 16, Monday	May Interim I begins
May 16, Monday	May Interim II begins (No classes on Memorial Day Holiday)
June 3, Friday	May Interim I ends
June 6, Monday	Summer Session I begins (No classes on Fourth of July Holiday)
July 8, Friday	Summer Session I ends May Interim II ends
July 11, Monday	Summer Session II begins
August 12, Friday	Summer Session II ends

2011-2012

First Semester

August 15, Monday	Reporting date for faculty
August 20, Saturday	Residence halls open
August 24, Wednesday	Classes begin
October 8, Saturday	Fall Recess begins
October 12, Wednesday	Classes resume
November 23, Wednesday	Thanksgiving Recess begins (no classes)
November 28, Monday	Classes resume
December 6, Tuesday	Last day of classes
December 7, Wednesday	Study Day
December 8, Thursday	Final Examinations begin
December 14, Wednesday	Final Examinations end
December 17, Saturday	Commencement

January Interim

January 2, Monday	First day of classes Classes meet Monday - Saturday
January 16, Monday	Final Examinations will be held in the morning only.

Second Semester

January 9, Monday	Reporting date for new faculty
January 15, Sunday	Residence halls open
January 18, Wednesday	Classes begin
March 10, Saturday	Spring Recess begins
March 19, Monday	Classes resume
May 1, Tuesday	Last day of classes
May 2, Wednesday	Study Day
May 3, Thursday	Final Examinations begin
May 9, Wednesday	Final Examinations end
May 12, Saturday	Commencement

Summer Sessions

May 14, Monday	May Interim I begins
May 14, Monday	May Interim II begins No classes on Memorial Day Holiday
June 1, Friday	May Interim I ends
June 4, Monday	Summer Session I begins No classes on Fourth of July Holiday
July 6, Friday	Summer Session I ends May Interim II ends
July 9, Monday	Summer Session II begins
August 10, Friday	Summer Session II ends

The academic calendars are subject to revision. Students should refer to the most recent Schedule of Classes for important dates each semester.

Fields of Study

Degrees Offered

B.A.—Bachelor of Arts
 B.S.—Bachelor of Science
 B.F.A.—Bachelor of Fine Arts
 B.M.—Bachelor of Music
 B.S.C.—Bachelor of Science in Construction
 B.S.C.E.—Bachelor of Science in Civil Engineering
 B.S.E.E.—Bachelor of Science in Electrical Engineering
 B.S.I.E.—Bachelor of Science in Industrial Engineering
 B.S.M.E.—Bachelor of Science in Mechanical Engineering
 B.S.MF.E.—Bachelor of Science in Manufacturing Engineering
 B.S.MF.E.T.—Bachelor of Science in Manufacturing Engineering Technology
 B.S.N.—Bachelor of Science in Nursing
 D.P.T.—Doctor of Physical Therapy
 M.A.—Master of Arts
 M.S.—Master of Science
 M.B.A.—Master of Business Administration
 M.F.A.—Master of Fine Arts
 M.L.S.—Master of Liberal Studies
 M.S.A.—Master of Science in Accounting
 M.S.C.E.—Master of Science in Civil Engineering
 M.S.E.E.—Master of Science in Electrical Engineering
 M.S.I.E.—Master of Science in Industrial Engineering
 M.S.M.E.—Master of Science in Mechanical Engineering
 M.S.MF.E.—Master of Science in Manufacturing Engineering
 M.S.N.—Master of Science in Nursing
 P.M.A.—Professional Master of Arts

Fields of Study and Degrees Awarded

Graduate School Interdisciplinary Degree

Professional Master of Arts in STEM EducationP.M.A.
 Elementary Math, Science, and Technology Education

Foster College of Business Administration

AccountingB.A., B.S., M.S.A.
 Actuarial Science – Business..... B.A., B.S.
 Business Management and Administration B.A., B.S.
 Human Resource Management
 Legal Studies in Business
 Economics..... B.A., B.S.
 Entrepreneurship B.A., B.S.
 Finance B.A., B.S.
 International Business B.A., B.S.
 Management Information Systems B.A., B.S.
 Marketing..... B.A., B.S.
 Professional Selling B.A., B.S.
 Business Administration M.B.A.
 Finance
 Management
 Marketing
 Executive Master of Business Administration M.B.A.
 Quantitative Finance..... M.S.

Slane College of Communications and Fine Arts

Art History.....B.A.
 Studio ArtB.A., B.S., B.F.A., M.A., M.F.A.
 Ceramics
 Drawing (B.A., B.S., B.F.A. only)
 Drawing/Illustration (M.A., M.F.A. only)
 Graphic Design (B.A., B.S., B.F.A. only)
 Interdisciplinary Studies (M.A., M.F.A. only)
 Painting
 Photography
 Printmaking
 Sculpture
 Visual Communication and Design (M.A., M.F.A. only)
 Art Education (B.A., B.S., B.F.A. only)
 Communication B.A., B.S.
 Advertising
 Electronic Media
 Journalism
 Organizational Communication
 Public Relations
 Multimedia..... B.A., B.S.

Music.....	B.A., B.S.
Music (Music Business).....	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	

College of Education and Health Sciences

Early Childhood Education	B.A., B.S.
Elementary Education	B.A., B.S.
Secondary Education	Certificate
Learning Behavior Specialist I.....	B.A., B.S.
Learning Behavior Specialist I—Elementary Education.....	B.A., B.S.
Curriculum and Instruction	M.A.
Curriculum and Instruction—Learning Behavior Specialist I	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.
Physical Therapy	D.P.T.

College of Engineering and Technology

Civil Engineering.....	B.S.C.E., M.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.Mf.E., M.S.Mf.E.
Manufacturing Engineering Technology.....	B.S.Mf.E.T.
Mechanical Engineering	B.S.M.E., M.S.M.E.
Biomedical Engineering	B.S.M.E.
Energy	B.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.

Cell and 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.S.
English	B.A., M.A.
Environmental Science.....	B.A., B.S.
French.....	B.A.
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
- Management Information Systems
- Marketing
- Professional Selling

Slane College of Communications and Fine Arts

- Art History
- Fine Arts
- Journalism
- Multimedia
- Music
- Studio Art
- Theatre Arts

College of Education and Health Sciences

- Family and Consumer Sciences
- Health
- Leadership Studies

College of Engineering and Technology

- Applied Ergonomics
- Manufacturing
- Quality Engineering

College of Liberal Arts and Sciences

- African-American Studies
- Asian Studies
- Biology
- Chemistry
- Computer Science and Information Systems
- Economics

English
 Literature
 Creative Writing
 Professional Writing
French
German
History
Latin American Studies
Mathematics
Philosophy
Physics
Political Science
Psychology
Religious Studies
Russian and East European Studies
Social Informatics
Sociology
Spanish
Western European Studies
Women's Studies

Accreditation

Bradley University is accredited by the Higher Learning Commission and is a member of the North Central Association of Colleges and Schools: 30 N. LaSalle St., Ste. 2400, Chicago, Illinois, 60602-2504; (312) 263-0456; www.ncahigherlearningcommission.org.

Bradley also has a number of select undergraduate and graduate programs that are accredited by the following:

AACSB International – The Association to Advance Collegiate Schools of Business

American Chemical Society

American Council for Construction Education

American Dietetic Association (didactic program approval)

Association for Childhood Education International

Commission on Accreditation in Physical Therapy Education (CAPTE)

Council for Accreditation of Counseling and Related Educational Programs (CACREP)

Council for Exceptional Children

Council on Accreditation of Nurse Anesthesia Educational Programs

Council on Social Work Education (CSWE)

Educational Leadership Constituent Council

Engineering Accreditation Commission and the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012 - telephone (410) 347-7700.

National Association for the Education of Young Children

National Association of Schools of Art and Design

National Association of Schools of Music

National Association of Schools of Theatre

National Council for Accreditation of Teacher Education

National Council for the Social Studies

National Council of Teachers of Mathematics

National League for Nursing Accrediting Commission (NLNAC)

National Science Teachers Association

Admissions

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.

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.
4. Written personal statement.
5. Judgments made as a result of personal interviews and campus visits.

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 Health Services 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 Health Services in Heitz Hall or the Admissions Office in the Visitors Center.

All students are required to have a student health form on file at Health Services before registering. To avoid penalties and delays in registration, return the form and then verify through Health Services 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.

General Admission Requirements

Generally, minimum curriculum requirements for all entering freshmen are as follows: 4 units (years) of English ($\frac{1}{2}$ 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

Required: 2 units of algebra, 1 unit of geometry, 4 units of English ($\frac{1}{2}$ or 1 unit of which may be speech). Recommended: 2 units of history and/or government.

Students entering the Foster College of Business Administration should have a minimum of two units 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, $\frac{1}{2}$ unit of trigonometry, 1 unit of physics. Recommended: $\frac{1}{2}$ unit of solid geometry, 1 unit of pre-calculus, and 1 unit of chemistry; $\frac{1}{2}$ 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. ACT minimum scores of 24 composite, 24 in math or an SAT minimum combined score of 1100.

Construction and Engineering Technology

Required: 2 units of algebra, 1 unit of plane geometry, $\frac{1}{2}$ unit of trigonometry, 1 unit of physics. Recommended: $\frac{1}{2}$ unit of solid geometry and $\frac{1}{2}$ unit of graphics.

Health Science

In addition to meeting University and College of Education and Health Sciences requirements, admission to the health science major as a freshman requires the following: 1) three units 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

Recommended: 2 units of a single foreign language.

Music

Required: An audition either in person or on tape. (Contact the chairperson of the Department of Music for an audition appointment.) Recommended: A minimum of four years experience in orchestra, band, choir, and/or chorus or four years of private music instruction.

Nursing

In addition to meeting Bradley University and College of Education and Health Sciences requirements, students seeking admission to the nursing major as a freshman must have three units of high school mathematics and science (biology/physiology, chemistry and physics).

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

Admission 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 as soon as admission decisions are made.

Applicants respond to offers of admission by forwarding a non-refundable \$200 enrollment fee. Applicants requiring on-campus housing must submit an additional \$100 housing deposit. Applicants will receive preference for university housing based on the date by which both are received. However, no student seeking notification of admission is required to respond to an offer until May 1. Students admitted after May 1 have two weeks from the date of notification of admission 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;
4. forwarded a high school transcript; and
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 taking classes at Bradley, but not in pursuing a degree, may be admitted at any time as undergraduate students-at-large. Contact Undergraduate Admissions and:

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

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 unless requested by the Admissions Office. Students having completed less than 15 semester hours must submit ACT or SAT scores and a high school

transcript. Transfer applicants must have a minimum cumulative grade point average of 2.0 to be considered for admission. Most programs require a 2.5 or above.

Dean's Recommendation Form

New transfer students are also required to submit a Dean's Recommendation Form to be completed by college/university personnel from the most recent institution of attendance verifying continued good standing in conduct and judicial matters.

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 Schools, will be considered for acceptance at Bradley University. Bradley University also participates in the Illinois Articulation Initiative (see below).

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.

Illinois Articulation Initiative (IAI)

Bradley University has endorsed the Illinois Articulation Initiative (IAI). The purpose of the IAI is to facilitate the transfer of courses among two- and four-year colleges and universities throughout the state of Illinois.

The IAI guarantees students that completion of the General Education Core Curriculum at any participating

school will satisfy general education requirements at any other participating school. This initiative is in effect for students who began college during or after summer 1998.

1. Students completing their Associates of Arts or Associates of Sciences degree at a participating IAI school and completing the IAI faculty panel-approved Illinois General Education Core Curriculum will have automatically satisfied their general education requirements at Bradley. This does not include general education courses that are degree requirements.
2. Students completing the IAI Core Curriculum only, without an Associates Degree, will have satisfied their general education requirements at Bradley.
3. Students transferring to Bradley without having completed their IAI Core Curriculum will have to fulfill the Bradley general education requirements.
4. Readmit students must complete Bradley's general education requirements.
5. Illinois Transferable General Education Core Curriculum includes the following:
 - 3 courses (9 credits) in Communication
 - 1-2 courses (3-6 credits) in Math
 - 2 courses (7-8 credits) in Physical and Life Sciences
 - 3 courses (9 credits) in Humanities and Fine Arts
 - 3 courses (9 credits) in Social and Behavioral Sciences

Official verification of IAI attainment must be sent from the former college, by request of the student, directly to the Office of Undergraduate Admissions.

For more information about IAI, see www.itransfer.org.

Academic Dismissal

Students dismissed for academic or non-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 550 paper based, 213 computer based, or 79 internet based is recommended for application review.) 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 112 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 transfer application deadline is May 15 for fall semester and October 15 for spring semester. Freshmen applicants are accepted for the fall semester only and are encouraged to complete their applications by March 15.

Former Students

Former students who wish to re-enter Bradley University must 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. They also 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 College-Level Examination Program (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 and passed 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 Office of Undergraduate Admissions.

The Bradley University Center for Testing offers CLEP testing by appointment. For additional information contact the Director of the Division of Research and Testing at (309) 677-2424.

Students new to Bradley should discuss CLEP credit with a counselor in Undergraduate Admissions. Current students wishing to transfer CLEP credit to Bradley should discuss CLEP credit with the Registrar's Office. In all cases, an official copy of test scores must be sent from the CLEP office, by request of the student, directly to Bradley University.

For more information about the College-Level Examination Program, contact CLEP at (609) 771-7865 or visit collegeboard.com/clep.

Special Programs

Campus Visits

Bradley University encourages all prospective new freshman and transfer students and their families to visit campus. Students may attend one of the many campus visit programs or make arrangements for an individual visit. For further information, contact: Undergraduate Admissions, Bradley University, 1501 W. Bradley Ave., Peoria, Illinois, 61625; (309) 677-1000 or (800) 447-6460.

E-mail admissions@bradley.edu or find more information online at admissions.bradley.edu.

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 call the Office of Undergraduate Admissions at (800) 447-6460 or go online to admissions.bradley.edu.

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 freshmen and highly recommended for their parents. Transfer students are also encouraged to attend orientation sessions designed for them.

Credit Courses for 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 current official transcript or letter of good standing is required for all students and should be sent directly from the Registrar's office. Visiting international students on a student visa must provide a copy of their current I-20, a letter, sent directly from their admitting institution, indicating that they are admitted to that school full time, are in good standing, and have permission to take classes at Bradley University. This letter may be sent directly from the admitting institution's Registrar or Designated School Official (DSO) for the Immigration and Naturalization Service.

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. A student-at-large who decides to seek a degree should apply as a transfer student (see "Transfer Admission" above).

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 who have completed an undergraduate degree should refer to the Graduate Catalog or contact the Graduate School, 200 Bradley Hall, by phone at (309) 677-2375, by e-mail at bugrad@bradley.edu, or online at bradley.edu/grad. Students who already hold a bachelor's degree and are only interested in pursuing a teaching certificate or students who wish to pursue an additional bachelor's degree should contact the Office of Undergraduate Admissions at (800) 447-6460.

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.

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. Current and complete information concerning prices, sources of assistance, cost management options, policies, and application procedures is available at sfs.bradley.edu.

Cost of Attending Bradley

The total cost of attending Bradley is divided into two categories—direct and indirect costs.

Single Resident Student—Two Semesters

2008-2009 Direct Costs

Tuition.....	\$22,600
Room & Meals.....	7,350 ¹
Activity & Health Fee.....	214

2008-2009 Indirect Costs

In addition to the direct costs itemized above, students should expect to incur additional expenses of approximately \$3,000 per year for books and supplies, clothing, laundry,

recreation, transportation² and other personal expenses. These costs are not paid directly to Bradley.

Applying for Financial Assistance

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

A. Freshman & Transfer Applicants:

1. Apply for admission to Bradley. Students must be accepted for admission before financial aid and scholarship decisions are made.
2. File a Free Application for Federal Student Aid (FAFSA) between January 1 and March 1. (For Bradley-funded assistance, 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 Free Application for Federal Student Aid (FAFSA) between January 1 and March 1. (For Bradley-funded assistance, FAFSA applications received by the processor after March 1 will be considered late and will only be considered if funds are available.)

¹ Double occupancy room. Other options incur different costs.

² Students whose permanent residence is outside of Illinois will be given a larger transportation/travel allowance.

Housing

The University owns and operates 12 residence halls with a total capacity of 2,140 beds for male and female students. The experience in group living that students who reside in these halls enjoy is a valuable part of their total educational experience.

The University also owns the Student Apartment Complex located behind the Caterpillar Global Communication Center. Each of the 100 units has its own living room, bedroom, bath, and kitchenette and can be rented by two students. For further information concerning costs and availability, contact the Center for Residential Living and Leadership.

Since the University takes no responsibility for personal property, each student should check to see if family insurance covers personal items 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 desire to live with near relatives. (Near relatives are considered to be a brother or sister not enrolled at Bradley University; grandparents; and uncle or aunt).

Exceptions to these rules will be made by the Center for Residential Living and Leadership.

Juniors and seniors, part-time students, and graduate students may choose to live in the residence halls.

Residence Halls

Application and Housing Deposits

To reserve a room in a University residence hall, a student must complete the Residence Hall Agreement. Agreement information is made available to students at the time of their admission to the University.

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 in August. Housing deposits are refundable for incoming new students if requested prior to June 1.

All residence hall agreements are 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 hall agreement.

Students will have an opportunity to express their choice of a hall and roommate preference on the residence hall agreement, which will be made available to them at the time of admission.

Students furnish their own linens, pillows, spreads, and blankets for twin-size beds, their own washcloths and towels, waste cans, desk lamps, and small personal items of furniture.

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 is made by the housing agreement, available online through admissions at YourBradley, admissions.bradley.edu/freshman. Those who apply earliest 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.

St. James Place Apartment Community

St. James Place is a 15-building residential complex for Bradley University upper-division students (those having completed four semesters of study). The approximately 9.5 acre site is just east of the main campus. The complex provides housing for 550 upper-division students in suite-type facilities. Zoning restricts occupancy by freshmen or sophomores. The apartment community improves housing options for Bradley students, eases student housing pressures in adjacent neighborhoods, and redevelops an important area immediately adjacent to the Bradley campus.

The facilities have brick exteriors. Individual bedrooms each have wire for cable/phone/computer hook-ups. The University also provides Internet access and technology features presently available on campus. The suites each contain a breakfast bar, microwave, dishwasher, and are fully furnished. Laundry services are available in most buildings.

Off-Campus Housing

Private homes in Peoria provide rooms for some of the upperclassmen student population. The Center for Residential Living and Leadership maintains lists of 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 Center for Student Involvement 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
Residential Living and Leadership
Bradley University
1501 W. Bradley Ave., Peoria, IL 61625
(309) 677-3221 • housing@bradley.edu
bradley.edu/housing

Student Affairs

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 the Centers for Student Involvement, Student Development and Health Services, Student Support Services, and the Smith Career Center. The Division of Student Affairs is also responsible for the Office of Parent Relations.

Center for Student Involvement

- Campus Recreation
- Multicultural Student Services
 - Minority Student Services
 - International Student Services
 - Romeo B. Garrett Cultural Center
- Off-Campus Student and Non-Traditional Student Services
- Parents' Weekends
- Student Activities
- Student Government
- Student Media
- Student Organizations

This Center provides a cohesive plan of programs, activities, events and services designed to respond to the cultural, so-

cial, 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.

Campus Recreation 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.

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.

Off-Campus and Non-Traditional Student Services helps coordinate efforts 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 literary publication *Broadside*, and the radio station WRBU, offer communication experiences and opportunities for interested students. All student media bearing the name of or sponsored by Bradley University must be approved and supervised by the Communications Council.

Center for Student Development and Health Services

- Academic Exploration Program
- Academic Advisement
- Counseling
- Educational/Career Testing
- Health Services
- Testing and Guidance
- Orientation
- Wellness
- Division of Student Affairs Research

The Center for Student Development and Health Services 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 and Advisement. Orientation programs help new students and their parents adjust to the University and parents adjust 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.

Student Health Services 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.

Health Services 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.

The Center for Testing, as part of Academic Transition Programs and Assessment Services, provides Bradley students with free test-based assistance with the identification of their interests, strengths and personality styles. Analytical information about student perceptions of the University, determined through survey results, are compiled and reported by the Center annually. Businesses, children and adults from the community utilize the Center for personnel and management assessments, intelligence testing and vocational planning.

Center for Residential Living and Leadership

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

The Center for Residential Living and Leadership 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. The University student judicial process is administered through the center.

Center for Student Support Services

- Learning Assistance Center
- Tutoring
- Turning Point Program
- Retention Programs
- Office of Student Accessibility - ADA
- Student Affairs Intern Program
- Advancement (Alumni) and Proposal Opportunity
- Technology Oversight

The Center for Student Support Services provides academic support and guidance to assist students in their academic success. The staff offers programs, services, and resources to students who request academic assistance. The goal of the Center for Student Support Services is to help students be academically successful and graduate from Bradley University.

The Office of Student Accessibility-ADA meets with students with physical disabilities to determine reasonable and appropriate accommodations. Students with permanent or temporary physical disabilities must disclose their situation to the Office of Student Accessibility-ADA in order to receive accommodations.

The Center for Learning Assistance assists students with documented learning disabilities. Appropriate testing accommodations are arranged through the Center for Learning Assistance upon verification from their health care provider. Study skills and speed reading seminars are available each semester.

Tutoring services are provided through the Center for Learning Assistance. Students receive two hours of free tutoring each week. Students requesting tutoring services must go to the Cullom-Davis Library to receive tutoring coupons.

Students on academic probation are required to participate in the Turning Point Program. Students learn to develop time management skills, advocacy communication

techniques, and study techniques. Additional retention programs for students with special needs are available through the Center for Student Support Services.

Smith Career Center

The Smith Career Center assists students in exploring and defining career options, developing job search strategies, obtaining career-related work experience, and identifying and connecting with prospective employers. Innovative services respond to current trends and economic conditions affecting the job market and career opportunities. These include:

- individual career advisement
- job search preparation
- resume development and review
- cooperative education and internships
- career seminars
- job fairs
- graduate and professional school fair
- campus interviews with employers
- one-credit course in job search strategies

Extensive Web-based resources are available to help students learn more about career information, job availability, employer information, networking, and campus recruiting sign-ups.

Bradley University students and alumni must register with the Smith Career Center to obtain an eRecruiting Web account. Having an eRecruiting account allows registered users to submit resumes for the Web Resume Book, review Web job listings, and participate in campus interviews. Registration is restricted to currently enrolled Bradley University students or alumni.

Students are encouraged to gain a competitive advantage by participating in career-related work experiences prior to graduation. Through internships, cooperative education, and summer or part-time employment, the Marjorie and Bill Springer Center for Excellence in Internships provides students with opportunities for professional development that integrate classroom theory with supervised work experience.

Over 400 employers visit the Bradley campus each year to consider Bradley candidates for internship, cooperative education, summer, part-time and full-time jobs. Students have the opportunity to meet employers during special presentations, job fairs, and on-campus interviews.

Student Activities

Campus Recreation

Campus Recreation provides a variety of programs to meet the recreational needs of all students. The Markin Family Student Recreation Center, opening in October 2008, is a multi-use indoor facility. Open over 100 hours each week, the center provides opportunities for intramural events, sports and fitness classes, and unscheduled, informal activity. The intramural sports calendar includes 25 different events. Another aspect of Campus Recreation is the program of sports and fitness classes. These non-credit, instructional courses focus on fitness and learning skills in sports, which have lifelong application.

Outdoor recreational opportunities exist at the David Markin Tennis Courts and the Meinen Field outdoor recreation complex, which houses 2½ basketball courts and a multi-sport field where soccer, softball, flag football, and a variety of other activities occur.

Club Sports

Club sports in ice hockey, in-line hockey, martial arts, men's soccer, men's volleyball, table tennis, ultimate Frisbee, women's soccer, women's softball, and women's volleyball provide further intercollegiate competition.

Intercollegiate Athletics

Bradley University is a member of the National Collegiate Athletic Association and the Missouri Valley Conference.

The mission of Bradley University includes the pursuit of excellence in providing distinctive educational programs and the support environment that fulfill the intellectual, aesthetic, and professional needs of its students and other members of the University community. The mission of the Intercollegiate Athletic Program is to support the University as a whole by providing opportunities for its student-athletes and other members of the University community through programs which are consistent with the purposes and policy of NCAA Division I intercollegiate athletics.

The University supports the NCAA Principle of Amateurism and Student Participation: "An amateur student-athlete is one who engages in a particular sport for the educational, physical, mental and social benefits derived therefrom and to whom participation in that sport is an avocation." Therefore, as the University trains students in sportsmanship, which aids in the development of character and respect for others, Brad-

ley encourages a way of life which is sound and fundamental to our society. Finally, the program subscribes to all the NCAA Principles for the Conduct of Intercollegiate Athletics.

The Bradley Intercollegiate Athletics program recognizes and appreciates the importance of the intellectual, physical, and mental well-being of its student-athletes. The institution monitors the academic progress of its student-athletes, through a policy which is consistent with the University's mission, to provide maximum educational opportunities for the entire student body. Also, in addition to the training programs and professional medical services available to all student-athletes, other counseling services may be provided.

The recruitment of student-athletes who have the potential to earn our undergraduate degree is practice at the University. While certain sports may reflect a strong minority presence, the Department of Athletics encourages all coaches to continue a commitment to identify and recruit minority students. In this regard, the Department of Athletics administration, with assistance from the Office of Admissions, will work to provide coaches with information that will help identify prospective student-athletes.

The Department of Athletics supports the University's objective of creating a community enriched by men and women of diverse backgrounds. It does so by efforts to attract and retain a staff where women and minorities are well represented. In addition, the Bradley Intercollegiate Athletics program offers equitable opportunities for participation and provides support for students without regard to gender, race, national and/or ethnic origin, religion, sexual orientation, or disability.

The Department of Athletics administration will periodically assess its policies, procedures, programs, and activities to ensure the continued fulfillment of its mission.

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

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.

Student Activities Office

The Student Activities Office maintains a master calendar of events, coordinates reservations for campus grounds and the Michel Student Center foyer, and approves fundraising requests. For a complete list of recognized student organizations, please visit bradley.edu/sao.

Registered Student Organizations

The following student organizations were registered for the 2007-2008 school year.

Academic/Honorary

Accounting Club
Alpha Kappa Delta (Sociology)
Alpha Pi Mu (Industrial Engineering)
Alpha Psi Omega (Drama Society)
American Advertising Federation (AAF)
American Foundry Society
American Institute of Graphic Arts (AIGA)
American Institute of Physics
American Marketing Association
American Society for Quality
American Society of Civil Engineers
American Society of Manufacturing Engineers
American Society of Mechanical Engineers
American Society of Metals/TMS
Associated General Contractors
Association for the Education of Young Children
Association of Information Technology Professionals (AITP)
Beta Alpha Psi (Accounting)
Beta Tau Epsilon (Manufacturing)
Biology Undergrad Society of Bradley University (BUGS)
Bradley Investment Organization
Bradley MBA Association
Bradley Media Society
Bradley Nursing Student Association (BNSA)
Bradley Student Council for Exceptional Children
Bradley Student Dietetic Association
Bradley Student Education Association
Bradley University Social Service (BUSS)

Chemistry Club
Chi Epsilon (Civil Engineering)
Chi Sigma Iota, Beta Phi Chapter
Collegiate Entrepreneurship Organization
Engineers Without Borders
Gamma Iota Sigma (Actuarial Science)
Health Science Organization
Illinois Valley Mechanical Contractors Association of America
Institute of Electrical & Electronics Engineers (IEEE)
Institute of Industrial Engineers (IIE)
Kappa Omicron Nu (Home Economics)
Mathematics Association of America (MAA)
Mortar Board (National Senior Honor Society)
National Society of Black Engineers (NSBE)
Omicron Delta Kappa
Phi Alpha (Social Work)
Phi Alpha Theta (History)
Phi Chi Theta (Business & Economics)
Phi Kappa Phi Honor Society
Phi Mu Alpha Sinfonia
Phi Sigma Iota (Foreign Language)
Pi Gamma Mu (Junior/Senior Social Science Honorary)
Pi Lambda Theta (Education)
Psi Chi (Psychology)
Public Relations Student Society of America (PRSSA)
Sigma Alpha Iota
Sigma Iota Rho
Sigma Lambda Chi (Construction)
Sigma Tau Delta (English)
Sigma Theta Tau (Nursing)
Society for Advancement of Management (SAM)
Society for Human Resource Management
Society of Automotive Engineers (SAE)
Society of Physics Students
Society of Professional Journalists
Society of Women Engineers (SWE)
Sociology Club
Sports Marketing Club
Tau Beta Pi
Tri Beta (Biology)
Women in Business

Communications/Publications

Bradley Scout
Bradley University Speech Team
Broadside Art and Literary Magazine
Communications Council
The Edge (Student Radio)

Cultural/Ethnic

Association of Latin American Students
Black Student Alliance
Chinese Language Club
French Club
Hindu Youth Society

Indian Students Association (ISABU)
International Student Advisory Council (ISAC)
Multicultural Student Advisory Committee
Muslim Student Association
National Association for the Advancement of Colored People
(NAACP)
Organization of Arab Students
Venezuelan Student Organization

Dance

Bravette Dance Team
Dance Team
Hipnotiq Hip Hop Squad
Orchesis
Swingers

Fraternity/Sorority

Alpha Chi Omega Sorority
Alpha Epsilon Pi Fraternity
Alpha Kappa Alpha Sorority, Inc.
Alpha Phi Alpha Fraternity
Chi Omega Sorority
Delta Sigma Theta Sorority, Inc.
Delta Tau Delta Fraternity
Delta Upsilon Fraternity
Gamma Phi Beta Sorority
Interfraternity Council (IFC)
Junior Panhellenic Council
Kappa Delta Sorority
Lambda Chi Alpha Fraternity
National Pan-Hellenic Council
Order of Omega (Greek Honor Society)
Panhellenic Council
Phi Beta Sigma Fraternity, Inc.
Phi Gamma Delta Fraternity
Phi Kappa Tau Fraternity
Pi Beta Phi Sorority
Pi Kappa Alpha Fraternity
Pi Kappa Phi Fraternity
Rho Lambda
Sigma Alpha Epsilon Fraternity
Sigma Chi Fraternity
Sigma Delta Tau Sorority
Sigma Gamma Rho Sorority, Inc.
Sigma Kappa Sorority
Sigma Nu Fraternity
Sigma Phi Epsilon
Sigma Theta Epsilon Christian Fraternity
Theta Chi Fraternity
Theta Xi Fraternity
Zeta Phi Beta Sorority, Inc.

General Interest

Activities Council of Bradley University (ACBU)
Amateur Radio Club
American Sign Language Club
Anti-Alias
Because We Care (BWC)
Body Works
Bradley Ambassadors
Bradley Anime Club
Bradley H.E.A.T.
Bradley Tech Crew
buFusion.net
Campus Awareness for Rape Education (CARE)
CenPro Marketing and Publicity Team
College Show
Combat-Oriented Bradley Robotics Alliance (COBRA)
Common Ground
Fashion Merchandising
Fish Philosophy Facilitators
HARAMBEE
Hospitality Association
International Affairs organization (IAO)
LINCS (Leadership Instilling Knowledge through Cooperative
Service)
Linux Users Group
Mock Trial
Music Video Gaming Club
Musicians in Business
Peace Network
Photographic Society
PreLaw Club
Pro-Life Club
Psi Phi (Science Fiction Club)
SONOR
Spectrum Art Club
STAR's - Student Admissions
Student Activities Budget Review Committee (SABRC)
Student Aides
Student Environmental Action Coalition (SEAC)
Student Green Electronics Campaign
Study Abroad Veteran's Association
Vegetarian Society

Government/Political

Amnesty International
Association of Residence Halls (ARH)
Bradley Arbitration Board
Campus Greens
College Democrats
College Republicans
Geisert Hall Council
Harper/Wyckoff Hall Council
Heitz Hall Council
Student Senate

Students for Barack Obama
Students for a Sensible Drug & Alcohol Policy
University Hall Council
Williams Hall Council

Performing Arts

Barbeque Kitten Improv Troupe
Bradley Chamber Orchestra
Bradley Chorale
Bradley Community Chorus
Bradley University Bands
BU Gospel Choir
Ministry of Experimental Theatre
United States Theatre Technology (USITT), Std. Chapter
V-Day (The Vagina Monologues)

Religious

Bridges International
CRU
Campus Outreach
Chi Alpha Christian Fellowship
Chosen Generation
Elogeme Adolph Christian Sorority
Fellowship of Catholic University Students
Greek Movement
Hillel
InterVarsity Christian Fellowship
Kappa Phi Club
Muslim Student Association
St. Joseph Center
Strength College Ministry
Students Pursuing Truth
United Christian Foundation
worship@full.volume
Young Life Leadership

Service

Alpha Phi Omega
American Red Cross Club of BU
Best Buddies
Bradley Fellows
C.H.O.I.C.E.S. Outreach
Circle K Club
Colleges Against Cancer
Dance Marathon
Epsilon Sigma Alpha
Habitat for Humanity
Meals on Wheels, Etc.
PUSH America Club
Rotaract
Tyng in Touch Program
Volunteer Network

Sports/Leisure

AMP—Attain and Maintain Programming
Badminton Club
Bradley Cheerleaders
Bradley Chess Club
Bradley Hockey Club
Bradley Men's Club Soccer
Bradley Table Tennis Club
Bradley Ultimate Frisbee Fanatics
Bradley University Bowling League
Bradley University Color Guard
Bradley University Men's Club Volleyball
Bradley Women's Club Softball (Fastpitch)
Cycling Club
Equestrian Club
Fencing Club
Gymnastics Club
Inline Hockey Club
Karatedo Doshinkan
Lacrosse Club
Medieval College Society
Nerf Commandos
Outdoors Adventure Club
Paintball Nation
Rock Climbing Club
Running Club
Skydiving Club
Sportsman's Club
STUD (Skate Til You Drop)
Women's Club Soccer
Women's Club Volleyball

Facilities and Services

Bradley University provides a comfortable setting designed for living and learning. A beautiful 85-acre campus contains both historic buildings and state-of-the-art learning centers. Surrounded by an historic residential district, the campus has restaurants, shops, and a supermarket within walking distance.

Bradley continuously updates facilities to keep pace with new methods of teaching and learning. In recent years complete renovations have taken place in Olin Hall (science), Constance Hall (music), and Bradley Hall. In Fall 2008, the new state-of-the-art Markin Family Student Recreation Center will open, offering a swimming pool, exercise facilities, and practice space for intramural sports. It will serve as the social hub for student life on campus, house the Wellness Program, Counseling Services, the Health Center, and labs to support the Department of Nursing. A 600-space parking deck will also open this fall. Work has begun on the new Athletic Performance Center and the Puterbaugh Men's Basketball Practice Facility. The APC will be home court for women's basketball and volleyball and provide a spacious venue for concerts and other performances. Bradley recently launched a major capital campaign that will bring more renovations and new facilities to campus.

St. James Place, a student residential community, provides suite-style living for upperclass students and outdoor intramural facilities—Meinen Field. In addition to these playing fields, the university has lighted tennis courts on campus. A food court in Williams Hall offers a variety of dining options for all students seven days a week until 8 p.m.

Center for Academic Transition Programs and Assessment Services

For students who are unsure about what major or career would be best for them, the Center for Academic Transition Programs and Assessment Services can provide valuable information to help with their decision-making. Tests and inventories, specially selected for individual needs, can match primary interests and abilities as well as personality and learning styles. Each student receives a personalized interpretation of their test results regarding compatible majors and careers. Informational materials are provided to assist with educational and career planning.

Bradley University Bookstore

The Bradley Bookstore provides the books and supplies necessary for coursework at the university. A large selection of emblematic clothing and gifts, as well as medical, reference, and general reading books, are available at the bookstore. Any book not carried in stock can be special ordered. All students, faculty, and staff with a valid school ID may purchase academically priced software online at campusestore.com. For your convenience, greeting cards, snacks, and soda are also stocked at the bookstore.

Personal checks written for up to \$30 can be cashed for a small fee. Discover, Visa, MasterCard, or American Express cards or Quick Cash are accepted at the Bradley Bookstore. Barnes & Noble gift cards are also accepted and available for purchase to be used at any Barnes & Noble college bookstore or superstore.

Computing Services

Computing Services supports both the academic and administrative aspects of university computing. Computing Services supports campus-wide computer networks, connections to the Internet, and electronic mail. Bradley is a member of Internet2, which provides high-speed network access to more than 300 research-oriented universities, laboratories, and companies. In addition, Internet2 participation provides high-speed access to all major research networks in the United States, as well as access to the major international research networks.

Academic resources include a variety of computer systems and software used for instruction, research, and public service. Student workstations are located in the Cullom-Davis Library and many academic buildings. All residence hall rooms and St. James suites have network connections giving access to the campus network as well as the Internet. Students are encouraged to bring their own workstations with them to campus. There is no charge to access the campus data network or the Internet. HelpDesk services are available in the Reserves area of the Library.

Student e-mail accounts

E-mail and network access accounts are automatically established for every student at Bradley University. You will receive your account and password when you arrive on campus. *Bradley uses e-mail as an official means of communication with students, so you should check your account on a regular basis.*

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. Multicultural Student Services functions to meet the various needs of international students and students of color. The Center serves as a meeting place for students and community groups as well as a place for social and cultural events. It also has a fully-equipped computer lab and small multicultural library. Named in honor of the late 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; a cardiovascular room with treadmills, life cycles, stair machines, and ellipticals; racquetball courts; 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.

A new 130,000-square-foot student recreation center will open in Fall 2008. The Markin Family Student Recreation will include four basketball courts for intramural and recreational games, a championship basketball court, a 1/8-mile running/walking track, climbing wall, juice bar, indoor pool, weight room, exercise rooms, and other amenities.

Center for Student Health Services

Student Health Services is an outpatient 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, psychiatrist, counselors, 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.

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. Visits are confidential and free for Bradley students.

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. 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 the after hours number, 677-3200, which connects to OSF St. Francis Phone Nurses Triage.

In addition to regular medical services, Health Services 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 Health Services before registering. To avoid penalties and delays in registering, return the completed health form and then verify through Health Services 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.

Instructional Technology and Media Services (ITMS)

Instructional Technology and Media Services provides a diverse range of instructional media and production services in support of the academic and administrative needs of faculty, students, and staff. Primary services include: the Instructional Technology Assistance Center (ITAC); Blackboard course management system; technology training; AV equipment and staff assistance; Internet2/IP videoconferencing; digital graphic, photographic, video, and copy production services; and a variety of general media services.

Instructional Technology Assistance Center (ITAC)

Located within Instructional Technology and Media Services, ITAC provides instructional technology training and assistance to faculty, staff, and students as they apply technology to teaching and learning. Services available include application training, instructional design, production seminars, use of mediated facilities, and multimedia support. ITAC also administers and assists faculty in the creation of Web-enhanced supplemental and asynchronous course sites using Blackboard software.

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, and assistance for student athletes.

The Center for Learning Assistance can assist those students with documented 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, testing accommodations, 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.

Turning Point Program

The Turning Point Program is an academic support service program offered through the Center for Learning Assistance. Enrollment in this program is *required for and limited to all undergraduate students on academic probation for the first time*. When final semester grades are processed, students are notified in writing about being automatically enrolled in The Turning Point Program.

Cullom-Davis Library

The Bradley University Library primarily serves the needs of the University's students and faculty. Its collection encompasses more than 1,304,000 items – including approximately 518,000 books, periodicals, and government documents, 788,000 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 13,800 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 many 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 CARLI (Consortia of Academic Research Libraries in Illinois), which provides an online catalog and circulation system that incorporates Bradley's holdings and those of most of the 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 Police Training Institute. University Police are on duty 24 hours a day, 365 days a year; conduct foot, bike, and vehicular patrols of the campus and residence halls; and make crime prevention presentations to student groups. University Police also coordinate patrol and call responses with City of Peoria and Peoria County law enforcement agencies.

For the safety of anyone walking alone at night on campus or in the immediate neighborhood, Bradley police escorts can be requested from dusk until dawn for an area generally bounding local neighborhoods. This opportunity replaces the previous "student escort service" and may be modified after the first semester trial period.

Numerous clearly marked emergency telephones are 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, the University's Web site, AUDIX campus-wide voice mail, and other media. The University has also instituted a campus mass notification system using text messaging if circumstances warrant such. For more information, see bradley.edu/police.

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.

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, contact University Relations at (309) 677-3164.

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 varied programs make a significant contribution to campus life outside the classroom.

Facilities include: a ballroom, OutTakes convenience store, meeting rooms, pool table, television, browsing lounges, dining center, and Café Bradley featuring Blimpie’s, Sunset Strips, Starbuck’s, and smoothies. In addition, meeting rooms with food service can accommodate 10 to 100 people, and the ballroom can accommodate up to 500 people for a banquet, dance, reception, or lecture.

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 2½-day program are offered during June and July. A fee is charged to parents who attend, which can include on-campus housing and meals. Advance reservations are required; information will be available in May to all students who have made a tuition deposit.

Telecommunications

The Telecommunications Office operates a telephone switch and voice mail system for the campus. Technical staff support telephone equipment and information outlets in offices, residence hall rooms, and many public areas. Information outlets supply voice, data, and video services through connections to Internet2, AT&T, and other carriers’ local and long distance networks. Persons calling campus phones may call direct by dialing (309) 677- or (309) 495- and a phone’s four-digit extension.

WCBU FM 89.9

Operated by Bradley University, WCBU is the member-supported public radio service and National Public Radio (NPR) affiliate for central Illinois. WCBU’s mission is to provide excellence in music and news programming with a local emphasis, while at the same time providing valuable professional experience for Bradley students.

WCBU provides a full 24-hour schedule of NPR news and information, local news, and classical music on WCBU 89.9 as well as WCBU2, a digital HD Radio service. Additional information and online streaming of both the main and digital channels can be found at the station web site, wcbufm.org.

Fees and Expenses

The University may make appropriate changes in fees and expenses beginning in fall 2008. Quoted fees below are actual rates for 2008-2009. All checks and money orders should be made payable to Bradley University.

Tuition

Full-time students will be charged \$11,300 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 \$615 per semester hour. For students enrolling in 7½ to 11½ hours, the per hour fee is \$740. Course loads in excess of 16 hours result in fees of \$11,300 plus \$570 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 \$25 per credit hour. Enrollment is 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 = \$3,675

Single Room + Meal Plan = \$4,415

Fees

Non-credit Co-op Registration: Contingent upon participation.

Applied Music Fee: \$160 for full-time; \$260 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: \$35 per semester for undergraduate students taking 9 hours or more (nonrefundable).

Health Fee: \$72 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 nonrefundable fee. The fee must be received before the application will be processed. For students submitting their application using Bradley's online form, the \$35 application fee will be waived.

Enrollment Fee: A \$150 nonrefundable enrollment fee is required of all students who are admitted as degree program students. 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 provided by the Office of Admissions.

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 will be made for balances owed to the University. Housing deposits are refundable for incoming new students if requested in writing prior to June 1.

Vehicle Registration Fee: The fee for vehicle 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 25% of 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 4% 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.

Monthly Installment Payment Plan (MIPP)

This interest-free plan is available to all full-time undergraduate 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 1 by including in your initial payment all monthly payments due from June until enrollment date. An annual \$135 non-refundable enrollment fee is required for each participant and a \$25 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 on either of the above payment plans, contact:

Student Finance Manager
Controller's Office
Bradley University
1501 W. Bradley Ave.
Peoria, Illinois 61625
(309) 677-3120

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 \$25 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 second week of classes. *No refund is made for classes dropped after the end of the second week of classes.*

Questions or appeals regarding refunds/charges should be directed to:

Student Finance Manager
Controller's Office
Bradley University
1501 W. Bradley Ave.
Peoria, Illinois 61625
(309) 677-3120

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 \$50 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:

Tuition

Withdrawal during 1st week	10%
Withdrawal during 2nd week	15%
Withdrawal during 3rd week	20%
Withdrawal during 4th week	25%
Withdrawal during 5th week	35%
Withdrawal during 6th week	40%
Withdrawal during 7th week	45%
Withdrawal during 8th week	50%
Withdrawal during 9th week	60%
Withdrawal after 9th week	100%

Room and Board

Room Charged on a prorated basis for each day.

Board Charged on meal plan money used and overhead.

No refunds will be made after the ninth week of classes. The date that the drop slip is processed is the date used for this computation.

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 Add Request 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 Webster, the Web registration system, at <http://webster.bradley.edu>. Instructions are outlined in the Schedule of Classes at bradley.edu/classes. 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 *Late Add Request 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 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 Schedule of Classes at bradley.edu/classes.

Students should consult the most current edition of the Schedule of Classes at bradley.edu/classes 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 Registrar's Office 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 during spring or fall semesters. 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 18½ 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.

Summer and interim sessions are shorter terms with the following maximum course loads: January Interim students can earn up to four semester hours in classes that meet for approximately two weeks. In May Interim I, a three-week term, students can earn up to four semester hours; in May Interim II, an eight-week term, students can earn up to seven semester hours. Summer Session I, beginning in June, and Summer Session II, beginning in July, are four-week programs in which students can earn up to seven semester hours of credit in each term.

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 Undergraduate Student-at-Large (non-degree-seeking) may not take 12 or more semester hours during either fall or spring semesters except without approval. A maximum of 45 semester hours taken as an Undergraduate Student-at-Large 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 Undergraduate Student-at-Large.

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, and departmental requirements for the number of semester hours needed at specific course levels.

Repeated Courses

The University Senate has designated some courses as repeatable up to a specified number of credit hours. For all other courses, the following policy applies. A student at Bradley may not receive credit for the same course twice. However, a student is permitted to repeat courses within one year after completion; thereafter permission to repeat a course must

be obtained from the dean of the college in which the student is registered. The last grade and credits earned for each course shall be the only ones used in computing the grade point 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 grade point calculations.)

If a student registers again for a course which is already a part of the scholastic record and 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.

Auditing Courses

All Bradley students (undergraduate, graduate, full-time and part-time) in good academic standing registered for a given academic term, along with individuals admitted "at large," for a given academic term may request permission to enroll as an "auditor." Permission to audit a course must be approved by both the instructor and the chairperson of the department offering the course. Enrollment is contingent on having available space in the class. Except in special circumstances to be determined by the instructor and department chairperson, courses involving laboratory or studio work cannot be audited. Only regular students and auditors listed on the official class roster are allowed to attend class.

Forms for audit registration are available in the Registrar's Office or online. Audit registrations are accepted by the Registrar's Office only after the first day of classes of each academic term.

The extent to which an auditor participates in a course and the requirements for satisfactory performance must be specified by the instructor when approval is granted. Instructors are not obligated to grade any course work performed by the auditor. Courses taken for audit do not earn academic credit, do not apply toward any academic degree and do not count toward a student's full-time or part-time load for purposes of financial aid, loan deferments or visa status. Courses taken for audit are recorded on the student's permanent academic record as completed satisfactorily ("X"), completed unsatisfactorily ("UX"), or withdrawn ("W").

After the last day for adding classes with special permission, anyone who is registered as an auditor may not change the audit registration to a "for credit" status, i.e. a regular registration; likewise, a student registered for credit may not change to audit status. Deadlines associated with courses taken for credit and courses taken for audit are identical.

All individuals will be charged a non-refundable fee for audited courses. The current fee is published in the Schedule of Classes. Persons who have audited a course may petition to

¹Credits from other institutions including foreign universities will be evaluated for possible transfer on a case-by-case basis.

earn credit by proficiency examination; however, the charge for a proficiency examination for credit is based on the standard tuition structure determined by the Controller's Office with a credit granted for charges associated with auditing.

Non-Resident Credit

Transfer Credit From Collegiate Institutions

Credits from collegiate institutions that 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.¹ 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 general education requirements shall be determined by the Associate Dean of the College of Liberal Arts and Sciences. Acceptance will be based on comparability of the transfer work with the nature, content and level of work offered at Bradley. Bradley University will not accept for credit the transfer of physical activity courses. Application of transfer credits 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 credit will be made. Courses with grades of "D" from a particular institution will be considered for transfer only if the student's cumulative grade average at that institution is at least 2.0 out of 4.0 at the time of transfer. The grade average for subsequent evaluations will be calculated only on the work not yet recorded on the Bradley permanent scholastic record. Once work with D grades has been evaluated and denied, it will not be evaluated again with work taken at a later time. (In some majors, D credit for transfer work does not count to fulfill specific requirements in that major). Grades earned in transferable credits are posted on the student's permanent record solely for the purpose of advisement and evaluation by the department chair and dean of the college in which the student is enrolled. A maximum of 66 semester hours of credit will be accepted from two-year colleges. If other institutions are 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.

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 General Education requirements 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.

Seniors who take work at another institution to complete degree requirements at Bradley must file proof of registration for that work in the form of a letter from the Registrar of that institution. This letter must be received in the Bradley Registrar's Office by the end of the third full week of classes. The work must be completed by the time of Bradley's Commencement. The diploma will be awarded after receipt by the Bradley Registrar's Office of an official transcript of credits from the other institution.

Level of Transfer Credit

Transfer credit shall be accepted on the same level on which the work was offered at the source institution. For example, courses taught at the source institution on the freshman level will be accepted for credit on the freshman level at Bradley. No junior-senior credit will be given for work taken at a two-year college.

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 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 offering the work at Bradley. Inquiries should be directed to the Admissions Office.

College-Level Examination Program (CLEP)

Bradley University accepts up to 60 semester hours of credit for those who earn scores on CLEP general and

subject exams in the 50th percentile or higher. Some of these hours may be used to satisfy general education requirements.

CLEP credit is transfer credit. Students wishing to transfer CLEP hours to Bradley may do so by directing the CLEP office to forward official score results to Undergraduate Admissions at Bradley University. Because CLEP credit is transfer credit, it cannot duplicate credit already earned from another source.

CLEP credit may be applied in the following ways to satisfy general education requirements.

- General Examinations. The five general exams are offered on these subjects: College Mathematics, English Composition with Essay, the Humanities, Natural Sciences, Social Sciences and History. Each test provides 6 semester hours of credit.
- Subject Examinations. Bradley accepts CLEP credit for 24 subject exams.

Not all CLEP exams are approved for credit at Bradley. If you have questions about how CLEP credit applies to Bradley, please consult the following:

- Your advisor, if you are currently enrolled at Bradley.
- Undergraduate Admissions, if you are a student new to Bradley.

For more information about testing sites or other details, contact CLEP at (609) 771-7865 or www.collegeboard.com/clep.

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 certain undergraduate subjects. Applications for such examinations will be submitted to the chairperson of the department that 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 offering the course at the time of applica-

tion for the examination. Because credit by proficiency is not considered residence credit, grades are not computed in the student's cumulative grade point 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 offering the course, regularly enrolled students of the University may be allowed to take a special examination in any course offered by the department 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

A minimum of 124 semester hours is required for all baccalaureate degrees. The curricula of certain departments require as many as 150-155 semester hours.

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 Requirements

Candidates for all baccalaureate degrees must complete requirements in general education. Students should consult the most current *Schedule of Classes* for the list of courses which are approved by the University Senate 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 general education 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

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 119 Calculus with Review B
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

Western Civilization (WC)

3 semester hours
CIV 100 Western Civilization
CIV 101 Western Civilization to 1600
CIV 102 Western Civilization Since 1600
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 general education 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 130 Intro. to Native American Literatures'
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 314 Non-Western Civilization: Japan and World War II
HIS 335 Modern Mexico
HIS 336 Early Non-Western History
HIS 337 Modern Non-Western History
HIS 338 Russia Since 1917
IB 204 Business in Chinese Culture
IB 208 Business in Mexican Culture
IS 182 Fundamentals of Contemporary Asian Civilization
IS 260 Fundamentals of Contemporary Islamic Civilization
IS 285 East Asia in the Modern World
IS 340 Africa in the International System
IS 355 Imperial Russia
RLS 121 Islamic Civilization
RLS 331 Religions of the Eastern World
RLS 336 Buddhism and Asian Civilizations
RLS 338 China: Religion and Culture

¹ENG 130 may be used to satisfy either the NW or CD requirement, but not both concurrently.

RLS 340 Japan: Religion and Culture
SOC 300 Cross-Cultural Perspectives on Gender
SOC 301 Peoples and Cultures of the Non-Western World
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
CFA 421 Art and the Creative Imagination
MUS 109 Music Appreciation
PHL 350 Art in Human Experience
THE 131 Introduction to the Theatre
THE 141 Film Appreciation

Human Values (HL or HP)

(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 123 European Writers
ENG 124 American Writers
ENG 127 British Writers
ENG 129 African American Literature
ENG 190 Women in Literature
ENG 385 Literatures of Europe
FLF 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)

IS 250 Theory and Practice of World Affairs
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 Hebrew Bible/Old Testament
RLS 302 New Testament
RLS 332 Religions of the World
SOC 321 Individuality and Society
SOC 420 Critical Theory

Cultural Diversity and Social Forces (CD & SF)

6 semester hours, including at least one SF course, chosen from

Cultural Diversity (CD)

COM 315 Intercultural Communication Theory
COM 386 Media, Race, and Gender
ENG 130 Intro. to Native American Literatures'
ETE 280 Exploring Diversity: Learners, Families, and Communities
PSY 300 Psychology of Women
SOC 302 Sociology of Diversity
SOC 313 Race, Ethnicity, and Power
SOC 314 Native Americans
SOC 315 Gender and Society
WMS 200 Introduction to Women's Studies

Social Forces (SF)

ECO 100 Introduction to Economics
ECO 221 Principles of Microeconomics
ECO 222 Principles of Macroeconomics
ETE 115 Schools and Schooling in American Society
FCS 300 Consumer Issues in America
FIN 220 Personal Finance
HIS 311 History of American Political Economy
HIS 312 U.S. Foreign Policy
HIS 326 Modern Military Forces and Institutions
HIS 340 Contemporary Europe
HIS 385 Science, Technology, and Society
IS 100 Contemporary World Forces
IS 275 Problems of the Developing World
IS 306 Intelligence in International Affairs
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 Principles of Psychology: Social Forces and Individual Behavior
RLS 320 Muslim-Christian Relations
RLS 321 Islam and the West: Clash of Civilizations?
SOC 100 The Sociological Perspective
SOC 312 Social Inequality
SOC 313 Race, Ethnicity, and Power
SOC 315 Gender and Society
SOC 325 Science, Technology, and Modernity
SOC 326 Sociology of Globalization
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)

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)

¹ENG 130 may be used to satisfy either the NW or CD requirement, but not both concurrently.

BIO 202 Microbiology and Immunology
 CHM 100 Fundamentals of General Chemistry
 CHM 101 Fundamentals of General Chemistry Lab
 CHM 110 General Chemistry I
 CHM 111 General Chemistry Lab
 CHM 112 Engineering Chemistry
 CHM 151 Fundamentals of Organic Chemistry
 CHM 152 Fundamentals of Biochemistry
 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 Applied Quantum Physics
 SCI 101 Topics in Investigative Science for Educators

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
 FCS 301 Nutrition Today
 GES 300 Oceanography: The Human Perspective
 IME 300 The World of Metals

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.

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

Grade point 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 109), technical mathematics, and, in addition, these courses: BMA 372, ECO 319, FCS 303, PSY 415, PSY 536, QM 262, QM 263, and SCI 101.

Majors, Concentrations, and Minors

Major

A major is a coherent, structured course of study, defined by departments and selected by students as their principal subject area.

Generally, the major is comprised of courses offered and required by the department, but it may also include designated courses from other departments offering related subjects. All students must fulfill the requirements for at least one major in order to graduate.

In addition to courses used to satisfy the general education requirements, students must successfully complete a minimum of 24 semester hours of courses designated by the department as acceptable toward the major.

The major must include no fewer than 12 semester hours at the 300 (junior) level or above.

Students must achieve a minimum grade point average in courses in the major of no less than 2.0 in order to graduate.

Multiple majors must include at least 18 semester hours of courses not used in satisfaction of requirements for any other major.

Concentration

The concentration must be a coherent, structured course of study. It is comprised of no fewer than 12 semester hours of the minimum 24 semester hours required for the major. No fewer than 6 semester hours must be in courses at the 300 level or above. To qualify for more than one concentration within one major, no fewer than nine semester hours must be in different courses in each concentration.

Minor

The minor must be coherent, structured course of study. A minor is comprised of no fewer than 15 semester hours, a majority of which are at the 200 (sophomore) level or above with no fewer than 6 semester hours at the 300 (junior) level or above.

Students must achieve a minimum grade point average of 2.0 in courses in the minor for official designation as a minor.

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.

Requirements

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 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.

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 be-

lieve 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 or her director or department chair 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.

Grade point System

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

Marks	Honor points per semester hour
A High competence	4
B Competence	3
C Minimum competence	2
D Limited or incomplete competence	1
F Inadequate competence for credit	0
IN Instructor lacks sufficient evidence to award a letter grade	
IP Work in progress. Graduate level and certain approved undergraduate courses. Research work (theses, reading courses, special research problems) carried over more than one semester.	
I Permanent Incomplete	
P Pass – certain courses approved for Pass/Fail.	
S Satisfactory	
U Unsatisfactory	
W Official withdrawal	
X Audit	
UX Unsatisfactory audit	

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 shortly after the midpoint of the fall and spring semesters. All students have electronic access to their mid-term grades.

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 posted on Webster, the online information system, 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.

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. If a student on probation does not enroll in the next regular semester (fall or spring), the student must apply for readmission and all academic records will be subject to evaluation. A student who enrolls 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. For students enrolled at Bradley on probation, participation in the Turning Point Program is recommended, and in most cases, required. (See below.)

A student's probationary status will be changed to "good standing" as soon as the student's cumulative grade point 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.

Turning Point Program

The Turning Point Program, an academic support service offered through the Center for Learning Assistance, is required for all undergraduate students on academic probation for the first time and reinstated students as recommended by the Academic Review Board. When final semester grades are processed, students are notified in writing about being automatically enrolled in the Turning Point Program.

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 grant permission to enroll in 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.

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.

It is the responsibility of the faculty member to report to the Executive Director of the Center for Residential Living and Leadership 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 Executive Director of Residential Life and Leadership, together with a statement of the penalty imposed by the faculty member. If, in the opinion of the Executive Director of Residential Life and Leadership, other problems of a personal or an emotional nature are present, a referral to the Center for Student Health Services 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.

Examples of cheating include but are not limited to copying from another person during an examination, us-

ing 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.

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.

Repeated Offenses of Plagiarism and Cheating

For repeated or aggravated offenses of cheating and or 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.

Other Breaches of Academic Integrity

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.

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 Ju-

dicial 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, or no later than the end of the first full week of classes in the fall semester. Candidates for the baccalaureate degree in May should make application at registration time for the spring semester, or no later than the end of the first full week of classes in the spring semester. Students can apply for graduation online via Webster (webster.bradley.edu). In addition, application forms are available in the Registrar's Office and online at bradley.edu/registrar/graduation. Completed undergraduate 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 meet Bradley graduation requirements must

obtain prior written approval of their dean. An official transcript covering this coursework must be received by the Bradley University Registrar's Office no later than two weeks after the end of the Bradley semester.

The grades of all work needed to fulfill the graduation requirements, whether earned through residence at Bradley or on another campus, must be completed and received by the Registrar's Office no later than two weeks after the end of the Bradley semester.

Note the University regulations concerning incompletes and their removal deadline earlier in this catalog. Incomplete grades must be resolved prior to the degree being awarded.

Attendance at Commencement

Commencement 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 commencement may attend the commencement ceremony.

Students may participate in Commencement if they have proof of registration for the work which will complete the requirements for the degree. If some coursework is being transferred, proof of registration from the Registrar of the other institution must be received by the end of the third full week of classes.

Students who have degree requirements remaining may apply for permission to participate in a particular commencement if the following conditions are met: the remaining degree requirements do not exceed two courses and/or required practical experiences; and it must be possible for the student to complete the remaining degree requirements during the interim and/or summer session immediately following the commencement. Formal requests for permission must be filed with your college dean. The actual date of the degree would be the next official graduation date immediately following the completion of degree requirements.

Awarding of Diplomas

Diplomas will be awarded at the end of the Fall, Spring, and Summer terms, 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 grade point 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

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 formal 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, 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.

The Committee will:

- 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 appropriate academic officer its specific suggestions for rectifying it. The appropriate academic officer, within 30 days of the receipt of the findings and recommendations of the Committee, shall notify all concerned parties of agreement or disagreement with the Committee's decision, stating the reasons in writing. Upon agreement of the parties, the grievance process can be concluded at any time before notification by the appropriate academic officer.
- d. In cases where there are findings of unfair or unjustifiable treatment of students in a non-academic matter, the Associate Provost for Student Affairs is responsible for rectifying the situation per the Committee's findings.

Miscellaneous University Regulations

Absences

This is the all-University policy regarding absences. Consult the policy of your own college or department 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 Schedule of Classes.

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.

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.

All addresses for students not in residence halls can be changed online at <http://webster.bradley.edu>.

Transcript of Credits

A transcript of credits is an authentic copy or printout of the student's academic 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. Bradley University has authorized the National Student Clearinghouse to provide transcript ordering at bradley.edu/registrar/transcripts.

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, nor will the grades be available on the Web. 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 Consumer Information

Federal regulations require universities to make student consumer information available to prospective and current students concerning: financial assistance information; institutional programs and policies; graduation rates; safety programs, policies, and crime statistics; athletic program participation rates and financial support data; and rights under Family Education Rights and Privacy Act. This information may be obtained by requesting the *Student-Right-to-Know and Campus Security Act Compliance Report* from Bradley University's Office of University Relations at (309) 677-3164. Safety information and crime statistics are available online at bradley.edu/police/

Special Academic Programs

The Academic Exploration Program

Trillizio, Coordinator; Aspin (Political Science), Bertram (Health Science), Carlson R. (Art), Cluskey (Nursing), Collins (Family and Consumer Science), Craig (Physics), Curtis (Criminal Justice), Felder (Economics), Field (Chemistry), Fischer (Learning Assistance), Flint (Chemistry), Frase (Biology), Fuller (Honors), Gehring (Biology), Gobeyn (Political Science), Hall (Political Science), Harding (Testing), Highfill (Economics), Hill (Marketing), Huffcutt (Psychology), Jones (Learning Assistance), J. Jost (English), McBride (Engineering), McConnaughay (Biology), Morris (Biology), Nighswanger (Testing), O'Brien (Economics), Patton (Computer Science), (Economics), Rapp (Learning Assistance), Rigley (Testing), Roberts (Psychology), Robertson (History), Rowe (Art), Sconduto (Foreign Languages), Scott (Economics), (Communications), Winkle (Testing), Wojcikewych (Economics), Zant (Sociology), Zohoori (Communication).

The Academic Exploration Program is one of the most comprehensive programs of its kind in the country. Concerned and available faculty, strong supportive services, and seminars in career and life planning make being unsure of what you want to major in less threatening.

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 must meet with their academic advisor each semester or they will not be eligible to register for classes.

Students 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.

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 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 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 capital, which provides additional leadership opportunities for students.

Career-Related Work Experience

Students are encouraged to gain a competitive advantage by participating in career-related work experiences prior to graduation. Through internships, cooperative education, and summer or part-time employment, the Marjorie and Bill Springer Center for Excellence in Internships provides students with opportunities for professional development that integrate classroom theory with supervised work experience.

Students have a choice of several options to follow. The part-time option allows students to attend classes while working part-time with a local employer. The full-time option allows students to work full-time during an academic semester or summer. The full-time alternating option is based upon alternating periods of full-time study and full-time work. All the above options correspond with the academic calendar.

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 registered 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.

In order to be referred to an employer or participate in an internship or cooperative education work assignment, students must be attending Bradley University. They also must be either registered for a minimum of three hours of non-cooperative education/internship credit or be on a full-time cooperative education or internship assignment. A work assignment or credit will not be approved retroactively.

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.

Summer and Interim Sessions

Administrative Director, Neidy

Recognizing that students often need time to catch up, get ahead, or update their knowledge, Bradley offers special terms for taking courses.

In January Interim students can earn up to four semester hours in classes that meet for approximately two weeks.

In May Interim I, a three-week term, students can earn up to four semester hours; **in May Interim II**, an eight-week term, students can earn up to seven semester hours.

Summer Session I, beginning in June, and **Summer Session II**, beginning in July, are four-week programs in which students can earn up to seven semester hours of credit in each term.

The schedule for January Interim is available in October. May Interim and Summer Session course schedules are available in March.

For more information about summer and interim sessions, contact Continuing Education, (309) 677-2374.

Admission to Summer and Interim Sessions

Students who have been admitted to Bradley and have attended the previous regular semester can generally use Webster, the online registration system, to register for summer and interim sessions. Thus, students wishing to register for January Interim must have attended during the preceding fall semester. Those wishing to register for May Interim and Summer Session terms must have attended Bradley during the preceding spring semester. In both cases, the student must be in good standing in order to register for interims and summer sessions.

Students who are new to Bradley, or admitted students who have not recently attended Bradley, are admitted to Bradley in the following ways:

- Students without undergraduate degrees wishing to enter an undergraduate degree program or take undergraduate courses at Bradley, contact Undergraduate Admissions.
- Students with undergraduate degrees wishing to take graduate courses, contact the Graduate School*.
- Students previously admitted to Bradley who have not recently attended should contact the appropriate office indicated above.

- Students who have completed, or will have completed, the requirements for a bachelor's degree before the interim or summer sessions begin, and who have not been admitted to graduate study at Bradley University, must apply to the Graduate School*.

*Graduate School forms may be obtained in the Graduate School office, Bradley Hall 200, or downloaded at bradley.edu/grad.

Early Admission

Please see "Early Admission" in the Admissions section of this catalog.

Housing and Meals

A residence hall will be open during all summer sessions. On-campus housing is not available during January Interim. 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:

Executive Director for Residential Living & Leadership
Sisson Hall
Bradley University
1501 W. Bradley Ave.
Peoria, Illinois 61625

Recreation

A gymnasium, outdoor intramural field, and tennis courts provide recreational opportunities on 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. 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 Festival, 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 1-7 hour tuition 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. Fees are payable at the time of registration for classes.

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

See the Schedule of Classes at bradley.edu/classes for specific details concerning any refunds for students who find it necessary to withdraw from school before the end of the session.

Military Science

A cross-enrollment agreement between Illinois State University (ISU) and Bradley University makes training in the Army Reserve Officers Training Corps (AROTC) available to qualified Bradley students who desire to earn appointment as commissioned officers in the United States Army. The goal of the AROTC is to commission college graduates into the Active, National Guard, and Reserve components of the Army. Military science classes are conducted on Illinois State's campus in Normal, Illinois and at Bradley University. Military science classes are recorded on students' transcripts, and the grades received and semester hours of credit are counted as if they had been taken at Bradley.

For more information, please contact the Registrar's Office at (309) 677-3101.

Sequence

To complete the basic course a student must complete MS 101, 102, 111, and 112, normally taken in that sequence, over a four-semester period. Exceptions are determined by law and may be discussed on an individual basis with the professor of Military Science at ISU. Entry into the advanced course requires successful completion of the basic course, basic camp or advanced placement, and acceptance by the professor of Military Science. The advanced course must be completed over a four-semester period, the usual sequence consisting of MS 220, 221, 240, and 241.

MS 101 Introduction to Leadership: Individual Effectiveness

Introduction to leadership from perspective of the member of an effective organization. Self-enhancement skills such as time management techniques, problem solving and decision-making processes, and health enrichment actions. Offered each fall.

MS 102 Introduction to Leadership: Teamwork

Basic leadership fundamentals, principles, and experiences. Relevant for all organizational leaders. Purpose is to examine how the individual organizational member and the team are affected by leaders and leadership decisions. Offered each spring.

MS 111 Applied Leadership I

Map reading fundamentals; application of land navigation principles using the lensatic compass and terrain association. Provides opportunities to exercise leadership skills to meet established goals and objectives within specific time constraints.

MS 112 Applied Leadership

Provides more in-depth and critical assessment of leadership within American society. Students are challenged to learn and apply leadership principles. Group research projects designed to research, examine, and analyze leaders and leadership within community context. Offered each fall.

MS 200 Leadership Laboratory

Provides development by practical application of the student's leadership skills through progressive training in planning, execution, and assessment. Registration in AROTC Advanced Course Required. Offered each semester.

MS 203 ROTC Leadership Training Course

Provides instruction and practical application on basic military concepts of map reading, tactics, small group operations, weapons, and adventure training. Training is presented off campus at Fort Knox, Kentucky. Provides constructive credit for first two years of ROTC. Consent of instructor required. Pass/Fail only. Offered each summer.

MS 220 Advanced Leadership and Tactics I

Provides general knowledge and understanding of advanced leadership principles, small unit offensive operations, land navigation, and the operating systems. Consent of instructor required. Offered each fall.

MS 221 Advanced Leadership and Tactics II

Provides knowledge and understanding of advanced combat leadership techniques, small unit defensive operations, patrolling, and land navigation. Registration in AROTC and MS 220 or consent of instructor required. Offered each spring.

MS 240 Advanced Applied Leadership I

Fundamental concepts of military justice; principles of court-martial and non-judicial punishment; staff principles and procedures in the Army organizational structure. Registration in AROTC Advanced Course or consent of instructor required. Offered each fall.

MS 241 Advanced Applied Leadership II

Introduction to professionalism and military professional responsibility. Provides students with a capstone experience in leadership studies before their transition to officer-ship. Registration in AROTC Advanced Course or consent of instructor required. Offered each spring.

MS 242 Leadership Development Assessment

Instruction and practical application in field training, demonstration of leadership capabilities, and leadership opportunities of problem analysis, decision making, and troop leading. Training is presented off campus near Seattle, Washington. Registration in AROTC Advanced Course required. Pass/Fail only. Offered each summer.

Study Abroad

Director, Blouch

Bradley University encourages its students to take advantage of study abroad programs approved by the University Curriculum and Regulations 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 Caterpillar 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 the Council on International Educational exchange, Bradley students with the appropriate proficiency in foreign languages can study in France or Spain. 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. This program is conducted by a group of Bradley University faculty who, in various locations throughout Europe, teach courses chosen from the University curriculum. A shorter version of this program is offered during the January Interim.

Details of all study-abroad programs may be obtained from Dr. Christine Blouch, Director of International Programs, Caterpillar Global Communications Center, Room 325, (309) 677-2400. Additional information is also provided at bradley.edu/academics/abroad.

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.