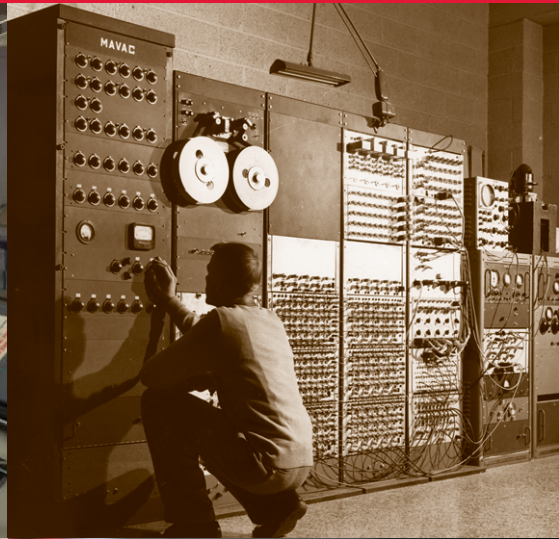
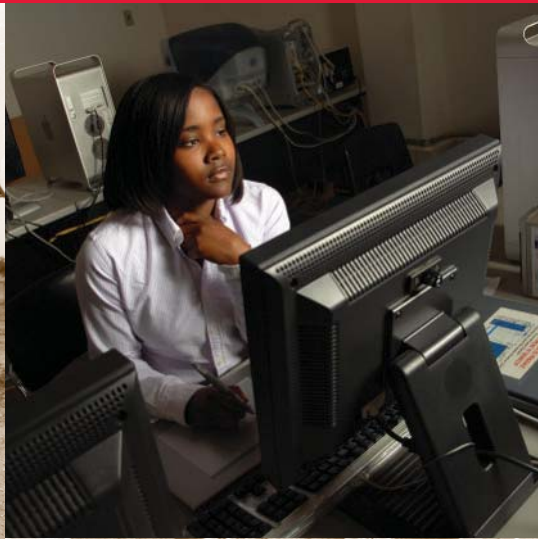
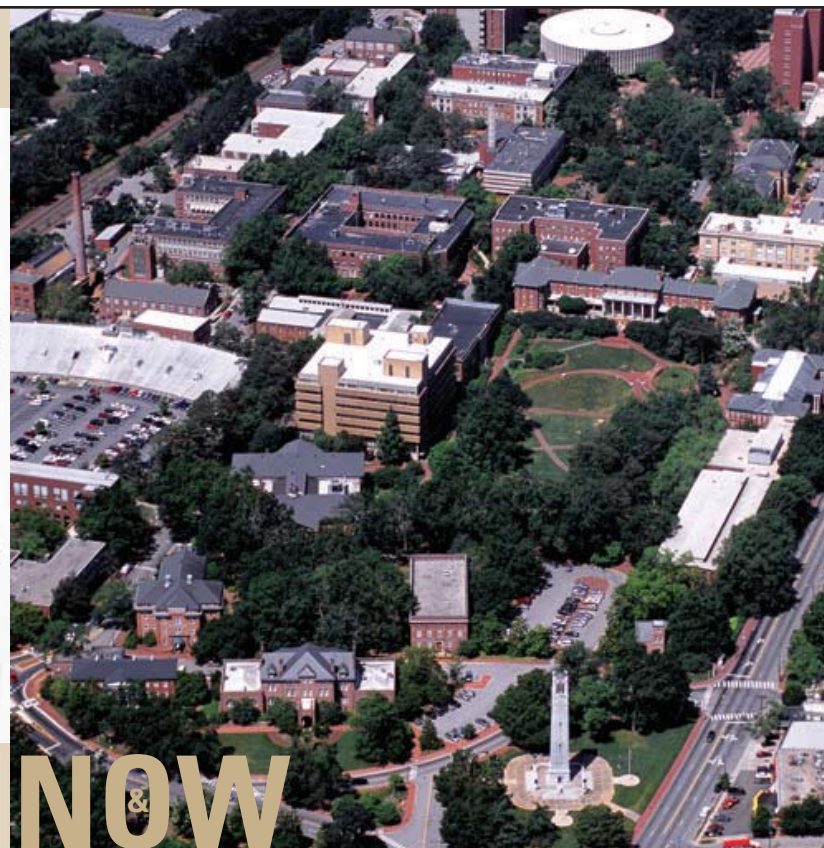


THEN & NOW

Undergraduate Student Handbook





THEN & NOW

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Code of Student Conduct

1. Introduction

All students at North Carolina State University (NC State) are responsible for conducting themselves in a manner that helps enhance an environment of learning in which the rights, dignity, worth, and freedom of each member of the academic community are respected. Violations of campus or University policies, rules or regulations, or federal, state, or local law may result in a violation of the Code of Student Conduct and imposition of sanctions.

This Code of Student Conduct (Code) establishes the expectations for student conduct in the University community. The Code, therefore, proscribes the types of behavior that adversely affects the University community, and the resulting actions that may be taken to both educate students about behavioral expectations and to protect NC State's community. This Code and its accompanying Student Disciplinary Procedures describe the process to be followed when a student has been charged with a violation of the Code.

NC State embraces and strives to uphold the freedoms of expression and speech guaranteed by the First Amendment of the U.S. Constitution and the North Carolina Constitution. The University has the right under appropriate circumstances to regulate the time, place, and manner of exercising these and other constitutionally protected rights. are unique communities committed to creating and transmitting knowledge. They depend on freedom - individuals' freedom to explore ideas and to explore and further their own capabilities. Those freedoms depend on the good will and responsible behavior of all the members of the community, who must treat each other with tolerance and respect. They must allow each other to develop the full range of their capabilities and take full advantage of the institution's resources.

2. Definitions

When used in the Code:

2.1 The terms Chancellor, Provost, Dean of the Graduate School, Dean of the College of Veterinary Medicine, Director, University Housing, Director, Office of Student Conduct, include their designees or appointees.

2.2 "Complainant" means an individual(s) making a complaint or a formal accusation against a student or group/organization. At hearings, the complainant is a designated university official who may offer information or documentary information to present a case of misconduct and/or call other witnesses to do so, and may be someone other than the individual who submitted the formal accusation against a student or group/organization.

2.3 "Course of Conduct" means two or more acts, including, but not limited to, acts in which the person directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

2.4 "Delivery" means sale, exchange or sharing of any kind.

2.5 "Electronic communication" means the transmission of information or communication by the use of the Internet, including any form of social media, a computer, facsimile machine, a pager, cellular telephone, a video recorder, or other electronic means sent to or directed at a person.

2.6 "Faculty member" means any person with a University designation of Professor, Associate Professor, Assistant Professor, Lecturer, Instructor, and shall include personnel of the United States armed forces during the time they are assigned under military orders to an ROTC program of a constituent institution of the University of North Carolina as a permanent change of station. For the purposes of this Code, graduate teaching assistants will also be included in this category.

2.7 "Group" means a number of persons who are associated with each other and who have not complied with University requirements for registration as a student organization.

2.8 "Organization" means a number of students who have complied with University requirements for registration or recognition.

2.9 "Protected class" means a group of people who share common characteristics and are protected from discrimination and harassment under federal and state laws, and/or University policy. The following protected class groups are protected by law and/or University policy: race, color, religion, national origin, gender, sexual orientation, gender-identity, disability, genetic information, creed, and veteran status.

2.10 "Reckless" means conduct which one should reasonably be expected to know would create a substantial risk of harm to persons or property or which would otherwise be likely to result in interference with normal University or University-sponsored activities.

2.11 "Staff member" shall mean a person whose employment obligations within the University of North Carolina renders the employee eligible for membership in the Teachers' and State Employees' Retirement System of North Carolina, the Optional Retirement Plan or the Law-Enforcement Officers', Firemen's, Rescue Squad Workers', and Civil Air Patrol Members' Death Benefits Act established under NC Gen. Stat. § 143-166.1.

2.12 "Student" means any person from the time they accept admission to NC State through the date of their graduation. This includes but is not limited to: new students at Orientation, persons not currently enrolled but who are still seeking a degree from NC State, and any other person enrolled in a credit earning course offered by NC State. For purposes of exercising jurisdiction for university disci-

pline, it also includes any person who has graduated if the University determines that his/her graduation or receipt of credit may have involved academic misconduct while he/she was working toward a degree.

2.13 “Student Conduct Referral” (SCR) refers to a document written by University Police or other University employees and given to a respondent that notifies them of the charges against them. The SCR may be amended to reflect additional charges or a more accurate description of charges by University Police or the Director, Office of Student Conduct, providing the respondent is notified in writing.

2.14 “University” means NC State and all of its undergraduate, graduate, and professional schools, colleges, and administrative units.

2.15 “University premises” means buildings or grounds owned, leased, operated, controlled or supervised by NC State.

2.16 “University-sponsored activity” means any activity on or off-campus which is initiated, aided, authorized, or supervised by the University or a University organization.

2.17 “Weapon” means any object, instrument, or substance used, attempted to be used, or capable of inflicting a wound, causing injury, or incapacitating and may include, but is not limited to: all firearms, pellet guns, paintball guns, tasers or stun guns, switchblade knives, bowie knives, chemicals such as “mace” or tear gas (if used in an illegal manner), any explosive agents, or any other object as defined in NC Gen. Stat. § 14-269.2.

2.18 “Without consent” means that an act was committed either by threat, coercion, force, or intimidation, or through the manipulation of the victim’s mental or physical ability such as when the victim is physically or mentally incapacitated by alcohol or other drugs. One who is incapacitated as a result of alcohol or other drug consumption (voluntary or involuntary), or who is unconscious, unaware, or otherwise unable or under the legal age to provide consent, is incapable of giving consent.

3. Authority for Student Discipline

The Chancellor has the authority to impose disciplinary action on a student. The Chancellor may delegate such authority to University administrators or other officials as set forth in the Code or in other appropriate policies, regulations or rules.

4. Definition of Misconduct

The definition of misconduct at NC State is set forth in this Code in order to give students general notice of prohibited conduct and is not designed to define misconduct in exhaustive terms.

5. Jurisdiction

5.1 Coverage

5.1.1 Locations Included

The Code applies to conduct that occurs on University premises, at University-sponsored activities, and to off-campus conduct that adversely affects the University community, its mission, programs, or the pursuit of its objectives. The Provost shall determine whether off-campus conduct falls within the scope of application of the Code.



Above, the 1911 Building as it looks today. The inset photo shows the building when it was newly constructed.



Red Diamond Rumble

Originally built in 1909, the 1911 Building was one of the largest dormitories in the South. The Class of 1911, which effectively banned the practice of hazing new freshmen, impressed faculty members to such a degree that the new dormitory was named in its honor.

When freshmen entered NC State in 1907, it was a popular practice throughout American campuses for upperclassmen to harass new students through rough discipline and humiliating initiations. Tired of the stunts, the Class of 1911 challenged all of the sophomores “to align themselves on opposite sides of Red Diamond [Pullen Park], and at a signal, lunge at each other with weapons limited to bare fists.”

The confrontation relaxed much of the tension for the rest of the year. In addition, the Class of 1911 vowed never to haze students, and observed their promise, causing a “landmark in the history of the college.”¹



5.1.2 Persons Covered

The Code applies to all students as defined in section 2.12 above. The University may initiate a disciplinary action against a student

who violates this Code or other applicable University policies, regulations or rules, federal, state or local law regardless of the actions taken by civil or criminal authorities or private litigants.

5.1.3 Violations of Law and Disciplinary Action

Students may be accountable to both civil authorities and to the University for acts that constitute violations of law and of this Code. Disciplinary action at the University will normally proceed while criminal proceedings are pending and cannot be challenged on the basis that criminal charges involving the same incident have been dismissed, resolved, or reduced. However, a student who faces criminal charges may choose to submit to interim sanctions, which may include suspension and/or eviction, while the criminal proceeding is pending. The interim sanctions will be imposed by the Director, Office of Student Conduct, without a hearing or ruling on the behavior in question, so as to protect the campus community while protecting the respondent from creating a record that may be used against him or her in criminal court. Once a criminal judgment has been rendered (including prayer for judgment), campus disciplinary action may proceed.

5.2 Student Groups or Organizations

5.2.1 A student group or organization and its officers may be held collectively or individually responsible for violations of this Code. Student groups and organizations may be charged with violations of the Code without regard to whether members of such groups or organizations are individually charged with violations arising from the same incidents.

5.2.2 A position of leadership in a student group or organization entails responsibility. Student officers cannot knowingly permit, condone or acquiesce in any violation of this Code by the group or organization.

5.2.3 The officers or leaders or any identifiable representative for a student group or organization may be directed by the Director, Office of Student Conduct, to take appropriate action designed to prevent or end violation of this Code by the group or organization. Failure to make reasonable efforts to comply with the Director's directive shall be considered a violation of this Code, both by the officers, leaders, or representative for the group or organization and by the group or organization itself.

5.3 Additional Standards

Students in certain categories may also be subject to other University conduct codes. For example, students who are enrolled in the Graduate School, the College of Veterinary Medicine, student athletes, ROTC, or students who live in residence halls may be subject to additional standards of behavior.

6. Standards of Classroom Behavior

The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts, including those expressly prohibited by the instructor as a means of establishing classroom expectations, which result in disruption of a class, may be directed by the faculty member or University Police to leave the class for the remainder of the class period. If a disruptive student refuses to leave when the instructor tells him or her to do so, the instructor shall avoid a potential or actual altercation by leaving the classroom and calling University Police to remove the student. Longer suspensions from a class, or disenrollment on disciplin-

ary grounds, must be preceded by a disciplinary conference or hearing via Extraordinary Intervention Procedures as described in the Student Discipline Procedures. This provision is not designed to be used as a means to punish differing academic interpretations of course content, but to address behavior that is contrary to or disruptive within the educational environment.

7. Case Referrals

7.1 Any person may refer a student or a student group or organization suspected of violating this Code to the Office of Student Conduct. Charges should be filed in as timely a fashion as possible to ensure the opportunity for affecting behavior change. Failure to file charges in a timely fashion may result in the dismissal of the charges.

7.2 Allegations of violations occurring within residence halls should be referred to the appropriate hall or area staff from University Housing unless there are other aggravating circumstances present.

7.3 A University employee who refers a case is normally expected to serve as the complainant, and to present relevant information in disciplinary hearings or conferences. Students or others who refer cases may serve as witnesses in the disciplinary process while a designated University employee serves as a complainant. University Police may document behavior to the Office of Student Conduct via Student Conduct Referrals.

7.4 Persons wishing to withdraw charges against a student must do so in writing; however, the University reserves the right to pursue those charges that may impact the health, safety, and welfare of the campus community or might otherwise interfere with the educational mission of the University.

8. Academic Misconduct

All members of the University community, students, faculty and staff, share the responsibility and authority to challenge and make known to the appropriate authority acts of apparent academic misconduct.

Faculty members must undertake a threshold responsibility for such traditional safeguards as examination security and proctoring and should clearly communicate their academic expectations in the course syllabus. The use of the Pack Pledge, "I have neither given nor received unauthorized aid on this test or assignment", on all syllabi, assignments, examinations, or other academic evaluations is encouraged. Similarly, faculty members should familiarize themselves with the procedures for addressing academic misconduct. The procedures for reporting academic misconduct can be found in NCSU REG11.35.02 - Student Discipline Procedures.

Definitions regarding academic misconduct are set forth in writing in order to give students general notice of prohibited conduct. They should be read broadly and are not designed to define academic misconduct in exhaustive terms. If a student is in doubt regarding any matter relating to the standards of academic integrity in a given course or on a given assignment, that student shall consult with the faculty member responsible for the course before presenting the work.

8.1 Aiding and Abetting

Aiding and abetting others to cheat or plagiarize is as detrimental to the scholarly community as engaging in the acts themselves. Aiding and abetting others to cheat or plagiarize includes but is not limited to the following:

(a) Giving unauthorized assistance to another or others during a test

or evaluation;

(b) Posing as another student in order to meet a course or graduation requirement;

(c) Providing specific information about a recently given test, examination, or assignment to a student who thereby gains an unfair advantage in an academic evaluation;

(d) Providing aid to another person, knowing such aid is expressly prohibited by the instructor, in the research, preparation, creation, writing, performing, or publication of work to be submitted for academic evaluation;

(e) Permitting one's academic work to be represented as the work of another; or

(f) Sharing or distributing academic materials, including class notes, in violation of the UNC Policy Manual 500.2 – Patent and Copyright Policies or NCSU REG01.25.02 – Copyright Infringement – Policy Statement.

8.2 Cheating

Cheating is the giving, taking, or presenting of information or material by a student that unethically or fraudulently aids oneself or another person on any work which is to be considered in the determination of a grade or the completion of academic requirements or the enhancement of that student's record or academic career. Cheating includes, but is not limited, to the following actions:

(a) Copying from someone else's assignment, examination, or other academic exercise;

(b) Possessing, buying, selling, removing, receiving, or using, at any time or in any manner not prescribed by the instructor, any information related to an instrument of academic evaluation;

(c) Using materials, equipment, or assistance in connection with an assignment, examination, or other academic exercise which have not been authorized by the instructor, including but not limited to, notes, calculator, or other technology;

(d) Obtaining or attempting to obtain in a dishonest manner any material relating to a student's academic work;

(e) Working with another or others in completing an assignment, examination, or other academic exercise when the instructor has required independent and unaided action;

(f) Attempting to influence or change an academic evaluation, grade, or record by unfair means;

(g) Permitting another student to substitute for one's self in an academic evaluation;

(h) Marking or submitting an examination or evaluation material in a manner designed to deceive the grading system;

(i) Failing to comply with a specific condition



of academic integrity which has been clearly announced in a particular course;

(j) Submitting, without prior permission of the instructor, any work by a student which has at any time been submitted in identical or similar form by that student in fulfillment of any other academic requirement at any institution;

(k) Submitting of material in whole or part for academic evaluation that has been prepared by another individual(s);

(l) Submitting data which have been altered or contrived in such a way as to be deliberately misleading; or

(m) Providing false information to the University in any manner to achieve an unfair advantage, enhance one's record, or complete a requirement.

8.3 Destruction or Removal of Aca-

ademic Materials

The destruction or removal of academic materials denies access to, and prevents the ability to develop the full potential of, scholarly resources. Prohibited acts under this section include, but are not limited to, the following:

(a) Removing or attempting to remove, destroy, steal, or make inaccessible library or other academic material without authorization; or

(b) Willfully damaging the academic work or efforts of another.

8.4 Plagiarism

Plagiarism is the use or close imitation of the language and thoughts of another and the representation of the other's work as their own. The act of submitting work for evaluation or to meet a requirement is regarded as assurance that the work is the result of the student's own thought and study, produced without assistance, and stated in that student's own words, except as quotation marks, references, or footnotes acknowledge the use of other sources. Any ideas or materials taken from another source for either written or oral use must be fully and correctly acknowledged. Plagiarism includes, but is not limited, to the following actions:

(a) Representing the work of others as his or her own; or

(b) Submitting written materials without proper attribution or acknowledgment of the source.

9. Sanctions for Academic Misconduct

Sanctions for academic misconduct result in the creation of a disciplinary file for individuals or groups. Sanctions are imposed to:

(a) Define a student or organization's status at the University following a finding of responsible for a violation;

(b) Serve as a clear statement about University standards and expectations;

(c) Educate students on the effects of their behavior; and

(d) Attempt to affect a change in that behavior in the future.

Academic misconduct that involves advance planning, collaboration, falsification of papers, forms or documents, actual or potential harm to other students, or other aggravating circumstances may result in suspension or expulsion from the University. In addition, a student will be suspended (or expelled) if further academic misconduct is committed while he or she is on academic integrity probation. Where suspension is the minimum sanction to be imposed for a second instance of academic misconduct, a lesser sanction may be imposed at the Provost’s discretion only upon a showing of extraordinary circumstances by evidence and argument at the initial conduct process. Factors or circumstances affecting sanctions shall be considered on a case by case basis.

9.1 Academic Integrity Probation

A student found responsible for academic misconduct will usually be placed on academic integrity probation for the remainder of the student’s academic career. In addition, one or more of the sanctions listed below may be imposed.

9.2 Reduction in Grade

A reduction in grade on the assignment, examination, or academic exercise on which the violation occurred.

9.3 No Credit

No credit on the assignment, examination, or academic exercise on which the violation occurred, and/or no credit for the course.

9.4 Educational Exercises

Participation in an educational exercise regarding academic integrity.

9.5 Suspension

Suspension is a separation from the University for a specified period of time. While suspended, the student shall not participate in any University-sponsored activity and will be trespassing from University premises. Exceptions to this trespass may be granted by the Provost based on the written petition of the student and for good cause. In cases where the student will complete graduation requirement during the current semester, suspension is to take effect immediately. In cases where a student will complete graduation requirements in either summer session I or II, the suspension period will include both summer sessions. Notations of the suspension will appear on the student’s transcript. Suspension notations on transcripts may be removed at a later date upon student petition to the Provost. However, a disciplinary file indicating suspension will be maintained by the Office of Student Conduct on a permanent basis.

9.6 Expulsion

Expulsion may be imposed in the most severe cases of academic misconduct. Expulsion is a recommendation that must be approved by the Provost and is the permanent separation of the student from the University, unless at a later date the Chancellor concludes on the basis of the former student’s petition and any supportive documentation that he or she should be approved for reinstatement at NC State. When expelled, the student shall no longer participate in any University-sponsored activity and will be trespassing from University premises. A disciplinary file indicating expulsion will be maintained by the Office of Student Conduct on a permanent basis and will result in a permanent transcript notation. The student’s name will be included in the UNC system database for suspended/expelled students. Expulsion precludes enrollment at any UNC constituent institution.

[At the turn of the last century,] State College students were not allowed to go into Raleigh without permission, although seniors were permitted to visit town one night a week. President Winston’s ill-fated decision to revoke senior privileges led to the “Thug” revolt of the class of 1905. On that occasion 32 of the 45 members of the graduating class returned to their homes for about a month until the president, who had earlier referred to them as “Thugs,” agreed to restore senior privileges.²

9.7 Additional Sanctions

Additional sanctions not listed above may be applied. These include, but are not limited to, required counseling, research and reflective writing assignments, as well as other non-academic sanctions listed in this Code. For graduate students, in addition to the sanctions imposed above, other sanctions may apply if the Dean of the Graduate School or the Dean of the College of Veterinary Medicine, as applicable, determines that the graduate student is subject to the policies and procedures established for the Graduate School or the College of Veterinary Medicine.

10. Non-Academic Misconduct

Behavior that is subject to disciplinary action under this Code includes violations of federal, state or local law that threaten the safety or well-being of the campus community, any act that constitutes violent behavior, as defined in NCSU REG04.05.02 - Campus/Workplace Violence Prevention and Management, and any other behavior that adversely affects the University or its educational programs or mission. Attempts to commit acts prohibited by the Code may also be addressed through the conduct process. All members of the University community, students, faculty and staff, share the responsibility and authority to challenge and make known to the appropriate authority acts of apparent non-academic misconduct.

Examples of behavior that will be subject to disciplinary action include:

10.1 Alcohol Violations

- (a) Possession and/or consumption of alcoholic beverages by a person under the age of 21;
- (b) Possession or consumption of any alcohol beverage inside any University Athletic facility except on such occasions as designated by the Chancellor;
- (c) Aiding and abetting the possession and/or consumption of alcoholic beverages by a person who is under the age of 21;
- (d) Consumption of any alcoholic beverages where it is not legally permissible to do so, regardless of age;
- (e) Any other violations of the NC State Alcohol Policy; or

(f) Conduct that could form the basis of any charge relating to a violation of North Carolina laws regarding the purchase, possession, manufacture, and consumption of alcoholic beverages or driving while under the influence.

10.2 Computer and Network Abuse

(a) Theft or misuse of University computing resources, including violations of NCSU REG08.00.02 – Computer Use Regulation;

(b) Violation of NCSU REG01.25.02 – Copyright Infringement – Policy Statement;

(c) Unauthorized entry into or transfer of an electronic file;

(d) Use of another person's computing identification and/or password without authorization or permission;

(e) Use of computing facilities to interfere with the work of another student, faculty member, or other NC State employee;

(f) Use of computing facilities to send obscene or harassing messages; or

(g) Use of computing facilities to interfere with normal operations of the NC State computing system.

10.3 Creating a Safety Hazard

(a) Creating a safety hazard, including but not limited to, starting or attempting to start a fire or failing to exit a building when a fire alarm is sounded; or

(b) Tampering with or misusing fire and/or other life safety equipment, including fire alarms, or elevators.

10.4 Damage to Property

Engaging in an act that intentionally or recklessly damages, destroys, or defaces property of the University or another.

10.5 Disorderly Conduct

(a) Engaging in conduct that disrupts class including, but not limited to, the use of cell phones or other electronic devices for voice or text communication, unless permitted by the instructor;

(b) Participation in an on-campus or off-campus demonstration, riot, or activity that disrupts the normal operations of the University and/or infringes on the rights of other members of the University com-

munity;

(c) Leading or inciting others to disrupt scheduled and/or normal activities within any University building or other University premises;

(d) Obstruction that unreasonably interferes with freedom of movement or safe passage, either pedestrian or vehicular, on University premises;

(e) Conduct that is lewd, disruptive, or indecent;

(f) Engaging in conduct which disturbs the peace, order, or discipline at the University or University-sponsored activity;

(g) Any unauthorized use of electronic or other devices to make an audio or video record of any person without his/her prior knowledge, or without his/her consent when such a recording is likely to cause injury or distress; or

(h) Disruption or obstruction of teaching, research, administration, university programs, operations or other University-sponsored activities, including public service functions, on or off University premises, or other non-University activities when the act occurs on University premises.

10.6 Disruption of the Student Conduct Process

(a) Attempting to discourage an individual's proper participation in, or use of, the conduct system;

(b) Attempting to influence the impartiality of the hearing officer, conduct board member, or appeal administrator;

(c) Harassment and/or intimidation of a hearing officer, conduct board member, or appeal administrator prior to, during, and/or after a student conduct proceeding; or

(d) Influencing or attempting to influence another person to commit an abuse of the conduct system.

10.7 Drug Violations

(a) Illegal possession or use of controlled substances as defined by the North Carolina General Statutes § 90-86 through § 90-113.8;

(b) Manufacturing, selling, or delivering any controlled substance or possession with intent to manufacture, sell or deliver any controlled substance;

(c) Misuse of any legal pharmaceutical drugs;

(d) Knowingly breathe or inhale any substance for the unlawful purpose of inducing a condition of intoxication; or

(e) Possession of drug-related paraphernalia, including but not limited to, pipes, bongs, hookahs and other water pipes.

Further information regarding drug violations is discussed in NCSU POL04.20.05 - Illegal Drugs and through UNC Policy Manual 1300.1 – Illegal Drugs.

10.8 Failure to Comply

(a) Failing to comply with the directions of University employees, including University Police in performance of their duties;

(b) Failing to submit identification upon request to duly authorized and properly identified University officials; or

(c) Failing to comply with the sanctions imposed under this Code.

10.9 Fireworks

Unauthorized possession or use of fireworks or explosive device on University premises.

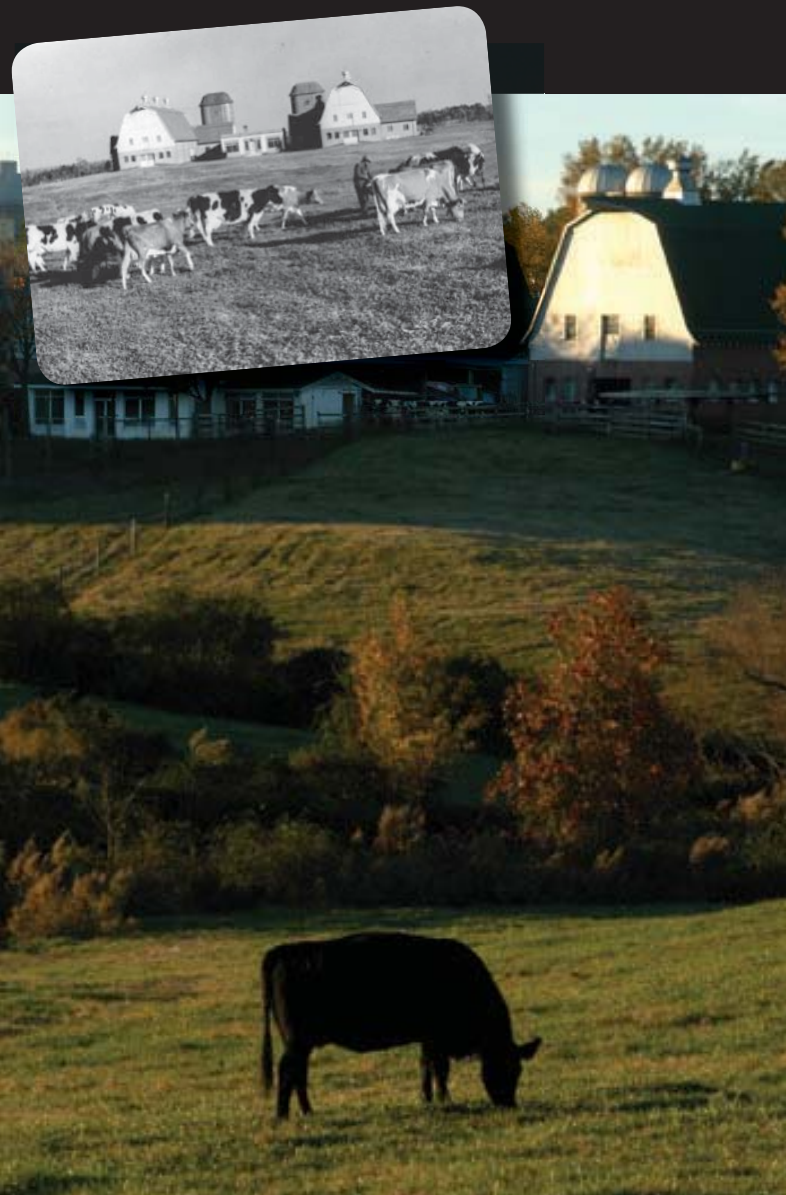
10.10 Hazing

Causing or permitting a person, incident to initiation into or membership in a society, club, athletic team, or similar group or organization, to participate in any activity that subjects or is likely to subject that person or others to risks of physical injury, mental distress, or personal indignities, or which destroys or removes public or private property, whether or not such person has consented to participation in the activity. Silent participation or acquiescence in the presence of hazing are not



Founded in 1887 as a result of the Morrill Act of 1862, NC State University serves as North Carolina's first Land Grant Institution. Originally named North Carolina College of Agriculture and Mechanic Arts, "State College" sought to provide educational opportunities that "traditional" institutions of higher education often ignored. The University's founders wanted a college that would teach agriculture and the mechanic arts without excluding other scientific and classical studies.

As a land-grant institution, NC State has always considered extension and engagement to be among its guiding principles. Since its founding, the university has continually worked with the people of North Carolina in an effort to foster development. While originally focusing on the improvement of farming methods, today every college has an outreach function and the extension network reaches all 100 counties of North Carolina.³



neutral acts; they are violations of this section.

10.11 Harassment

- (a) No student shall threaten, coerce, harass or intimidate another person or identifiable group of persons, based upon the person's membership in a protected class; or
- (b) No student shall engage in harassment that creates a hostile environment. Harassment that creates a hostile educational environment includes conduct that is
 - (i) Directed toward a particular person or persons;
 - (ii) Based upon the person's membership in a protected class;
 - (iii) Severe or pervasive;
 - (iv) Objectively offensive; and
 - (v) So unreasonably interferes with the target person's employment, academic pursuits, or ability to participate in University programs or University-sponsored activities as to effectively deny equal access to the University's resources and opportunities.

In determining whether student conduct violates these provisions, all relevant facts and circumstances shall be considered. Care must be exercised in order to preserve freedoms of speech and expression, as articulated in current legal standards. Advice should be sought from the Office of General Counsel and the Office of Institutional Equity and Diversity, as appropriate.

10.12 Infliction or Threat of Bodily Harm

- (a) Inflicting physical injury upon another person;
- (b) Placing a person in fear of or at risk of physical injury or danger;
- (c) Intentionally or recklessly causing any act that creates a substantial risk of bodily harm to another.

10.13 Providing False Information

- (a) Intentionally initiating or causing to be initiated any known false report, warning or threat of fire, explosion or other emergency;
- (b) Forgery, alteration, or misuse of any University document, records, or instrument of identification;
- (c) Furnishing false information, oral or written, to any University official, faculty or staff member, or office; or
- (d) Possession or use of an instrument of identification that is not one's own or is fictitious or altered.

10.14 Sexual Misconduct

- (a) Deliberate touching of another person's sexual parts, or clothing covering them, without consent or the touching of another person with one's sexual parts without consent;
- (b) Deliberate sexual invasion of another person without consent;
- (c) Deliberate constraint or incapacitation of another person, without that person's knowledge or consent, so as to put another person at substantially increased risk of sexual assault; or
- (d) Sexual exploitation or coercion of another person without consent.

The **NC State University Police Department** is dedicated to providing a safe campus. You can help! Protecting yourself and your property really just takes some common sense. Pay attention to your environment, don't take risks, and be safety-conscious at all times. Be alert for dangerous situations and suspicious people. Take precautions in and around your residence or while walking, jogging, driving, or using public transportation. Here are some more tips to help you stay safe:

Avoid walking or jogging alone, especially in isolated places or late at night. Call the Police if you see anything suspicious or out of the ordinary.

Always keep your door locked! It only takes seconds to become the victim of a crime.

Secure checkbooks, credit cards and ATM cards in a safe place. Never carry your PIN or access code with you. Never carry large amounts of cash with you.

Engrave your items of value, personal computers, etc. with your driver's license number and state abbreviation. **Mark your name in a discreet place in your textbooks** and keep them secured.

Leave expensive jewelry, cameras, collectibles and family heirlooms at home. **Register your bicycle** with the Department of Transportation. Invest in a good bike lock such as a solid core U-bolt lock.

Make two lists of your valuable property. Include each item's serial and model numbers and its approximate value. Leave one list at home, and keep the other in a safe place in your room.

When going on a date with a new acquaintance, **let someone you trust know where you are going and when you expect to return.** Always have money for cab fare.

Review your family's homeowner insurance policy. If you are not covered by the policy, consider acquiring a rental insurance policy.



WolfAlert Mass Notification System

NC State has a campus-wide siren alert system and a text-message emergency notification system. To understand these systems and how to sign up, go to www.ncsu.edu and see the Emergency Information link at the bottom of the page.

Crime on Campus

Violent crime on campus is rare, but it does occur. The most common crime is theft of unattended items. Using common sense and basic crime prevention behaviors can significantly reduce the risk of most crimes. See www.ncsu.edu/police for more information.

Report Concerning Behaviors

The NC State community should report concerning behaviors, such as threats, assaults, stalking and other perceived threats. Report crime to the University Police 9-1-1 or 919-515-3000. Report other concerns to Student Conduct 919-515-2963. You may report anonymously on the University Police website.

Emergency 911

**Police Services
919-515-3000**

ncsu.edu/police

**Register to receive
text message alerts!**

Sign up at MyPack Portal

Stay Safe at NC State



10.15 Stalking

(a) Engaging in a course of conduct directed at a specific person without legal purpose and the individual engaging in that conduct knows or should know that the course of conduct would cause a person to:

(i) Fear for the person's safety or the safety of the person's immediate family or close friends; or

(ii) Suffer substantial emotional distress by placing that person in fear of death or bodily injury.

(b) Using any words or language in an electronic communication that threatens to inflict bodily harm to any person or to any member of the person's family or household, or physical injury to the property of any person, or for the purpose of extorting money or other things of value from any person;

(c) Electronically communicating to another repeatedly, whether or not a conversation ensues, for the purpose of abusing, annoying, threatening, terrifying, or embarrassing any person; or

(d) Electronically communicating to another and to knowingly make false statement concerning death, injury, illness, disfigurement, indecent conduct, or of any member of the person's family or household with the intent to abuse, annoy, threaten, terrify, or embarrass.

“Visiting poolrooms, leaving College after 11 o'clock at night, willful destruction of College property, drinking, immorality, gambling in all forms, hazing of any kind, disrespect to members of the Faculty or officers in the College...these offenses it is expected that a student's self-respect will lead him to abstain from, and should any student be found guilty of them he will be excluded from the College.”⁴

10.16 Theft

(a) Theft or attempted theft of property, money or services;

(b) Knowingly possessing, purchasing, or exchanging stolen or embezzled property, money or services;

(c) Unauthorized use or access to private or confidential information in any medium; or

(d) Unauthorized possession, duplication, or use of keys or card access to any University premises.

10.17 Trespass

Unauthorized entry to University premises, including intruding upon, forcibly entering, or otherwise proceeding into unauthorized areas of University premises, or the residential space of another without permission.

10.18 Unauthorized Use of Property

Attempted or actual use of property of NC State, property of a University community member, or other personal or public property without proper authorization, or in a manner for which the property was not intended.

10.19 Violation of University Policies, Regulations, or Rules

Violation of any written policies, regulations, or rules of the University, as adopted by the University and as may be amended from time to time.

10.20 Weapons

(a) Illegal or unauthorized possession of weapons on University premises or at University-sponsored activities; or

(b) Possession or use of weapons in any manner that harms, threatens, or causes fear to others.

11. Sanctions

Aiding Sanctions in this section result in the creation of a disciplinary file for individuals or groups. Sanctions are imposed to:

(a) Define a student or organization's status at the University following a finding of responsible for a violation;

(b) Serve as a clear statement about University standards and expectations;

(c) Educate students on the effects of their behavior; and

(d) Attempt to affect a change in that behavior in the future.

Misconduct that involves substantial theft or fraud, significant physical damage to property, sexual misconduct, substantial physical, emotional or mental damage to persons, committed at least in part because of the victim's membership in a protected class, or actions that create a substantial risk of bodily harm may result in suspension or expulsion from the University. Sanctions for drug-related misconduct are controlled by NCSU POL04.20.05 - Illegal Drugs.

Mitigating or aggravating factors or circumstances affecting sanctions shall be considered prior to imposing a sanction. Factors to be considered may include, but are not limited to: a student's demonstration of insight for their misconduct, present demeanor and attitude, past disciplinary record of the student, community service or assistance related to the misconduct, the nature of the misconduct, as well as the degree of any damage, injury, or harm resulting from it. The Office of Student Conduct may upon initial review of the charges and accompanying narrative determine whether, if proved, the misconduct could result in sanctions of suspension or expulsion and schedule a hearing accordingly.

One or more of the sanctions listed below may be imposed for non-academic misconduct:

11.1 Written Warning

A Written Warning is a disciplinary reprimand that serves as notice that continuation or repetition of prohibited conduct may be cause for additional disciplinary actions.

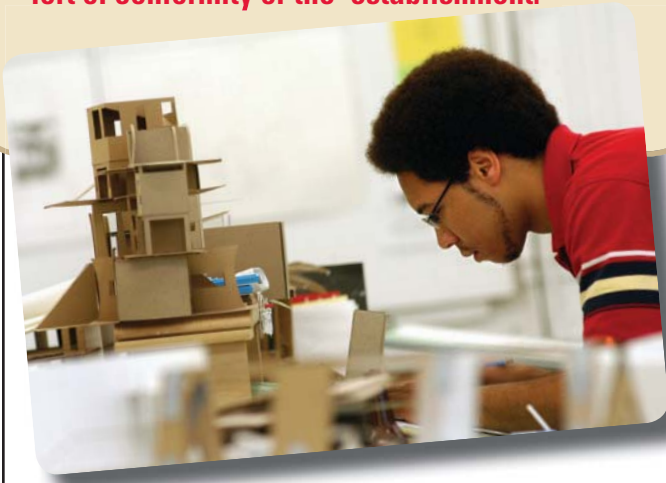
11.2 Disciplinary Probation

Disciplinary Probation is a pre-suspension status. A student may be placed on disciplinary probation for a period no less than the remainder of the current semester up to the remainder of his or her academic career. If found responsible for a violation while on disciplinary probation, a student may face more severe sanctions up to and including suspension or expulsion.



THEN NOW

“The combination of their high selectivity, a natural inclination to create new form, and the influence of their education results in the shaping of a student group with a personality that stands out among State's students. Their drafting tables and walls become cluttered public bulletin boards of novel commentaries—mostly posters—on life. Sometimes incisive and cynical, their wit invariably strikes at pomposity and pretentiousness. Always it reflects another way of seeing things, not, however, to the comfort of conformity or the 'establishment.'”⁵



11.3 Suspension

Suspension is a separation from the University for a specified period of time. While suspended, the student shall not participate in any University-sponsored activity and will be trespassed from University premises. Exceptions to this trespass may be granted by the Provost based on the written petition of the student and for good cause. The student's name will be included in the UNC System database for suspended/expelled students. In cases where the student will complete graduation requirement during the current semester, suspension is to take effect immediately. In cases where a student will complete graduation requirements in either summer session I or II, the suspension period will include both summer sessions. Notations of the suspension will appear on the student's transcript. Suspension notations on transcripts may be removed at a later date upon student petition to the Provost. However, a disciplinary file indicating suspension will be maintained by the Office of Student Conduct on a permanent basis.

11.4 Expulsion

Expulsion is a recommendation that must be approved by the Provost and is a permanent separation of the student from the University, unless at a later date the Chancellor concludes on the basis of the former student's petition and any supportive documentation that he or she should be approved for reinstatement at NC State. When expelled, the student shall no longer participate in any University-sponsored activity and will be trespassed from University premises. A disciplinary file indicating expulsion will be maintained by the Office of Student Conduct and will result in a permanent transcript notation. The student's name will be included in the UNC System database for suspended/expelled students. Expulsion precludes enrollment at any UNC constituent institution.

11.5 Disciplinary Eviction

Disciplinary Eviction is the removal of the student from any University housing. Eviction may be for a period no less than the remainder of the current semester up to the remainder of the student's academic career, at the discretion of the Director, University Housing. All costs incidental to eviction are the responsibility of the student. Students subject to eviction will be trespasses from entering all University housing.

11.6 Restriction of Privileges

Restriction of Privileges may be applied when the student's violation(s) are related to the benefit that one receives as a student at NC State. Examples of privileges that may be restricted include, but are not limited to: attendance at University athletic events, use of Carmichael Gymnasium, visitation in University housing, or participation in intercollegiate athletic events. Some exceptions may be made to ensure access to primary University services such as food services, health care, or academic resources.

11.7 Additional Sanctions

Additional sanctions not listed above may be applied. Such sanctions, where appropriate, may include but are not limited to: service or research projects, required counseling, participation in special educational programs, restitution for damage to or destruction of property, relocation to another room or residence with coordination of appropriate University staff, behavioral contracts, trespass or no contact orders, etc. Additional group or organizational sanctions may include revocation or denial of registration or recognition.

12. Extraordinary Intervention

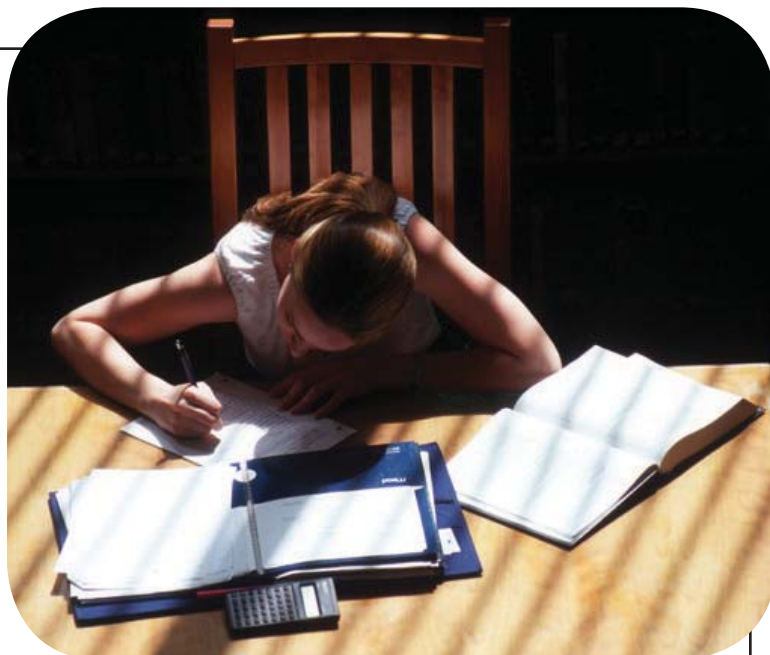
At certain times, NC State may take immediate action to safeguard the University community before a student conduct process begins. These interim actions may be imposed effective immediately, without prior notice, when there is evidence that the continued presence of the student on University campus and/or in University Housing poses a substantial threat. The University may take immediate, in-

"If it is apparent from [his] record that a student is not studying or that his conduct is not meeting the requirements of the College, such student will be required to withdraw. Scandalous, vicious, or immoral conduct will necessitate an immediate dismissal."⁶

terim actions in the following instances:

12.1 If credible information exists suggesting that the student:

- (a) Is dangerous or disruptive, including danger to others;
- (b) Has been charged with a serious crime or violation of NCSU POL04.20.05 - Illegal Drugs;
- (c) Poses a threat of causing significant property damage; or
- (d) Substantially impedes the lawful activities of other members of the campus community, or the educational processes or proper ac-



tivities or functions of the University or its personnel.

12.2 If the Director, Office of Student Conduct, concludes in his or her professional judgment, that the student is suffering from a mental, emotional, or psychological health disorder, and as a result of this disorder, the student engages, or threatens to engage in behavior which:

- (a) Poses a significant danger or threat of causing physical harm to others;
- (b) Causes significant property damage; or
- (c) Impedes the stability and continuance of normal University functions.

12.3 If, as a result of a mental disorder, a student accused of violating the Code:

- (a) Lacks the capacity to respond to pending disciplinary charges; or
- (b) Did not know the nature or wrongfulness of the conduct at the time of the offense; or
- (c) Poses a significant risk to the health or safety of others.

In this instance the student will be diverted from the regular disciplinary process and suspended on an interim basis.

13. Interpretations and Review

13.1 Any question of interpretation or application of the Code of Student Conduct shall be referred to the Provost for final determination.

13.2 The Code of Student Conduct shall be reviewed every three (3) years under the direction of the Director, Office of Student Conduct.

Note: The most recent version of the Code of Student Conduct is available online at policies.ncsu.edu. Search for POL 11.35.01.

Alcohol

Make sure you are aware of all the policies regarding alcohol use at NC State so that you can make good decisions about your own use. Here are some things to remember:

- You must be 21 years of age or older to purchase, possess, or consume alcohol.
- For those who are of legal age, alcohol can only be consumed in approved areas.
- Alcohol containers, including empty ones, are not allowed as decoration in the residence halls.

Driving While Intoxicated (DWI)

Above all else, NC State University strives to protect the physical safety of all of our students. Drunk driving is a very real threat to the safety of our community. Students found to have violated that policy can expect to be suspended for a minimum of one semester. Also, keep in mind that in North Carolina if you are under the age of 21, it is illegal for you to drive a car with any alcohol at all in your system.

Peer-to-Peer Networks & File Sharing

Peer-to-Peer file sharing networks have become increasingly popular over the past several years. While not illegal in and of themselves, these networks are often used to illegally distribute or acquire copyrighted material. NC State does not monitor or bar your access to these networks. However, it is a violation of the Computer Use Regulation to illegally obtain, share, distribute, or store copyrighted materials via the NC State network and computer system.

Academic Integrity

“I have neither given nor received unauthorized aid on this test or assignment.”
NC State University Honor Pledge

The highest value any college or university holds is that of academic integrity. NC State is no exception. The University continuously strives for academic excellence, and we pride ourselves on the outstanding quality of our students. Because of this, the University takes acts of academic misconduct very seriously. Sanctions for academic misconduct can range from Academic Integrity Probation to Expulsion, even on a first offense. Students are either suspended or expelled from the University for a second offense.

Illegal Drugs

For the health and safety of all members of the campus community, illegal drugs and drug paraphernalia are not permitted. It is a violation of the University's drug policy to possess, use, or distribute any illegal drug on or off campus. University Housing has a zero-tolerance policy in regards to the use or possession of illegal drugs and drug paraphernalia in the residence halls. Students who are found in violation of this policy lose the opportunity to reside in University-operated housing. If you or someone you know is having a problem with drugs, there is help available. Contact the Counseling Center by calling 919-515-2423 or the Health Promotion Office by calling 919-515-9355.



Behave Yourself at NC State



Academic Advising Services

Overview

Academic Advising Services (AAS) provides accurate, sound, and timely advising, helps students learn to effectively navigate and use the processes and resources at NC State, guides students in their exploration of majors and careers, and assists students with their transition to a new major. Students may direct advising questions to AAS advisors via walk-in, email (Virtual Advising) or call-in. Current or former NCSU undergraduate degree students in transition receive priority service from AAS. Visit us online at advising.ncsu.edu.

Advising Philosophy

AAS views advising as a partnership between you and your advisor that is grounded in frequent communication regarding personal goals, self-knowledge, and information about majors, careers, and university policies. AAS advisors do not “prescribe” answers or majors for you; rather, we prompt you with the questions and resources you need to explore your unique interests, abilities, and values, and to set and reach your personal, academic, and career goals. While academic advising is a collaborative process, the ultimate responsibility for your educational experience rests with you, the student.

Student Learning Outcomes

As a result of the academic advising experience, you will:

- Identify and articulate your unique interests, abilities, and values (self-knowledge)
- Apply your self-knowledge, personal experience, and research to make an informed decision on a major
- Establish educational goals and monitor progress toward those goals
- Understand university policies and procedures including, but not limited to:
 - Progress Toward Degree
 - Intra-Campus Transfer Policies (criteria and process for declaring a major)

- Other Academic Policies, including First Year Course Repeat and Academic Standing

- Select courses that strategically fulfill the General Education Program in your intended degree program(s) and help you achieve your educational and career goals

- Utilize the Degree Planner effectively in course-planning

- Pursue campus resources and opportunities that support personal wellness, academic success, community involvement, and career goal

Expectations of Advisors

- The Advisor develops knowledge about the Student and builds a relationship with the Student.



- The Advisor is accessible.
- The Advisor provides a safe space in which the Student can share thoughts, aspirations, concerns, and interests.
- The Advisor maintains confidentiality in accordance with FERPA (Family Educational Rights and Privacy Act) and university regulations.
- The Advisor explains college and university policies and procedures.
- The Advisor provides information on majors, minors, and special opportunities.
- The Advisor guides the Student’s major deci-

sion making process, assisting the Student in identifying the appropriate path to achieving academic goals.

- The Advisor encourages and supports the Student in gaining the skills and knowledge necessary for success.

- The Advisor communicates critical information in a timely manner.
- The Advisor refers the Student to other appropriate resources if needed and follows through with actions agreed upon in advising sessions.

Expectations of Students

- The Student is an active partner in the advising relationship.
- The Student is responsible for scheduling and keeping appointments with the Advisor. An initial advising appointment and a registration advising appointment are required each semester. Additional appointments may be required based on the Student’s academic standing and status.
- The Student demonstrates courteous and professional behavior, coming to every advising meeting prepared with questions, materials, and/or topics to discuss.
- The Student keeps the Advisor informed about academic progress and schedule adjustments, and shares any issues or concerns in a timely manner.
- The Student is proactive in exploring possibilities for majors, minors, and special programs.
- The Student is open to developing and clarifying personal values and goals.
- The Student accepts responsibility for his or her decisions and actions.
- The Student regularly checks his or her NCSU email account for updates from the Advisor and important university information, and makes timely responses to requests and inquiries.
- The Student follows through with actions agreed upon in advising sessions.



Strategies for Success

10 simple “can-do” strategies to boost academic performance

1. Visit instructors often.
2. Attend all classes.
3. Sit as close to the instructor as possible or in the “learning T” if you can.
4. Treat your college coursework as a fulltime job.
5. Use a planner and make a daily to-do list.
6. Complete assigned readings before class.
7. Let your syllabus be your guide to success in class.
8. Finish projects early enough to have them proofread before grading.
9. Review and rewrite class notes within 24 hours to ease retention of information.
10. Ask for help! Don’t wait until it’s too late to impact your success.

Places to Go for Academic Support

Undergraduate Tutorial Center

ncsu.edu/tutorial_center :: 919-515-3163

Counseling Center

healthcenter.ncsu.edu/counseling-center :: 919-515-2423

Career Development Center

ncsu.edu/career :: 919-515-2396

Academic Advising Services

advising.ncsu.edu



Academic Regulations & Rules

Classification of Undergraduate Degree Students

1. Introduction

Undergraduate degree students are classified according to the number of completed credit hours. The required number of hours of each classification is as follows:

| Credit Hours Earned | Classification |
|---------------------|--|
| 0 to 29 | <ul style="list-style-type: none"> Freshman (FR) AGI First Year (01) |
| 30 to 59 | <ul style="list-style-type: none"> Sophomore (SO) AGI Second Year (02) |
| 60 to 91 | Junior (JR) |
| 92 or more | Senior (SR) |

2. Transition to New Classification

Students classified under the old system as SO (or 02) as of the start of Fall 1995 will retain that classification, regardless of whether they have attained 30 hours as of the start of Fall 1995.

Note: The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 02.65.01.

Course Syllabus

1. Introduction

All NC State faculty, lecturers, and other instructors (collectively “instructor(s)” herein) are required, no later than the first class, to provide students with a written or electronic course syllabus which contains the information listed below.

A syllabus must be submitted to the University Courses and Curricula Committee (UCCC) as part of a new course proposal or a major revision of an existing course. Courses with multiple sections may submit an example syllabus from a single section.

2. Information to Include in Syllabus

A course syllabus must include the information listed below. The language enclosed within quotes in sections 2.15, 2.17 and, if applicable, section 2.16, should be used without changes. For convenience a syllabus tool is available at http://delta.ncsu.edu/apps/syllabus_tool/

2.1. Instructor’s name, office address, telephone number, e-mail address, regularly scheduled class meeting times, and office hours for out-of-class consultation. The course prefix, number, title, credit hours, and semester should be listed.

2.2. Course prerequisites, co-requisites or statement on enrollment restrictions. If none, state “none”.

2.3. Designation of course as fulfilling a General Education Program (GEP). If none, state “none”. GEP information in the syllabus should include the GEP category or categories (such as Natural Sciences or Humanities), and whether the course satisfies a GEP co-requisite(s)

2.4. Student learning outcomes for the course. Student learning outcomes in different sections of the same course should not differ significantly. Include the learning outcomes related to GEP objectives, if applicable. GEP objectives can be found at <http://www.ncsu.edu/uap/academic-standards/gep/gepcategories.html>.

2.5. Student expenses

2.5.1 List all required textbook(s) and other instructional material (ex: project supplies, laptop) and the cost of each. For each required textbook, include the author, title, and date or edition.

2.5.2 Statement on required expenses (e.g., lane rental at the bowling alley, museum admission fee, field trip costs, liability insurance), if applicable.

2.6. Course overview including at least the catalog description.

2.7. Course structure (such as group activities, lectures, discussion, labs, field trips, studio, etc.). Explain how the course will operate.

2.8. Weekly course schedule including the following (Note in the syllabus that the course schedule is subject to change with appropriate notification to students):

2.8.1 List of topics and approximate time allocated to each major topic.

2.8.2 Projected schedule of required readings, assignments, quizzes, and tests.

2.8.3 Required field trips and other out-of-class activities, if any.

2.8.4 Laboratory, studio, or problem session topics, if any.

2.9 Statement on transportation, if applicable. Students must be informed whenever they must provide their own transportation to a field trip or internship site.

2.10 Statement on safety and risk assumption in courses requiring a laboratory, physical activity, field trips, studios and other special activities. (Consult with your department on appropriate wording.) Safety issues must be part of the course schedule at the first opportunity.

2.11 Detailed explanation of how grades are determined including:

2.11.1 The relative value of the various evaluation components of the course, (the portion of the grade that derives from quizzes, tests, final exam, projects, attendance, participation, etc.) and the specific expectation for each component. When attendance and/or participation are graded, the requirements for earning full value must be explained.

2.11.2 The conversion system from numerical to letter grading, if applicable. The University’s regulation on grades and grade point



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average (NCSU REG 02.50.03).

2.12 Late Assignments

Instructor’s policy on late assignments, including the impact of late assignments on the grading of the assignment and the course.

2.13 Attendance/Absence Policy: Refer to Attendance Regulation (NCSU REG02.20.03).

2.13.1 The instructor’s attendance policy, including procedures for submitting excuses and for scheduling makeup work when the excuses are accepted, must be explained. Note: Excuses for unanticipated absences must be reported to the instructor no more than one week after the return to class.

2.13.2 Instructors may use reasonable academic penalties commensurate with the importance of the work missed because of unexcused absences. Penalties associated with the number of absences in a course must be explicitly explained.

2.13.3 The instructor shall determine the acceptable number of excused absences in his/her course. A reasonable number of anticipated University excused absences as defined per the University’s Attendance Regulation (NCSU REG02.20.03) shall be accepted.

2.14 Academic Integrity statement

List the instructor’s expectations concerning academic integrity in the completion of tests,

assignments, and course requirements. Include reference to the Code of Student Conduct policy (NCSU POL11.35.1) and Pack Pledge.

2.15. Statement for students with disabilities

“Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with Disability Services for Students at 1900 Student Health Center, Campus Box 7509, 919-515-7653. For more information on NC State’s policy on working with students with disabilities, please see the Academic Accommodations for Students with Disabilities Regulation (REG02.20.01)”

2.16 Electronic Course Components

2.16.1 List electronically hosted course components, if any. Instructors should identify any components that may present privacy, copyright, or accessibility issues for the student so that these issues can be addressed during the course drop/add period.

2.16.2 Instructors are not responsible for ensuring privacy or accessibility of electronic materials that are not required components of the course (e.g., links to supplemental information that is not part of the required reading list). However, instructors should judiciously consider privacy, copyright, and accessibility of supplemental links provided to students and warn them of any known issues or concerns in this regard. See Online Course Material Host Requirements(NCSU REG08.00.01)

“The new insectary and bee-keeping laboratory furnishes much additional space for the study of injurious and beneficial insects and for the study of better beekeeping. In the beekeeping laboratory there are special rooms for hive making and for extracting honey and for the study of the anatomy of the bee, with an especially full and modern equipment in all lines of work.”

2.16.3 One of the following statements is required.

2.16.3.1 For use in courses with online exchanges among students and the instructor, but NOT persons outside the course (e.g., wrapped):

“Students may be required to disclose personally identifiable information to other students in

the course, via electronic tools like email or web-postings, where relevant to the course. Examples include online discussions of class topics, and posting of student coursework. All students are expected to respect the privacy of each other by not sharing or using such information outside the course.”

2.16.3.2 For use in courses where student information may be accessible to persons beyond the instructor and students in the course (e.g., not wrapped):

“This course may involve electronic sharing or posting of personally identifiable student work or other information with persons not taking or administering the course. Students will be asked to sign a consent allowing disclosure of their personally identifiable work. No student is required to sign the consent as a condition of taking the course. If a student does not want to sign the consent, he or she has the right to ask the instructor for an alternative, private means of completing the coursework.”

2.17 N.C. State Polices, Regulations, and Rules (PRR): “Students are responsible for reviewing the NC State University PRR’s located at <http://oucc.ncsu.edu/course-rights-and-responsibilities> which pertains to their course rights and responsibilities.”

Attendance Regulation

1. Introduction

Full participation in classes, laboratory peri-

od and examinations is expected of all students. Instructors in 100- and 200-level courses must keep a record of attendance throughout the semester. The instructor’s attendance policy, including procedures for submitting excuses and for scheduling makeup work when the excuses are accepted, shall be clearly defined in the syllabus to be distributed on the first day of class. Instructors may use reasonable academic penalties commensurate with the importance of the work missed because of unexcused absences. Students may be asked to provide documentation for multiple consecutive class absences or frequent single class absences.

2. Drop for Non-Attendance

By the third class/laboratory period or the fifth business day of the semester (whichever comes first) students who have not attended class or contacted the instructor regarding his/her absence may be dropped from the undergraduate class roll. This drop will be initiated by the Associate Dean of the College upon the request of the department. The student may petition the department for readmission to the class if s/he has been dropped in error, or in the event of students with extenuating circumstances, provided the request is received by the tenth business day of the semester. Students who intend to drop a course continue to have the responsibility to officially drop and are encouraged to do this on a timely basis, following normal university procedures.

3. Excused Absences

NC State University has a commitment to all

students, including those who represent the University in official capacities. Students shall receive excused absences for a reasonable number of anticipated absences as well as for emergencies as specified below.

3.1. Anticipated Absences

Excuses for anticipated absences must be cleared with the instructor before the absence. Examples of anticipated situations where a student would qualify for an excused absence are:

3.1.1. The student is away from campus representing an official university function, e.g., participating in a professional meeting, as part of a judging team, or athletic team. These students would typically be accompanied by a University faculty or staff member.
3.1.2. Required court attendance as certified by the Clerk of Court.

3.1.3. Students will be allowed a minimum of two excused absences per academic year for religious observances as verified by the Division of Undergraduate Academic Programs (Park Shops, 919-515-3037). For more information about a variety of religious observances, visit the Diversity Calendar.

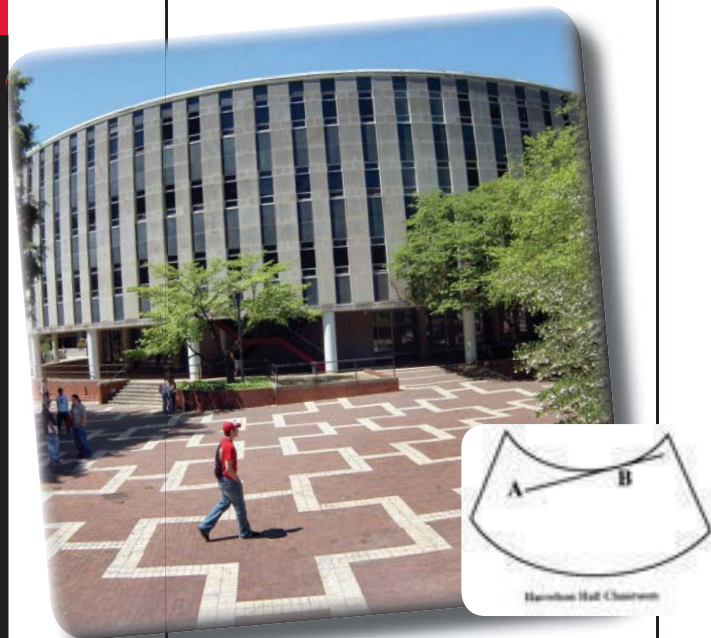
3.1.4. Required military duty as certified by the student’s commanding officer.

3.2. Unanticipated Absences

Excuses for unanticipated absences must be reported to the instructor as soon as possible, but not more than one week after the return to class. Examples of emergency absences are:
3.2.1. Short-term illness or injury affect-

Chalk Board Geometry

“Harrelson Hall looks terrific from the outside it has many features that should appeal to mathematicians. The interesting geometry of the building has some negative consequences, however. In the offices, rectangular desks do not fit neatly on the curved walls. Amazingly, the classrooms originally had curved blackboards so that a student at point A could not see past point B on the blackboard as shown [at right]. Eventually all the blackboards were replaced by straight blackboards.”⁸



ing the ability to attend or to be productive academically while in class, or that could jeopardize the health of the individual or the health of the classmates attending. Students must notify instructors prior to the class absence, if possible, that they are temporarily unable to attend class or complete assignments on time.

3.2.2. Death or serious illnesses in the family when documented appropriately. An attempt to verify deaths or serious illness will be made by Academic Programs and Services (Park Shops, 919-515-3037) at the request of the instructor.

3.3. There is no University-wide definition of a reasonable number of permissible excused absences. The instructor, in lieu of a University policy, is responsible for determining the acceptable number of excused absences in his/her class. The instructor may wish to use the elements of the Add Policy (e.g., the number of class meetings normally held during the Add period at the beginning of the semester; see REG02.20.02 - Adding and Dropping Courses as a guideline in making this determination.)

3.4. Because each instructor has the responsibility to implement grading procedures that are fair and equitable, the instructor shall devise a system for making up missed assignments and examinations that does not unfairly penalize the student when an excused absence is accepted. Such make-up work shall be at a comparable level of difficulty with the assignment or examination. Make-up examinations shall be at a time and place mutually agreeable to the instructor and student.

3.5. When excused absences are accepted, the instructor shall hold all students with excused absences to the same standard for making up missed assignments or examinations.

3.6. In a case where the student realizes in the first two weeks of class that the anticipated number of absences will exceed the number of excused absences permitted in the course, the student shall discuss the situation with the instructor, the student's adviser, or the academic dean in the college in which the student is enrolled. It is anticipated that a suitable resolution shall occur before the end of the second week of the semester. **Note:** *The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 02.20.03.*

Grades and Grade Point

Average

1. Grading

1.1 Evaluation of a student's performance in a particular course or section is the prerogative of the faculty member, graduate teaching assistant or other instructor (collectively "instructor(s)" herein) responsible for that course or section. No grade assigned to a student in a particular course or section may be changed without the consent of the faculty member responsible for that course or section.

1.2 Each instructor who assigns grades has the responsibility to implement grading procedures that are fair and equitable and to provide a reasonable evaluation of the student's performance in the course.

1.3 Each student should



be informed at the beginning of the semester of the means to be used to determine grades in each course or section.

2. Grade Point Average

2.1 The number of credit hours attempted in a semester or summer session (for which regular grades are received) is divided into the total number of grade points earned to arrive at the grade point average. The cumulative and semester Grade Point Averages will include the effect of any A+ grades awarded (at 4.333 grade points) up to a grade point average of 4.000. The grade point average will be calculated to three decimal points.

3. Regular Grading Scale and Grade Points
The following grade points are used in the calculation of grade point averages:

| Grade | Grade Points |
|-------|--------------|
| A+ | 4.333 |
| A | 4 |
| A- | 3.667 |
| B+ | 3.333 |
| B | 3 |
| B- | 2.667 |

| Grade | Grade Points |
|-------|--------------|
| C+ | 2.333 |
| C | 2 |
| C- | 1.667 |
| D+ | 1.333 |
| D | 1 |
| D- | 0.667 |
| F | 0 |

3.2 A grade of C- satisfies all "grade of C

"Animal Husbandry 206.

Farm Meats I.

A general course in farm butchering with lectures devoted to a study of the composition and value of meats, to

meat curing and to tanning. In the laboratory, practical work is given in the killing, dressing and cutting of pork, beef, veal, and mutton; the curing of pork and beef, and the tanning of hides and pelts. Mr. McKay"⁹

or better" prerequisites and other "C-wall" requirements.

3.3 A+ grades will contribute to the Grade Point Average up to a maximum of 4.000.

Other Grades

AU – Audit

Given in recognition of successful completion of a course audit. (See NCSU REG02.20.04 - Audits)

CR – Credit

Used by the University Registrar to indicate course credit received by examination or advanced placement as certified by appropriate departments or colleges. Awarded only when the advanced placement testing indicates that the quality of the student's work in the course would have been expected to be of C- or higher level.

IN – Incomplete

Temporary grade. At the discretion of the instructor, students may be given an IN grade for work not completed because of a serious interruption in their work not caused by their own negligence. An IN must not be used, however, as a substitute for an F when the student's performance in the course is deserving of failing. An IN is only appropriate when the student's record in the course is such that the successful completion of particular as-

signments, projects, or tests missed as a result of a documented serious event would enable that student to pass the course. Work undertaken to make up the IN grade must be limited to the completion of the missed work. An IN grade must be made up by the end of the next regular semester (not including summer sessions) in which the student is enrolled, provided that this period is not longer than twelve (12) months from the end of the semester or summer session in which the work was due. In the event that the instructor or department offering the course is not able to provide a student with the opportunity to make up the incomplete work by the end of the next regular semester in which the student is enrolled or within twelve (12) months, whichever is shorter, the instructor or department offering the course must notify the student and the Department of Registration and Records of the date of the extended deadline for removing the IN grade.

Requests for extending the deadline for graduate students beyond the end of the next semester in which the student is enrolled or beyond the twelve (12) months, whichever is shorter, must be made through the Graduate School. Any IN grade not removed by the end of the next regular semester in which the student is enrolled or by the end of twelve (12) months, whichever is shorter, or by the extended deadline authorized by the instructor or department offering the course and recorded by the Department of Registration and Records, will automatically become an F grade and will count as a course attempted. Students must not register again for any courses in which they have IN grades. Such registration would not remove IN grades, and the completion of the course on the second occasion would automatically result in an F for the incomplete course. In the case where a graduating senior has received an IN, the following procedures will apply:

Food service, the perennial complaint of the college student, came under fire early at A&M. The dining hall experienced financial problems because students had formed five off-campus eating clubs. By the mid-1890s, more than one-half of students ate off campus because they disliked the [dining hall] fare. By dining off campus at a club, the students discovered they could reduce their board expenses from \$8.00 to \$6.00 a month. The students were so disgusted by the college food that once, as a prank, they displayed some of the dining hall's stew at the State Fair. Students also caused faculty many headaches when, in pursuit of midnight snacks, they stole Mrs. Holladay's chickens and milked the college cows. Typical meals served in the dining hall during this period included: butcher's meat three times a week; seasonal dishes such as turkey, and oysters in the fall; and fish and eggs in the morning.¹⁰



THEN



NOW

Student Health Services

Student Health Services provides affordable, accessible and high quality primary health care to those eligible for services and provides a comprehensive disease-prevention and health promotion program to the NC State community. Convenient on-campus medical services to NC State University students include:

- Family Practice
- Emergency Medicine
- Pediatrics
- Sports Medicine
- Gynecology
- Pharmacy
- Physical Therapy

Health Promotion

Health Promotion assists students in the adoption of a health lifestyle by providing information, education, consultation, and referral on a wide variety of wellness issues:

- Alcohol and other drugs
- Nutrition
- Relationships
- Fitness
- STDs and STVs
- Contraception
- Stress

Counseling Center

The Counseling Center provides counseling for NC State students experiencing personal, academic or vocational problems. Psychological assessment and psychiatric consultation are also available. Services are primarily short-term in nature and referrals to other helping professionals and community agencies are made as appropriate.

Strict confidentiality is assured! Many services are free to currently enrolled students of North Carolina State University.

University Recreation

Have an active lifestyle and want to stay fit?

Have an inactive lifestyle, but want to get fit?

Are you tired of being a couch potato?

University Recreation has something for everyone.

Club Sports: With more than 44 clubs, you're bound to find something you enjoy.

Intramural Sports: 18 team and individual activities. Leagues are available for all who want to play.

Outdoor Adventures: Exciting adventure trips, top-of-the-line camping equipment, rock-wall climbing, and educational workshops.

Recreation & Leisure: A wide range of instructional programs, specialty classes and special events.

Fitness and Wellness: Programs to improve yourself physically, mentally, spiritually, and emotionally.

Visit the Rec Center at Carmichael Complex - you've paid for it, so take advantage of it! Help is available for those learning to use the equipment.



Campus Dining Guide

| Dining Halls | Food Courts | Coffee |
|----------------------------|---|-----------------------------------|
| Fountain 10:30am-8:00pm | Atrium 7:00am-3:00pm | Port City Java Varies; see web |
| Clark 10:30am-8:00pm | Talley Student Center 10:30am-7:30pm | Hill of Beans Varies; see web |
| Case 10:30am-7:30pm | | |

Nutritionist: www.ncsudinings.com/nutrition/askourdietician

Healthy Living at NC State

1. If the course is needed for graduation, the student will not be allowed to graduate until the work has been made up; and
2. If the course is not needed for graduation, the dean of the college for the student's program must notify in writing the Department of Registration and Records either:
 - a. that the course and the IN grade are to be deleted from the student's record; or
 - b. that permission has been given for the IN to remain and that a deadline has been established for the completion of the course.
 In the event that the course is subsequently not completed satisfactorily, the college dean shall notify in writing the Department of Registration and Records that the course and the IN grade should be deleted from the student's record or that the IN should be changed to F.

LA – Temporarily Late

An emergency symbol to be used only when grades cannot be reported on time by the teaching department or the instructor. The LA differs from the IN grade in that the student receiving the LA has completed the work of the course including the examination. LA grades convert to IN grades before the end of the next semester and are subject to the conditions of the IN grade outlined above including automatic expiration to an F if not resolved in a timely manner.

NR – No Recognition

Given for unsuccessful completion of a course audit. (NCSU REG02.20.04 - Audits)

S – Satisfactory

A passing grade to be awarded only when the quality of the student's work is judged to be C- or higher level. It is used as the passing grade for students who are taking courses under the credit-only option. It may also be used for certain courses such as orientation courses, seminars, and research problems, in which regular grades are not appropriate. Unless otherwise specified, a grade of "S" will not satisfy requirements for courses in a major, minor, certificate, or GER requirements. (See NCSU REG02.20.15 - Credit Only Courses)

U – Unsatisfactory

Used to indicate that the student is not to receive credit for a credit-only or other course for which the passing grade would be S (Satisfactory). (See NCSU REG02.20.15 - Credit Only Courses)

W – Withdrawal/Late Drop

Used to indicate all courses for which the student has received official approval to withdraw or to drop after the deadline for

dropping.

4. Posting Grades

- 4.1 The posting of grades is strictly regulated by federal law, in particular the Family Educational Rights and Privacy Act ("FERPA" or "Buckley Amendment"). Pursuant to FERPA, grades are considered a part of a student's educational record and may not be released or posted in any personally identifiable form unless the student gives written consent for each occasion on which grades are to be posted.
- 4.2 Information from educational records, including grades, may be released to a parent or guardian only upon student consent or according to the guidelines established by the Family Educational Rights and Privacy Act. (See NCSU REG11.00.01 – Family Educational Rights and Privacy (FERPA)) Parental access can be established by the student through the Department of Registration and Records website.

"During most of the 1890s the boys were without coaches, money, suitable uniforms, and a decent playing field. The first field was marked off with a plow, and a ditch served for the goal line." "

5. Correction of Error in Grading

- 5.1 When submitted to the Department of Registration and Records, end of course grades are final and not subject to change by reason of a revision of the Instructor's judgment; nor are submitted grades to be revised on the basis of a second trial (e.g., a new examination or additional work undertaken or completed). Changes may only be made within one (1) calendar year after the date final grades were submitted in order to correct an error in computation or transcribing, or where part of the student's work has been unintentionally overlooked.
- 5.2 A Grade Change Report form requires the instructor's signed statement as to the reason for the change, the approval of the department head, and the approval of the dean of the college in which the course is taught. Such approval is not necessary when changing an IN or LA.

For more information contact Registration and Records, 1000 Harris Hall, 919-515-2572.

Note: The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 02.50.03.



Intracampus Transfers

1. Regulation

1.1. A student who has attempted fewer than twelve credit hours at NC State may transfer to another curriculum provided that the student meets the admission requirements of the intended new curriculum.

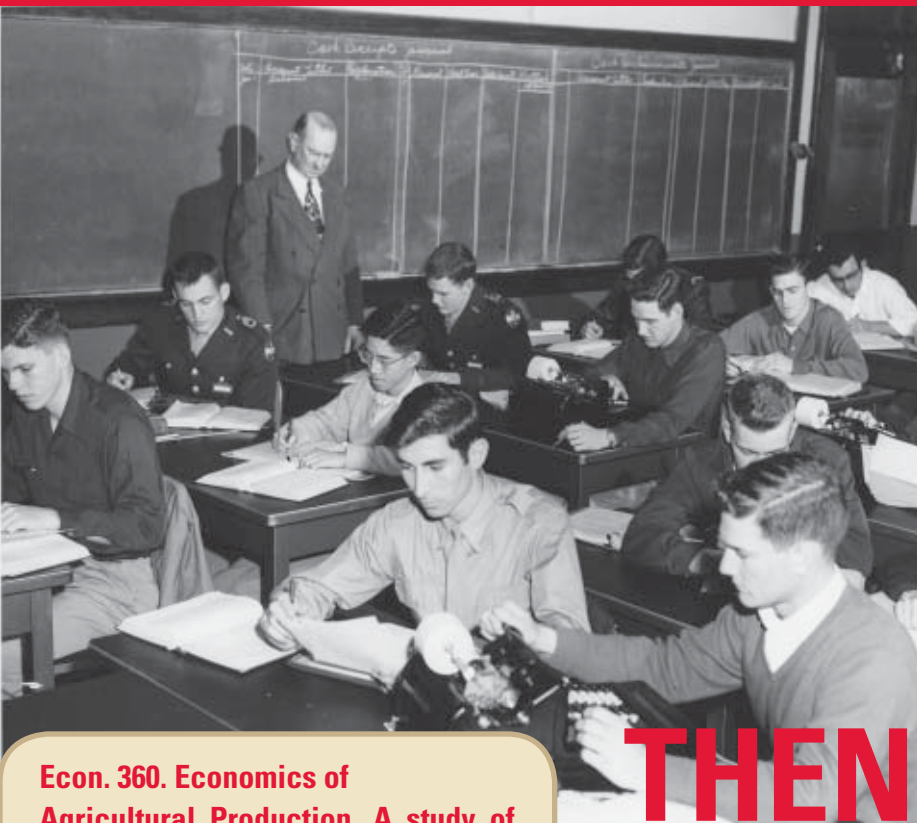
1.2. A student who has attempted twelve or more credit hours at NC State may transfer to another curriculum provided that the student is eligible to do so under the intracampus transfer policy which pertains to the intended curriculum.

2. Procedures for Intracampus Transfers

2.1. Undergraduate students wishing to change from one curriculum to another must report to the dean's office of the college offering the curriculum in which entrance is desired and request acceptance into the new school/college or curriculum. If acceptance is approved, a Curriculum Change Form will be issued, bearing the signature of the accepting dean. If the former curriculum was in a different college, the Curriculum Change Form should be submitted for the signature of the releasing dean with the request that all records be transferred to the new college and department. From the standpoint of advising, preregistration, and adding and dropping courses, the student is considered to be in the new curriculum as soon as the Curriculum Change Form is completed and filed with the Department of Registration and Records and the records of the student have been transferred to the new department. (See also "NCSU RUL02.66.01 - Readmission of Former and Suspended Students" and "University Policies and College/Departmental Policies.")

3. College/Departmental Requirements

See a complete listing of College and/or Departmental requirements online. Please visit policies.ncsu.edu. Search for REG 02.65.03.



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Econ. 360. Economics of Agricultural Production. A study of the economic theories relating to agricultural production. The course will deal with the nature and characteristics of the factors of production, the law of variable proportion, the law of diminishing return, and the theory of least cost. Current and historical material dealing with these topics will be reviewed. Mr. Forster.¹²

Course Repeat Regulation

1. Eligibility

1.1 Undergraduate students may repeat a course for credit once without permission if the previous attempt was completed with a grade of D+ or less. Students must have permission from the Dean of their respective college to attempt a course for credit more than twice.

1.2 A student must obtain his or her adviser's approval before repeating any course previously passed with a C- or better. No approval shall be given when:

1.2.1 The student wishes to repeat a course in which a grade of A or B has already been earned;

1.2.2 The student wishes to repeat a lower division course that they have passed with a grade of C- or better after having successfully completed an advanced course dealing with

the same subject matter;

1.2.3 The student wishes to repeat a lower level course that they have passed with a C- or better which is a prerequisite for an advanced course that they had already successfully completed; or,

1.2.4 A student wishes to take an introductory course after they have successfully completed an advanced course dealing with similar material.

1.3 Students should not register again for any courses in which they have IN grades; such registration does not remove IN grades; and the completion of the course on the second occasion will automatically result in an F for the uncompleted course.

1.4 Undergraduate students may be allowed as many attempts as are appropriate in the departmental curriculum for courses that:

1.4.1 Are titled seminar, special problems, special topics, independent study or research, and

1.4.2 Cover topics different from those studied when the courses were taken previously.

1.5 Unless a course satisfies one of the above conditions, the semester hours will be counted only once toward the number of hours required for graduation even though students repeat and pass the course both times.

2. Effect on Grade Point Average

Except as provided in NCSU REG02.20.16 – Undergraduate Grade Exclusion, grades for all attempts will be included in the cumulative grade point average. **Note:** *The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 02.20.06.*

Undergraduate Grade Exclusion

1. Eligibility

1.1 Undergraduate students may select up to two NC State courses with posted letter grades of C- or below to be excluded from calculation of their cumulative grade point average. Unsuccessful audits or credit-only attempts are not eligible for exclusion.

1.2 Grades excluded under previous university regulations (such as First Year Course Repeat or Course Repeat Without Penalty) count toward the maximum two courses allowed for exclusion.

1.3 Once a grade exclusion is applied to a course, the grade points and the credit hours attempted and earned on the course will be removed from the calculation of the cumulative grade point average and from the calculation of the total hours attempted.

1.4 The course title and grade for the course will be shown on the official record with a notation to indicate the grade was excluded from the computation of the cumulative grade point average.

1.5 Excluded courses cannot be used to satisfy degree requirements.

1.6 Grade exclusions must be posted prior to a student applying for graduation. Grade exclusions cannot be invoked after a baccalaureate degree has been conferred upon the student by NC State.

1.7 Once a grade exclusion is posted, the student cannot remove the exclusion or change it to another course at a later date.

In 1946, Chancellor Harrelson called for a new mascot for State College's athletic teams. "The only thing lower than a wolf is a snake in the grass," he said, reminding the returning veterans that "wolfpack" was the name given to German submarines. The Chancellor initiated a contest for a new nickname. Many new names were suggested, but most of the participants argued in favor of no change. In 1947 all the varsity teams officially became Wolfpacks.

The cheerleader wolf was domesticated during the Caldwell years, and his appearance became more happy and friendly. Eventually a female wolf appeared, and the two were married during a basketball halftime by the Wake Forest Deacon. The Strutting Wolf logo, however, retained its bared fangs and snarl in the process of being trademarked.¹³



1.8 Grade exclusions cannot be applied to courses in which the student was found to have committed academic dishonesty.

2. Effects of Grade Exclusion

2.1 Grade exclusions will result in a recalculation of academic standing. Use of a grade exclusion does not retroactively change the status of the student's semester academic honors or result in a refund of tuition or fees.

2.2 Students should be aware that many graduate and professional schools recalculate grade point averages in the process of considering an applicant for admission to such programs. This recalculation may include restoring the grades and cumulative grade point average effects of courses to which a grade exclusion has been applied. **Note:** *The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 02.20.16.*

Progress Toward Undergraduate Degree

1. Introduction

This regulation applies to all NC State undergraduate degree-seeking students who entered either as first-time freshmen or transfers beginning Fall semester 2002. All NC State students admitted as undergraduate degree seeking students prior to this date are not affected by this regulation until Fall 2006. Beginning in Fall 2006 all NC State undergraduate students regardless of date of entry are subject to the regulation.

The objective of this regulation is to encourage timely matriculation into degree programs and reasonable progress toward graduation. Therefore, at the end of each Spring semester all degree-seeking students will be monitored for satisfactory progress toward undergraduate degree completion. Students who enroll for the first time during a Spring semester will not be reviewed until the end of the following Spring semester. [Unless specified otherwise the term semester in this regulation refers only to Fall and Spring semesters and does not include summer sessions]. The records of students not meeting minimum university requirements for satisfactory progress (see sections 1 - 4) will be flagged and notification will be sent to the student and to relevant academic college(s)/department(s), that a progress review resulting in a final determination of satisfactory or unsatisfactory academic progress must be made at the department level.

If it is determined in the progress review that a student has failed to make satisfactory progress toward undergraduate degree completion, the student will be placed on "Progress Warning" status for one semester (see section 5). Failure to reinstate satisfactory progress status during the semester on progress warning will result in loss of status as a degree-seeking student.

A student wishing to appeal sanctions imposed as a result of failure to meet satisfactory academic progress requirements must do so to the Academic Associate Dean in the student's college of enrollment.

2. University Level Requirements

Upon admission as a degree-seeking student, a NC State undergraduate student is expected to make satisfactory progress in a planned and deliberate way toward graduation. This expectation of satisfactory progress translates into the following University minimum requirements:

2.1. Development and registering of a Plan of Study that serves as a planning tool for completing degree requirements for the major(s) in which the student is matriculated, or in the case of the student enrolled

in the First Year College (and other undeclared or undesignated programs), expects to matriculate, or transfer. The Plan of Study can include plans for tailoring the academic experience. Therefore, a student's intent to pursue multiple majors, minors, cooperative education, study abroad, and other specialized academic opportunities should be reflected in the registered Plan of Study.

2.2. Enrollment in course work consistent with the student's Plan of Study.

2.3. Continuous full-time enrollment (a minimum of 12 credit hours) during consecutive semesters (i.e., Fall, Spring) until graduation, and successful completion of at least 24 credit hours of NC State or transferable course work each academic year, unless otherwise justified by an approved Plan of Study.

2.4. Matriculation into a degree program by the beginning of classes in the first semester that the student has junior status (i.e. 60 credit hours earned - criteria established in Classification of Undergraduate Degree Students regulation).

3. College Level Requirements

3.1. Matriculation requirements and capacity for additional student enrollment for all academic programs are published prior to the fall semester advising period in the immediately preceding academic year. The Provost must approve all changes in requirements by the beginning of the fall semester at least one year prior to their implementation.

3.2. *See a complete listing of college level requirements for matriculation, application deadlines and requirements for matriculation and intra-campus transfer online by visiting policies.ncsu.edu. Search for REG 02.05.03, and consult section 3.2.*

4. Pre Enrollment

4.1. Most students, including those enrolling in undesignated or undeclared programs within colleges, are pre-registered in English, mathematics and science courses based on established placement criteria. The published eight-semester curriculum outline for the major in which the student is matriculated or intends to matriculate serves as the initial Plan of Study when the student registers for courses during New Student Orientation.

4.2. In order to maintain maximum transferability into academic programs, students entering through the First Year College are pre-registered in the most rigorous English, mathematics, and science courses for which they meet placement criteria. The plan of study is developed in collaboration with the student's academic adviser and modified as the student makes decisions based on interests, educational goals, matriculation requirements, and availability/capacity of majors.

5. Requirements by Classification or Category

5.1. Freshman - (0-29 credit hours earned)

In order to meet the requirements for satisfactory progress toward degree completion, a full-time undergraduate degree-seeking student, classified as a freshman must

5.1.1. by the end of the first year of enrollment, have on file a registered Plan of Study that serves as a planning tool for completing degree requirements for the major(s) in which the student is matriculated or expects to matriculate, or transfer, and

5.1.2. successfully earn at least 24 credit hours of NC State or transferable course work that is included in the approved Plan of Study each academic year.



Memorial Belltower

Before the Armistice was signed, there were those who thought some fitting memorial should be erected in recognition of the College's service in World War I and to perpetuate the names of those alumni who gave their lives in the struggle. Opinions varied as to the nature and cost of the memorials. Flag poles, buildings, bronze markers, towers, marble monuments, stone arches, and scholarships were suggested and the cost estimates ranged from \$10,000 to \$100,000. It was finally decided that a memorial clock tower should be erected on the triangle just north of Holladay Hall and south of Hillsboro Street. On November 11, 1921, the corner stone was laid. The tower project proved to be too expensive to be finished within the next several years. The student honor societies and the Class of 1938 provided for the clock; the Class of 1939 gave the floodlights.¹⁴

“Chemistry 245 Agricultural Chemistry. Feeding the plant with minerals; protecting the plant with insecticides and fungicides; transforming the plant into human food and animal food. Composition of plants; relation between composition and uses. Chemistry of bacterial processes in so far as they are related to animal life. Mr. Rice.”¹⁵

5.2. Sophomore - (30-59 credit hours earned)

In order to meet the requirements for satisfactory progress toward degree completion, a full-time undergraduate degree-seeking student, classified as a sophomore must:

5.2.1. maintain on file a registered Plan of Study that serves as a planning tool for completing degree requirements for the major(s) in which the student is matriculated or expects to matriculate, or transfer, and

5.2.2. successfully earn at least 24 credit hours of NC State or transferable course work that is included in the approved Plan of Study each academic year.

5.3. Junior - (60-91 credit hours earned)

In order to meet the requirements for satisfactory progress toward degree completion, a full-time undergraduate degree-seeking student, classified as a junior must

5.3.1. matriculate into degree-granting academic program(s), and

5.3.2. maintain on file a registered Plan of Study that serves as a planning tool for completing degree requirements for the major(s) in which the student is matriculated, and

5.3.3. successfully earn at least 24 credit hours of NC State or transferable course work that is included in the approved Plan of Study each academic year.

5.4. Senior - (92 or more credit hours earned)

In order to meet the requirements for satisfactory progress toward degree completion, a full-time undergraduate degree-seeking student, classified as a senior must

5.4.1. maintain enrollment in degree-granting academic program(s), and

5.4.2. maintain on file a registered Plan of Study that serves as a planning tool for completing degree requirements for the major in which the student is matriculated, and

5.4.3. successfully earn at least 24 credit hours of NC State or transferable course work that is included in the approved Plan of Study each academic year, unless fewer credit hours are required to complete all degree requirements.

5.5. Declared Part-time Student

In order to meet the requirements for satisfactory progress toward undergraduate degree completion, a declared part-time student must

5.5.1. have on file with the student’s academic adviser and take courses based on a registered Plan of Study that indicates a clear intent to pursue completion of a degree at NC State as a part-time student, and

5.5.2. matriculate or transfer into a degree-granting program by the beginning of classes in the first semester the student is classified as a junior.

5.6. Students in Undeclared Programs - (Requirements same as above by student’s clas

sification).

5.7. Transfer Students

A transfer student must meet with an academic adviser and have in place a registered Plan of Study prior to the first day of classes during the student’s initial semester of enrollment as a degree-seeking student at NC State. After that point, the rules for automatic satisfactory progress requirements are provided in sections 5.1 to 5.4.

6. Failure to Make Satisfactory Progress

The records of students not meeting minimum university requirements for satisfactory progress (see sections 1 - 4) will be flagged and notification will be sent to the student and to relevant academic college(s)/ department(s), that a progress review result-



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ing in a final determination of satisfactory or unsatisfactory academic progress must be made at the department/program level.

If it is determined in the progress review that a student has failed to make satisfactory progress toward undergraduate degree completion, the student will be placed on “Progress Warning” status. The student will then have one semester (Fall or Spring) to

work with an adviser to develop and implement a specific plan of action that restores “satisfactory progress” status in the current major, or

matriculate or transfer into an alternative major that has capacity and for which the student meets matriculation or intra-campus transfer requirements.

Failure to return to satisfactory progress status by the beginning of the next semester will result in a change in the student’s enrollment status as defined in section 7.1 below.

7. Enrollment Status Change

7.1. A student who fails to meet the requirements for satisfactory progress toward a degree after one semester on Progress Warning status will not be permitted to enroll further as an undergraduate degree-seeking student. Students removed from degree seeking status must, through the readmission process, apply for admission into a degree program that has capacity and for which the student meets the matriculation or intra-campus transfer requirements in effect at that time.

7.2. A student who wishes to continue to take course work after being removed from degree seeking status may do so through the NC State Lifelong Education program -[New category for enrollment will need to be established].

7.2.1. student taking courses under the newly created category for enrollment will be permitted to enroll in a maximum of two courses plus a Physical Education course in any semester or summer session until such time as the student qualifies for matriculation or intra-campus transfer into a major that has capacity to accept students and from which the student plans to graduate.

7.2.2. A student registered in the new category for enrollment will be a Lifelong Education student and subject to the same limitations as all other Lifelong Education students for purposes of registration priority, financial aid, on-campus housing, parking, eligibility for participation on inter-collegiate athletic teams, etc.

8. Exceptions

8.1. The following situations will result in a student’s being exempted from the 24 credit hour per academic year requirement only in the year that they occur:

8.1.1. Receipt of a late or retroactive withdrawal for a semester.

8.1.2. Service as a military reservist called to active duty.

8.1.3. Other unanticipated leave of absence granted by the dean’s office of the college in which the student is enrolled.

The other progress toward degree completion requirements will continue to apply unless specifically waived by the dean in the student’s college of enrollment. All exceptions must be documented in the student’s approved Plan of Study.



Banding Together

Military bands provided the core from which the various musical traditions of the college evolved. In 1894 the band consisted of ‘a tin horn trumpet and a drum or two.’ By World War I, however, membership in the band and bugle corps was highly prized. Directed by student drum majors, the bands, led the student battalion in dress parades. Concert bands, orchestras, and glee clubs had existed from time to time as student clubs, but they did not become part of a music program until the arrival of Percy W. Price, who joined the textile faculty in 1917 and soon became the college’s first director of music.¹⁶

8.2. A student who drops below full-time status after the tenth day of scheduled classes in any semester is not exempted from the provisions of this regulation. *Note: The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 02.05.03.*

Continuation of Undergraduate Enrollment (Suspension Regulation)

1. Introduction

1.1 Beginning with the 2009 Fall Semester, all undergraduate students, regardless of when they first enrolled in NC State University, will be subject to the conditions set forth in this regulation.

2. The minimum eligibility standard for continued enrollment of undergraduate students is based upon the following table:



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“While all students are required to perform manual labor for practice, they are not required to waste time in matters of mere drudgery, of which the majority of them have already learned before coming to us. We endeavor to keep in view the fact that our course is not intended as a training school for farm laborers, but for the development of brain power in Agriculture and Horticulture, and the training of the administrative ability of students in directing the great army of uneducated muscle which constitutes our farm hands. While taught that no labor is beneath the dignity of a thorough farmer when necessary, the chief effort will be to form habits of close observation and economical administration, and to inculcate broad ideas as to the possibilities of American agriculture, and thus send them out as leaders in improvements, instead of mere followers in ruts of other men’s making.”¹⁷

| Schedule of Performance Requirements for Continuing Undergraduate Enrollment | |
|--|--|
| Credit Hours Attempted at NCSU Plus Credit Hours Transferred | Minimum Required Cumulative Grade Point Average on all Courses Taken at NCSU |
| 1-59 | 1.8 |
| 60 or more | 2.0 |

2.1 Undergraduate students who, at the end of any spring semester, do not meet the minimum standards shown in the Continuation Schedule will not be allowed to continue their enrollment at the University during subsequent fall and spring semesters, with the following exceptions:

2.1.1 Students will be eligible to continue their enrollment until they have received final grades in at least twelve (12) hours at NC State;
 2.1.2 No student with a cumulative GPA of 1.0 or higher will be subject to suspension until the end of the student’s second regular semester at NCSU.

2.2 Students who have received final grades for at least twelve (12) credit hours at NC State and have earned a cumulative GPA of less than 1.0 will be suspended immediately (at the end of the semester or summer session) and will be assigned Academic Suspension Status. A student suspended under this policy will be required to take a break in enrollment for one regular semester and will not be permitted to take additional courses (including distance education courses, summer school courses and independent study courses) offered by NC State prior to or during that break.

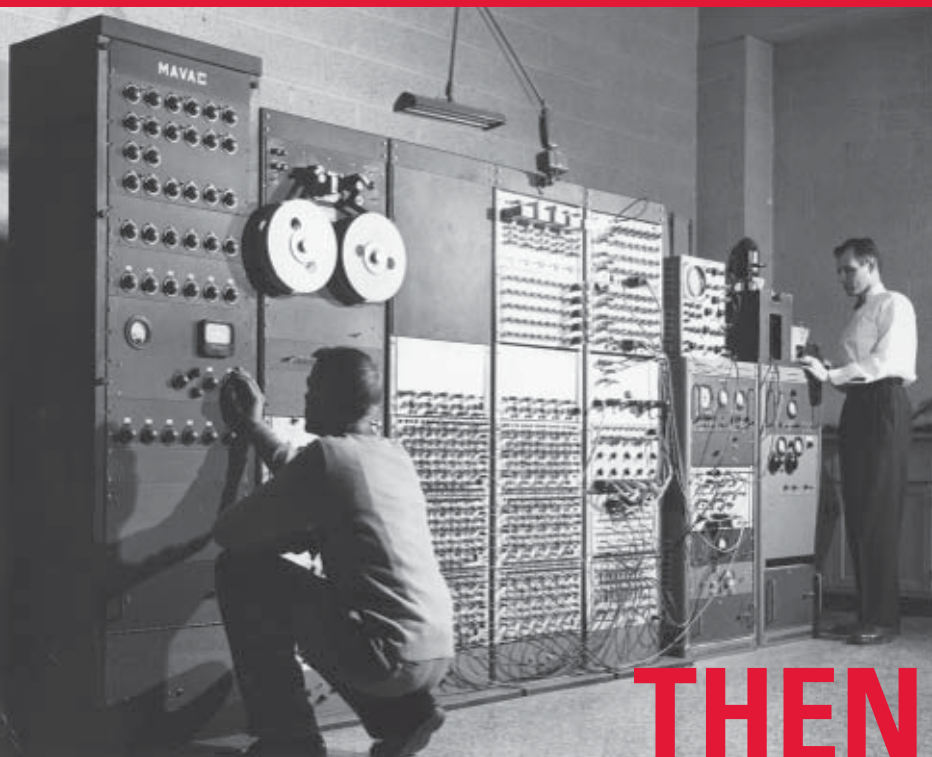
3. Academic Warning Status, Academic Suspension Status, Academic Probation Status

3.1 Academic Warning Status

3.1.1 Every student whose cumulative grade point average is less than 2.00, the minimum for graduation, will be placed on Academic Warning Status.

3.1.2 Every student with a cumulative GPA above 2.0 who earns a semester GPA below 1.0 will be placed on Academic Warning Status for the following semester.

3.1.3 The Timely Advising Requirement applies to all students on Academic Warning Status.



THEN & NOW

From MAVAC to MAPLE

Since World War II, electronic, and later transistorized, digital main frame computers became increasingly available on college campuses. Many faculty used these computers for numerical calculations related to their research and a few used them in conjunction with their courses. The first computers were installed in Patterson Hall in 1957. In the late 1980s a number of faculty started using MAPLE or MUMATH, a program that could run on personal computers, in undergraduate courses. Today, technical expertise ranges from systems to theory, from artificial intelligence to networks, and from software engineering to bioinformatics.¹⁸

3.2 Academic Suspension Status

3.2.1 Academic Suspension Status is assigned immediately (at the end of any semester or summer session) to any student who has received final grades for at least twelve (12) credit hours at NC State and has earned a cumulative GPA of less than 1.0.

3.2.2 Academic Suspension Status is assigned at the end of any spring semester or summer session to any student who has received final grades for at least twelve (12) credit hours at NC State and has not met the minimum standards shown in the Continuation Schedule.

3.2.3 In addition to the provisions set forth in this regulation, academically suspended students are subject to the provisions of NCSU RUL02.66.01 - Readmission of Former and Suspended Students.

3.3 Academic Probation Status

Academically suspended students may appeal to the University Admissions Committee for re-admission on Academic Probation Status in order to enroll in a regular semester (fall or spring). Students will not be considered in good academic standing while on Academic Probation Status. The Timely Advising Requirement applies to students on Academic Probation Status. The University Admissions Committee may prescribe additional requirements as a condition of re-admission.

3.3.1 Students who obtain a cumulative GPA above the suspension level, after being placed on probation status, will have the probation status discontinued.

3.3.2 Students on Academic Probation who do not obtain a cumulative GPA above the suspension level or a spring semester GPA of at least 2.5 will return to Academic Suspension Status.

4. Timely Advising Requirement

4.1 All students on Academic Warning Status or Academic Probation Status are required to meet with their academic advisers during the first four (4) weeks of classes in regular semesters to review their academic situations and to formulate or review and revise as needed their plans of study. Any student in either of these statuses who does not comply with this requirement will not be allowed to register and continue enrollment at the University during subsequent fall and spring semesters unless the cumulative GPA of the student is 2.00 or greater at the end of the semester in which the requirement was not met. **Note:** *The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 02.05.01.*

Readmission of Former and Suspended Students

1. Readmission of Undergraduate Students

1.1 An undergraduate degree student who fails to enroll during any regular semester, is considered a "former degree student", and must re-apply for admission to continue. Readmission applications should be submitted as soon as possible but no later than thirty (30) days prior to the start of the term.

1.2 Returning students should be aware that readmission is based on available capacity.

1.3 Readmitting students must be eligible to return to any other institutions previously attended.

1.4 Readmitting students who desire a change of curriculum must be accepted into the desired

major based upon current matriculation requirements and submit to the Department of Registration and Records a properly validated Curriculum Change Form (available from the academic department of the desired major) before readmission can be processed. (See NCSU REG02.65.03 – Intracampus Transfers)

1.5 A non-refundable application fee must accompany all applications.

2. Readmission for Students Eligible to Continue

2.1 Students who were eligible to continue at NC State at the time of leaving and who have a grade point average of at least 2.0 on all courses taken at NC State are eligible to be readmitted to their former program, provided the program has the capacity to accept additional students.

2.2 A student who was eligible to continue at the time of leaving who has subsequently completed academic work at another institution and earned less than a C- average on such work must submit a letter of petition for readmission to the Undergraduate Admissions Committee with their application.

2.3 A student who was eligible to continue at the time of leaving and whose grade point average is less than 2.0 on all courses taken at NC State will be considered for readmission in a status consistent with the student's academic standing in their most recent term of enrollment and current readmission criteria.

3. Readmission for Academically Suspended Students

3.1 Any academically suspended student needing fourteen (14) or fewer credit hours for graduation and having a Grade Point (Quality Point) deficit of ten (10) or less will be automatically readmitted on Academic Warning following their first suspension and Academic Probation after any subsequent suspension upon request to the Department of Registration and Records.

3.2 Enrollment in NC State Summer Sessions, Independent Studies, or Distance Education

3.2.1 An academically suspended student may attempt to improve their GPA and academic standing and gain automatic readmission through enrollment in NC State Summer Sessions, Independent Studies, or Distance Education courses.

3.2.2 NC State Distance Education enrollment requires consent of the student's advisor or the coordinator of advising in the student's major department and must be consistent with the student's program of study.

3.2.3 Enrollment will be limited to a total of two (2) courses (plus applicable labs) at any given time. An additional one (1) credit hour Physical Education course can be added for students attending on campus summer sessions.

3.3 First Academic Suspension

3.3.1 Following the first academic suspension and after a mandatory break in enrollment for one regular semester, students may petition the Undergraduate Admissions Committee for readmission. See section 4 for information on submitting a petition.

3.3.2 Upon readmission the student will be placed on Academic Warning and must maintain at least a 2.5 semester GPA every subsequent semester until achieving the minimum GPA required in NCSU REG02.05.01 - Continuation of Undergraduate Enrollment (Suspension Regulation).

3.4 Second Academic Suspension

3.4.1 Following a second academic suspension and after a



Student Statistics

NC State's original class of 71 students, pictured above, were mostly sons of North Carolina farmers and tradesman, and began their studies in 1889. Many were no more than fourteen years of age.

Today the University serves nearly 30,000 students from all 50 states and 110 countries, and offers degrees in 106 fields of study.

NC State University continues to grow and apply its research for the benefit of the people in North Carolina, across the United States, and around the globe.¹⁹



THEN & NOW

mandatory two regular semester break in enrollment, the student may petition the Undergraduate Admissions Committee for readmission. See section 4 for information on submitting a petition.

3.4.2 Upon readmission the student will be placed on Academic Probation and must maintain at least a 2.5 semester GPA every subsequent semester until achieving the minimum GPA required in NCSU REG02.05.01 - Continuation of Undergraduate Enrollment (Suspension Regulation).

3.4.3 Students on Academic Probation will not be considered in good academic standing, nor eligible for financial aid.

3.5 Third Academic Suspension

Following a third academic suspension, the student will be permanently suspended from the university, except as provided for under Contractual Readmission, outlined in section 3.6. Students may petition the Undergraduate Admissions Committee for Contractual Readmission only after a continuous break in enrollment of at least three (3) years.

3.6 Contractual Readmission

3.6.1 Contractual Readmission means that, upon readmission, the student will be placed on Academic Warning and must maintain at 2.0 GPA on all coursework attempted after readmission.

3.6.2 The student's entire academic record at NC State will continue to be displayed on the official transcript, including a grade point

average on all work attempted at NC State.

3.6.3 For courses attempted prior to readmission, only work of C- or better will count toward fulfilling graduation hours and requirements.

3.6.4 For purposes of graduation eligibility, a



second grade point average will be calculated based only on courses that are attempted after readmission.

3.6.5 A student may be readmitted under this option only once.

3.7 Additional Academic Suspension

Failure to achieve the required GPA standards established above and remaining below the minimum overall GPA required by NCSU REG02.05.01 - Continuation of Undergraduate Enrollment (Suspension Regulation) will result in an additional notice of academic suspension from the University at the end of either the fall or spring semester.

4. Petitions for Readmission

Petitions for readmission must be submitted to the Undergraduate Admissions Committee and include the following:

4.1 Transcripts of any courses (including grades) taken during the suspension;

4.2 A detailed plan of study, developed with the assistance and approval of the adviser, or department designee, outlining courses to be taken in each subsequent semester and the level of performance (semester hours and semester GPA of at least 2.5) necessary to complete the degree requirements; and

4.3 A written evaluation by the adviser or coordinator of advising candidly discussing the probability the student will be able to meet the performance expectations.

Note: *The most recent version of this rule is available online at policies.ncsu.edu. Search for RUL 02.66.01.*



Curricular Actions

Joint Degrees

A Joint Degree is a degree awarded by two or more UNC constituent institutions or a UNC institution and a non-UNC educational institution who are participating in a joint degree program. A joint degree will carry the names of two or more institutions on the student's diploma.

Joint Degree programs must be approved by the Board of Governors and proposals are to follow a process similar to that for the approval of a degree program for a single campus. Upon approval by the Board of Governors, UNC institutions may award joint degrees in the approved programs. The President will promulgate regulations for implementing the awarding of joint degrees.

To establish a joint degree, contact the Office of Undergraduate Courses and Curricula for information.

Dual Degrees

A Dual Degree program involves two academic units, either on the same campus or on different campuses, including non-UNC campuses, in a formal agreement to offer two degrees as part of a program of study that will result in a student being awarded both degrees. While such programs offer the advantage that some course work may count for each degree, the requirements for each of the two degrees in a Dual Degree program must be substantially equivalent to the requirements for a student taking only one of the degrees. For example, a Juris Doctorate and an MBA could be linked in a Dual Degree program. If more than one campus is involved this would be a Coordinated Dual Degree program.

NC State currently refers to a Dual Degree as a formal agreement between NC State and either a UNC or non-UNC campus whereby the student will receive a degree from NC State and then a second degree from the participating university. According to the above GA description, this agreement is considered a "Coordinated Dual Degree Program".

To avoid confusion, NC State uses the term dual major or double degree when referring to a "Dual Degree program on the same campus".

Guidelines:

The NC State degree offered is one of our existing, approved degrees. Transfer credit will go through an approval process with our appropriate faculty.

Documentation and Approval process:

Contact the Office of Undergraduate Courses and Curricula for appropriate forms and requirements for documentation of the agreement.

Dual Majors

Students who have satisfactorily completed the requirements for more than one bachelor's degree may, upon the recommendation of their deans, be awarded two bachelor's degrees at the same or at dif-

ferent commencement exercises. To earn two degrees students register in one college or department and, with the cooperation of the second college or department, work out their program to cover the requirements for both. Students must file an approved Plan/Subplan Change Form with Registration and Records.

If both departments want to formalize a blend of their requirements as an advising option that will illustrate for students an efficient plan for completing both degrees, they may do so by submitting a proposal via minor action memo and display whose approval will result in a distinct Automated Degree Audit (ADA) that the students may follow. Approval of a double degree does not signify the approval of the distinct degree; it simply acknowledges an efficient course of study a student may follow to receive both degrees. Contact the Office of Undergraduate Courses and Curricula for formalizing a dual major.

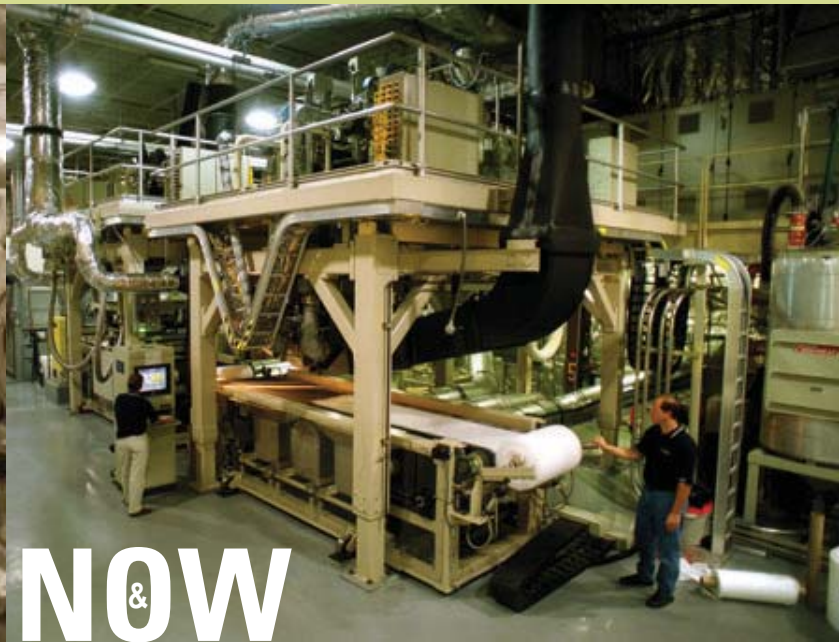
Academic Minors

A Minor is an optional academic program that a student may pursue while a currently enrolled undergraduate student. A Minor shall consist of a minimum of 15 credit hours. See a listing of approved Minors. NC State University recognizes two types of minors:

- Departmental Minor: A department may develop one or more minors within disciplines offered in that department. Usually the departmental minor includes only courses from one discipline.
- Inter-Departmental Minor: A minor may be developed by different departments by faculty who teach in the disciplines most relevant to the particular minor. Each inter-departmental minor will be administered by a departmental representative in which the majority of the required courses are taught.

Academic Minor Guidelines

- The number of hours required for a minor is at the discretion of the department or college offering the minor but must be at least 15 hours. Prerequisite courses which are needed will be in addition to the hours required for the minor.
- A minor shall be completely optional for a student and cannot be required by an academic program.
- A student cannot obtain a minor in their major.
- Only students who have matriculated into a major are eligible for a minor.
- Students cannot complete a minor after graduating.
- Any student seeking a minor must consult with the minor coordinator on a plan of work and should file a copy of this plan with the major advisor as soon as the minor is declared. The student should submit a Declare a Minor form signed by their minor coordinator and submit the form to Registration and Records as soon as possible but no later than the end of the regular registration period one semester prior to the semester of graduation. Not declaring the minor in a timely manner may result in recognition of the minor NOT appearing on student's final transcript.
- Successful completion of the minor will be noted on the transcript upon graduation.
- Courses constituting the minor may be used to satisfy General Edu-



THEN & NOW

“The main room on the first floor of Tompkins Hall was the weave room, and it contained the very latest Jacquard looms, capable of being ‘programmed’ to weave various patterns, including pictures of the governors of the southern states to be used as souvenirs at Textile Exhibitions.”²⁰



cation requirements as applicable.

Instructions for Developing and Revising an Academic Minor New Academic Minor Proposal Required Documentation

1. Academic Minor Curriculum Action Form or a Memo
 - Statement of Justification for the minor
 - Statement of Objectives
 - Description of the Minor for posting or publication.
 - List of Courses constituting the minor (indicate if course has a pre- or co-requisite)
 - Statement that student cannot obtain a minor in their major, if applicable.
 - Administration of the Minor: Name, location, phone number and email address of the Program Administrator
 - Contact information for application to the minor (if different from that of the Program Administrator).
 - Requirements for admission and completion, if any (such as GPA, course grades, deadlines for plan of work, etc.)
 - Summary of consultations with departments likely to be affected and responses from those departments.
 - Proposed effective date.
 - Optional: Statement on expected enrollment and any new resources required for offering of the minor. Attachment to include the following:
 - Note: If a new course is proposed for inclusion in the course offerings of the minor, the course(s) must be approved prior to or concurrent with the submission of the Academic Minor for approval.

Revising an Existing Minor Required Documentation

- Curriculum Action Memorandum
A memo addressed to the Dean of Undergraduate Academic Programs listing:
- Title and SIS code of the Minor/Subplan
 - List the revision(s) being proposed and reason for each revision.
 - Print a copy of the current requirements of the Minor posted at <http://oucc.ncsu.edu/minors> and mark in red the revisions being made and attach to the memorandum.
 - The impact of the revision if any, on other departments/programs. Attach any consultation correspondence if applicable.
 - Proposed effective date for revision

Discontinuing an Existing Minor Required Documentation

- Curriculum Action Memorandum
A memo addressed to the Dean of Undergraduate Academic Programs listing:
- Title and SIS code of the Minor/Subplan
 - Statement indicating the reason for the discontinuation of the minor and effective date of discontinuation.
 - Statement on impact to current students in the Minor.
 - The impact of the revision if any, on other departments/programs. Attach any consultation correspondence if applicable.

Approval process

Upon completion of the above documentation and signature of the Head of the department or program, the action should be submitted to your College Liaison for approval by the College Course and Curriculum Committee and Dean. Upon approval at the college level, the College Liaison will send the action to the Office of Undergraduate Courses and Curricula (OUCC) in DASA

Multicultural Student Affairs

The Department of Multicultural Student Affairs (MSA) researches, designs and implements unique programs that promote the pursuit of academic success, retention and graduation of students, with an emphasis on African American, Native American and Hispanic students. Many of the programs and services expand students' cultural horizon while honoring their respective cultural experiences. Multicultural Student Affairs works in conjunction with a number of university departments and colleges to conduct programs related to recruitment, orientation, retention and graduation in addition to academic, personal, professional and cultural development, which foster skills and strategies for being successful at N.C. State.

919-515-3835
oied.ncsu.edu/MSA

African American Cultural Center

The African American Cultural Center promotes awareness of and appreciation for the African American experience through activities and events that enhance academic excellence and strengthen cultural competence for the campus and surrounding communities.

919-515-5210
ncsu.edu/aacc

Women's Center

Celebrating women 365 days a year through support, empowerment, education, and leadership development, the NC State Women's Center challenges and motivates the hearts and minds of both women and men to achieve inclusivity and gender equity.

919-515-2012
ncsu.edu/womens_center



Chaplains' Cooperative Ministry

CCM is an interfaith organization of representatives from various religious traditions. Each member group, while not denying the truths of its own tradition, willingly cooperates and supports the other members in the development of their own communities.

While CCM in no way attempts to interfere with individual denominational programs, it stresses a commitment from its members to minister with a spirit of cooperation as relationships develop and joint events may be sponsored.

919-515-2414
chaplains.wordpress.ncsu.edu

GLBT Center

The NC State GLBT Center creates, maintains, and strengthens an inclusive and safe campus environment for people of all sexualities and gender identities. The Center supports success by working to create a campus that is both diverse and inclusive and conducts ongoing assessment to monitor its progress in this regard.

919-513-9742
ncsu.edu/glbtf/

Office of International Services

The Office of International Services at NC State facilitates the University's global mission in education, research, and community engagement by providing effective educational programs, advising, immigration processing, research and employment support, cross-cultural experiences, and community extension activities. Our programs and services enable the international student and scholar community, faculty and students, and the broader community around us to achieve inter-cultural success and excellence on and off campus.

919-515-2961
ncsu.edu/ois

Diversity & Inclusion at NC State

Fountain Fun

The modernistic fountain pictured [below] was actually the cooling system for the engines in the Diesel Engineering Laboratory. Located in the quadrangle bounded by the Zoology Building (demolished in 1956 to make space for the new Mann Hall), Polk, Patterson and Daniels Halls, the cooling fountain operated constantly while the diesel engines were running. After the war ended and the naval program phased out, the cooling fountain was emptied and the pumps shut down. The fountain continued to stand, however, well into the 1960s. In the later years visitors and new faculty and students were frequently puzzled by the location of such an elaborate fountain and by its failure to function. Each spring, however, the fountain was reactivated as an attraction for the Engineers' Fair. On one such occasion some enterprising Textiles students made the fountain into a display of State's colors by adding red dye and white soapsuds to the flowing water. Eventually the fountain was demolished to make room for a north addition to Burlington Engineering Laboratories.²¹



for placement on the UCCC agenda.

If approved by UCCC, the UCCC Chair and the Dean for Undergraduate Academic Programs (UAP) signs and the action is sent to Registration and Records for implementation.. If the action is approved pending revision, the UCCC Chair will sign and the UCCC representative from your college will contact you concerning the revision. Once the revision is received by the OUCC, the action will be signed by the Dean for UAP and sent to Registration and Records for implementation.

Proposals involving Inter-departmental Academic Minors will be subject to approval by all appropriate departmental and college/school committees, by the University Courses and Curricula Committee, and all appropriate aca-

demical administrators.

Process for Student Declaration of a Minor and Graduation Clearance

Academic Minors are considered subplans in SIS and are tracked using a subplan code which allows for graduation clearance in SIS. It is important that students declare their Minor as early as possible so they are identified in SIS for the subplan. This will enable departments to use class requisites and reserve seats in classes for students in the Academic Minor. Not declaring minors in advance could result in delays in posting student degrees at graduation.

Minor declaration and graduation clearance process:

- A student declaring an academic minor must submit a Minor Declaration Form as soon as possible.
- The Minor coordinator signs the form and either the coordinator or the student gives the form to Registration and Records. The student is then coded in SIS in the Minor and follows the Plan of Work.
- When it is time for the student to apply for graduation, the student goes online through the SIS portal and applies. If the student has declared the minor, it will be visible and will need to indicate that they are applying to graduate in their Major and their Minor.
- The College offering the minor will clear the students' minor and determine that the student has met

the minor requirements using the ADA and/or written plan of work established by the department.

- The College that offers the student's major clears the student's degree.

Ex: If a student is a CHASS Major and will have a minor from CALS, the CHASS graduation coordinator will clear the student for the CHASS degree and the CALS graduation coordinator will clear the student for the CALS minor.





University Housing

University Housing provides on-campus residential facilities for more than 8,000 students and offers a variety of options – from amenities to room layout choices – designed to accommodate diverse student interests and needs. From stimulating on-campus programming and engaging cultural festivals to an easily accessible array of campus resources, facilities and cutting-edge technology, campus living places the Wolfpack experience at your doorstep.

A residence hall is more than just a place to sleep and study. You will participate in self-governance and social, educational, cultural, and health-related activities outside the classroom. Living among peers will prepare you for life after graduation as you develop and practice communication, collaboration and negotiation.

“Rivalry between dormitories, farmers and the engineers was often keen, and occasionally they settled their differences in a ‘rough-house free for all’ or by individual combat. The agricultural students, who in the early days received considerable field practice, were sometimes hard to control. It is reported that clods flew rather freely at times and that students could ‘burn one another up’ painfully with Irish potatoes or green apples.”²²

Living on campus means being at the center of everything – right in the heart of NC State. From a variety of dining options and interactive cultural festivals, to stadium-rocking sporting events, live concerts and art exhibits – you name it, we have it – and it’s all a stone’s throw from your front door.

Our nine Living and Learning Villages cultivate residents’ passions ranging from science and education to engineering and the arts helping students integrate academics with real-world, hands-on experience. Visit University Housing’s web site for specific and up-to-date information pertaining to University Housing Policies, Regulations, and Rules. For more information about housing, contact University Housing by e-mail at housing@ncsu.edu, stop by the office at 1112 Pullen Hall, Raleigh, NC 27695-7315, or call 919-515-2440.



THEN & NOW

Student Organization Resource Center

Register with more than 500 clubs and organizations.

919-515-3323 :: ncsu.orgsync.com



Union Activities Board

Activities that motivate, stimulate, and educate.

919-515-5918 :: uab.ncsu.edu

Greek Life

Recruitment activities vary. Check the website for details.

919-513-2910 :: ncsu.edu/greeklife



Student Government

The voice of the student body.

919-515-2797 :: students.ncsu.edu



Residence Halls/IRC

Talk to your RA about how to get involved.

919-513-2910 :: ncsu.edu/greeklife

Center for Student Leadership, Ethics & Public Service (CSLEPS)

Grow as a leader. Make a difference in your community.

919.515.9248 :: ncsu.edu/csleps/



Top 10 Reasons to GET INVOLVED on Campus

- 10 Make new friends
- 9 Share common interests
- 8 Manage time better
- 7 Build your resume
- 6 Learn leadership skills
- 5 Serve the community
- 4 Discover your purpose
- 3 Be who you are
- 2 Enjoy NC State fully
- 1 Make a difference

Get Involved at NC State



Money Matters

Cashier's Office Information

Introduction

In addition to billing for tuition, fees, residence hall rent, meal plans, local telephone service and other departmental charges, the University Cashier's Office disburses financial aid refunds and provides all students with account management services.

Tuition and Fees

Visit the Cashier's Office website for current tuition and fee rates and detailed explanations of required fees.

Billing

NC State bills electronically with a system called eBill. If you have an outstanding balance, you will receive an e-mail notice that an eBILL is available for your review and payment. The e-mail will contain no personal or financial information. All private information is stored on a secure server, which you may access by logging in to MyPack Portal.

Paying Your Bill ePAY

You may pay online via electronic withdrawal from a checking or savings account (e-check). There is no fee associated with electronic withdrawals (ACH) from checking or savings accounts. Some savings accounts do not allow this type of transaction. If you are unsure, please contact your bank.

You may also pay online with a credit or debit card. However, a 2% transaction fee is charged on all credit or debit card payments.

Online payments post to the your student account immediately.

You may grant others Parent/Guardian access to make payments towards your student account balance.

Tuition and fees are due and payable prior to the beginning of each semester. Failure to pay all billed charges may cause a student's schedule to be cancelled. Students with outstanding balances will not be allowed to register for future semesters and may be subject to Penalty and Interest charges.

Monthly Payment-Plan Option

The Cashier's Office offers an interest free payment plan to all students through Tuition Management Systems (TMS). For a small enrollment fee, the five-month payment plan eases the burden of paying tuition in full before each semester and can reduce the need to borrow. You may pay your entire tuition bill with the monthly payment plan, or you may combine the monthly payment plan with your financial aid package. Contact TMS by phone at 1-800-722-4867.

Other Payment Options

Visit the Cashier's Office website for a complete list and explanation of all available payment options.

Refunds

All student account refunds are made payable to the student. Sign up for direct deposit of refunds via MyPack Portal. If you sign up for direct deposit, Financial Aid and other student account refunds will be deposited directly into your checking account at any bank, anywhere. Otherwise, we will mail checks to your home mailing address.

Contact Information

University Cashier's Office
2005 Harris Hall :: Campus Box 7213
Raleigh, NC 27695-7213
919-515-2986
Email: studentaccounts@ncsu.edu

The Value of a Dollar

Student tuition and fees tended to vary from year to year, but the average was about as follows during Holladay's administration: tuition (county students free) a session, \$20; board, \$8 a month; washing, 75¢ a month; books, fuel, and medical attendance a session, \$10; and lodging in a college dormitory, room, furniture, bedding, etc. (county students free), \$10 a session. Many students were able to reduce these charges by sweeping classrooms, making fires, and waiting on tables at the enticing rate of seven cents an hour. A few students benefited from the small College Loan Fund. This was instituted on December 5, 1889, when H.F. Fries of Salem, an ardent supporter of the College and member of the Board of Trustees, gave \$150 as a nucleus of a fund to be loaned to worthy students.²³



Scholarships and Financial Aid

The Office of Scholarships and Financial Aid (OSFA) assists students and parents in applying for and securing financial assistance when family resources are insufficient to meet educational expenses. The OSFA offers individual financial aid advising assistance. If you have a question about financial aid, including scholarships, grants, loans and Federal Work Study, or need assistance with any part of the financial aid process, please contact the office.

What is Financial Aid?

Financial Aid includes scholarships, grants, loans, and Federal Work Study. Financial Aid funds may come from federal, state, institutional and private sources. There are two basic types of Financial Aid: gift funds (money that does not need to be repaid) and self-help funds (money that is borrowed and must be repaid, or earned through working while enrolled).

NC State University's Office of Scholarships and Financial Aid assists thousands of students and their families each year. Our staff of financial aid advisors is available year-round to answer your questions, inform you about the full range of financial aid resources available to students and parents, and help you apply for financial aid. You can trust that the staff will offer you the best funding options available to you depending upon the timing of your application for aid, your level of financial need, and the availability of funding. For more information call the Office of Scholarships and Financial Aid at (919) 515-2421.

Contact Information

Office of Scholarships & Financial Aid
Campus Box 7302 :: 2016 Harris Hall
Raleigh, NC 27695 :: Phone: (919) 515-2421

"North Carolina College of Agriculture and Mechanic Arts is steadily advancing in equipment, in quality of work, and numbers, having 192 students during the present session.

Cost for county students for one year, including board, \$93.50. Total cost for other students, \$123.50."²⁴





Health Insurance

Introduction

Health insurance is complicated. The rules that govern using your health insurance at the Student Health Center, what your insurance pays for, and what you have to pay for out of pocket can be hard to understand.

In general, NC State University students may receive service at the Student Health Center. However, NC State University has many different student populations, and different rules and requirements apply to each population. Therefore your student status may qualify you for some Student Health Center services but not others. In addition, depending on your student status, you may be required to carry health insurance. However, depending upon the health insurance plan you subscribe to, your insurance plan may cover the cost of all, some, or none of a particular service at the Student Health Center. Therefore it is not safe to assume that all Student Health Center services are free.

Overview of Insurance Rules & Exceptions

Most NC State students pay the Student Health Services fee as part of their tuition

and fees packages. The Student Health Services fee funds on-campus medical and mental health services at Student Health Services (SHS) and the Counseling Center. This fee works like taxes work. Just like the North Carolina Transit Authority uses taxpayer money to repair highways in North Carolina, so does the Student Health Center use the pool of student health fee money to provide services for NC State students. If you pay the Student Health Services fee, you're paying for the privilege of using the Student Health Center. However, there are additional costs associated with most tests, procedures, labs, X-rays, and some routine exams (such as general health and women's health physicals).

Because of a state-level requirement that affects all sixteen universities in the University of North Carolina (UNC) System, however, students at NC State University, with a few notable exceptions, must have health insurance coverage. If you have the University-sponsored health insurance plan, administered by Pearce & Pearce, Inc., or if you are a postdoctoral scholar who receives health insurance coverage from Hill, Chesson and Woody, then almost all of the services at the Student Health Center (including tests, labs, routine exams, etc.) are covered for no additional charges or fees. If you have any other health insurance (e.g.,

your parents' insurance) then your insurance company considers the Student Health Center an out-of-network provider. Therefore the full costs of all tests, labs, x-rays, and routine exams will appear on your student account. However, full cost at the Student Health Center is less expensive than most doctors' offices in the Raleigh area. You can submit claims for reimbursement for these charges to your parents' insurance company, and the insurance company may reimburse you. However, you will likely receive less than 100% reimbursement (80% is common). For any insurance plan other than the University-sponsored health insurance plan, the Student Health Center will not submit insurance claims on your behalf. Therefore, if you have a health problem or if you need a routine exam, and you want to use your parents' insurance to cover expenses, then it may be less expensive to use an in-network provider in Raleigh who accepts your parents' insurance than it would be to visit the Student Health Center. However, some students feel the convenience of on-campus healthcare is worth the hassle of filing for reimbursement with their parents' insurance. Please contact student-health-insurance@ncsu.edu with your questions.



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Grievance Procedures

Grievance Procedure for Undergraduate Students

1. Introduction

1.1 This regulation provides a procedure for undergraduate students to make claims that their rights under law or university policy have been violated. This procedure is to be used to resolve grievances against decisions or actions that were made by employees or agents of NC State.

2. What May Be Grieved

2.1 Student grievances are limited to matters that:

- (a) Adversely affect the student in a personal or academic capacity; and
- (b) Involve a misapplication or misinterpretation of university policy, regulation, or rule, or a violation of state or federal law.

2.2 Grievances may not be used to challenge policies or procedures of general applicability.

2.3 Claims of Discrimination. If a student claims a violation of NCSU POL04.25.05 - Equal Opportunity and Non-Discrimination Policy Statements as a basis for a grievance, the matter shall be referred to the NC State Office of Institutional Equity and Diversity ("OIED") for review. (See subsection 9.1.2)

3. What May Not Be Grieved

3.1 The following items may not be the basis for a grievance:

- (a) Test grades or partial grades;
- (b) Claims based on purchases or contracts;
- (c) Claims not directly related to a faculty member or administrator's status as an employee at NC State;
- (d) Student disciplinary decisions, since there is a separate procedure for them (administered by the Office of Student Conduct); or
- (e) Complaints, grievances or appeals that are subject to another university

procedure (e.g. residency appeals, FERPA grievances, research misconduct).

4. Coverage

4.1 The procedures set forth below may be used by persons who are enrolled as undergraduate students, or who are participating in an NC State-sponsored educational event (hereinafter "students"). The person filing the grievance must be the alleged victim of unfair treatment that is related to his or her status as a student or program participant. A grievance cannot be filed on behalf of another person.

5. Other Remedies

5.1 The existence of this procedure does not bar a student from filing a claim in other forums to the extent permitted by state or federal law.

6. Time Limits

6.1 Any grievance must be filed within sixty (60) calendar days from the decision, action, or event forming the basis of the grievance. Filing occurs when the written grievance is provided to the department head, dean, or vice chancellor. This time limit may be extended by the applicable department head, dean, or vice chancellor for good cause shown, if the grievant makes a request for extension within the sixty (60) day period.

7. Informal Resolution

7.1 Grade Grievances. Before submitting a written grievance, the student must first pursue informal resolution of grade grievances by discussing the matter with the instructor who issued the grade to the student. If informal resolution is not satisfactory, the student may proceed in accordance with section 8.

7.2 Other Grievances. Before submitting a written grievance, the student should first attempt resolution of the issue with the person(s) responsible for the action or decision being grieved, and with that person's supervisor (or higher administra-

tive authority), if feasible. If the parties are interested in mediation, they may contact the Division of Human Resources (Employee Relations) about the use of mediation as part of an informal resolution process.

8. Grade Grievances - Formal Resolution

8.1 These procedures apply to grievances of final grades only. Test grades or partial grades cannot be the basis of a grievance. If a student grieves a grade on the basis that it was given in violation of state or federal law, the formal resolution procedures set out in sections 9 through 13 below will apply.

8.2 Otherwise, a student may file a written grievance with the department head. The grievance must state that informal resolution was attempted and resulted in an unsatisfactory outcome. The department head (or designee) shall review the matter and issue a written decision to the student and faculty member. If the student is not satisfied, (s)he may submit a written appeal to the dean or vice chancellor with supervisory authority over the department head. The dean or vice chancellor shall inform the instructor of the student's appeal, and allow the instructor to file a written response to the appeal within five (5) business days of the instructor's receipt of notice. The dean or vice chancellor shall review the appeal, any response, and the department head's decision. The dean or vice chancellor may designate another administrator to review the appeal. The dean or vice chancellor (or designee) shall prepare a written decision and send it to the student, faculty member, and department head. All documents and any recordings that are part of the dean's or vice chancellor's review will become part of the official record. If the matter is appealed beyond the dean's or vice chancellor's office, the appeal will follow the procedures outlined in sections 12 and 13 below.

8.3 In no event shall persons who review a grade grievance substitute their subjective judgment about academic quality for the judgment of the instructor. However, grievances may be substantiated if it is determined on the basis of the evidence that the grade was based on a factor other than academic merit, or if there has been a clear error in grading based on objective criteria.

9. Other Grievances - Formal Resolution

9.1 Step One: Filing a Grievance

9.1.1 If informal resolution is not successful, a student may file a grievance by sending a written request for a hearing to the dean or vice chancellor with supervisory authority over the person(s) named in the grievance. The grievance must include the following information:

- (a) A statement that informal resolution was attempted and resulted in an unsatisfactory outcome;
- (b) A statement as to how the decision or action is unfair and has adversely affected the grievant, including a list of the university policies, regulations or rules, or state or federal laws that have been violated, if known;
- (c) The name the person(s) against whom the grievance is filed (“respondent(s)”);
- (d) A statement as to how the respon-

dent is responsible for the action or decision;

- (e) The remedy sought; and
- (f) Whether the grievant will bring an observer to the hearing and, if so, whether the observer will be an attorney.

9.1.2 If the grievant claims violation of NCSU POL04.25.05 - Equal Opportunity and Non-Discrimination Policy Statement as a basis for all or part of the grievance, the grievance will be held in abeyance while the OIED reviews the matter. The dean or vice chancellor who receives a written grievance from a student shall send the grievance to the OIED if the grievance includes a discrimination claim. The OIED shall notify the dean or vice chancellor when OIED’s review of the matter is concluded. The OIED will also provide the parties with notification of its findings. Within ten (10) business days from receipt of the OIED’s report, the dean or vice chancellor shall ask the grievant if he/she wishes to continue with the grievance in light of the OIED review and any administrative action taken pursuant to that review. If the matter proceeds to hearing, either party may offer the OIED’s notification of findings into evidence.

9.1.3 The written grievance must be filed within the time limit, pertain to a matter that may be grieved under this procedure, and be from a person with grievance rights

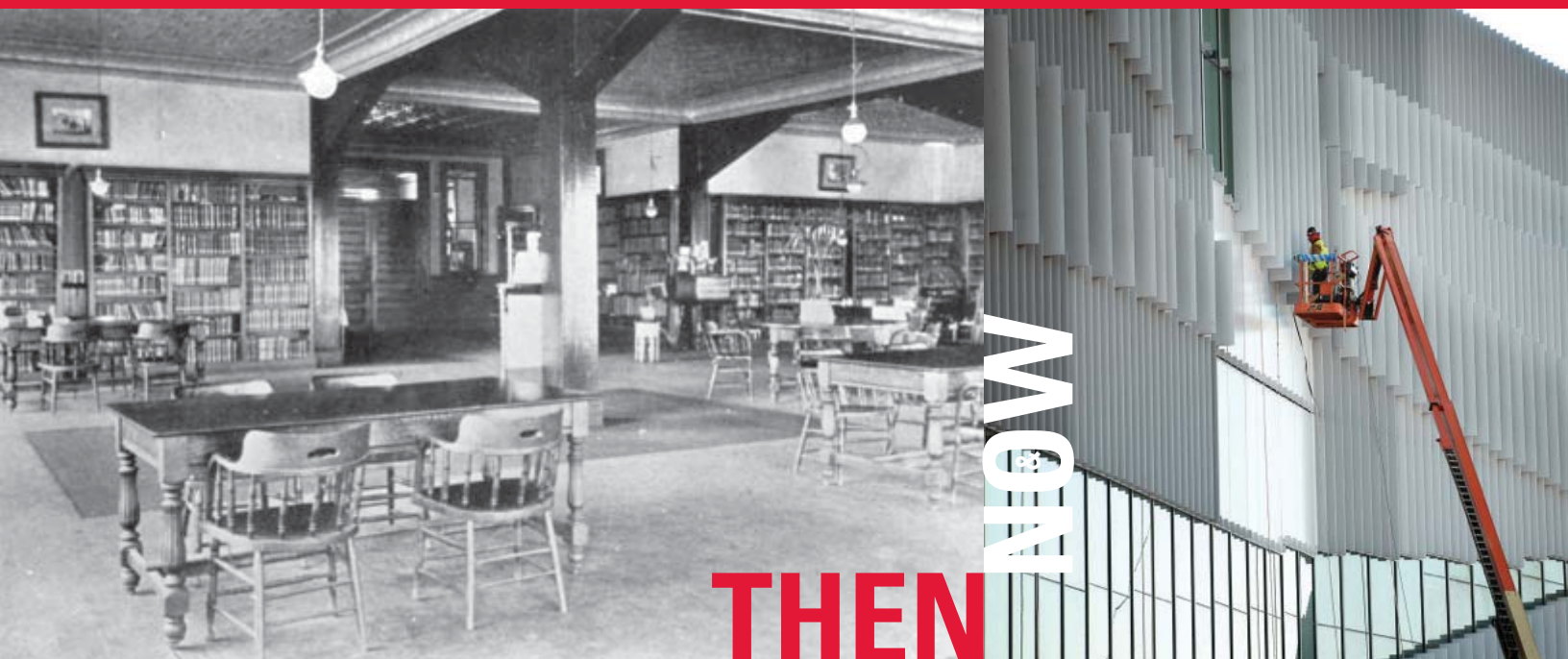
under this procedure. If such information is not in the grievance, the dean or vice chancellor shall dismiss the grievance. If the grievance is not dismissed, the dean or vice chancellor (or a designee) shall appoint a panel of four persons (comprised of two students and two faculty or staff/administrator members) to hear the grievance. The panel shall be provided with a copy of these procedures and the written grievance. At least half the panel members shall come from a department or administrative unit that is different from the respondent’s department or administrative unit.

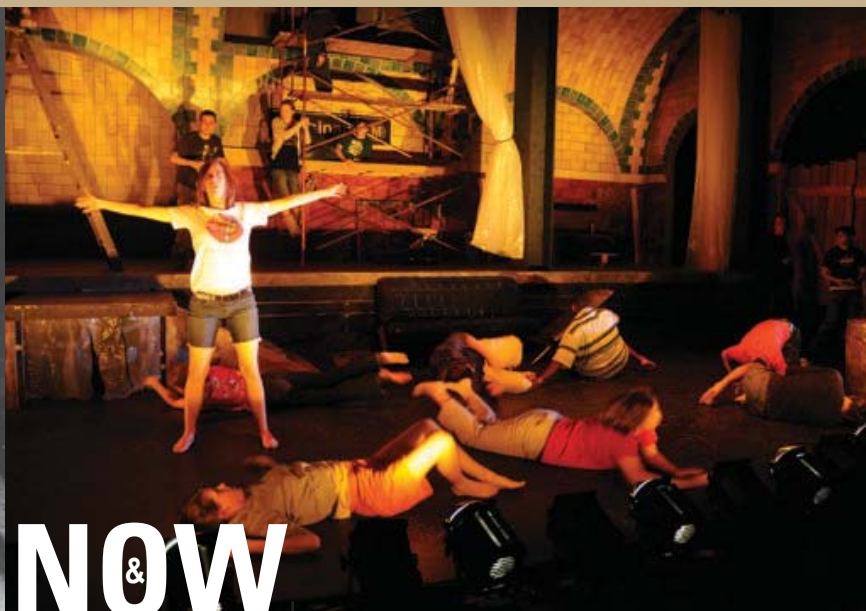
9.1.4 If the respondent is a dean or vice chancellor, the grievance process should be administered by a designee of the Provost and Executive Vice Chancellor.

9.1.5 Panel members should have no personal interest in the outcome of the proceeding, and should not have any personal involvement in or knowledge about the earlier stages of the matter.

9.2 Step Two: Initial Meeting

9.2.1 The panel shall meet, elect a chair, and send the written grievance to the respondent(s), within ten (10) university business days of being appointed. The chair shall offer respondent(s) an opportunity to provide a written response to the allegations within ten (10) business days of





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the respondent's receipt of the grievance. The chair should instruct the parties that they must provide each other and the chair with:

- (a) Copies of any exhibits they wish to introduce as evidence, and
- (b) A list of witnesses that each party will call with a brief summary of each witness' proposed testimony, by a specified date. The chair may extend the deadlines for submitting a response and for exchanging proposed exhibits when appropriate.

9.2.2 The chair shall notify the parties of the hearing date, time, and place at least ten (10) business days in advance of the hearing. (The panel may schedule additional days for hearing, if needed, so long as all parties receive reasonable advance notice of the additional dates.) The respondent's response to the grievance must be distributed to the panel and all parties at least ten (10) business days prior to the hearing.

9.3 Step Three: Grievance Hearing

9.3.1 The purpose of the hearing is to provide the parties with the opportunity to present their respective cases to the panel. The hearing must be recorded so that all persons can be clearly heard, or recorded by a court reporter.

9.3.2 Each party may choose to have one observer present at the hearing who is not a witness. Observers may not provide representation or otherwise participate in the proceeding, but may speak to their respective parties off the

record so long as it does not interfere with the hearing.

9.3.3 The panel may request procedural advice from an attorney in the Office of General Counsel. If the grievant has an attorney as an observer, the respondent(s) may request an attorney from the Office of General Counsel, other than the one advising the panel, to act as their observer. Respondents may not otherwise have an attorney for their observer. Availability of attorneys from the Office of General Counsel is subject to staffing levels and any conflicts.

9.3.4 The chair of the panel shall oversee the hearing, and shall make all rulings regarding the hearing process. The chair of the panel has the authority to rule on procedural matters not otherwise addressed in university policies and procedures. The chair may decline to consider evidence for reasons of excessive redundancy, immateriality, irrelevance, abusive nature, and other good cause. If evidence is offered but the chair decides not to consider it, the chair should include the evidence in the record for purposes of potential appeal.

9.3.5 Formal rules of evidence do not apply, and the panel may consider any information presented by the parties that it believes to be relevant and reliable.

9.3.6 Each party may make an opening and closing statement (grievant first and respondent(s) second in opening; respondent(s) first, and grievant last in closing) of a time duration to be deter-

mined by the chair. After any opening statements, the grievant shall present his/her testimony and exhibits, and any witness testimony. The respondent(s) shall have an opportunity to ask questions of the grievant and witnesses. At the close of the grievant's case, the panel shall recess in closed session to determine whether the grievant has met his/her burden of showing a grievable issue. If the panel finds the grievant did not meet his/her burden, the grievance shall be dismissed and the hearing concluded. If panel finds that the grievant has shown a grievable issue, the next step is for the respondent(s) to present any testimony, exhibits, and witnesses, to be followed by questioning from the grievant. Rebuttal and other follow-up testimony is at the discretion of the panel. Closing statements from each party conclude the hearing process. Panel members may ask questions or request additional information, documents, or witnesses at any time prior to adjournment. At the conclusion of this step of the procedure, the parties and witnesses shall be excused.

9.4 Step Four: Panel Deliberations and Report

9.4.1 The panel shall deliberate and reach a decision on the grievance in closed session. Deliberations are not recorded or transcribed. The decision must be based solely on the evidence from the hearing. The panel should be careful not to substitute its judgment for that of the respondent(s). Rather, the panel should decide if the decision being grieved was the result of a misapplication or misinterpretation of university policy, regulation or rule, or state or federal law. The burden

is on the grievant to establish by a preponderance of the evidence that the grievant has been adversely affected by a violation of his/her rights and that such violation can be remedied.

9.4.2 The chair of the panel shall compile the official record of the proceeding that includes a copy of all correspondence with the parties (including email), all evidence submitted to the panel (documentary evidence that the panel declined to consider must be so marked and segregated), the recording or transcript of the hearing, and anything else considered by the panel in reaching its recommendation. The chair shall be responsible for ensuring that a written report is prepared that addresses all material factual issues in dispute, states a conclusion as to whether the student was subjected to misapplication or misinterpretation of university policy, regulation or rule, or state or federal law, and recommendation for an appropriate remedy. The report and official record shall be delivered to the vice chancellor or dean who appointed the panel, with copies of the report to be sent to the parties, within sixty (60) calendar days after the hearing. A dissenting panel member may file a minority report, which is attached to the primary panel report.

9.5 Step Five: Final Written Decision

9.5.1 The dean or vice chancellor (or designee) who appointed the panel shall issue a written decision within twenty (20) business days of receipt of the panel's report and official record. The decision may either adopt the panel report in whole, modify it in part, or reject the report and reach different findings or conclusions for reasons expressly stated. The dean or vice chancellor (or designee) may also remand the matter if clarification of the panel's report is necessary or additional proceedings to clarify the record or to cure procedural error are needed. This decision shall be sent to the parties (certified mail return receipt, or personal delivery with a signed and dated receipt, to the grievant) and to the panel members.

10. Confidentiality

10.1 Panel members, witnesses, par-

ties, and all other persons involved in the grievance proceeding are expected to maintain confidentiality regarding the proceeding. State and federal laws govern the privacy rights of students and employees. Any questions about the disclosure of information should be directed to the panel in writing, and the panel should consult with the Office of General Counsel.

11. Ex Parte Contacts

11.1 Once a hearing (formal resolution) has been requested, there should be no ex parte communication between parties and panel members concerning the merits of the case. An ex parte contact or communication occurs when one person shares information with a panel member without including all other parties. To prevent this from occurring, all communications that (a) occur outside the recorded hearing, and (b) are between one or more parties and one or more panel members, should be in written form and distributed simultaneously to all parties and panel members. Discussion of the merits of the case or presentation of evidence outside the hearing should be avoided. The rule against ex parte contacts also applies to communication with the final decision-maker and everyone who is responsible for deciding appeals.

12. Appeal Routes

12.1 All student grievances may be appealed to the Provost and Executive Vice Chancellor.

13. Appeal Procedures

13.1 The aggrieved party may appeal the decision by delivering written notice of appeal to the Provost and Executive Vice Chancellor, with a copy to the respondent and panel (if applicable), within ten (10) business days after receipt of the decision. Appeals received more than ten (10) days after the decision was received (or delivery of the decision was attempted) will be dismissed.

13.2 The written notice of appeal must:

- Identify the person whose decision is being appealed;
- Provide a brief statement of the grounds for appeal, which at minimum should contain a list of alleged errors in the decision or decision-making process;

(c) Indicate what remedy is requested;

(d) Be signed and dated by the person filing the appeal; and

(e) Include a copy of the decision being appealed.

13.2.1 Grounds for an appeal are limited to showing that the decision was clearly erroneous, and that the alleged errors violated applicable university policies, regulations or rules, or federal or state law. The appeal should state which university policies, regulations or rules, or federal or state laws were violated by each of the alleged errors.

13.3 Once notice of appeal has been delivered, the responsible university administrator whose decision is being appealed shall forward the official record to the Provost. The record shall consist of all information considered in the decision-making process, the panel's recommendation, and the decision(s) of the applicable dean or vice chancellor. The record shall be compiled in chronological order to the extent feasible, and shall include a table of contents.

13.4 The Provost may ask the parties to submit written statements of their respective positions on appeal. There is no right to a hearing or oral presentation in appeals. The Provost will render a decision based solely on review of the record of the case and any written statements submitted by the parties. The Provost's decision on appeal shall be final, and no further appeal is permitted.

14. Modification

14.1 The Chancellor may approve modification of the foregoing procedures in a particular case if the modification (a) is for good cause, and (b) does not violate due process rights, policies of the NC State Board of Trustees, or policies, regulations and rules of the University of North Carolina.

Note: *The most recent version of this regulation is available online at policies.ncsu.edu. Search for REG 11.40.01.*



Privacy of Student Records

Student grades, in addition to other educational records, are considered confidential under a federal law called the Family Educational Rights and Privacy Act (FERPA). This law gives students two rights concerning their education records kept by the University. First, it requires NC State to keep those records private. There are exceptions for emergencies, court orders, University officials who have a need to know, etc. Second, it provides that students have the right to inspect records about themselves that are maintained by NC State. Employees and agents of the University are expected to comply fully with this law. For parents, this means that the University cannot disclose information about students that is protected by FERPA, such as grades, attendance records, and financial information except in the following circumstances:

When the student consents.

- A signed, dated consent from the student, stating that his or her grades or other specified records may be disclosed to the parents (name and mailing or e-mail address), must be delivered to the Registrar or other custodian of the records.
- Students may access consent forms on line via the MyPack Portal feature on the Registration & Records Website. In this case, parents do not have access to their student's academic records on the Web. Parents must contact the Office of Registration & Records (919-515-2572) with a password (as created by their student) for authentication to request information.
- The student is allowed to revoke the consent at any time.

When the student is financially dependent (i.e., receives more than 50% of his or her support) from the parent(s).

- A copy of the parent's most recent federal tax return (showing the student is claimed as a dependent) must be delivered to the Registrar, along with a request for copies of the student's grades or other specified records.

Student Responsibilities

With these rights come responsibilities. Students must make the necessary arrangements to share important academic and University information with 3rd



parties who have a need or desire to know. Therefore, you should:

- Share information, like grades and attendance, openly and honestly with those who have a need or desire to know, like your parents.

NC State does not mail grades home unless you ask us to. Therefore:

- Have a conversation with your family about expectations for discussing and reporting important academic information. This is important for several reasons. 1) It requires you to regularly keep track of graded assignments and tests. 2) If there is a problem, you can seek advice and guidance from your family and campus resources to get help before final grades are assigned, and it's too late; and/or

- Make arrangements with the Office of Registration & Records to have a copy of your grades mailed to a specific address; and/or

- Follow the procedures for giving consent (outlined above) for a third party to request information directly from the University.

NC State does not mail tuition statements home. Students receive them via e-mail.

- It is the student's responsibility to ensure that all financial obligations with the University are current.
- Make arrangements with the University Cashier's Office to have your tuition statement mailed or e-mailed to the party responsible for payment.

Visit the Office of General Counsel's website to read more about FERPA.



Three-Year Academic Calendar

| Fall Semester | 2012 | 2013 | 2014 |
|------------------------------|----------------------|----------------------------|---------------------------|
| First Day of Classes | Thurs., Aug. 16 | Wed., Aug. 21 | Wed., Aug. 20 |
| No Classes; Labor Day | Mon., Sept. 3 | Mon., Sept. 2 | Mon., Sept. 1 |
| No Classes; Fall Break | Th.-Fri., Oct. 4-5 | Th.-Fri., Oct. 10-11 | Th.-Fri., Oct. 9-10 |
| No Classes; Thanksgiving | Wed-Fri., Nov. 21-23 | Wed.-Fri, Nov. 27-29 | Wed.-Fri., Nov. 26-28 |
| Last Day of Classes | Fri., Nov. 30 | Th., Dec. 5 | Wed., Dec. 3 |
| Reading Days | Mon.-Tu., Dec. 3-4 | Fri., Dec. 6 | Th.-Fri., Dec. 4-5 |
| Final Examinations | Wed.-Th., Dec. 7-15 | Wed.-Th., Dec. 5-13 | Mon.-Tu., Dec. 8-16 |
| Graduation | Sat., Dec. 15 | Wed., Dec. 18 | Thurs., Dec. 18 |
| Spring Semester | 2013 | 2014 | 2015 |
| First Day of Classes | Mon., Jan. 7 | Mon., Jan. 6 | Wed., Jan. 7 |
| No Classes; MLK Jr. Day | Mon., Jan. 21 | Mon., Jan 20 | Mon., Jan. 19 |
| No Classes; Spring Break | Mon.-Fri., Mar. 4-8 | Mon.-Fri., Mar. 10-14 | Mon.-Fri., Mar. 9-13 |
| No Classes; Spring Holiday | Th.-Fri., Mar. 28-29 | Th.-Fri., Apr. 17-18 | Th.-Fri., Apr. 2-3 |
| Last Day of Classes | Fri., Apr. 26 | Wed., Apr. 23 | Fri., Apr. 24 |
| Reading Days | Mon.-Tu., Apr. 29-30 | Thur.-Fri., Apr. 24-25 | Mon.-Tu., Apr. 27-28 |
| Final Examinations | Wed.-Th., May 1-9 | Mon.-Tu., Apr. 28-May 6 | Wed.-Thur., Apr. 29-May 7 |
| Commencement | Sat., May 11 | Sat., May 10 | Sat., May 9 |
| First Summer Session | 2013 | 2014 | 2015 |
| First Day of Classes | Mon., May 20 | Mon., May 19 | Mon., May 18 |
| No Classes; Memorial Day | Mon., May 27 | Mon., May 26 | Mon., May 25 |
| Last Day of Classes | Fri., Jun. 21 | Fri., Jun. 20 | Fri., Jun. 19 |
| Final Examinations | Mon.-Tu., June 24-25 | Mon.-Tu., Jun. 23-24 | Tu.-Wed., Jun. 22-23 |
| Second Summer Session | 2013 | 2014 | 2015 |
| First Day of Classes | Th., Jul. 1 | Thur., June 26 | Th., Jun. 26 |
| No Classes; Independence Day | Th., Jul. 4 | Fri., Jul. 4 | Fri., Jul. 3 |
| Last Day of Classes | Fri., Aug. 2 | Wed., July. 30 | Wed., Jul. 29 |
| Final Examinations | Mon.-Tu., Aug 5-6 | Thur.-Fri., July 31-Aug. 1 | Th.-Fri., Jul. 30-31 |

Student Services Quick Find

| Service or Organization :: Phone Number |
|--|
| Emergency Information :: 3-8888 |
| African American Cultural Center :: 5-5210 |
| All Campus Card :: 5-3090 |
| ARTS NC State :: 3-1820 |
| Bookstore :: 5-2161 |
| Campus Activities :: 5-2451 |
| Campus Recreation :: 5-3161 |
| Career Center :: 5-2396 |
| Cashier's Office :: 5-2986 |
| Chaplain's Cooperative Ministry :: 5-2414 |
| Campus Cinema :: 5-5146 |
| Computer Help Desk :: 5-HELP (4357) |
| Counseling Center :: 5-2423 |
| Dining :: 5-3090 |
| Disability Services Office :: 5-8830 (TTY) :: 5-7653 (voice) |
| GLBT Center :: 3-9742 |
| Greek Life :: 3-2910 |
| Student Health Services :: 5-2563 |
| University Housing :: 5-2440 |
| Libraries :: 5-3364 |

| Service or Organization :: Phone Number |
|---|
| Multicultural Student Affairs :: 5-3835 |
| Academic Advising Services :: 5-8130 |
| Parents & Families Services :: 5-2441 |
| Rape & Sexual Violence Phone (RSVP) :: 919-618-RAPE |
| Registration & Records :: 5-2572 |
| ResNet :: 5-HELP (4357) |
| Scholarships & Financial Aid :: 5-2421 |
| University Student Centers :: 5-3138 |
| Student Conduct :: 5-2963 |
| Student Government :: 5-2797 |
| Center for Student Leadership, Ethics, & Public Service :: 5-3138 |
| Student Legal Services :: 5-7091 |
| Student Organization Resource Center (SORC) :: 5-3323 |
| Ticket Central :: 5-1100 |
| Transportation :: 5-3424 |
| Tutorial Center :: 5-3163 |
| Union Activities Board :: 5-5918 |
| University Operator :: 5-2011 |
| Women's Center :: 5-2012 |

51 Things to Do Before You Graduate

- Run the Krispy Kreme Challenge.
- See the Grains of Time in concert.
- Study in between classes.
- Paint the Free Expression Tunnel.
- Ride the train and carousel at Pullen Park.
- Tailgate before a football game.
- Go to the football game.
- Attend a Leadership Development Series (LDS) workshop.
- Eat at Amedeo's.
- Stay up for the whole All-Night Base.
- Go to Pack Howl during Homecoming.
- Be active in a student organization.
- See a movie at the Campus Cinema.
- Kick off the year with Service NC State.
- Host the folks to Parents & Families Weekend.
- Take your picture with the strolling professor.
- Play volleyball on Tucker Beach.
- Study outside on a sunny day at Court of North Carolina.
- Watch the big game in Reynolds at the BIG event.
- Indulge your sweet tooth at the Chocolate Festival.
- Take a study break at Hill of Beans in the library.
- Get a massage at the Rec Center.
- Give back at Service Raleigh.
- Get your picture taken with Mr. and Ms. Wuf.
- Eat some NC State ice cream from Howling Cow.
- Watch an away game in the Wolves' Den.
- Talk to your advisor at least once a semester.
- See a concert, play or other show in Stewart Theater.
- View priceless art at the Gregg Museum.
- Get your summer reading book signed at Convocation.
- Read the Technician daily.
- Camp out for basketball tickets.
- Stroll through the JC Raulston Arboretum.
- Tour Holladay Hall.
- Talk a walk around Lake Johnson.
- Eat bugs at the Insect Café during Night Owl meals.
- Travel to the top floor of DH Hill for a view of Raleigh.
- Make the Dean's List.
- Visit the Chancellor's house at the graduate reception.
- Go abroad! Study or do Alternative Service Break.
- Attend or play an intramural game on Miller Fields.
- Help the NC Children's Hospital by dancing the night away at Dance Marathon.
- Rock the first Friday of fall away at the Friday Fest concert.
- Honor Coach Kay Yow at Hoops for Hope.
- Discover other cultures at Taste of NC State.
- Check out the Pan Afrikan step show.
- Eat some fry bread at Pow Wow.
- Attend a late-night party at Talley.
- Vote in student elections.
- Watch a softball game in the new Dail stadium.
- Ride a float during the Homecoming parade.

Photo Credits

Recent Photographs

Recent color photographs in this publication courtesy photographer Roger Winstead, housed in University Communications' digital photograph collection, <http://www.ncsu.edu/photos>

Historic Photographs

Cover

Students training in livestock judging, c. 1938. [UA023.006.035], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

North Carolina College of Agriculture and Mechanic Arts freshman football team, 1915, [UA023.020.010], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

MAVAC computer, North Carolina State University College of Engineering, 1960s, [UA023.012.000], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

Page 2 North Carolina State College of Agriculture and Engineering, bird's-eye view, omitting trees and landscaping, 1939, by J.D. Paulson, [UA023.005], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

Page 4 Newly constructed 1911 building, c. 1910. Courtesy North Carolina State University Creative Services Digital Photograph Collection.

Page 9 A view of the North Carolina State College Dairy Farm in Raleigh, c. 1940. University Archives Photograph Collection, [UA023.005.112], Special Collections Research Center, North Carolina State University Libraries.

Page 12 View of students working at drafting tables in classroom at North Carolina State College School of Design, 1955. University Archives Photograph Collection, [UA023.010.031], Special Collections Research Center, North Carolina State University Libraries.

Page 18 Beekeepers behind Primrose Hall, 1910s, [UA023.006.000], Special Collections Research Center, North Carolina State Uni-

versity Libraries, Raleigh, North Carolina.

Page 20 Students learn about ham in Food Science class, 1970s, [UA023.006.035], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

Page 21 View of the cafeteria line in Leazar Hall showing students and cafeteria employees, 1948, [0007401], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

Page 23 North Carolina College of Agriculture and Mechanic Arts freshman football team, 1915, [UA023.020.010], Special Collections Research Center, North Carolina State University



Libraries, Raleigh, North Carolina.

Page 24 View of students in class sitting at desks with adding machines, John Mattox, 1954, [UA023.005.013], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

Page 27 Students in chemistry lab, 1920s, [UA023.006.031], Special Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

Page 28 North Carolina State College marching band. Courtesy University Communications' digital photograph collection, <http://www.ncsu.edu/photos>.

Page 29 Farm equipment class behind Patterson Hall, North Carolina College of Agriculture and Mechanic Arts, 1915, [UA023.006.024], Special

Collections Research Center, North Carolina State University Libraries, Raleigh, North Carolina.

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Page 34 North Carolina State College of Agriculture and Mechanic Arts Textiles Laboratory. Courtesy University Communications' digital photograph collection, <http://www.ncsu.edu/photos>.

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