

University of Maine

FORT KENT

Université du Maine

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## ACADEMIC CALENDAR, 2005-2006

### Semester I

Sept 2	Faculty & Staff Development Day
Sept 4	Residence Halls Open for all Students at Noon
Sept 5	Residence Hall Student Orientation
Sept 6-7	Freshman & New Student Orientation, Placement Testing & Academic Advising
Sept 8	Classes Begin
Sept 15	Last Day to Add Classes
Oct 8	Fall Recess Begins - End of Day
Oct 12	Classes Resume at 8 a.m.
Nov 1	Mid-Semester Grades Due in Registrar's Office
Nov 7-18	Student Advising/Registration for Semester II, 2006
Nov 18	Last Day to Drop Classes
Nov 22	Thanksgiving Recess Begins End of Day
Nov 28	Classes Resume at 8 a.m.
Dec 5-10	Course/Instructor Evaluation by Students
Dec 17-23	Final Semester Exams
Dec 27	Semester Grades Due Registrar's Office

### Semester II

Jan 13	Faculty & Staff Development Day
Jan 14	Residence Halls Open at Noon
Jan 16	Freshmen & New Student Orientation, Placement Testing & Academic Advising
Jan 17	Classes Begin
Jan 24	Last Day to Add Classes
Feb 28	Mid Semester Grades Due in Registrar's Office
Mar 4	Spring Recess Begins - End of Day
Mar 20	Classes Resume 8 a.m.
Apr 10 -21	Student Advising/Registration for Semester I, 2006
Apr 21	Last Day to Drop Classes
Apr 24-28	Course/Instructor Evaluation by Students
May 6 - 12	Final Semester Exams
May 12	Grades for Graduates Due in Registrar's Office
May 13	Commencement
May 16	All Grades Due in Registrar's Office
May 17	Faculty & Staff Development Day

## ACADEMIC CALENDAR, 2006 – 2007

### Semester I

Sept 1	Faculty & Staff Development Day
Sept 3	Residence Halls Open for all Students at Noon
Sept 4	Residence Hall Student Orientation
Sept 5-6	Freshman & New Student Orientation, Placement Testing & Academic Advising
Sept 7	Classes Begin
Sept 14	Last Day to Add Classes
Oct 7	Fall Recess Begins - End of Day
Oct 11	Classes Resume at 8 a.m.
Oct 31	Mid-Semester Grades Due in Registrar's Office
Nov 6-17	Student Advising/Registration for Semester II, 2007
Nov 17	Last Day to Drop Classes
Nov 21	Thanksgiving Recess Begins End of Day
Nov 27	Classes Resume at 8 a.m.
Dec 4-9	Course/Instructor Evaluation by Students
Dec 16-22	Final Semester Exams
Dec 26	Semester Grades Due Registrar's Office

### Semester II

Jan 12	Faculty & Staff Development Day
Jan 13	Residence Halls Open at Noon
Jan 15	Freshmen & New Student Orientation, Placement Testing & Academic Advising
Jan 16	Classes Begin
Jan 23	Last Day to Add Classes
Feb 27	Mid-Semester Grades Due in Registrar's Office
Mar 3	Spring Recess Begins - End of Day
Mar 19	Classes Resume at 8 a.m.
Apr 9-20	Student Advising/Registration for Semester I, 2007
Apr 20	Last Day to Drop Classes
Apr 23-28	Course/Instructor Evaluation by Students
May 5 -11	Final Semester Exams
May 11	Grades for Graduates Due in Registrar's Office
May 12	Commencement
May 15	All Grades Due in Registrar's Office
May 17	Faculty & Staff Development Day

# 2005-2007 Catalog

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**The University of Maine at Fort Kent is  
an Institutional Member of:**

American Association of State Colleges and Universities

The American Council on Education

The Council for Advancement and Support of Education

Maine Higher Education Council

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## General Information

### THE UNIVERSITY

#### **Purpose**

The University of Maine at Fort Kent, an integral and cooperating member of the seven campus University of Maine System, was founded as the Madawaska Training School in 1878 to prepare bilingual teachers to serve the French-speaking people of Northern Aroostook County. UMFK has evolved into a modern, liberal arts based university offering baccalaureate and associate degree programs to students from the region and from other parts of Maine, New England, and the United States. A substantial number of the University's students are from other countries, especially Canada.

The University remains true to its legacy of emphasis on teacher preparation. Its mission is further influenced by its historical-cultural setting in the St. John River Valley, a region on the international border where the Acadian, Franco-American, and French-Canadian cultures merge, as well as by its surrounding natural environment, a vast wilderness area of abundant forests, lakes, and rivers.

The academic program, grounded firmly in the liberal arts and sciences, emphasizes excellence in teaching and individual attention to students, and prepares them for lifelong learning, for graduate and professional schools, and for present and future occupations, especially in the areas of teaching, nursing, environmental studies, forestry, business, and human services.

Through collaborative arrangements with other campuses, within the University of Maine System, the University of Maine at Fort Kent is creating new models for distance baccalaureate programs.

The University of Maine at Fort Kent preserves and fosters an appreciation of the Acadian and Franco-American heritage by providing a home for the Acadian Archives/Archives acadiennes and cooperating with nearby Canadian universities, thereby allowing students to experience French language immersion.

The University has a strong commitment to public service. Through applied research and a variety of information resources and delivery systems, the University of Maine at Fort Kent serves the professional and technical needs of public schools and teachers, businesses, government and health agencies, and industries of Northern Maine. As the principal cultural resource of its region, the University provides art, music, and theatre to the public, often in cooperation with Canadian institutions and other University of Maine System campuses.

#### **Location**

Fort Kent, one of Maine's northernmost towns, is the terminus of U.S. Route 1 and also serves as a meeting place for people wanting to complete the Allagash Trail, a canoe trip down the Allagash and St. John Rivers through a forested wilderness region to the west of the town. Excellent alpine and cross-country skiing are additional attractions of the community. The town also serves as the home of the Maine Winter Sports Center, a world class biathlon training and competition venue, and host site of the 2004 Biathlon World Cup.

Of special note is the five-minute walk from the UMFK campus to the beautiful St. John River, the international boundary between Maine and New Brunswick, Canada.

#### **About the Campus**

The University of Maine at Fort Kent is a fifty-two acre, sixteen building campus located in the heart of Fort Kent. The University is situated on a bend of the Fish River, just before it joins the St. John River. This unique setting provides a friendly, relaxed environment in which each individual is challenged by an exciting and worthwhile educational experience.

Campus buildings include Cyr Hall that houses administrative and business offices, classrooms, as well as an auditorium and science labs. Three dormitories, Crocker Hall, Powell Hall, and "The Lodge" have the capacity to house 300 students. Blake Library, one of the oldest buildings on campus, is a modern, well-stocked library with computer links to all other University of Maine libraries. Dining facilities are in Nowland Hall. Neighboring the Ray Fournier Biological Park is the gymnasium with racquetball courts and an exercise room, as well as space for a variety of specialized activities. The Old Model School houses a computing lab, the interactive television center,

and classrooms. Nadeau Hall houses the Nursing program, computer labs, faculty offices, and a teleconference center. The Acadian Archives building includes a collection of materials relating to the French-Acadian heritage of the area. The Physical Plant building houses the equipment used to keep the campus attractive and well groomed.

## DEGREES

The University of Maine at Fort Kent is chartered by the University of Maine Board of Trustees to offer the following degree programs:

### **Bachelor of Arts**

The Bachelor of Arts (BA) is a liberal arts program that enables students to choose among several major and minor areas of concentrated study leading to careers in the humanities. The program is also designed to prepare students for advanced studies. Complete details about the degree are outlined on page 70.

### **Bachelor of Science**

The Bachelor of Science (BS) provides students with a background in arts and sciences for entry into a variety of professions. The B.S. degree is also recommended for students seeking elementary and secondary school teacher certification. Complete details about the degree are outlined on page 71.

### **Bachelor of Science in Nursing**

The Bachelor of Science (BSN), with a major in Nursing, prepares the student for a career in nursing as well as the State Board Examination for RN licensure. Complete details about the degree are outlined on page 72.

### **Bachelor of Science in Environmental Studies**

The Bachelor of Science in Environmental Studies (BSES) prepares students for environmental careers by combining a science background with environmental course work in the field, classroom, and laboratory. It also stresses the importance of conservation and intelligent resource management. Complete details about the degree are outlined on page 83.

### **Bachelor of University Studies**

The Bachelor of University Studies (BUS) permits students to assume the responsibility for designing individualized programs to meet their particular academic needs as they prepare for future careers. Complete details about the degree are outlined on page 86.

### **Associate of Arts in General Studies**

The Associate of Arts in General Studies (AA) is a two-year program emphasizing the development of general knowledge for students preparing for a variety of careers. The Associate of Arts degree program also provides career-oriented study sequences in business, computer science, human services, and criminal justice. Complete details about the degree are outlined on page 87.

### **Associate of Science in Forest Technology**

The Associate of Science in Forest Technology (AS) provides a technical background to pursue careers in forestry. The program also serves as entry to baccalaureate education. Complete details about the degree are outlined on page 90.

## MAJORS AND MINORS

### **Majors**

The University of Maine at Fort Kent offers the following academic majors:

- Behavioral Science, BS
- Biology, BS
- Business Management, BS

Computer Applications, BS  
 Electronic Commerce, BS  
 Elementary Education, BS  
 English, BA  
 Environmental Studies, BS  
 French, BA  
 Nursing, BS  
 Rural Public Safety Administration, BS  
 Secondary Education - Bilingual Education, BS  
 Secondary Education - English/Drama/Language Arts, BS  
 Secondary Education – Mathematics, BS  
 Social Science Field, BS

### **Minors**

The University of Maine at Fort Kent offers the following academic minors:

Art	Environmental Science
Behavioral Science	Forestry
Biology	French
Coaching	History
Criminal Justice	Mathematics
Cultural Anthropology	Music
Diversity Studies	Oral Communication
Education	Social Science
English	Theater

**Associate of Arts Career Options**

The University of Maine at Fort Kent offers the following career options as part of the Associate of Arts degree programs:

Business	Criminal Justice
Computer Science	Human Services

**Associate of Science in Forest Technology****STATEMENT OF STUDENT RESPONSIBILITY**

This and other official University publications constitute the student's guide to the programs and regulations of the University of Maine at Fort Kent. Enrollment implies that the student understands and accepts the obligation to comply with University regulations and procedures and endeavors to meet the academic standards at Fort Kent.

The University of Maine at Fort Kent reserves the right to revise, amend or change items set forth in this catalog from time to time. Accordingly, readers of this catalog should inquire as to whether any such revisions, amendments or changes have been made since the date of publication. The University reserves the right to cancel course offerings, to set minimum and maximum size of classes, to change designated instructors in courses, and to make decisions affecting academic standing of anyone participating in a course or program offered by the University of Maine at Fort Kent.

**RELEASE AGREEMENT**

Many divisions of study at the University of Maine at Fort Kent require, as a condition of graduation, the completion of one or more training programs or courses in a clinical setting, such as a hospital, clinic, professional office, field setting, expedition, or public schoolroom. Participation in these programs may require those students to execute releases or other contracts with the institution or provider of clinical services, which release them from liability and which also provide that students will comply with all their participating requirements and regulations, including possible health examinations. The University assumes there will be assent and compliance with such requirements and procedures by each student upon enrollment in those courses involving outside clinical or field study.

## **Admissions**

The University of Maine at Fort Kent is an academic community that welcomes applications for admissions from qualified men and women who exhibit the characteristics deemed appropriate to insure success in a rigorous academic environment. In evaluating a prospective student's application for admission, the University considers a variety of factors and indicators. Acceptance results from a mutual determination by the University and the student that the educational experience, which UMFK provides, will offer the applicant the most appropriate opportunities for continued self-development and personal fulfillment.

### **ADMISSION REQUIREMENTS**

**Admission requirements for Associate of Arts in General Studies, Associate of Science in Forest Technology, Bachelor of Arts, Bachelor of Science, Bachelor of Science in Environmental Studies, and Bachelor of University Studies degrees:**

1. Graduation from an approved secondary school or GED equivalent. Generally, the high school record will include: English-four years; Social science-two years; College Preparatory Mathematics-two years; Science with laboratory experience-two years; foreign language recommended.
2. SAT/ACT scores are recommended but not required.
3. A college preparatory program of studies is preferred. Students who have not followed this program will be evaluated on an individual basis.
4. Personal interview (optional, but strongly recommended).

**Admission requirements for Bachelor of Science degree with a major in Nursing:**

1. Graduation from an approved secondary school or GED equivalent.
2. Completed each of the following courses with a minimum grade of C, preferably in the college preparatory track:
  - Sciences: Two years
    - Biology (w/lab)
    - Chemistry (w/lab)
    - Anatomy and Physiology or Physics
  - Mathematics: Two years
    - Algebra I
    - Algebra II and/or Geometry
  - English: Four years
  - Social Sciences: Two years
  - Foreign Language: Recommended
3. Achieved a probable combined score of 900 on the SAT or a composite score of 18 on the ACT examination.
4. Submit one letter of recommendation from a math teacher, science teacher or a support letter demonstrating community service.

Students not meeting the above guidelines may be admitted to the Bachelor of University Studies. Students admitted to the Bachelor of University Studies, and those that are conditionally accepted, will be assigned a nursing academic advisor. To facilitate transition into the Bachelor of Science in Nursing, students must meet with their academic advisor a minimum of four times per semester.

#### **Home Schooled Policy**

The University of Maine at Fort Kent welcomes education in all its forms. UMFK recognizes that students from varied academic backgrounds contribute to the diversity of education sought after by our institution.

Home Schooling is, and has been, an important medium for some high school level students. Applications into our degree programs are welcome from home schooled students.

The information that follows describes our policy regarding the admission of home schooled students who wish to apply to the University of Maine at Fort Kent. In addition to a complete application form, the home schooled student submits:

1. Transcripts from a home school agency (if applicable).
2. Standardized Test Scores: Any ONE of the following are acceptable: SAT recommended combined score of 900; ACT recommended total score of 18; or GED passing.
3. Literature describing the home school agency you are affiliated with (if applicable).
4. Please indicate on your admissions application whether your home schooled experience was correspondence school based, parent/student designed, unschooled/non-curriculum based or a combination.
5. Letters of recommendation (you can remove the "Counselor Recommendation Form" included with the application).
6. A portfolio representing academic and research endeavors may be required.
7. A personal interview may be requested by the Admissions Office.

Please contact the Admissions Office at 1-888-TRY-UMFK if you have questions regarding our Home Schooled Policy.

### **Application Procedures**

High school students may apply for admission as soon as their first quarter marks are posted on their transcript. Application forms can be obtained from the Director of Admissions, University of Maine at Fort Kent, 23 University Drive, Fort Kent, ME 04743, through the guidance office of most New England high schools, or by calling toll free 1-888-TRY-UMFK. You are welcome to apply electronically by visiting our website: <http://www.umfk.maine.edu>.

A completed application for admission should be forwarded with a \$40 (US funds) non-refundable application fee to the Admissions Office. Application fee may be paid using a credit card by calling 1-888-TRY-UMFK. Check or money order should be made payable to the University of Maine at Fort Kent.

The University of Maine at Fort Kent "Request for Academic Records" should be completed by the secondary school guidance counselor who will return it to the Admissions Office, along with the applicant's secondary school transcript.

To insure prompt consideration, the applicant should request that the results of the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board, or the American College Testing Service (ACT) test results be forwarded to the UMFk Admissions Office as soon as they are available. The **CEEB** code number for the University of Maine at Fort Kent is **3393**; the **ACT** code number is **1642**. **Canadian applicants are not required to submit the SAT/ACT scores.**

Applications may be submitted at any time; however, those received prior to August 15 for the Fall semester and January 10 for the Spring semester will be given priority consideration. Admissions decisions are made on a rolling basis, as soon as the files are complete. Accepted candidates are encouraged to confirm (see Tuition/Housing Deposit) their intent to enroll within 30 days of the date of acceptance. Confirmation deposits received after 30 days will be honored on a space available basis.

### **Non-Traditional Students**

Non-traditional students comprise a significant portion of our student body. The University strives to meet the varied needs of non-traditional students with such services as basic skills developmental courses, tutorial help, and financial assistance for qualified applicants.

### **International Students**

All international students are welcome at the University of Maine at Fort Kent. Information about the admission process and requirements may be obtained directly from the Admissions Office or by visiting the UMFk website: [www.umfk.maine.edu](http://www.umfk.maine.edu).

### **International Applicants (excluding Canada)**

The following will constitute a complete international application:

1. Completed application form with essay.
2. Application fee of \$40 (US funds) payable using a credit card by calling 1-207-834-7600.
3. Official transcripts from your high school and or college attended (college transcripts must be evaluated by an outside agency, such as J.S. Silney and Associates, Inc., to determine US credit equivalency. UMFK will not consider foreign credits for transfer without the outside agency evaluation).
4. Official copy of TOEFL scores.
5. Certified Bank Statements (completed "Confidential Statement of Finance" to cover all expenses, approximately \$16,468 (US funds) or notarized letter(s) of support from financial sponsor.
6. Students applying to our Nursing program must submit SAT/ACT scores and letters of recommendation.

### **Conditional Acceptance**

Students whose records indicate that they may benefit from special instruction to strengthen academic skills may be offered conditional acceptance. A variety of programs and services have been developed to assist students during their first semester. A conditional acceptance will limit a student's course load to 12 credit hours for the first semester at the University of Maine at Fort Kent.

### **Tuition/Housing Deposit**

Upon notice of acceptance, a \$50 (US funds) tuition deposit is requested and should be sent to the Admissions Office within 30 days. Those requesting on campus housing must send a \$150 (US funds) deposit which is required to cover both the tuition deposit and the room reservation deposit. The deposit is credited to the student's account upon registration of classes and is refundable when a request for refund is made in writing prior to May 1 for the fall semester and January 1 for the spring semester to the Admissions Office.

Completion of the medical history, immunization forms, and Residence Hall Questionnaire and Contract are also required as part of the notice of acceptance.

### **Advanced Placement**

An applicant who has taken university level courses as part of a high school program or as a supplement, and who achieves at least a grade of "3" in the Advanced Placement Examinations of the College Board will receive credit at the University, provided the credits are in acceptable subject areas. The number of credits awarded for successful completion of Advanced Placement courses will be proportionate to those granted at this institution for similar courses.

It is possible for an applicant to be excused from certain basic course requirements if the applicant presents acceptable scores obtained through Advanced Placement Examinations.

### **Early Decision**

The University of Maine at Fort Kent offers early decision to those qualified applicants having strong preference for UMFK and who want to make a firm educational commitment to the University. Applicants indicating Early Decision on their applications will be notified (prior to December 1) regarding their admission status. UMFK conforms to the NEACAC guidelines with respect to Early Decision procedures and requirements.

### **Early Admission**

Highly qualified students in a college preparatory program may be considered for early admission to the University. These students would begin their university studies following completion of their junior year. Such early admission will be granted only when the secondary school agrees that a college program would be of benefit to the student's long range educational goals, and certifies that all university work will be accepted in completion of secondary school graduation requirements.

### **Transfer Students**

Applications for admission of qualified transfer students are welcome. A student who wishes to transfer to the University of Maine at Fort Kent, must present the following to the Admissions Office:

1. An application for admission with \$40 application fee.

2. An official secondary school transcript (not required of students transferring in more than 30 hours of college level work).
3. An official transcript from each prior college or postsecondary institution has attended.
4. A personal interview is optional, but strongly recommended.

The University of Maine at Fort Kent operates on a rolling admissions basis. Although we do not have a deadline for applications, it is strongly recommended that you apply as soon as possible. We can only accommodate a limited number of students in specific programs; therefore, late applications could result in deferral.

### **Teacher Certification Program (Elementary and Secondary)**

UMFK's Elementary and Secondary Teacher Education programs have been closely coordinated with the educational licensing authorities in the State of Maine and the Canadian Provinces. Our teacher certification programs are designed to assist the student in completing all necessary teacher licensing requirements for both the US and Canada. Our program is fully accredited and endorsed by the State of Maine Department of Education. Upon completion of the certification program, the student applies to the State of Maine for a teaching license. The student then applies to the Department of Education in respective Provinces for their provincial teaching license.

### **Application Process for Teacher Certification Program (Elementary and Secondary)**

The following will constitute a complete admissions application:

1. Completed application form with essay.
2. \$40 (US funds) application fee payable using a credit card by calling 1-888-TRY-UMFK.
3. Official transcripts from colleges or universities previously attended.
4. Completed Affidavit of Support form\* (Canadian students only).

\*The Affidavit of Support is a statement of financial resources to attend the University of Maine at Fort Kent. Once accurately completed, this document will enable the issuance of the I-20 (student visa).

Note: Students can apply, and be accepted, to the certification programs at anytime. However, students may not begin taking Education (Edu) courses at UMFK until the following requirements have been met:

### **Elementary Certification Program**

1. Sound academic standing from prior university attended.
2. Completion of a minimum of 42 credit hours of Liberal Arts (a half year course at Canadian universities is equivalent to 3 credit hours; a full year course is equivalent to 6 credit hours).
3. Completion of a minimum of 3 credit hours in each of the following subject areas: English, Math, Science, and Social Science. A minimum grade of "C" is required in each.
4. Proof of registration for the PRAXIS I exam (information on PRAXIS can be found at: [www.umfk.maine.edu/acserv/praxis](http://www.umfk.maine.edu/acserv/praxis)).

### **Secondary Certification Program**

1. Sound academic standing from prior university attended.
2. Completion of a minimum 24 credit hours in the interested area of certification (with a minimum grade of "C" in each).
3. Proof of registration for the PRAXIS I exam (information on PRAXIS can be found at: [www.umfk.maine.edu/acserv/praxis](http://www.umfk.maine.edu/acserv/praxis)).

### **University of Maine System Transfer Credit Practices:**

1. Generally, course grades do not transfer from institution to institution. Semester and cumulative grade point averages reflect only those courses taken at the home institution. Exceptions to this policy are approved by the University of Maine System Vice Chancellor for Academic Affairs. Students in external degree programs and/or taking courses at distant sites and centers should inquire about any exceptions which may apply.
2. Grades in courses taken within the University of Maine System and accepted for transfer credit will be recorded on the student's transcript although not computed into the cumulative grade point average.

3. All undergraduate courses successfully completed at one University of Maine System institution will transfer to another.
4. Each student must meet the established requirements of the academic programs or college into which he/she is transferring. Transfer credits do not necessarily count toward such requirements.
5. Transfer students must consult the individual institution catalog to determine requirements regarding the number of degree credits that must be taken through the degree-granting institution.
6. Transferring students will be expected to provide official transcripts reflecting all previous postsecondary work.
7. Each accepted transfer student will receive a written evaluation of transfer credit. The transfer student should then meet with program faculty/advisors at the receiving institution to review how the transfer credit will be applied.
8. Course credit will be transferred only for coursework delivered by regionally accredited institutions, through Advanced Placement (AP) or College Level Examination Program (CLEP), or through life experience (i.e. prior learning or other learning such as military training, etc.) when validated through the approved campus processes.
9. Course credit from international institutions will be accepted for transfer consistent with established institutional policies.

#### **University of Maine at Fort Kent Transfer of Credit Practices:**

The University of Maine at Fort Kent recognizes that students may complete postsecondary work at other institutions. This work is important to the student and also to the University. UMFK will make every effort to recognize the credits through the transfer process and apply these toward its program requirements. Where the content of courses from the previous school is equivalent to that of UMFK courses, students will be given credits toward their degree requirements. Where there is no compatibility of content, elective credit will be given. UMFK also has special arrangements with selected schools whereby credits are accepted directly into UMFK programs (see Index under "Articulation Agreements" for details of these special arrangements).

In order to receive credits for work from other institutions, students must present "official" transcripts from each post-secondary school. For students who are applying for transfer to Fort Kent (see Index under "Transfer Students"), the transcripts must be sent to the Admissions Office. For those taking courses at other schools while a student at UMFK, the transcript should be directed to the Registrar's Office.

Once transcripts are received in the Registrar's Office, they will be evaluated and credits accepted as appropriate. The student will then be notified of the transferability of each course as well as how the credits will apply to his/her degree program. The acceptable credits will then be posted on the UMFK transcript. Decisions on transfer credit evaluations may be appealed to the Vice President for Academic Affairs (see Index under "Student Academic Appeals Policy").

Although all coursework will be considered for transfer, credits will be acceptable for transfer only under the following conditions:

1. Only work from institutions accredited by one of the six regional accrediting agencies will be accepted in transfer.
2. Only work with grades of "C-" and above will be accepted. Courses graded with non-standard letter systems, such as Pass/Fail, will be considered for transfer if the transcript clearly shows the equivalent grade symbol indicating a grade of "C" or better.
3. Grade Point Averages (GPA) from other schools do not transfer. Grades from all schools are listed on the UMFK transcript but are not included in the UMFK GPA.
4. Only work which applies to a course of study at UMFK will be accepted.
5. Nursing clinical courses are not transferable.
6. Credits from vocational or technical schools are accepted if they were taken as part of an Associate degree.

UMFK differentiates between courses offered during the freshman/sophomore years (lower level) and those at the junior/senior years (upper level). For transfer courses, the level is determined at the time of transfer evaluation. Courses, considered upper level at the away school, are considered upper level at UMFK. Courses, considered lower level at the away school, are considered lower level at UMFK. It is recognized that conflicts will exist between the numbering schemes. Credits from two-year institutions will be considered the equivalent of lower level work (freshman and sophomore years) at the University of Maine at Fort Kent.

NOTE: For students transferring within the University of Maine System:

“Trustee policy is to provide the maximum opportunity for transfer within the System. When a student is accepted for transfer within the University of Maine System, all undergraduate degree credits, with a minimum grade of “C-“, obtained at any unit of the University will be transferable to any other unit but will not be automatically applied to the specific academic degree program to which the student has transferred. Each student will be expected to meet the established requirements of the academic program into which transfer is effected, and appropriate application of that credit is to be the responsibility of the particular academic unit. To determine which courses are transferable for degree program credit, students who anticipate the need to transfer course credits should consult with their academic advisor prior to enrollment.”

### **Transfer of Credit from Non-Regionally Accredited Institutions**

Credits earned at non-accredited institutions of higher learning may be presented for evaluation and acceptance at the University of Maine at Fort Kent. Any student anticipating the transfer of credits from a non-accredited institution should:

1. Request that an official transcript be sent from the institution in question to the Registrar of the University of Maine at Fort Kent.
2. Secure for the Registrar the following data for each course involved:
  - Complete syllabus
  - List of all required and any optional textbooks or other instructional materials used in the course.
  - School’s catalog.
3. The Registrar will review the foregoing documents to determine equity with academic requirements and courses at UMFK. The Registrar may confer with other offices of the University as appropriate.
4. Where equity is found to exist with courses offered by UMFK, the transfer credit may be accepted at full or adjusted value toward satisfaction of the corresponding UMFK course. Where a corresponding course is not offered at UMFK, the course value may be accepted toward fulfillment of elective requirements.

## **NON-DEGREE STUDENTS**

Persons who are not candidates for degrees may attend the University of Maine at Fort Kent as non-degree students. With the approval of an advisor, students so classified may register for courses for which they have prerequisites completed. Credits earned may be applied to a degree subsequent to admission or readmission. All non-degree students, however, are subject to all the regulations and procedures of the University of Maine at Fort Kent.

## **CREDITS BY EXAMINATION**

The University of Maine at Fort Kent is a test center for both the College Level Examination Program (CLEP) and DANTES credit by examination programs. Students who satisfy one of the following categories can earn college credits through successful completion of standardized examinations:

1. Students who have enrolled only at UMFK may earn credits by examination prior to the end of their sophomore year.
2. Students who transfer to UMFK may earn credits by examination during their first three semesters of enrollment at UMFK regardless of previously completed work.

Students may not receive credits by examination for courses they have previously attempted or for courses that are at a lower level in the same discipline than courses which have been successfully completed.

Information concerning arrangements for credit by examination should be directed to the Academic & Counseling Services Office.

## Financial Information

The financial requirements of the University, changing costs, state and legislative action, and other matters may require an adjustment to the charges and expenses listed in this catalog. The University reserves the right to make such adjustments to the estimated charges and expenses as may, from time to time, be necessary in the opinion of the Board of Trustees up to the first day of classes for a given academic term. The applicant acknowledges this reservation by the submission of an application for admission or by registration.

### TUITION

Tuition is charged on a per credit hour basis. Courses being audited are also charged on a per credit basis. All tuition, room and board charges, and other fees are due and payable one week prior to the start of each semester.

*Tuition rates in effect during the 2005-2006 academic year.*

	<b>Students In-State</b>	<b>Students Out-of-State</b>	<b>New England Regional</b>	<b>Canadian (US funds)</b>
<b>Tuition Full-time</b>	*\$4,290.00	*10,380.00	*\$6,450.00	**\$10,105.00
<b>Tuition Part-time (per credit)</b>	\$143.00	\$346.00	\$215.00	\$215.00

\*The tuition rate for a full-time student is based on 15 credit hours per semester for the entire school year.

\*\*The tuition rate for a full-time student is based on 47 credit hours for the entire school year (19 credits per semester and 9 credits in summer term).

Resident Classification: A student is classified as a Maine resident or non-resident for tuition purposes at the time of admission to the University. Students enrolled as non-resident who have reason to believe their residence status has subsequently changed may contact the Business Office for an application (see Index under "Residency").

## ROOM AND BOARD

*Room and Board rates in effect during the 2005-2006 academic year.*

	<b>Board</b>	<b>Crocker/Powell Hall Room</b>	<b>New Residence Room</b>
<b>Per Semester:</b>			
<b>19 Meal Plan</b>	\$1,332.00	*\$1,504.00	\$1,819.00
<b>14 Meal Plan</b>	\$1,332.00	*\$1,504.00	\$1,819.00
<b>10 Meal Plan</b>	\$1,175.00	*\$1,504.00	\$1,819.00
<b>Per Year:</b>			
<b>19 Meal Plan</b>	\$2,664.00	*\$3,008.00	\$3,638.00
<b>14 Meal Plan</b>	\$2,664.00	*\$3,008.00	\$3,638.00
<b>10 Meal Plan</b>	\$2,530.00	*\$3,008.00	\$3,638.00

\*Double Occupancy. Double refers to a regular room occupied by two people. Rate is \$1,504.00 per semester.  
Single occupancy. Single refers to a regular room occupied by one person. Rate is \$1,804.00 per semester.

Resident (residence hall) students must participate in the board plan. Students residing off-campus may, at their option, participate in a board plan.

Commuter meal plans are available. Information is available from Dining Services.

## DEPOSITS

**Tuition Deposit:** A \$50 tuition deposit is requested within 30 days once a student receives notice of acceptance into a university degree program by the Admissions Office.

**Room Deposit:** A \$100 room deposit is requested within two weeks once a student receives notice of approval for on-campus housing by the Student Services Office.

**Breakage Deposit:** A breakage deposit of \$65 will be charged to all resident students. If no damage beyond normal wear occurs in residence halls, the deposit will be returned to student prior to June 30.

**Student Teaching Placement Deposit:** A \$50 non-refundable student teaching placement deposit is required from all students to initiate arrangements for placement. This deposit is forfeited if a student cancels plans to student teach for the semester applied for.

These deposits are applied to a student's account and are forfeited if an applicant for September admissions withdraws after May 1, or if an applicant for January admissions withdraws after January 1. Applicants who provide the Admissions Office with written notification of withdrawal before the deadline dates will have the deposits refunded. Deposits paid after May 1 or January 1 are forfeited.

## FEES (ALL FEES ARE NON-REFUNDABLE)

5. **Application:** A mandatory application fee of \$40 will be charged to each student at the time of application unless the student has previously matriculated at UMFK.
6. **Activity:** A mandatory fee of \$3.50 per credit hour will be charged all students to a maximum of \$52.

7. **Unified Student Fee:** A mandatory fee of \$15 per credit hour will be charged to all students.
8. **Late Registration Fee:** A fee of \$15 will be charged each student failing to complete registration for classes by the date of final registration specified on the Academic Calendar.
9. **Health Insurance Fee:** A health insurance policy is made available to students. Rates for this policy fluctuate annually.
10. **UMFK Payment Plan Participation Fee:** A fee of \$20 will be charged to students participating in the four-month payment plan. The fee is on a semester basis.
11. **Late Payment Fee:** A fee of \$50 will be charged each student failing to make payment or financial arrangements by the date due.
12. **Late Installment Fee:** A fee of \$25 will be charged to students who do not pay bills when due according to the In-House Payment Plan due dates.
13. **Insufficient Funds Fee:** A fee of \$10 will be charged for every check returned for insufficient funds.
14. **Transcript Fee:** A fee of \$3 will be charged for each transcript, either official or unofficial (student copy), that is requested. A fee of \$6 will be charged for each copy faxed.
15. **Laboratory Course Fee:** A fee of \$15 will be charged in addition to tuition for applicable science courses (see course descriptions).
16. **Music Course Fee:** A fee of \$45 will be charged in addition to tuition for applicable music courses (see course descriptions).
17. **Nursing Lab Course Fee:** A fee of \$30 will be charged in addition to tuition for applicable nursing courses (see course descriptions).
18. **Equipment Fee:** Some courses require the rental or purchase of special accommodations. A fee may be required in addition to tuition for the course (see course descriptions).
19. **Forestry Transportation Fee:** Varies (see course description).
20. **Distance Education Fee:** Students registering for classes offered over the Education Network are charged a \$5 per credit fee to defray some mailing costs.

## **PAYMENT PROCEDURES AND POLICIES**

**Billing:** Each semester the University establishes specific dates for charging students and mailing bills. Bills are due and payable one week prior to the start of each semester. Students are notified of these dates on bills and through the student financial information sheets. Bills are mailed to the student at his/her current address. It is the responsibility of the student to maintain home and local addresses at the Registrar's Office. Subsequent bills issued during the semester will be sent to the same address, unless a different address is requested in writing to the Business Office.

**Making Payments:** The University accepts both Mastercard and Visa. Checks should be made payable to the University of Maine at Fort Kent. Cash should not be mailed. Payments should be mailed directly to: Business Office, University of Maine at Fort Kent, 23 University Drive, Fort Kent ME 04743-1292 or Business Office, University of Maine at Fort Kent, PO Box 1041, Clair, NB E7A 2J5. Payments may be made at the Business Office, located in Cyr Hall. Hours are from 8:00 a.m. to 4:30 p.m., Monday through Friday.

**Payment Plan:** A convenient monthly payment plan is available through the Business Office. Consult the Business Office for further information.

**Outside Scholarships:** Students must notify the Business Office of any non-university scholarships to be used to pay University charges.

**Third Party Payments:** A student must give the Business Office written authorization from the agency or employer prior to the payment due date. No conditional payment offers will be accepted.

**Delinquent Student Accounts:** It is the policy of the University of Maine at Fort Kent to withhold all official credentials, including grade reports, transcripts, and recommendations, until student accounts have been paid in full. It is also University policy to withhold the same for students who have defaulted on their Perkins Loan or until library fines have been paid. Students with past due charges are not allowed to register for classes until all financial obligations have been met. The University also reserves the right to cancel a student's registration for non-payment of current semester charges. In addition, all collection costs and fees, including but not limited to attorney fees incurred by the University, will be paid by the student.

**Add/Drop:** Courses added or dropped during the first two weeks of the semester result in a tuition reassessment. No tuition credit will be provided for courses dropped after this add/drop period. Tuition is not canceled when a student fails to attend a course; courses are dropped only by formal notice to the Registrar's Office.

## TUITION WAIVER FOR PERSONS OVER 65

The Board of Trustees authorizes the waiver of tuition for persons over sixty-five who wish to register for undergraduate courses on a credit or non-credit basis at any campus of the University of Maine System. Applicants must establish financial need and enrollment will be subject to space availability.

## REFUND POLICY

### A. Tuition and Fee Refunds

For purposes of calculating tuition refunds, the attendance period begins on the opening day of scheduled campus classes, includes weekends and holidays, and ends on the date THE STUDENT NOTIFIES THE REGISTRAR IN WRITING.

For students who may be reducing their course load, there is no financial penalty through the first two weeks of the semester. Following this period, there is no refund for a load reduction.

For all returning students withdrawing from UMFK entirely, tuition is refunded as follows:

#### 1. Schedules

a. Academic Year (fall & spring semesters)	Refund Percentage
Cancellation prior to first day of class	100%
Withdrawal prior to end of second week	100%
Withdrawal prior to end of third week	50%
Withdrawal prior to end of eighth week	25%
Withdrawal after eighth week	0%
b. Other Sessions	Refund Percentage
(1) Sessions which are more than eleven weeks	
Cancellation prior to first day of class	100%
Withdrawal prior to end of first week	50%
Withdrawal prior to end of third week	25%
Withdrawal after third week	0%

#### 2. Provisions

1. No part of an advance deposit is refundable after May 1 for the fall semester and on January 1 for the spring semester. Although such deposits are applicable to tuition charges for students who remain enrolled, they are forfeited by students who withdraw.
2. Refunds for involuntary withdrawals, e.g., extended illness or military service, will be considered by the campus on a case by case basis.
3. Student Activity Fees will be refunded in accordance with individual campus student government policy.

### B. Room Refunds

For purposes of calculating room refunds, the attendance period begins on the opening day of scheduled campus classes, includes weekends and holidays, and ends on the date of student written notification. For all returning students withdrawing from UMFK entirely, room charges are refunded as follows:

**1. Schedules**

a. Academic Year (fall & spring semesters)	Refund Percentage
Cancellation prior to first day of class	100%
Withdrawal prior to end of first week	100%
Withdrawal prior to end of second week	75%
Withdrawal prior to end of third week	50%
Withdrawal prior to end of fourth week	25%
Withdrawal after fourth week	0%

## b. Sessions less than 11 weeks

All room refunds will be governed by the terms and conditions of the residence hall contract.

**2. Provisions**

1. No part of an advance deposit is refundable after May 1 for the fall semester, and January 1 for the spring semester. Although such deposits are applicable to room charges for students who remain in the dormitory, they are forfeited for students who withdraw.
2. Students who voluntarily withdraw from the residence hall after classes start, but who remain enrolled at the University, will forfeit the amount paid for their room.
3. Refunds for involuntary withdrawals, i.e., extended illness or military service, will be considered by the campus on a case by case basis.

### **C. Board Refunds**

Students who withdraw from the University, or who voluntarily withdraw from a residence hall, but remain enrolled at the University, will be charged for meals consumed at the established daily rate through the date of clearance/departure. The balance of the board charge will be refunded on a pro-rated basis.

## **RESIDENCY GUIDELINES**

There are many factors that will be considered in determining residency for in-state tuition purposes. No one factor can be used to establish domicile, rather all factors and circumstances must be considered on a case-by-case basis. A domicile or residency classification, assigned by a public or private authority, neither qualifies nor disqualifies a student for UMS in-state status.

A student applying for admission to a degree program is classified as eligible, or not eligible, for in-state tuition at the time of acceptance to the University. A non-matriculated (non-degree) student is classified as eligible, or not eligible, for in-state tuition at the time of registration. The decision, made by the campus Chief Financial Officer, or other officials designated by the campus, shall be made based on information and documentation furnished by the student and other information available to the University. No student is eligible for in-state tuition classification until he or she has become domiciled in Maine, in accordance with University guidelines, before such registration. If the student is enrolled full-time in an academic program, as defined by the University, it will be presumed that the student is in Maine for educational purposes, and that the student is not in Maine to establish a domicile. A residence established for the purpose of attending a UMS campus shall not by itself constitute domicile. The burden will be on the student to prove that he or she has established a Maine domicile for other than educational purposes. An individual who has lived in the State of Maine, for other than educational purposes, one year prior to registration or application to a campus is considered an in-state student.

In general, members of the Armed Forces and their dependents will be granted in-state tuition during such periods of time as they are on active duty within the State of Maine or if their military state of residency is Maine as evidenced by appropriate official documentation. A Maine resident who is absent from the State for military or full-time educational purposes will normally remain eligible for in-state tuition.

A student, or spouse of a student, who currently has continuous, permanent full-time employment in Maine before the student decides to apply for degree status at the University will be considered in-state for tuition purposes.

A student who is dependent on his/her parent(s) and/or legally appointed guardian (or to whom custody has been granted by court order) is considered to have a domicile with the parent(s) for tuition purposes.

In-state tuition is not available to anyone who holds a non-immigrant US visa. If an individual is not a domiciliary of the United States, they cannot be a domiciliary of the State of Maine.

A student who attended an out-of-state educational institution at in-state tuition rates in the immediately preceding semester, shall be presumed to be in Maine for educational purposes and not to establish a domicile. Again, the burden will be on the individual to prove that he or she has established a Maine domicile for purposes other than educational.

To change tuition status, the following procedures are to be followed:

1. A "Request for Change in Tuition Status" must be filed with the campus Chief Financial Officer or designee on or before the campus' first day of classes for the summer session, fall, or spring semester for which residency is requested. All applications shall be prospective.
2. If the Chief Financial Officer's (or such other official's) written decision, to be issued within 30 days of the first day of classes, is considered incorrect by the student, the student may appeal that decision in writing, within 30 days, in the following order:
3. To the President (or designee) of the campus. After receiving a written decision from this level within 30 days, the student has 30 days to submit a written appeal to:
4. To the Treasurer of the University System whose decision shall be final.

In the event that the campus Chief Financial Officer, or other designated official, possesses facts or information indicating a change of student's status from in-state to out-of-state, the student shall be informed in writing of the change in status and will be given an opportunity to present facts in opposition to the change. The student may appeal the decision of the Chief Financial Officer or other designated official as set forth in the preceding paragraph.

## **Financial Aid**

### **FINANCIAL AID INFORMATION**

The Mission of the Financial Aid Staff is to assist students in obtaining the financial aid necessary to complete their education. All students needing assistance should carefully review this section of the Catalogue and the UMFK website. More than three fourths of the students at UMFK receive assistance through University and Federal student aid programs. In addition to its own programs, UMFK participates in all Federal programs including the Pell Grant program, the Federal Supplemental Educational Opportunity Grant (FSEOG) program, the Federal Work-Study (FWS) program, and the Federal Perkins Loan program. Residents of Maine and other states may be eligible to receive state incentive grants and loans as well. University grants, scholarships and University work-study are available to eligible traditional students and non-traditional students.

Because legislation, regulations, and policies associated with financial aid change frequently, a student or prospective student who needs financial assistance should contact the financial aid office and/or review the financial aid section of the UMFK website to obtain current information, materials, and assistance. The costs and financial aid policies listed are subject to change without notice.

#### **Application Information/Procedures - For U.S. Citizens and Eligible Non-Citizens**

The first step in applying for financial aid is to complete the Free Application for Federal Student Aid (FAFSA). UMFK's Title IV school code (002041) should be listed on the FAFSA before it is submitted. By listing UMFK's code a student's FAFSA information will be provided to UMFK electronically.

There are two methods of application: the paper application or Internet filing. Only one method should be used. When using the paper application, a student should use the envelope enclosed with the FAFSA or Renewal FAFSA form to insure delivery to the processor. For Internet filing go to: [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

Applications may be selected by the Department of Education for a process called VERIFICATION. If a student is selected for verification, the student will be asked to verify that the information reported on the FAFSA is correct. Required documents may include, but are not limited to: the Verification Worksheet and signed copies of Federal Income Tax Returns (including all Schedules and W-2's) for both the student and the parents, if dependent by U.S. Dept. of Education definition. Verification of untaxed income, household size, and other family members in college may also be required.

Once all pieces of required documentation have been submitted to the financial aid office, analysis of this information and a decision on the request for assistance will be made.

#### **Application Information/Procedures - For Canadian Citizens**

Students who are not U.S. citizens or permanent residents are not eligible for U.S. Federal financial aid.

Student employment may be available through the University work-study program. This program usually allows a student to work 7-8 hours a week on campus. To be considered for this type of employment, a University work-study application is required. To print the application, visit our website.

Students are encouraged to seek assistance through their Canadian Bursary. Students may also qualify for Alternative loans (in U.S. funds) through U.S. lenders. Alternative Loans may provide financial assistance to students and/or parents who are unable to borrow through traditional student loan programs. For additional information visit our website.

If you have dual citizenship status, (i.e., having both a U.S. Citizen status and a Canadian Citizen status), you may elect to apply for U.S. Federal financial assistance (by completing a FAFSA) or you may elect to apply for Canadian assistance. You can, however, receive aid from only one source, (i.e., either Canadian or American).

Dollar amounts provided to Canadian students are in U.S. funds, unless otherwise indicated.

### **Application Information/Procedures - For Foreign Citizens**

Students who are not U.S. citizens or permanent residents are not eligible for U.S. Federal financial aid. Waivers are available but very limited. To be considered for a waiver you must be accepted in a UMFK degree program, provide us with an essay (indicating why you should be considered for a waiver), as well as any other documentation that may be requested, prior to March 1. Student employment may also be available through the University work-study program. This program usually allows a student to work 7-8 hours a week on campus. To be considered for this type of employment, a University work-study application is required. To print the application, visit our website.

Students are encouraged to seek financial assistance through sponsors and/or Alternative loans. Alternative loans are available through U.S. lenders, and may provide financial assistance to students and/or parents who are unable to borrow through traditional student loan programs. Refer to our website for additional information.

### **When to Apply**

#### For students eligible to complete the FAFSA

To be considered as an “on-time” applicant and to meet UMFK’s preferred filing date of March 1, eligible students should be completing and sending their FAFSA to the Federal processing center by **February 15**. Late applicants will be considered for aid at any time. However, some funds are limited and assistance is contingent upon the availability of funds.

#### For students ineligible to complete the FAFSA

Students not eligible to file a FAFSA should be processing all other types of paperwork (i.e., Admissions application, SEVIS forms, various loans, etc.) as soon as possible.

### **Aid Process - For students completing the FAFSA**

The University of Maine at Fort Kent strives to provide financial assistance to qualified students on the basis of established financial need. The basic premise underlying the UMFK financial aid programs is that the primary responsibility for meeting college expenses rests with the student and the family. Accordingly, earnings, savings, and other assets of the student and, where appropriate, parents' or spouse's resources are taken into consideration when making a determination of resources available to meet educational expenses.

A contribution toward educational expenses from the student and family is calculated by the U.S. Dept. of Education Processor and reviewed by the UMFK Financial Aid Office. This need analysis system takes many factors into consideration including family income, assets, number of dependents, number of dependents in college, age of parents, medical expenses and benefits from such programs as Social Security and Veterans Benefits. Also included is an expected contribution from the student's earnings and the student's assets. All of these factors together result in a figure called **Estimated Family Contribution (EFC)**.

The EFC is subtracted from a standard student budget, which is based on average educational and living costs for the student to determine the student’s need for assistance. A package of various aid types will be put together for the student. The amount of aid a student is awarded cannot exceed determined financial need.

The student should keep in mind that aid decisions are based on the information submitted to the Federal processor. If a major change occurs in the financial circumstances of the individual or family anytime during the academic year, this change should be reported to the financial aid office. Should the change result in a verifiable increase in financial aid eligibility, every effort will be made to provide funds sufficient to allow the student to remain in school. A change in financial circumstances that results in an increased ability to meet costs can result in a reduction of the assistance previously offered. Other changes that should be reported are a change in a student’s credit load (i.e., from 12 credits to 9 credits) or in housing arrangements (i.e., from on-campus to off-campus). It is the student's responsibility to report all such changes. Withdrawal from the University before the completion of the academic period for which an award has been made may result in an adjustment of the award. This may require the student to return aid funds to the U. S. Dept. of Education and/or to a lender. This return of funds may result in funds due to the University from the student.

### **Cost of Attendance Budgets**

Cost of Attendance budgets include both Direct and Indirect categories of expenses.

*Direct* costs are those charged to the student's bill and paid directly to the University, such as tuition and fees. *Indirect* costs are costs that are incurred, but are not directly paid to the University, such as books, travel and personal expenses. Room and Board charges may be Direct if the student lives on campus in a dorm or Indirect if the student lives off campus.

Standard student budgets are based on full time attendance for a nine month academic year, consisting of two semesters of 15 credits each. Figures include: tuition, fees, on and off-campus room and board, transportation, books and supplies, and miscellaneous expenses. Fees/costs not included are: lab fees, breakage deposit (for dorm students only), key deposit (for dorm students only), and the single room charge. Additional charges/fees not considered in this section may apply. Review the *Financial Information* section of this handbook for more information. Cost of Attendance budgets are revised annually and up to date figures are available on the UMFK website, or from the Financial Aid Office directly.

If your credit load is other than 15 credits per semester, budget figures will need to be adjusted accordingly. Individual adjustments may be made based on documented mitigating individual circumstances. For more information, please call the financial aid office at (207) 834-7605.

### **Financial Aid Award Packages**

There are three basic types of financial aid:

1. **Grants and scholarships** are frequently referred to as gift assistance because they do not have to be repaid.
2. Student **loans** offer a low interest rate, and repayment usually begins after the student has left school or is enrolled less than half-time.
3. **Work assistance**, which is regular part-time employment during the school year and usually full-time during (part of) the summer. Loan and work assistance are frequently referred to as self-help assistance.

Applicants are considered for all these categories of assistance for which they may qualify. Most students will receive a "package." This means that the aid offered contains a mixture of gift, work and loan assistance. Students should thoroughly review all information accompanying the Award Letter, as well as available UMFK website resources to be aware of their rights and responsibilities in regard to financial aid. Students may accept or decline all or any part of the financial aid package and are required to notify the Financial Aid Office of their intent.

Students must submit additional paperwork to complete acceptance of loans and/or work study, as explained in the award material. Once a student's paperwork is complete, financial aid is credited (half each semester) to the student's account to offset charges. If financial aid credited to the account exceeds charges, the student will receive a refund check.

### **Statement of Educational Purpose/Registration Compliance**

All recipients of Federal financial aid are required to sign a Statement of Educational Purpose form which states that all Federal aid received will be used solely for expenses related to attendance or continued attendance at the University of Maine at Fort Kent. All males 18 and over are required by Federal Regulation to be registered with the Selective Service.

### **Continued Financial Aid Eligibility and Satisfactory Academic Progress (SAP)**

Financial aid is granted one year at a time. The student must reapply for each subsequent year in which consideration is desired. Continued eligibility from one year to the next depends on (1) continued financial need and (2) satisfactory academic progress towards the degree.

Federal Regulations require that in order to receive student financial aid under the programs authorized by Title IV of the Higher Education Act (HEA), as amended, students must be maintaining satisfactory academic progress (SAP) in the course of study they are pursuing according to the standards and practices of the institution. Students also have a maximum time frame in which to complete their academic program. **STUDENTS MUST MEET BOTH THE MINIMUM GPA REQUIREMENTS AND HAVE COMPLETED THE REQUIRED CREDIT HOURS WITHIN ESTABLISHED TIME-FRAMES TO RETAIN ELIGIBILITY FOR FEDERAL AID.** More information is available at our website and/or at the financial aid office.

At the end of each academic year, each student's academic standing is reviewed to determine if the minimum requirements are being maintained. In the event that the student fails to meet the minimum requirements, the student is placed on Financial Aid Probation. A student in this category may receive financial aid for their next semester of attendance but must complete the designated number of credits with the corresponding GPA by the end of the probationary semester. Failure to maintain the required GPA and credit hours at the end of the probationary semester will result in **SUSPENSION** of financial aid, unless the student can demonstrate an undue hardship that was caused by the death of a relative, personal injury or illness of the student, or other special circumstances. Students placed on Financial Aid Probation or Suspension may appeal, in writing, to the financial aid director. A student wishing to appeal the financial aid director's decision may do so, in writing, to the Satisfactory Academic Progress Committee. A final written appeal of the Committee's decision may be made to the President of the University.

## **TYPES OF FINANCIAL AID**

### **Federal Pell Grant**

The Pell Grant is a Federally funded grant program designed to form the foundation of all aid received. Pell Grant funding is available to undergraduate students who demonstrate financial need and have an Effective Family Contribution at an eligible level as determined by the Congress. To be considered for this type of aid, a student must: complete the Free Application for Federal Student Aid (FAFSA), list UMFK's school code (002041) in the appropriate section and submit the FAFSA to a central processor for review.

The amount of a Pell Grant award varies depending upon eligibility, the cost of attendance, and the number of credits for which the student is enrolled (full-time, three-quarter time, or half-time). Whenever enrollment status changes, so does the amount of the Pell Grant. A Pell Grant recipient must be enrolled in an undergraduate course of study for at least 3 credit hours per semester.

### **Federal Supplemental Educational Opportunity Grant (FSEOG)**

The Federal Supplemental Educational Opportunity Grant program is a Federally funded program intended for undergraduate students who demonstrate significant financial need. To be considered for this type of aid, a student must: complete the Free Application for Federal Student Aid (FAFSA), list UMFK's school code (002041) in the appropriate section and submit the FAFSA to a central processor for review. FSEOG grant amounts depend on the extent of need and available funds.

### **Federal Perkins Loans**

The Perkins Loan is a federally funded low-interest loan. There is no interest while the student is in school and during a nine month grace period. Annual interest is 5 percent during repayment. The school is the lender. Eligibility is based on need and available funds. To be considered for this type of assistance, a student must: complete the Free Application for Federal Student Aid (FAFSA), list UMFK's school code (002041) in the appropriate section, and submit the FAFSA to a central processor for review. The financial aid office will determine student's eligibility. (Visit our website for more information).

The **Perkins Loan Disbursement Process**: First Time borrowers must complete an Entrance Interview. Students borrowing their first Perkins loan at UMFK must sign a Master Promissory Note. Students must also complete a disclosure statement each time they receive a loan which details their indebtedness to the Perkins program and their rights and responsibilities in regard to the loan. All students who receive a Perkins Loan while at the University must attend an Exit Interview before leaving school.

**Loan terms** are detailed on the Master Promissory Note and include the following provisions. Interest does not begin to accrue until 9 months after the student graduates, leaves school, or drops below half-time status. Repayment begins at the end of the 9-month grace period. Minimum payments of \$40 per month are required; the repayment period may be extended up to ten years.

Interest does not accrue and **payments may be deferred** under the following circumstances: economic hardship, unable to find full-time employment, fellowship/rehabilitation, or returning to college as at least a half-time student after withdrawing (loan payments may be deferred until student graduates or withdraws again). Repayment may also be postponed during an approved forbearance period, but interest will accrue.

**Cancellation of all or part of your loan** may be possible under the following conditions: teaching (at low income schools), special education or designated shortage areas; service in certain fields of nursing/medical technician, family services, early intervention services, Head Start, qualifying law enforcement, specified military duty, specific volunteer programs, total disability, and death.

A borrower will be considered in default on a Perkins loan if he/she fails to meet the repayment schedule or fails to file a deferment or cancellation form on time. If in default, official University records can be withheld, the student may not register for courses on any University of Maine System campus, the total loan can be accelerated (become due and payable immediately), state and federal income tax refunds may be withheld and the loan may be sent to a collection agency or to attorneys for litigation. If these actions are necessary, the borrower may incur additional costs and the loan may be sent to the U.S. Department of Education for collection. Defaults are reported to the national credit bureaus.

### **Federal Work-Study Program**

The Federal Work Study program provides employment opportunities on campus or, in some instances, in off-campus agencies. On-campus work-study academic year awards are determined first. If additional funds are available, off-campus and summer awards can be made. Eligible students are limited to part-time employment during the school term but may work up to 40 hours per week (for an average of 6 weeks) if employed under the summer Work-Study Program. Eligibility is based on need and available funds. To be considered for this type of aid, a student must: complete the Free Application for Federal Student Aid (FAFSA), list UMFK's school code (002041) in the appropriate section and submit the FAFSA to a central processor for review. According to Federal Regulations, a portion of summer earnings may be included in the student contribution for the subsequent academic period. Work-study earnings are paid by check (to the student) every two weeks.

### **University Work-Study Program**

A limited amount of University money may be available to assist students who may not qualify for assistance through the Federal Work-Study Program. Students are limited to part-time employment during the school term but may work up to 40 hours per week (for an average of 6 weeks), if employed under the summer University Work-Study Program. Eligibility is not based on need. Work-study earnings are paid by check (to the student) every two weeks. Students must complete UMFK student employment applications (available on the web and in the Student Employment Office.)

### **Stafford Student Loan Program**

Federal Stafford Loans are low-interest loans made to students attending school on at least a half-time basis. Loans are made through a lender such as a bank or credit union. A student may be eligible for a Federal subsidized Stafford Loan and/or a Federal unsubsidized Stafford Loan. The "subsidized" loan is need-based and the government pays the interest on the loan while the student is in school or in deferment. The "unsubsidized" loan is non-need based and the student is responsible for the interest while in school and during deferment and grace periods.

To be considered for this type of aid, a student must: complete the Free Application for Federal Student Aid (FAFSA), list UMFK's school code (002041) in the appropriate section, and submit the FAFSA to a central processor for review. Annual loan limits are determined by Federal Regulation. The school will determine the student's individual eligibility within these limits. Stafford Loan borrowing limits vary depending if the student is dependent or independent and based on class year as determined by number of credits earned toward the degree.

A student is usually notified of his Stafford loan eligibility through the institution's award letter. First Time borrowers must complete a Master Promissory Note and an Entrance Interview. The student must notify the UMFK Financial Aid Office of the acceptance of the loan, the choice of lender and the amount to be borrowed either by returning the paper copy of the Award Letter or by accessing DSIS/Bengal Tracker. **(If you are a first-time, first year UMFK undergraduate borrower, your first loan payment cannot be disbursed until 30 days after the first day of your enrollment period.)**

Stafford Loans require repayment. After a student graduates, leaves school or drops below half-time, a student has a six month grace period before beginning repayment. For Subsidized Stafford Loans, neither the interest nor the principal needs to be paid during the in-school and grace periods. For Unsubsidized Stafford Loans, the student will be responsible for the interest from the time the loan is disbursed until the loan is paid in full. Interest may be paid while in school, or accrued and capitalized upon the beginning of the repayment period. The interest rate is variable interest rates and is reset each July 1. Interest rates will not exceed 8.25%.

Deferments are available for those who return to at least half-time study at an eligible institution, graduate fellowships, rehabilitation training, unemployment and economic hardship. During periods of deferment, Subsidized Stafford Loans remain subsidized. Lenders may also grant periods of Forbearance. Interest accrues on Subsidized Loans during periods of Forbearance. Loans are cancelled in the event of the death or permanent and total disability of the borrower.

More loan information regarding borrowing, repayment, cancellations, repayment reductions, etc, is provided by the Federal Student Aid Information Center (call toll-free) at 1-800-4-FED AID or (1-800-433-3243). Or visit our website.

### **PLUS Loans (Parent Loans)**

PLUS loans are loans that allow parents with good credit histories to borrow and pay the education expenses of each child who is a dependent undergraduate. As part of the eligibility requirements, parents will generally need to pass a credit check. To be considered for this type of aid, a student must: complete the Free Application for Federal Student Aid (FAFSA), list UMFK's school code (002041) in the appropriate section, and submit the FAFSA to a central processor for review.

PLUS Loan borrowing limits vary with each student. The yearly limit is equal to the student's cost of attendance minus any other financial aid.

The interest rate is variable, but will never exceed 9 percent. Repayment begins within 60 days after the final loan disbursement for the academic period for which you borrowed. There is no grace period. Interest begins to accumulate at the time the first disbursement is made until the loan is paid in full. Parents' must begin repaying both principal and interest while the student is in school.

### **Alternative Loans**

Alternative Loans may provide financial assistance to students and/or parents who are unable to borrow through traditional student loan programs or are unable to borrow sufficient money to cover college costs. The submission of the FAFSA is not required. Visit our website at: [www.umfk.maine.edu](http://www.umfk.maine.edu) for additional information.

**Scholarships**

Scholarships are based primarily on financial need and/or achievement. To be considered for most scholarships listed below, the submission of the Free Application for Federal Student Aid (FAFSA) form is usually required. (Include UMFK's Federal school code (002041) on the FAFSA and send the FAFSA to the central processor for review.) Scholarships awarded through the financial aid office are for undergraduates only. Some scholarships have specific restrictions such as place of residence, major, etc. Additional documentation may be required.

## UMFK's Available Scholarships

### Application Codes

\$ = Based on need, FAFSA is required  
 \* = Complete FAFSA to be considered automatically  
 S = Selection of student is made by the institution  
 F = Freshman scholarship  
 P = Application preferred but may not be required  
 A = Application is required

**Scholarships Marked with a "A" listed below can be printed online at:**

[www.umfk.maine.edu/financialaid/scholarship.htm](http://www.umfk.maine.edu/financialaid/scholarship.htm)

## Institution Scholarships

**The Presidential Scholarship** - is awarded to outstanding Maine students in recognition of their academic achievements and for their scholarly potential at UMFK. This scholarship covers the cost of tuition for a full year and applicant does not need to demonstrate financial need. This scholarship is open to new freshmen. An application is usually required and is available on-line or from the financial aid office. Renewable if student maintains a minimum 3.25 average and full time enrollment status. (S F A)

**The Academic Scholarship** - will be awarded to incoming freshmen based primarily on high school success in Academics, SAT and/or ACT scores. School citizenship, extra-curricular school and community activities will also be considered. This scholarship was established to recognize deserving students for their academic achievements. The scholarship amounts vary between \$500 and \$2000. This scholarship is renewable for up to 4 years as long as the student maintains a 3.0 G.P.A. (or better) and full-time enrollment status. Admissions Office makes recommendations to the financial aid office, which then makes final determination and awards financial assistance accordingly. No application is required. (S F)

**The University Scholarship** - is awarded to students who can demonstrate financial need and who are Maine residents. The financial aid office makes determination of eligibility. The scholarship is made available as part of the financial aid package. (\$ \* S)

**The University Student Aid** - award provides assistance to students who can demonstrate financial need and who are out-of-state (non-Maine) residents. The scholarship is made available as part of the financial aid package. (\$ \* S)

## Endowed Scholarships

**Chasse Family Scholarship** - The Chasse Family Scholarship was established at the University of Maine at Fort Kent in 1997 with gifts from Chasse family members and friends. The income from this fund shall be used to assist deserving students planning to attend the University of Maine at Fort Kent. The required application can be printed online. (\$ A )

**Lowell E. Daigle Memorial Scholarship** – This Scholarship fund was established at the University of Maine at Fort Kent in 1996 with gifts from family, friends, and associates in memory of Lowell E. Daigle. The fund shall be used to provide scholarship assistance to a University of Maine at Fort Kent student who has completed at least his or her freshman year as a Behavioral Science major and has a minimum 3.5 grade point average. Preference will be given to a needy student, but can be merit based, and is not restricted to need. The scholarship shall be renewable annually contingent upon the recipient maintaining a 3.5 or better GPA as a Behavioral Science Major. (\$ S)

**Joseph F. Hallee Scholarship** - this scholarship was established to honor the memory of Professor of French, Joseph F. Hallee, who served the University of Maine at Fort Kent with distinction for sixteen years. The scholarship will be awarded annually to a first-time student electing to major in French. Preference will be given to graduates of secondary schools in the St. John Valley, and a selection committee will evaluate applicants on the basis of merit and need. The required application can be printed online. (\$ A F )

**Robert L. Jalbert Memorial Scholarship** - was established in 1980 at this institution in tribute to Robert Jalbert's devotion to the youth of Fort Kent, and in appreciation of his dedication and service to the University of Maine. Scholarships will be given to Fort Kent students who are enrolled at the University of Maine at Fort Kent in the Environmental Studies or Nursing Programs. The required application can be printed online. (A P)

**Maine Public Service Company Scholarship** - was established in 1988. Income from the fund will be used to provide a scholarship for a full-time student from Aroostook County who is or will be attending the University of Maine at Fort Kent. The recipient shall be selected on the basis of past academic achievement along with the consideration of other factors including the degree of interest in a college education and the potential for making a contribution to college life and to a major field of study. The required application can be printed online. (A )

**John L. Martin Scholarship Fund** - Provides scholarships to graduating high school seniors entering the University of Maine at Fort Kent. All awards will be based on academic class standing and demonstrated financial need. Priority consideration will be given to students graduating from M.S.A.D. No.27 (Fort Kent) and M.S.A.D. No. 32 (Ashland). Secondary priority will be given to applicants from M.S.A.D No.33 (Frenchville & St. Agatha), Madawaska, M.S.A.D. No. 24 (Van Buren) and M.S.A.D. No. 1 (Presque Isle). Other high schools will also be considered. The required application can be printed online. (\$ F A )

**Ludger and Bernice Michaud Memorial Scholarship** - Will assist a graduate of the Fort Kent Community High School who is attending or planning to attend the University of Maine at Fort Kent and majoring in Education. The required application can be printed online. (A)

**Jonathan and Dawn S. Moirs Scholarship** - Will provide scholarship funds for students who are residents of the Valleys of the Upper St. John River and its tributaries. The required application can be printed online. (\$ A)

**Richard I. Morin Scholarship Fund** - Established at the University of Maine at Fort Kent, this scholarship honors Richard I. Morin. Mr. Morin served the University of Maine System with distinction as a member of the Board of Trustees from December 7, 1979 to September 15, 1988 and was elected as its President in 1987-1988. He dedicated himself to and worked tirelessly for improving and promoting the quality of higher education in the State of Maine, and his leadership reflects the highest ideals of service. Scholarship funds will be used to provide assistance to a student (or students) attending or planning to attend the University of Maine at Fort Kent. Preference will be given to students who are St. John Valley High School graduates and who have demonstrated scholastic excellence and financial need. The required application can be printed online. (\$ A)

**Thomas S. Pinkham Scholarship** – was established at the University of Maine at Fort Kent in tribute to Thomas S. Pinkham's selfless and unstinting service to the Fort Kent areas and communities in which he lived and worked, and

his enthusiastic and positive support of the University of Maine at Fort Kent. Provides funds to be used for an annual scholarship to a UMFK student for excellence in Forestry. The required application can be printed online. (\$ A )

### **Foundation Scholarships**

**Mr. & Mrs. Edmund Bouchard Memorial Scholarship** - this fund is used to award a scholarship to a deserving student planning to attend the University of Maine at Fort Kent. Awards will be based on academic class standing and demonstrated financial need. The required application can be printed online. (\$ F A )

**Community Service Scholarship** - The Community Service Scholarship Fund was established at the University of Maine at Fort Kent on behalf of the University of Maine at Fort Kent Foundation in 1998 with a gift from an anonymous donor. The income from the fund shall be used for scholarship assistance to students based on academic standing, financial need and community service. The required application can be printed online. (\$ A )

**Cyr Family Scholarship** - The Cyr Family Scholarship fund was established at the University of Maine at Fort Kent on behalf of the University of Maine at Fort Kent Foundation in 1992 with gifts from Cyr family members and friends. The fund shall be used to provide scholarship assistance to students attending or planning to attend UMFK. All awards will be based on academic class standing and financial need. The required application can be printed online. (\$ A )

**Daigle Family Scholarship Fund** – was established at the University of Maine at Fort Kent in 1993 with gifts from the Daigle family members and friends. Scholarships are awarded to deserving students planning to attend the University of Maine at Fort Kent. All awards will be based on academic class standing and demonstrated financial need. Priority consideration will be given to students graduating from a St. John Valley high school; however, graduates from other high schools will also be considered. The required application can be printed online. (\$ A )

**Dr. Richard P. Johnson Memorial Scholarship** - The DR. Richard P. Johnson Memorial Scholarship Fund was established at the University of Maine at Fort Kent on behalf of the University of Maine at Fort Kent Foundation in 1997 with gifts from Johnson family members and friends in honor and memory of Dr. Richard P. Johnson. Preference will be given to students who have graduated from a St. John Valley High School. This scholarship is need based. The required application can be printed online. (\$ A )

**McKenna Scholarship** - The McKenna Scholarship Fund was established at the University of Maine at Fort Kent on behalf of the University of Maine at Fort Kent Foundation in 1999 with a gift from Laura Duperry McKenna. The income from the fund shall be used for scholarship assistance to students based on academic standing, financial need and community service. The required application can be printed online. (\$ A )

**Maxine Gagnon Page Family Scholarship Fund** - was established at the University of Maine at Fort Kent on behalf of the UMFK Foundation in the year 2000 with a gift from the Page family members. The fund is established in recognition of the contributions and importance of Maxine Gagnon Page to the education and way of life of the children of Eagle Lake and Fort Kent, Maine. Income from the fund shall be used to provide scholarship assistance for a University of Maine at Fort Kent student based on academic standing and financial need. Preference shall be given to individuals who graduated from Fort Kent High School and who were born or raised in Eagle Lake or Fort Kent. The required application can be printed online. (\$ A )

**Dr. Zui Sun Tao Memorial Scholarship** – was established at the University of Maine at Fort Kent in 1993 with gifts from Northern Maine Medical Center, family and friends. Income from the fund is used to award scholarship assistance to a junior or senior student enrolled in the Bachelor of Science-Nursing Program. It is based on academic standing and financial need. Preference will be given to students having graduated from SAD #27, SAD #33, or the Madawaska High School; second preference to students from other Aroostook County high schools; and third preference to students from a Maine high school outside Aroostook County. (\$ A S )

**Dr. and Mrs. L. G. Toussaint Memorial Scholarship** – was established at the University of Maine at Fort Kent in 1996 with a gift from Dr. Peter and Janet MacLaren-Toussaint. Income from the fund will provide financial assistance to non-traditional students (i.e., those aged 25 years and older) enrolled as a part-time or full-time student

at the University of Maine at Fort Kent. Preference will be given to students who provide voluntary community service at the Northern Maine Medical Center or one of its affiliates. Alternatively, the funds may be used for a first year nursing student. The required application can be printed online. (A)

**UMFK Foundation Scholarship Fund** - was established at the University of Maine at Fort Kent on behalf of the UMFk Foundation in the year 1993 with gifts from friends of UMFk. Income from the fund shall be used to provide scholarship assistance for a University of Maine at Fort Kent student based on academic standing and financial need. The required application can be printed online. (\$ A)

**Elmer H. & Marcella B. Violette Scholarship Fund** - The Elmer H. and Marcella B. Violette Scholarship Fund was established at the University of Maine at Fort Kent on behalf of the UMFk Foundation in the year 2002 with a gift from Marcella B. Violette. The fund is established in recognition of the contributions and importance of Elmer H. and Marcella B. Violette to the education and way of life of the people in the St. John Valley. Income from the fund shall be used to provide scholarship assistance for a University of Maine at Fort Kent student based on academic standing and financial need. Preference shall be given to residents of the St. John Valley and who are engaged in the study of French or Acadian Culture or Forestry/Environmental Studies. The scholarship shall be renewable annually contingent upon the recipient maintaining a good academic standing and successful completion of each semester. The required application can be printed online. (\$ A)

## Selected Scholarship Recipients

(A professor and/or a committee select scholarship recipients listed in this section. An application is not required.)

**Waneta T. Blake** – established in memory of Waneta T. Blake, who taught English and Latin and was appointed as Librarian. Miss Blake served MTS, FKSNS, FKSTC, and FKSC from 1932 until her retirement in 1963. Awarded to a student majoring in English. Must be a Fort Kent Community High School graduate. (S)

**Dean's Award** - awarded to a junior or senior student with a high grade point average (GPA), who demonstrates scholarship attributes. (S)

**Robert Haenssler Fellowship** – established at the University of Maine at Fort Kent by Mr. and Mrs. Werner Haenssler in memory of their son, Robert. Preference is given to a student who showed courage in overcoming obstacles in achieving academic success. (S)

**John L. Martin Environmental Scholarship** – for a deserving second or third year student in the Environmental Studies Program at UMFk. Selection is based upon academic performance and potential for success in an environmentally related career. This is a \$1000 award given to the selected student upon successful completion of a UMFk paid summer work study assignment on the Allagash Wilderness Waterway, developed and supervised in cooperation with the State of Maine Bureau of Parks and Recreation. (S)

**The Thomas S. Pinkham Scholarship** - provides funds to an enrolled student majoring in Forestry. Student must have demonstrated outstanding academic achievement. (S)

**Floyd (Red) Powell** - this scholarship is awarded to a local student, from any class level, who has demonstrated academic excellence and campus citizenship. (S)

### University of Maine System Scholarships

(These scholarships are made available through the University of Maine System. An application is recommended but is not always required for awarding purposes.)

**The Bath Iron Works (BIW) Scholarship** - is to assist a broad spectrum of Maine students and thus is available to needy undergraduate students in good academic standing enrolled in any course of study with preference given to BIW employees and their sons and daughters. (\$ A P S)

**The Dorothy Menzies Bostwick Pi Beta Memorial Scholarship** - is available to heirs of Dorothy Menzies Bostwick for attending college at any campus of the University of Maine System; Pi Beta Phi student in a health related field at the Orono campus; to a Pi Beta Phi student at the Orono campus; or to any two or four year student at the Orono campus where financial need is evident. (\$ A P S)

**Dr. Charles D. Brown Scholarship Fund** - is available to a student with an academic rank no less than the upper twenty percent (20%) of his/her high school graduating class. First preference for awarding the tuition scholarship will be given to a student who has graduated from the elementary school in Raymond, Maine, and who subsequently graduates from Windham High School. Second preference will be given to any qualifying Windham High School Student. (A P S)

**The Buxton-Hollis Community Hospital Inc. Fund** - is available to graduates of Bonny-Eagle High School who are enrolling in the Nursing Program or in Pre-medical training. (A P S)

**The Cornelia L. Calderwood Memorial Scholarship Fund** - provides assistance to an incoming freshman, or freshmen, at any campus of the U of M System, upon nomination by the Supreme Deputy of Maine, Order of the Rainbow for Girls, and her State Advisory Council. In case no freshman is nominated and qualifies, scholarships may be made to qualifying students who are not in the freshman year. (A P S)

**The Richard Carbonneau Poetry Prize** - provides assistance to the student with the best poem by a University of Maine System undergraduate, published in Maine Scholar each year. (A P S)

**The Class of 1970 Scholarship Fund** - provides scholarship assistance to sons and daughters of 1970 Orono alumni with second priority given to younger brothers and sisters of 1970 alumni. (A P S)

**The Mr. and Mrs. Maurice E. Cushman Scholarship Fund** - provides scholarship assistance to a student or students from the State of Maine through undergraduate and/or graduate school. (A P S)

**The Dr. Lawrence M. Cutler Scholarship Fund** - provides scholarship assistance to needy students. (\$ A P S)

**The Raymond L. Files and Fedora F. Files Scholarship** - provides assistance to a deserving student who is a resident of the State of Maine, preferably from Gorham, Maine or its vicinity. (A P S)

**The John Bayley Fox Endowed Scholarship Fund** - provides scholarship assistance for freshman year, for a youth from Andover, Maine. Recipients must be on-time applicants for student aid, must exhibit financial need and must have a grade point average of B or better. (\$ A P S)

**The Stanley D. Gray Scholarship Fund** - provides assistance to such students, male or female, whose father or mother was a Gray descendant from one of the names who settled in what is now Hancock County, Maine, prior to the year eighteen hundred as may be decided upon as most worthy of aid. (A P S)

**The Hannaford Teacher Renewal Scholarship Fund** - provides two Hannaford Scholarships as follows:

**The Hannaford Scholar:** The Hannaford Scholarship will be awarded up to \$1,200 over a twelve-month period (up to \$600 for one course, \$1,200 for two courses based upon three credits per course). This award will be given to practicing certified classroom teachers for the purpose of taking University of Maine System courses. These courses should support the improvement of teacher effectiveness in the areas of mathematics and science. (A P S)

**Hannaford Scholar Leader:** The Hannaford Scholar Leader Scholarship will be awarded up to \$2,500 over a twelve-month period (up to \$2,500 for three courses and leadership activities). This award will be given to practicing certified teachers who wish to improve their science and mathematics teaching effectiveness and agree to lead activities at the school, district, or state levels to share information, concepts, and/or methods with professional colleagues. In addition to course work, the Hannaford Scholar Leader will be responsible for fulfilling a self-designed leadership activity for each University course that is completed. (A P S)

**The James W. Hastings Family Fund** - provides assistance to Hastings descendants attending any University of Maine System campus in any area of study. Recipients shall be enrolled in the following curricula: Art, Biological Sciences, Counseling, Drama, Education, English, Music or Philosophy. The income from the fund shall be used to provide scholarship assistance to meritorious students attending the University of Maine who have financial need. Merit shall be defined as students who have maintained a C average or above. (\$ A P S)

**The Hervey A. Hanscom Scholarship Fund** - provides scholarship assistance for tuition, fees and books to students with demonstrated need from York County, with preference given to students from Sanford and Lebanon, including graduates of the Maine Technical College System. Recipients must be enrolled in a curriculum leading to a degree in liberal arts or in a program comprised of sufficient courses to qualify for a liberal arts degree, even if the degree obtained is in another area. (\$ A P S)

**The H.E.S. Scholarship Endowed Fund** - provides scholarship assistance to a third or fourth year student who is enrolled in a professional program. The scholarship shall be provided to needy students who are in good academic standing (minimum 2.6 GPA). (\$ A P S)

**The Edna Higgins Fund** - is used to provide assistance to students from the Greater Portland area that are attending University of Maine System campuses. (A P S)

**The Honors Scholarship** - provides assistance to selected Maine high school seniors who choose to attend any of the University of Maine System campuses. Selection based on student's combined scores on the eleventh grade MEA Tests. (A P S)

**The Jay Foundation Scholarship** - was established to assist former strikers, their families and the communities affected by the 1987-88 International Paper strike. The income from the fund shall be used to provide annual scholarship assistance in the amount of at least one \$500 scholarship each year to needy students enrolled in an Associate or Baccalaureate degree program.

Note: After January 1, 2003, eligibility for the Jay Foundation Scholarship shall be limited to members in good standing of the Maine AFL-CIO, their spouses, and their dependents as defined by the Internal Revenue Service. First preference shall be given to students with financial need. (\$ A P S)

**The Lloyd J. Jewett Scholarship Fund** - provides assistance to students in the Kennebec Valley area, selected by the Jewett Scholars Committee to attend any campus in the University. Special interest will be directed toward students who are part-time learners attending the University of Maine at Augusta. (A P S)

**The Larry Johnson Memorial Scholarship** - provides assistance to students who have attained junior standing (60 credits), have good academic standing and a specific interest in professional preparation in community health education. Students having a designated interest only in nursing, social service, psychology or a related field will not normally be given priority consideration. (A P S)

**The Lucy H. Kilby Scholarship Fund** - provides assistance to science students, preferably at the Orono campus. Students at other University of Maine System campuses may also be considered. (A P S)

**The Harold S. Leach Scholarship Fund** - provides scholarship assistance to needy students who have graduated from high school in Knox County and who are enrolled in any campus within the University of Maine System. (A P S)

**The Agnes M. Lindsay Trust System Scholarship Fund** - provides scholarship assistance to needy students from rural areas of New England. Recipients may receive the scholarship for up to two years. (\$ A P S)

**The Greg Lowery Memorial Scholarship Fund** - provides undergraduate scholarship assistance to graduates of Falmouth High School or its successor school. Preference shall be given to a leader in the school community. (A P S)

**The Maragaret S. MacKnight Scholarship Fund** - provides scholarship assistance to students on any campus of the University of Maine System. (A P S)

**The Maine Chapter of the Construction Specification Institute Advancement of Construction Technology Scholarship Fund** - is available annually to students meeting the following criteria: (1) good academic standing after having successfully completed one full year at a campus in the University System; (2) two written references, from individuals other than family, regarding the student's interest in the field of building construction; and (3) active involvement in either a career or industry organization or association. The University of Maine System Office shall make the selection of the recipients. (A P S)

**The Maine Prize Fund** - provides scholarship assistance to exemplary students at any campus within the University of Maine System. The award shall be named to honor those persons of renown and national stature who have strong ties to Maine and have achieved distinction in raising the quality of life. (A P S)

**The Mammalian Genetics & Biomedical Science** - is to facilitate carrying out the program of cooperative postgraduate study between the Jackson Laboratory and the University of Maine, designed to lead to a University of Maine Ph.D. Degree with concentration in Mammalian Genetics and Biomedical Sciences. (A P S)

**The Louis, Etta, and Sadie Marcus Scholarship** - provides financial assistance to needy students who are legal residents of Stonington, Deer Isle, North Haven, Vinalhaven, Islesboro or Matinicus Isle Plantation and who are attending any University of Maine System campuses. (\$ A P S)

**The Robert R. Masterton Scholarship** - provides assistance to students attending any campus of the University of Maine System who have financial need and who represent many of the ideals embodied by Robert Masterton. (\$ A P S)

**The George J. Mitchell Peace Scholarship Fund** - provides assistance to a full-time Irish student(s) who have completed at least one semester (or who are immediate past graduates) with a GPA of at least 3.0, based on demonstrated leadership abilities and commitment to community service. The purpose of the scholarship is to create opportunities for the exchange of college students between Ireland and the University of Maine System. (A P S)

**The Olympian Club of Kennebunkport Scholarship Fund** - provides scholarship assistance to undergraduate students in the School of Nursing. A second preference shall be for students in Pre-Medical/Dental/Optomtry. A third preference shall be students of any discipline. The recipients shall be residents of Kennebunkport at the time of their high school graduation who have a financial need with a reasonable academic record and who show good character and work habits. (\$ A P S)

**The Osher Scholarship II** - The University of Maine System is offering Osher Scholarships of up to \$500 to encourage more Maine people of all ages to give college a try. (Non-matriculated students may be considered for this scholarship.) If you have never completed a college course, an Osher Scholarship will allow you to take a course, including books and required materials, up to \$500.

You may be eligible to apply for an Osher II Scholarship if you:

- are a Maine resident
- are a high school graduate or GED recipient
- have never completed a college course
- will commit to completing a college course.

(More information is available at UMFK's website. Search scholarships.) (S F A)

**The Florence O. Preble Scholarship Fund** - provides assistance to deserving students in the teacher education program at any campus within the University of Maine System. The other half of the fund shall be used for a deserving student in the Nursing program. (A P S)

**The Kenneth D. Robinson Scholarship Fund** - provides assistance to meritorious or needy students intending on entering a long-term care profession, i.e., Health Care Administration, Nursing, Social Work, Activity/Recreational Therapy, or related fields of practice in nursing homes. Students attending any University of Maine System campus who are residents of Maine are eligible for the award. (\$ A P S)

**The Donald Sapiel Memorial Scholarship Fund** - provides scholarship assistance for students enrolled at any educational institution in the University of Maine System preferably to students from the Lake Region High School in Naples, Me or its successor administrative unit. Should there be no qualifying students, the award may be made to a student from another school in the area, preferably in Cumberland County. (A P S)

**The Harold L. Seavey Scholarship** - provides funds for a student who is a graduate of one of the three Greater Portland high schools (Portland, Deering, and South Portland). (A P S)

**The Sebago Technics Scholarship Fund** - provides assistance to undergraduate students studying any discipline at any one of the University of Maine System institutions. The recipient may have either a financial need or be of high academic standing. A first preference shall be given to the children, stepchildren and grandchildren of Sebago Technics' current employees. A second preference is for the recipients to be a graduate of a Maine high school who is enrolled in the College of Engineering. (\$ A P S)

**The Margaret Chase Smith Scholarship Fund** - provides assistance to qualified Fiber Materials, Inc. employees' dependents enrolled as full-time students at any campus of the University of Maine Awards shall be based on scholastic ability, commitment to community and University involvement and will be renewable. Applications are solicited by Fiber Materials. Application deadline is February 15. (A P S)

**The University of Maine System Fund** - provides assistance to students attending any campus within the University of Maine System. (A P S)

**Joel J. and Annie H. Walker Scholarships** - provides assistance to students from the townships of Searsmont, Liberty, Appleton, Freedom, Montville, Palermo or Washington. (A P S)

**The L. Edward Willard, Jr. Award** - provides assistance to students with outstanding writing achievement at the undergraduate level within the University of Maine System. The award shall be made based on writing accepted for publication in The Maine Scholar. (A P S)

**The Kenneth P. Wolf, M.D. and Fredda F. Wolf, Esq. Fund** - provides assistance to students from Bulgaria who are studying at one of the University of Maine System campuses. If there are no international students eligible during an academic year for such additional financial assistance the income may be given to any full-time student at the discretion of the University of Maine Office of Student Financial Aid. (A P S)

## **Other Scholarship and Assistance Considerations**

**FAME** (website is: [www.famemaine.com](http://www.famemaine.com))

**Robert Byrd** - is a Federally funded program that provides a selected high school senior with a scholarship of up to \$1,500 per year, renewable for the first four years of study at any eligible institution of higher education. Applicant is selected based on academic merit, through the evaluation of high school transcripts, SAT scores, academic awards and achievements, and an applicant's essay. Applicant must be a legal resident of Maine, a U.S. citizen or national, or a permanent resident, a high school senior in a public or private secondary school who graduated in the

top half of their class. Applications are available at high school guidance offices, college financial aid offices, and the Finance Authority of Maine in January. Scholarship deadline is April 15. Contact FAME at 1-800-228-3734 or visit them on line for more information.

**Quality Child Care Education Scholarship** - to qualify, applicants must either be taking one or more childhood education courses or pursuing a Child Development Associate (CDA) Certificate, Associate Degree, Baccalaureate Degree or Post-baccalaureate Teacher Certification in childcare related fields. These services include positions in child care programs, nursery schools, Head Start, before and after school programs, and programs for children with special needs. Contact FAME at 1-800-228-3734 or visit them on line for more information.

**Paul Douglas Teacher Scholarship** - intent of the program is to attract highly qualified individuals to the teaching profession. These scholarships must be repaid within a 10 year period after graduation by teaching full-time for not less than two years for each year of scholarship received, in a public or private nonprofit preschool, elementary or secondary school in any state. Scholarships may also be forgiven by teaching, on a full-time basis, children with disabilities or children with limited English proficiency in a private nonprofit school. If the scholarship recipient agrees to teach in a shortage area, as established by the Secretary of Education, the teaching obligation is reduced by one-half. High school applicant must rank top 10% of their high school graduating class. College students applying must also rank in top 10% of their class and must also have a minimum (cumulative) grade point average (G.P.A.) of 3.0 at the time of application. Applicants must be legal residents of the State of Maine for other than school purposes at the time of application. Applications are available at high school guidance offices, college financial aid offices, and the Finance Authority of Maine in January. Scholarship deadline is May 1st. Contact FAME at 1-800-228-3734 or visit them on line for more information.

#### **Maine State Grant Program (MSGP)**

The Maine State Grant Program is a need-based state grant awarded to Maine undergraduate students. The application for the Maine State Grant Program is the Free Application for Federal Student Aid (FAFSA), which must be received by May 1 by the Federal Processing Agency. (Please note that processing a FAFSA form can take several weeks. We recommend you file your FAFSA as soon as possible after January 1. The on-time deadline for UMFK is March 1<sup>st</sup>.)

FAME will send notifications letters in July to first year students, students who provided more than one school on their FAFSA and students attending eligible out-of-state schools. If you are not eligible to receive an award under this program, you will not receive a notification letter. Contact FAME at 1-800-228-3734 or visit them on line for more information. (\$ \*)

**Teachers for Maine Program** - is a loan program (at 9 percent interest per year) for graduating high school seniors, college students and teachers. If selected, high school seniors and college students will be eligible for loans of \$3,000 per year, for a maximum of \$12,000 for full-time undergraduate study. Loans are based on academic merit and may be forgiven for teaching service in Maine. If not forgiven, the repayment period is 10 years. An application is required and is available from the financial aid office or FAME. The application deadline is April 1st. Contact FAME at 1-800-228-3734 or visit them on line for more information.

**Tuition Waiver for Persons in Foster Care Upon Graduation from High School or Successfully Completing a GED Examination** – tuition will be waived for eligible Maine students who have applied for federal student financial aid. These students must be enrolled in an undergraduate or certificate program of at least one year and not been enrolled full-time for more than five years or the equivalent. A person desiring a tuition waiver should apply to the Finance Authority of Maine for determination of eligibility. No more than 25 new waivers will be awarded in each year. MRSA, Title 20-A, Section 12571, as enacted 1999, P.L. c.429-A and amended in May 2000. For more information call FAME at 1-800-228-3734 or visit them on line at: [www.famemaine.com](http://www.famemaine.com) .

**Alumni Scholarship** - UMFK's Alumni Association awards this scholarship annually. Applicant must be in final year of associate's or bachelor's degree. Scholarship applications are available on-line and in the financial aid office. Application deadline is March 15. (A)

**Educational Assistance From Public Agencies** - The University of Maine at Fort Kent is approved by the State Approving Agency, the Department of Education, the Veterans Administration for VA benefit purposes, the Social Security Administration, the Maine Rehabilitation Commission and other public agencies for educational benefits under a variety of programs. The FAFSA is usually required to be considered for this type of assistance. (\$)

**Emergency Loan Fund** - short-term loans are made available to students who experience unexpected emergencies. For further information, contact the Business Office Manager.

**Maine Plate** - This need-based grant program is funded through the purchase of University of Maine System license plates. The amount of money available for grants each year depends upon the number of license plates purchased and renewed.

The application for the University of Maine System Scholarship is the Free Application for Federal Student Aid (FAFSA), which must be received by May 1 by the Federal Processing Agency. (Please note that processing a FAFSA form can take several weeks. We recommend you file your FAFSA as soon as possible after January 1. The on-time deadline for UMFK is March 1<sup>st</sup>.) (\$\*)

**MBNA Scholarship** – This scholarship ranging from \$500 to \$6500, is a need-based scholarship awarded to a fulltime freshman student and may be renewable for up to three years. Students must apply through their high school guidance officer or by contacting the MBNA Maine Scholarship Program at MBNA Foundation, 32 Washington Street, Camden, ME 04843. (\$)

**Native American Scholarship Program** - waivers covering tuition and mandatory fees are available for members of the Passamaquoddy and Penobscot Tribes and other persons who have resided in Maine for at least one year and who have at least one parent or grandparent on the census of a North American Native American tribe or with a band number of the Micmac or Malacite Tribes. In addition, room and board charges are subsidized for those eligible students residing in University residence facilities. Native American Scholarship Program funds when combined with other forms of assistance provided cannot exceed total costs of education. Additional qualifications may apply. More information and required program application forms are available on-line and from the financial aid office. (\$ A)

**Tuition Waivers** - under certain circumstances, tuition may be partially or fully waived for University employees, international students, high school students, war orphans, and students participating in the New England Regional Program. (\$ P S - codes may vary depending on eligibility requirements)

**Trustee Waiver Program** - tuition waivers are awarded to students whose presence would enhance the University experience for all students. The recipients may be gifted scholars, accomplished artists, or from groups significantly under-represented on a campus. The waivers are renewable providing the student meets the renewal requirements of the program.

**Veteran's Dependent Waiver** - tuition may be waived for persons qualifying under MRSA 37B, Chapter 7, Section 505, as amended 2002, P.L. c.662.

#### **WHAT IF I DON'T HAVE ENOUGH FREE MONEY TO COVER MY BILL?**

There are alternatives for financing your education at UMFK. The UMFK Business Office offers individual payment arrangements and a convenient monthly payment plan.

Other possibilities include the Federal Parent Loan Program (PLUS), the Stafford Loan Programs and various Alternative Loans. These types of loans are available to help parents and students finance educational expenses. Visit our website for more information.

## ADDITIONAL INFORMATIONAL RESOURCES

The following are important telephone numbers and website addresses that will provide you with more detailed and specific information.

[www.fafsa.ed.gov](http://www.fafsa.ed.gov)

- Call the Federal Information Center at 1-800-433-3243 or 319-337-5665 for the following:
  - to find out if your FAFSA has been received at the processor;
  - to check if UMFK's school code (002041) was listed on your FAFSA;
  - to add UMFK's school code (002041) to your FAFSA;
  - to request a copy of your FAFSA be sent to UMFK;
  - to request a duplicated copy of your Student Aid Report (SAR);
- For problems or questions while completing your FAFSA over the Internet call the Federal Information Center at 1-800-801-0576
- ~ to complete a FAFSA over the Internet: [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- ~ UMFK's Home Page: [www.umfk.maine.edu](http://www.umfk.maine.edu)
- ~ U.S. Dept. of Ed.'s student aid programs: [www.ed.gov/studentaid](http://www.ed.gov/studentaid)
- ~ Funding Your Education: [www.ed.gov/prog\\_info/SFA/FYE](http://www.ed.gov/prog_info/SFA/FYE)
- ~ The Student Guide: [www.ed.gov/prog\\_info/SFA/StudentGuide](http://www.ed.gov/prog_info/SFA/StudentGuide)
- ~ Finance Authority of Maine/FAME: [www.famemaine.com](http://www.famemaine.com)  
 FAME: Telephone # 1-800-228-3734 or 1-207-623-3263 Fax: 1-207-623-0095. FAME answers financial aid and loan questions (i.e., who is/are my Stafford Loan lender(s), how much did I borrow, who and where do I send my loan payments to, etc.)  
 FAME-for a complete Maine (Stafford Loan) Lender list: [www.famemaine.com](http://www.famemaine.com)

### Entrance/Exit Interview Information:

- ~ To complete your Entrance Interview over the Web at:
  - [www.umfk.maine.edu/financialaid/us/loans/entrance/](http://www.umfk.maine.edu/financialaid/us/loans/entrance/)
  - by telephone at: 207-834-7575, select option 3, then option 5.
  - your 9 digit identification number - is your social security number
  - your 6 digit pin number - is your date of birth, (i.e., mm/dd/yy)
- ~ to complete your Exit Interview, go to: [www.collegexit.com](http://www.collegexit.com)

### Other resources for loan information are:

- [www.umfk.maine.edu](http://www.umfk.maine.edu)
- [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- [www.nslc.org](http://www.nslc.org)
- [www.ed.gov](http://www.ed.gov) (for teaching/nursing service cancellation -search/cancellation)
- [www.famemaine.com](http://www.famemaine.com) (1-800-228-3734) (1-207-623-3263)
- [www.salliemae.com](http://www.salliemae.com) (1-877-872-4768)
- [www.nelnet.net](http://www.nelnet.net) (1-888-486-4722)

### Loan Servicers and Disbursing Agencies:

- Sallie Mae, tel. 1-877-872-4768, website: [www.salliemae.com](http://www.salliemae.com)
- FISC, tel. 1-800-370-3472 or 207-783-2928, LoanServ@FISCorp.com
- Nelnet, tel. 1-888-486-4722, website: [www.nelnet.net](http://www.nelnet.net)

### To Access UMFK Information:

To check your UMFK financial aid file status, your aid package, your UMFK bill, and your loan status, go to: [www.umfk.maine.edu/current/](http://www.umfk.maine.edu/current/) and select Bengal Tracker (DSIS), or call UMFK's Bengal Tracker (automated system) at: 207-834-7575, and select option 3.

**For (Outside) Scholarships Searches Visit:**

[www.famemaine.com](http://www.famemaine.com)

[www.fastweb.com](http://www.fastweb.com)

[www.finaid.org](http://www.finaid.org)

## **Student Life & Services**

### **STUDENT SENATE**

The Student Senate is an autonomous student government. The Senate nominates students for appointment to various UMFK committees, coordinates cultural and social functions, allocates student activity funds, and works with the Director of Student Services.

The Student Senate and the Student Services Office encourage the development of viable activities and organizations. Currently active organizations are listed in the UMFK Student Handbook. To be a recognized student organization, groups must first receive University recognition. Organizations must then receive Senate approval and be under Senate jurisdiction to receive funding from activity fees.

Students considering participation in extra-curricular organizations and/or activities should be aware that a minimum grade point average of 2.0 is required of all active members of all clubs and organizations, as well as all varsity sports team members during each semester. However, members of the Student Senate are required to have a minimum 2.5 cumulative grade point average.

### **ATHLETICS, RECREATION, AND INTRAMURALS**

The UMFK SportsCenter is the focal point of athletics and recreation on campus. This multi-purpose building is the setting for intercollegiate athletics, recreation, and intramural activities such as racquetball, handball, badminton, basketball, volleyball, and weight lifting.

Intercollegiate athletics at UMFK include golf, cross-country, soccer, skiing, and basketball. UMFK is a member of the Sunrise Athletic Conference and competes in National Association of Intercollegiate Athletics. Most practices and games are scheduled for the late afternoon and evening hours, as well as on weekends, to allow more students to play and support Bengal athletic activities. For varsity college athletic competition, all student athletes are required to have proof of medical insurance before they begin practicing.

Intramural competition includes team sports such as basketball, softball, volleyball, indoor soccer, and floor hockey. Fitness and wellness classes offer additional opportunities for students to stay fit and healthy throughout the year.

### **PERFORMING ARTS**

Opportunities to perform in dramatic productions are numerous at UMFK. Each semester a stage production is offered. Students are given the chance to develop their skills in drama, farce, situation comedy, children's theater, and musical theater. Reader's Theater has also gained an audience at UMFK.

In addition to theater, students with musical interests are encouraged to participate as performing artists in concerts and performing arts showcases during the academic year.

Students interested in theater studies can receive recognition of their work through the Theater Minor available to students under the Bachelor of Arts or Bachelor of Science. The Secondary Education English/Drama/Language

Arts Major prepares secondary teachers as drama coaches and directors. For detailed information on the Theater Minor or the Secondary Education English/Drama/Language Arts Major, see the index of this catalog.

## **LIBRARY**

Blake Library, the center of information resources on the University campus, holds over 64,000 volumes, currently subscribes to 350 periodical titles, and acts as a depository for Maine state government documents. The Library building, one of the oldest buildings on campus, was originally constructed in 1928 as a gymnasium, extensively remodeled and converted to a library in 1966, and expanded with an addition in 1988.

Library materials in UMFK's library and in all other University of Maine System libraries can be located through URSUS, the online catalog. The University of Maine System libraries also provide access to a variety of online indexes and databases. In addition to print materials the library currently subscribes to over 7,000 electronic books and has access to a large number of electronic journals. The Library makes available audiovisual facilities, computer work areas, color printing, reserve materials, interlibrary loan services, reference and research assistance, and library instruction programs. Of special note are the curriculum collection, a collection of classroom materials used heavily by our Education students, and the Acadian collection, a collection of materials about the Acadians and Franco-Americans. Visit the Library web page at: <http://www.umfk.maine.edu/infoserv/library> to learn more about the services and resources to which the Library provides access.

Adjacent to the Library is the Acadian Archives which was founded in 1990 to document, preserve, celebrate, and disseminate information about the history and cultural heritage of Maine's Saint John Valley. The Archives collection includes manuscripts and audiovisual materials, reference books, serials, and microfilm relevant to the history, folklore, and folklife of the Valley.

## **STUDENT HEALTH INSURANCE**

The University provides students with the opportunity to purchase an accident and health insurance policy at a reasonable rate. Information on this insurance is available from the Student Services Office. Residents in the University's residence halls, nursing majors, forestry technology students, and athletes are required to purchase the insurance or provide proof of coverage by a family policy.

## **HEALTH SERVICES**

UMFK is home to a Student Health Clinic located in Nadeau Hall in the Northern Maine Center for Rural Health Services. The facility provides students with primary health care. In addition to the Student Health Clinic, the Northern Maine Medical Center, located on East Main Street in Fort Kent, is a modern, well-equipped and fully accredited hospital providing a full compliment of medical services. Routine medical care is available from area physicians, and a fully staffed emergency room is available at all times. Independent students are strongly encouraged to purchase medical insurance through UMFK Student Services.

## **IMMUNIZATIONS**

Maine State law requires that every college student enrolled in a degree program who was born after 1956 provide proof of immunization or immunity against the diseases of measles, mumps, rubella, tetanus, and diphtheria.

Students not enrolled in a degree program taking 12 or more credit hours must also provide proof of immunization or immunity to the above diseases. Secondary school records or physicians' statements are acceptable proof of immunization. Students who fail to provide proof of immunization will not be allowed to enroll at the University. Immunization files and information concerning the Maine State Statute are maintained in the Administrative Student Services Office.

## **CAREER PLANNING**

The University recognizes career planning as a process that begins at the freshman year and continues through graduation. Students are encouraged to use the services provided by the Academic Services and Counseling Office as well as the Student Services Office which include occupational interest inventories, a computerized Career Guidance Program (Choices), a career information library and resource center, and short seminars on resume and cover letter writing, interviewing skills and job search strategies. A career bulletin board lists current job openings and a graduate school bulletin board lists programs. Undergraduate and graduate school catalogs are also available.

## **STUDENTS WITH DISABILITIES**

The University of Maine at Fort Kent does not discriminate on the basis of disabilities in the recruitment and admission of students, the recruitment of faculty and staff, and the operation of any of its programs and activities. The designated Coordinator for compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1992 is the Director of Facilities Management.

Following admission to the University, all students are required to complete and submit a health form. Any student who has noted a disability will be referred to the 504/ADA Coordinator, who will attempt to make available any necessary auxiliary aids to accommodate the student. The coordinator will also contact the appropriate offices for scheduling of classes in accessible rooms.

Students with disabilities may also request the waiver of a degree requirement through the ADA coordinator, who will direct the request to the student's advisor and to the Registrar's Office.

If students with disabilities have a grievance against a policy or a condition at the University, the following procedures should be followed:

1. The grievance should be discussed with the 504/ADA Coordinator.
2. If the matter cannot be resolved, the grievance will then be presented to the Vice President for Administration for consideration.
3. If the situation cannot be resolved, the grievance will be forwarded to the President, who will confer with all parties concerned and render a decision. All parties are expected to adhere to the President's findings.

## **RESIDENTIAL LIFE**

Residential life is an important component of the academic and social development of UMFK students. The residence halls provide a setting that helps shape students' attitudes, their readiness to learn, and the overall quality of life on campus.

Residential students have the option of three residential halls. Crocker Hall and Powell Hall are more traditional residential facilities. Rooms in these buildings are designed for double occupancy. The Lodge, UMFK's newest residence hall, provides suite-style living with suites designed for three or four people. All rooms and suites in all three facilities are equipped with a variety of technological amenities including cable television hook-ups, telephone connections, and direct access to the university computer network.

The Residential Life staff manages all aspects of the residence hall experience including social and co-curricular activity planning, diversity activities, and wellness. The staff also enforces the residence hall policies and

regulations and ensures that UMFK's residential students have a quality living experience this is supportive of their academic pursuits.

## **ACADEMIC & COUNSELING SERVICES**

Academic & Counseling Services is supported by a Title IV, US Department of Education grant which provides eligible students with the assistance necessary to attain their personal, educational, and career goals. Academic & Counseling Services support is available to all UMFK students who meet guidelines determined by the Department of Education. To be eligible for assistance, a student must be a citizen or national of the US, a permanent resident of the US, or provide evidence that he/she is in the US with the intention of becoming a citizen. A student must demonstrate a need for academic support, and provide evidence that he/she is low-income, a first-generation college student, and/or is disabled under the guidelines of the Americans with Disabilities Act.

### **Academic Services**

The courses: Asp 060 Introductory Writing, Asp 050 College Reading, and Asp 110 Math Applications are designed to help students strengthen their basic skills so they can be successful in college level courses. Students are directed to these courses based on the results of placement exams taken prior to their first semester in a degree program at UMFK. In addition, courses in word processing and vocabulary building are offered. NOTE: Courses numbered below the 100 level do not earn degree credit.

### **Tutoring Services**

Peer tutoring is available free of charge to eligible students for each course offered by UMFK.

### **Counseling Services**

Confidential counseling is offered by professional counselors for students with personal, family, stress, academic, and/or career concerns.

## **STUDENT CONDUCT**

UMFK students are expected to conduct themselves as responsible adults. The UMFK student is a responsible community citizen who:

1. exhibits the personal attributes of honesty and integrity,
2. exercises the highest degree of care and concern for the physical and emotional safety and well-being of others in the University community,
3. abides by all policies of the University and fulfills all contractual agreements,
4. abides by the civil laws of the city, county, state, and nation.

Students whose behavior does not conform to these standards may face disciplinary action following due process. Complete student life policies and disciplinary procedures are contained in the current Student Handbook and the University of Maine System Student Conduct Code.

## **Academic Policies**

The academic year at the University of Maine at Fort Kent consists of two semesters (fall and spring). Courses are also offered during the summer. Information about courses and offerings may be requested from the Registrar.

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of a student's education records. The law applies to all schools which receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student, or former student, who has reached the age of 18 or is attending any school beyond the high school level. Students and former students to whom the rights have transferred are called eligible students. Eligible students have the right to inspect and review all of the student's education records maintained by the school. Schools are not required to provide copies of materials in education records unless, for reasons such as great distance, it is impossible for eligible students to inspect the records. Schools may charge a fee for copies. Eligible students have the right to request that a school correct records believed to be inaccurate or misleading. If the school decides not to amend the record, the eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the eligible student has the right to place a statement with the record commenting on the contested information in the record. Generally, schools must have written permission from the eligible student before releasing any information from a student's record. However, the law allows schools to disclose records, without consent, to the following parties:

- school employees who have a need to know
- other schools to which a student is transferring
- certain government officials in order to carry out lawful functions
- appropriate parties in connection with financial aid to a student
- organizations conducting certain studies for the school
- accrediting organizations
- individuals who have obtained court orders or subpoenas
- persons who need to know in cases of health and safety emergencies; and state and local authorities, within a juvenile justice system, pursuant to specific state law

Schools may also disclose, without consent, "directory" type information such as a student's name, class level, degree and major, date and place of birth, dates of attendance, enrollment status, degrees awarded, dates of graduation, sports and activities participation, and honors and awards. However, students may request that directory information be suppressed by contacting the Registrar's Office. If a student chooses to have directory information suppressed, the University will release information to those not authorized under the act only in emergency situations. Questions concerning the Family Educational Rights and Privacy Act may be referred to the Registrar's Office.

## ADVISING

Faculty have a professional responsibility for advising students. New students, either freshman level or transfer, are assigned to advisors. Advisors meet with students during Orientation. Advisors will help each student select the appropriate courses during the first year. Students who have deficiencies in mathematics and basic language skills will be required to complete developmental courses in their areas of deficiency, and in addition will be enrolled in selected courses from the regular curricular offering. Freshmen should have contact with their advisors at least once every two weeks during their first year.

All incoming Freshmen students also participate in the First Year Experience. This serves as a comprehensive student success and preparation experience designed to introduce students to effective academic and social strategies for use in their development as students and citizens. The experience also serves to develop teamwork and problem solving skills and to foster an understanding of human diversity, values, and responsibility. Through this experience, students will have the opportunity to attain academic and social skills necessary to become self-managed, responsible, and successful life-long learners. The First Year experience includes Academic Advising, Orientation, and the course, Hum 102 Humanities Seminar.

At the end of the freshman year, advisees select from the area of their major a faculty advisor for the remainder of their college experience. Advisor assignments can be changed through the Registrar's Office. Sophomore, junior and senior students should meet at least twice a semester with their advisors.

Students must meet with their advisors to select courses for registration to help assure that program requirements are being satisfied. In addition, advisors are able to help with a wide variety of issues such as academic problems, career plans, and employment expectations. Advisors may refer advisees to campus offices such as Academic Services and Career Planning and Placement.

## MINIMUM PROFICIENCY REQUIREMENTS

All newly admitted students must demonstrate minimum proficiency in writing, reading, and mathematics. The requirement applies to new associate and baccalaureate students and transfer students with less than 30 transfer credits. Minimum proficiency can be satisfied as follows:

1. Meeting minimum writing proficiency (DO ONE):
  - a. Score 35 or above on the writing portion of the Accuplacer Placement Test.
  - b. Successfully complete ASP 060 College Writing.
  - c. Transfer college composition credits earned at an accredited institution.
2. Meeting minimum reading proficiency (DO ONE):
  - a. Score 35 or above on the reading portion of the Accuplacer Placement Test.
  - b. Successfully complete ASP 050 College Reading.
  - c. Transfer college composition credits earned at an accredited institution.

3. Meeting minimum mathematics proficiency (DO ONE):
  - a. Score 35 or above on the mathematics portion of the Accuplacer Placement Test.
  - b. Successfully complete ASP 070 College Mathematics or ASP 110 Mathematics Application.
  - c. Transfer math credits earned at an accredited institution.

Students who do not successfully meet minimum proficiencies will be prevented from enrolling in other courses required for graduation.

## **ATTENDANCE**

The University and its faculty are firmly committed to both regular classroom attendance and participation in University sponsored extra-curricular activities. Each professor will specify the attendance and absence policy as part of the written syllabus distributed at the beginning of the course. Students seeking an excused absence from class(es), must obtain excused status, in advance whenever possible, from the professor(s) of the class(es), find out the obligations, and schedule whatever makeup work is necessary.

If it is not possible to speak to the professors prior to the absence, the student must, within a day or two of return to campus, carry out the consultations with the professors of the courses involved. It is the student's responsibility to set up conferences and to meet the obligations and deadlines established by the professor.

## **STUDENT CLASS LEVEL**

Class level is determined by the number of credits completed at the University, including those accepted in transfer from other institutions.

Freshman:	0-29 earned credits
Sophomore:	30-59 earned credits
Junior:	60-89 earned credits
Senior:	90+ earned credits

## **REGISTRATION**

Registration involves academic advising, course selection, and payment arrangements. All degree students must see their academic advisors for assistance with course selection. Students who are not working towards a degree may seek the assistance of a faculty advisor.

To register for courses, students must complete a registration form. Students can then register for their courses using their touchtone telephone by dialing (207) 834-7575, by visiting the website: <http://www.umfk.maine.edu/DSIS>, or by bringing the form to the Registrar's Office.

At the beginning of each semester, specific registration dates are published in the Academic Calendar. On these days, priority in course selection is based on student class level; that is, seniors register first, followed by juniors, sophomores, and finally freshmen. Subsequent to that date, registrations are accepted on a first-come, space-available basis.

Tuition and fees must accompany the registration form unless prior arrangements have been made with the Business Office.

## **ADD/DROP**

To add or drop a course the student obtains the appropriate form from the Registrar and processes it according to the instructions:

1. Courses may be added during the first week of classes only. This applies to all credit courses (day and evening). Courses may be dropped during the first week of classes without penalty (see Academic Calendar for current deadlines.)
2. Beginning with the second week of classes until Pre-registration for the following semester, as published in the Academic Calendar, courses may be dropped with a grade of "W" assigned by the instructor. The "W" is not computed in grade point averages.
3. Withdrawals are not permitted after the Pre-registration date until the last day of classes, prior to final semester exams, of the semester (see Academic Calendar for semester dates) except in unusual circumstances. Withdrawals after Pre-registration require the approval of the faculty member and the Divisional Chair.
4. Adding, dropping, or withdrawal from courses is not permitted after the last day of classes, prior to final semester exams, for the semester (see Academic Calendar for semester dates).

If it is the intention of the student to withdraw from one or all classes, the above procedures are to be observed. Failure to do so will result in the assignment of the grade of "F" for each course involved. Grades of "F" are computed in the grade point averages.

## **WITHDRAWAL**

Withdrawal from the University has academic, financial, and personal implications. To insure that the withdrawal is accomplished under the most favorable circumstances, a student contemplating such action should discuss the matter with an advisor, Campus Retention Coordinator, and the Director of Student Services.

If the decision to withdraw is made, the student obtains the proper form from the Student Services Office and processes it according to the instructions given.

Students who withdraw from the University without following the prescribed procedure jeopardize their academic standing and forfeit refunds.

Students who withdraw from the University during the first week of classes may do so without grade penalty. For students who withdraw from the University after the first week of classes, instructors will assign grades of "W"

in all courses. Grades of “W” are not computed in grade point averages. Withdrawal from classes is not permitted after the last day of classes, prior to final semester exams, of the semester (see Academic Calendar for semester dates).

## **WITHDRAWAL BY FACULTY**

Any instructor may initiate the withdrawal of any student from their class for non-compliance with course syllabus and/or classroom expectations. The faculty must complete the appropriate form with the Registrar’s Office. Withdrawal grades assigned are those given during normal add/drop dates (see ADD/DROP).

## **DEAN’S LIST**

The University formally recognizes students who achieve academic excellence through publication of the Dean’s List at the conclusion of each semester. A full-time matriculating undergraduate student who achieves a semester grade point average of 3.25 and above, with no grades below “C” qualifies for the Dean’s List. Students who receive grades of “I” (Incomplete) or “DG” (Deferred Grade) are excluded from the Dean’s List.

## **HONORS**

Students who maintain a high level of academic achievement during their undergraduate careers are graduated with honors. Students, whose total cumulative grade point average on all work taken (including work taken at the University of Maine at Fort Kent and elsewhere), is from 3.20 to 3.49 are graduated *cum laude*; 3.50 to 3.79, magna cum laude; 3.80 to 4.00, *summa cum laude*. Coursework taken during the semester prior to graduation will not be used in the calculation of honors.

## **ALPHA CHI**

Alpha Chi is an honor society whose purpose is to promote academic excellence and exemplary character among college and university students and to honor those who achieve such distinction. Its name derives from the initial letters of the Greek words, ALETHEIA, meaning TRUTH, and XARAKTER, meaning character. As a general honor society, Alpha Chi admits to membership students from all academic disciplines.

Invitation to membership is extended, after completion of 60 hours at UMFK, to the top 10% of each of the junior and senior classes, the number of inductees and GPA dependent on (1) the size of the class, and (2) the number of previously inducted members in each class. Membership recognizes previous accomplishments and provides opportunity for continued growth and service. Alpha Chi works to assist students in making “scholarship effective for good,” as its constitution states.

## **GRADING POLICY**

The University of Maine at Fort Kent uses a system of letter grades to measure student achievement. The grades are reported to the Registrar’s Office by the faculty at the end of each semester. Grades reports are not mailed to students, unless requested by the student. Students may obtain grades by phone (207)834-7575) or by visiting the website: <http://www.maine.edu/DSIS>. Transcripts of grades are withheld for students who have unpaid balances on

their accounts or overdue library books. It is also the University policy to withhold grades for students who have defaulted on their university-based student financial loans.

The grades that are reported to the Registrar are used to compute the Cumulative Grade Point Average. Each grade is assigned a numeric value of quality points:

Grade	Quality Points Per Credit
A (Highest Honors)	4.00
A- (Highest Honors)	3.67
B+ (Honors)	3.33
B (Honors)	3.00
B- (Honors)	2.67
C+ (Satisfactory)	2.33
C (Satisfactory)	2.00
C- (Satisfactory)	1.67
D+ (Low Passing)	1.33
D (Low Passing)	1.00
D- (Low Passing)	0.67
F (Failing)	0.00
P (Pass/Fail) (grade of "C" or better)	0.00
LP (Pass/Fail) (grade of "C-" to "D-")	0.00
F* (Pass/Fail)	0.00
DG (Deferred)	0.00
I (Incomplete)	0.00
W (Withdrew)	0.00

The number of credits in each course is multiplied by the numeric value of each grade received. The product is the total of quality points earned in each course. The Cumulative Point Average (CPA) is obtained by dividing the number of credit hours attempted at UMFK into the total number of quality points earned (18 credit hours attempted divided into 54 quality points gives a CPA of 3.0).

Courses which are assigned pass/fail grades are not used in the computation of grade point averages. Grades of "W" withdrew, "F\*" failure in a pass/fail course, "I" incomplete, or "DG" deferred, do not have a numeric quality point average and are not used to compute grade averages.

## INCOMPLETE GRADES

In rare instances a student may be unable to complete the semester's course work for reasons beyond the student's control. In such cases the instructor will assign the temporary grade of "I" (Incomplete). An "I"

grade must be removed within two weeks after the close of the semester or Summer Session in which the student enrolled for the course. "I" grades not changed during the two weeks after the close of the semester will be converted to a grade of "F". Grades of "F" are computed in grade point averages.

## **DEFERRED GRADES**

Due to the nature of some courses which may continue into the following semester or other circumstances, instructors may assign grades of "DG" (Deferred). Grades of "DG" must be removed before the close of the semester or summer session following the semester in which the student enrolled in the course. Grades of "DG" left unchanged after that period of time will be converted to grades of "F." Grades of "F" are computed in grade point averages.

## **GRADE CHANGES**

At the end of each semester, the student should determine the fairness of all grades received. In the event of a question, the appropriate instructor should be contacted immediately for resolution. If a change of grade is justified, the student should secure the appropriate form from the Registrar's Office, attach a statement of documentation, and proceed to process the request. All grades which remain unchanged according to the foregoing procedure as of 30 days following the day of Registration for the next semester or summer session will be presumed to be fair and not subject to change.

## **TRANSCRIPTS**

Transcripts of courses taken at the University of Maine at Fort Kent are issued only at the written request of the student. Two types of transcript are issued. "Unofficial" copies are issued to students for academic advising purposes. "Official" transcripts carry the signature of the Registrar and embossed seal of the University. Partial transcripts are not issued. The following per copy fee is required prior to issue of the transcript:

Official Copy	\$3.00
Unofficial Copy	\$3.00
Faxed Copy	\$6.00

Transcripts will show only work completed as of the date of request. In progress work will display on the transcript.

Transcripts from other institutions, which have been presented for admission or evaluation, become a part of the student's permanent academic file and are not returned or copied for distribution. Students desiring transcripts covering work attempted elsewhere should request them from the appropriate institution.

NOTE: It is the policy of the University of Maine at Fort Kent to withhold all official credentials, including grades and transcripts, until library clearance has been effected and the student's account paid in full. It is also University policy to withhold credentials for students who have defaulted on their university-based student loans.

## **ACADEMIC STANDING/PROBATION**

To maintain full academic standing and matriculant status, a student (full- or part-time) must achieve the following minimum Cumulative Point Averages:

Up to 29 Attempted Semester Hours	1.67
30–59 Attempted Semester Hours	1.75
60 or more Attempted Semester Hours	2.00

A student (full- or part-time) who fails to achieve the required Cumulative Point Average (CPA) to maintain full academic standing is placed on academic probation for the next semester of full- or part-time enrollment. If, at the end of that semester on probation, the CPA is still below the required minimum, the student's academic status is reviewed by the Vice President for Academic Affairs. For the student who has demonstrated substantial academic improvement, although the CPA remains below the required minimum, academic probation (full- or part-time enrollment) may be extended by the Vice President. For the student who does not show substantial academic improvement during the semester of probation, academic suspension from the University will follow. Readmission into a degree program will not be permitted for one year after academic suspension. Readmission is through the Admissions Office.

## **COURSE WAIVERS OR SUBSTITUTIONS**

Students may petition to have a course, condition to a course, or a specific degree requirement waived from their program of studies. Students may also petition to have a course substituted for another course in their degree requirements. To request either change, the students must follow procedures, depending on requirements:

### **Major/Minor Requirements:**

1. Submit a written petition requesting the change to the Chair of the Division responsible for the major or minor.
2. The Chair, in consultation with appropriate faculty, will recommend to the Vice President for Academic Affairs approval or denial of the request.

### **General Education/Other Degree Requirements:**

1. Submit a written petition requesting the change to the Chair of the Academic Council.
2. The Academic Council, in consultation with appropriate faculty, department, division, or other unit, will recommend to the Vice President for Academic Affairs approval or denial of the request.

## **COURSE LOADS**

For all freshman students in full academic standing, the total credit hour course load will not exceed 19 (including physical education).

For all students above the freshman level who are in full academic standing, the total credit hour course load will not exceed 19 credits without special approval (see Overload Approval).

For all students in less than full academic standing and including those admitted on probation, the total credit hour course load will not exceed 13 credits.

## **OVERLOAD APPROVAL**

Although the usual credit hour load for students beyond the freshman year is not to exceed 19, the accomplished student, who has given sufficient evidence of academic proficiency, may request permission to take an overload during any given semester, subject to the following:

1. A student in less than full academic standing will not be permitted to take more than 13 credit hours.
2. If the cumulative grade point average ranges between 2.00 and 3.00, the student may be considered for an academic overload not to exceed 20 credit hours.
3. If the cumulative grade point average ranges between 3.00 and 4.00, the student may be considered for an academic overload not to exceed 22 credit hours.

Overload approval must be obtained prior to registration. The appropriate request form is available from the Registrar.

## **REPEATED COURSES**

A student may repeat a course only once. Further repetitions will be allowed only with approval of the Vice President for Academic Affairs. Repeated courses must be taken at the earliest opportunity (normally the next semester the course is offered). Credits are awarded only once for a course unless it is a course that may be taken more than once. Only courses and quality points for the attempt in which the highest grade is earned are computed in the grade point averages.

## **AUDIT**

Courses at the University of Maine at Fort Kent may be taken on an audit basis. Attendance in the courses is mandatory. Scheduled work and exams will be determined by the course instructor. Registration for audit must be completed prior to the end of the Add/Drop period (see Academic Calendar). Forms for auditing courses are available in the Registrar's Office.

Tuition and fees are assessed for audited courses.

## **COURSE CANCELLATIONS**

The University of Maine at Fort Kent reserves the right to cancel courses.

## **RESIDENCY REQUIREMENTS**

To be eligible to receive the first baccalaureate or associate degree from the University of Maine at Fort Kent, the candidate shall have earned a minimum of thirty (30) semester hours of degree credit at the University of Maine at Fort Kent or through UMFK programs. This, and other degree requirements, shall have been met prior to conferral of the degrees.

## **GRADUATION**

Candidates for degrees must file application for graduation with the Registrar's Office before the end of the third week of instruction of the semester in which they expect to complete graduation requirements.

Applications for degrees to be awarded at the end of a summer session should be completed and filed in the Registrar's Office before the end of the previous spring semester. No applications will be accepted for summer session degrees or credentials after the end of the second week of instruction of the regular summer session.

Students are permitted to participate in graduation exercises provided they have completed or are enrolled in all degree requirements in the semester prior to graduation. Graduation credentials will only be recorded on the

transcript, and the diploma issued, when all degree requirements have been completed. The diploma will be dated the same as the transcript. The graduate will be considered as an alumnus/alumnae of the year he/she completed degree requirements. A student may not participate in two separate graduation exercises for the same degree.

## **DUAL DEGREES**

Students may earn multiple degrees provided they are different. In order to receive the additional degrees, the following conditions must be met:

1. The first degree has been awarded.
2. The student has applied through Admissions for the subsequent degrees.
3. A minimum number of credits has been completed beyond the total hours earned for the previous degree: 15 for each additional Associate, 30 for each additional Baccalaureate.

## **CHANGE OF DEGREE PROGRAM**

### **Transfer Procedure from Associate Programs to Baccalaureate Degree Programs**

Students enrolled in programs leading to the Associate of Arts or Associate of Science degrees may elect to apply for admittance into a program leading to a baccalaureate degree. To be admitted to a baccalaureate program the student should:

1. Submit a Change of Degree Program Form to the Registrar's Office. The advisor's signature is required on the form. Forms are available in the Registrar's Office.
2. Have full academic standing at the time of transfer. No applications will be considered until the student has completed a minimum of 12 semester hours of credit.
3. When transfer has been approved, the Registrar will inform the student in writing of the decision and will convey in writing a statement which indicates which courses are applicable to the degree.

### **Transfer Procedure for Change of Baccalaureate Degree Program**

Students enrolled in programs leading to a baccalaureate degree may elect to apply for admittance into another four-year degree program. To change baccalaureate programs, the student should:

1. Submit a Change of Degree Program Form to the Registrar's Office. The advisor's signature is required on the form. Forms are available in the Registrar's Office.
2. Have full academic standing at the time of transfer.
3. When transfer has been processed, the Registrar will inform the student in writing which courses are applicable to the new baccalaureate degree program.

## **ACADEMIC HONESTY**

Honesty and integrity are vital to the functioning of the academic process. Students are expected to follow the procedures established in each class, in each assignment. Each student will submit only his or her own work with inclusion of proper attributions when appropriate. Faculty must be clear about their expectations for individual and collaborative assignments. Students who work collaboratively with other students must acknowledge the work of all students to a project. Students who plagiarize work from any source are subject to serious consequences ranging from failing an assignment to being dismissed from the University depending on the circumstances. Normally, students will not fail an entire course because of one incident, but repeated incidents will result in more serious consequences.

### **Definition of Plagiarism**

The spectrum of plagiarism is a wide one. At one end of the spectrum is word-for-word copying of another's writing without enclosing the copied passage in quotation marks and identifying it in a footnote or reference. More often, plagiarism results from patching together passages from various sources, the writer's major contribution being the cement to hold the pieces together. Another example is the paraphrasing or abbreviation of someone else's ideas or the restatement of someone else's analysis or conclusion without acknowledgment that another person's text has been the basis. Weaving these "borrowed" ideas into the text without referencing the original source is plagiarism. Today's electronic sources make it easier to download material and present it as one's own without making any or only minor changes. It is the responsibility of each student to make himself or herself familiar with the definition of plagiarism and not commit this error out of ignorance.

## **ACADEMIC FORGIVENESS**

Students may petition to have one complete semester of UMFK coursework removed from calculation on their academic transcript. This includes courses, grades, and quality points. Removal of partial or selective coursework is not permitted under this policy. The following are the conditions to request academic forgiveness:

1. Only one semester will be forgiven.
2. A period of three years of separation from higher education must have elapsed after the semester to be forgiven.
3. The student must have completed three years of matriculation in good academic standing.
4. Student must petition the Academic Council for the request.
5. The Academic Council will recommend approval or denial of the request to the Vice President for Academic Affairs.

## **STUDENT ACADEMIC APPEALS POLICY**

Occasionally, a student may have reason to question an academic process or result. In such cases, the following procedure will apply:

1. The student discusses the concern with the appropriate faculty member. If the concern persists,
2. The student may consult with the division chair, who will attempt to resolve the complaint. Failing this,
3. The student may request a review of the situation to be made by the Vice President for Academic Affairs. If there is lingering dissatisfaction on the part of the student,
4. The student may appeal to the President. All parties are expected to adhere to the final decision.

The foregoing steps should be made in order of progression and all information, recommendations, and decisions made available to the next level of appeal. Maximum efforts and attempts should be exerted toward resolution of concerns without the necessity of appeal.

## **Degree Requirements**

The University of Maine at Fort Kent offers the following degrees:

**Bachelor of Arts** (with majors in:)

English

French

**Bachelor of Science** (with majors in:)

Behavioral Science

Biology

Business

Computer Applications

Electronic Commerce

Elementary Education

Rural Public Safety Administration

Secondary Education - Bilingual Education

Secondary Education - English/Drama/Language Arts

Secondary Education - Mathematics

Social Science Field

**Bachelor of Science in Environmental Studies**

**Bachelor of Science in Nursing**

**Bachelor of University Studies**

**Associate of Arts in General Studies** (with career options in:)

Business

Computer Science

Criminal Justice

Human Services

**Associate of Science in Forest Technology**

## GENERAL EDUCATION REQUIREMENTS

### General Education Philosophy:

The faculty affirms that humankind is best served by a society that is equitable and just. Society moves towards this ideal when its members are ethical in their actions and open-minded in their consideration of alternative social values, individual beliefs, and the pursuit of knowledge through humanistic and scientific study.

To instill this ideal, the faculty affirms that students will develop an appreciation of cultural diversity and an awareness of the effects of world civilizations. The intent of this philosophy is to help students recognize the influence of biases in their awareness of and responsibility to self, to society, and to the natural environment.

To achieve this goal, students will learn methods and applications of communication, logic, and analysis; they will demonstrate competence in mathematics, written and spoken languages, and appropriate technologies. Further, they will develop an understanding of the humanities and sciences.

### General Education Goals:

The objective of general education in a baccalaureate program is to help students develop an awareness and understanding of the achievements of civilizations, an ability to integrate ethical decision-making into professional, social, and environmental contexts, and a reasoned appreciation of points of view originating in value-belief systems other than their own. Toward this end, students will demonstrate the following:

1. competence in
  - a) communication through the written and spoken word,
  - b) comprehension through listening, reading, and observation,
  - c) practical and abstract mathematical skills,
  - d) logical, analytical, critical, and creative thinking,
  - e) appropriate technologies;
2. knowledge of self and of relationships between individuals and their culture and society;
3. understanding and appreciation of humankind's search for meaning and expression through the arts and humanities;
4. understanding and appreciation of the biological attributes of life and the principles of the physical environment, and a recognition of the interdependence of humankind and nature;
5. understanding and appreciation of social structures and institutions found within modern society and of how technology shapes them;

6. recognition of humankind's interdependence with global natural and cultural systems; and
7. understanding and appreciation of ethical perspectives in the formation of personal values.

**Abilities:**

Reading and Writing	6 hours
Mathematical	6 hours
Oral Communication	3 hours
Technological	3 hours

**Ways of Understanding: Arts And Sciences:**

Visual and Performing Arts	3 hours
Languages and Literatures	3 hours
History and Culture	3 hours
Physical and Biological Sciences	3 hours
Behavioral and Social Sciences	3 hours

An additional nine hours are to be divided between three of the five areas under "Ways of Understanding" and which may not be applied to the student's major.

## **BACHELOR OF ARTS**

The Bachelor of Arts degree is offered in subjects or fields of study which relate to cultural, social, and scientific achievements, supplying knowledge of human and individual potential. The BA is the traditional liberal arts degree which emphasizes a broad and intensive background in the arts, humanities, and sciences. Students who wish to prepare themselves for advanced study, particularly in traditional liberal arts areas, should consider matriculating in the Bachelor of Arts degree.

**Graduation Requirements**

1. Completion of a minimum of 120 semester hours of credit.
2. A minimum cumulative grade point average of 2.0.
3. Completion of at least 45 semester hours of upper level credits (course numbers of 300 or greater) in each of which a minimum grade of "C" shall be earned.
4. Completion of the General Education Requirements (see Index under "General Education Requirements").

5. Completion of a major and minor (see the Index under “Majors and Minors” for a full description of their requirements).

### **Major Studies and Minor Studies**

During the first two years of a four-year program the student completes the general education requirements, determines areas of interest, and declares a major and minor.

The following majors are offered under the Bachelor of Arts degree:

English  
French

The following minors are offered under the Bachelor of Arts degree:

Art	Forestry
Behavioral Science	French
Biology	History
Coaching	Mathematics
Criminal Justice	Music
Cultural Anthropology	Oral Communication
Diversity Studies	Theater
Environmental Science	

NOTE: See “Majors and Minors” section for a full description of majors and minors and their requirements.

## **BACHELOR OF SCIENCE**

The Bachelor of Science degree provides students with a background in the arts and sciences and potential for entry into a variety of professions or for advanced study. The degree is primarily designed for those students who seek to gain specific knowledge and skills required for careers in one of many disciplines.

### **Graduation Requirements**

1. Completion of a minimum of 120 semester hours of credit. Students in the business management major must complete a minimum of 128 hours of credit.
2. A minimum cumulative grade point average of 2.0.
3. Completion of at least 45 semester hours of upper level credits (course numbers of 300 or greater) in each of which a minimum grade of “C” shall be earned.
4. Completion of General Education Requirements (see Index under “General Education Requirements”).
5. Completion of a major and minor. See the Index under “Majors and Minors” for a full description of their requirements.
  - a. Students enrolled in business management must complete the Business Management Major only.
  - b. Students in electronic commerce must complete the Electronic Commerce Major only.
  - c. Students enrolled in elementary education must complete the Elementary Education Major only.
  - d. Students enrolled in secondary education must complete the Secondary Education Majors only.
  - e. Students enrolled in public safety must complete the Public Safety Administration Major only.

### **Major and Minor Studies**

During the first two years of the four-year program, the student completes the general education requirements, determines areas of interest, and makes a choice of majors and minors.

The following majors are offered as part of this degree:

Behavioral Science	Rural Public Safety Administration
Biology	Secondary Education – Bilingual Education
Business	Secondary Education – English/Drama/Language Arts
Computer Applications	Secondary Education – Mathematics

Electronic Commerce  
Elementary Education

\*Social Science Field

\*Students may complete the Social Science Field in lieu of the major and minor requirement.

The following minors are offered as part of this degree:

Art	Environmental Science
Behavioral Science	Forestry
Biology	French
Coaching	History
Criminal Justice	Mathematics
Cultural Anthropology	Music
Diversity Studies	Oral Communication
Education	Social Science
English	Theater

## BACHELOR OF SCIENCE IN NURSING

The University of Maine at Fort Kent offers an accredited professional baccalaureate nursing program founded upon the liberal arts and sciences. Over the course of study, students gain knowledge and skill in the social, behavioral, biological, and nursing sciences. Graduates are employed in a variety of practice settings to assist individuals, families, and communities to maintain, promote, and optimize their health and well-being. This program of study fosters the personal and professional growth of students, enhancing the creative and intellectual abilities of those who wish to pursue advanced clinical and academic studies.

Each nursing major must complete a minimum of 120 hours of credit, including the general education core, nursing prerequisites, and nursing core courses as outlined on the individual program plan. Upon successful completion of the program, the student is awarded a Bachelor of Science degree with a major in nursing and is eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). As part of the licensure application process, arrest and court records of final adjudication for any offense other than a minor traffic violation must be submitted for review to the Maine State Board of Nursing. The Maine State Board of Nursing may refuse to grant a license on the basis a record of criminal for convictions denominated in Title V Chapter 341 Section 5301 Subsection II of the Maine Revised Statutes Annotated. Applications of those who have been convicted of a felony and whose civil rights have been removed are considered to be incomplete until documentation that civil rights have been regained.

In keeping with the institutional mission and divisional goals, the Division of Nursing promotes an environment of respect and support for all persons regardless of gender, race/ethnicity, creed, or abilities. Students with special needs are advised to refer to the “Students with Disabilities” section of this catalog.

### Accreditation

The nursing program at UMFK is accredited by the Maine State Board of Nursing, 24 Stone Street, 158 Statehouse Station, Augusta, Maine, 04333-0158, and the Commission for Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC, 20036-1120.

Accreditation is an external process affirming that established standards of excellence for baccalaureate nursing education, which are upheld by the Division of Nursing at UMFK. In addition, accreditation assures students of transferability of state licensure and of eligibility for admission to graduate school. Further information about the accreditation of the program can be obtained from any of the aforementioned accrediting bodies.

### BSN Program Options

The BSN degree is available to students in one of three options: a basic BSN entry-level track; an accelerate BSN track; and an RN-to-BSN track. This latter option is available through distance education for students who are already licensed as Registered Nurses.

**Graduation Requirements:**

1. Completion of a minimum of 120 semester hours of credit.
2. A minimum cumulative grade point average of 2.5.
3. Completion of General Education Requirements (see Index under “General Education Requirements”).
4. Completion of the Prerequisites for the Nursing Major.
5. Completion of the nursing major: Basic BSN Track, Accelerated BSN Track, or RN to BSN Track

**Basic BSN Track**

The Basic BSN track is for traditional students who transition from high school to college, or with some credit earned from other academic institutions; or as non-traditional students who bring with them academic credit and/or life experience. Ordinarily, the Basic Option takes four (4) years to complete. Although courses may be taken in the summer, no summer classes are required to complete the Basic Option.

**Admissions Guidelines:**

The applicant should have completed the secondary college preparatory curriculum. Applicants who have not completed this track may be evaluated on an individual basis. The applicant is expected to have:

1. Graduated from an approved high school or equivalent.
2. Completed each of the following courses with a minimum grade of C, preferably in the college preparation track:
  - Sciences: Two years
    - Biology (w/lab)
    - Chemistry (w/lab)
    - Anatomy and Physiology
  - Mathematics: Two years
    - Algebra I
    - Algebra II and/or Geometry
  - English: Four years
  - Social Sciences: Two years
  - Foreign Language: Recommended
3. Achieved a probable combined score of 900 on the SAT or composite score of 19 on the ACT examination. Students who have tested after Fall 2005 must meet a combined score of 1350 on the SAT.
4. Submitted one letter of recommendation from a math teacher, science teacher or a support letter demonstrating community service.

Students who do not meet the criteria are considered on an individual basis, and an interview with an academic advisor may be required. Students admitted conditionally may enroll in a maximum of 12 credits.

**Transfer Students**

Students wishing to transfer to the nursing program from other colleges must meet general university admission requirements. A “C” grade or better must be demonstrated for any transfer credit to be acceptable for transfer to the nursing major. In addition, achievement of a minimum cumulative 2.5 GPA is also required. Clinical nursing courses from other nursing programs are nontransferable; however transcripts and/or course syllabi can be reviewed upon individual requests.

**Prerequisite for the Nursing Major**

The following prerequisite courses must be completed prior to entrance to the nursing clinical. Completion of the University’s General Education Requirements is also required. NOTE: A course may satisfy requirements in both the General Education Requirements and prerequisite areas. Grades of “C-“ and below are not acceptable in the prerequisite courses or in general education courses. A minimum grade point average of 2.5 is required in the prerequisite courses to be eligible to progress to the nursing clinical courses.

Nur 200 Introduction to Professional Nursing

3 hours

Nur 230 Promoting Personal Health and Wellness	4 hours
Nur 309 Holistic Health Assessment	4 hours
Bio 220 Human Biology I	4 hours
Bio 221 Human Biology II	4 hours
Bio 353 Microbiology*	4 hours
Bio 363 Human Nutrition*	3 hours
Bio 401 Pathophysiology*	3 hours
Chy 100 Chemistry I**	4 hours
Mat 351 Statistics	3 hours
Psy 100 General Psychology**	3 hours
Psy 308 Life Span Human Development***	3 hours

\*Nursing Challenge exam available to RN's.

\*\*CLEP option for all students.

\*\*\*DANTES option for all students

### **Nursing Major – Course Sequencing**

Courses in the nursing major are taken in a sequential manner, as outlined below, and any deviation must be individually assessed and approved by the student's academic advisor. Each clinical nursing core course is taken concurrently with a didactic and a laboratory nursing course. To progress from one course to the next, all components of the course, didactic, clinical, and/or laboratory must be successfully completed; failure in one component will result in course failure. The clinical course portions may be situated in the community, acute, and long-term care settings. The course number, course title, and number of credit hours are listed below:

#### **Required Nursing Major:**

Nur 200 Introduction to Professional Nursing	3 hours
Nur 230 Promoting Personal Health and Wellness	4 hours
Nur 309 Holistic Health Assessment	4 hours
Nur 302 Pharmacology	3 hours
Nur 330 Adult Health I: Acute Alterations in Health	5 hours
Nur 335 Family Health I: Maternal/Infant Nursing	5 hours
Nur 352 Mental Health Nursing	5 hours
Nur 360 Adult Health II: Chronic Alterations in Health	5 hours
Nur 365 Family Health Nursing II: Nursing Care of Children	4 hours
Nur 380 Transcultural Care in Nursing	3 hours
Nur 301 Promoting Healthy Communities	3 hours
Nur 390 Nursing Summer Internship*	3 hours
Nur 401 Health Related Research	3 hours
Nur 407 Leadership and Management in Nursing	3 hours
Nur 425 Adult Health III: Complex Alterations in Health	5 hours
Nur 456 Integrated Nursing Practice	3 hours
Nur 497 Capstone/Preceptorship	7 hours

\*recommended but not required for BSN degree completion.

### **Accelerated BSN Track**

This track is a 5-semester program intended for students who have an earned undergraduate Bachelor of Science degree. The majority of courses within this program track are in nursing, whereby students build upon the learning acquired in the liberal arts and sciences from their previously earned undergraduate degree. To facilitate the student's successful completion of this program of study, a number of teaching modalities are utilized, including directed studies, traditional classroom, and distance learning such as online course instruction, interactive television and videoconferencing. Student success is premised upon their ability as motivated, flexible, and self-directed learners. Students in this program must be enrolled fulltime to progress as courses are not available out of sequence.

Upon successful completion of the program requirements, the student is eligible to apply for the NCLEX-RN examination.

### **Admission Requirements:**

Students who wish to be admitted into the Accelerated BSN degree must:

1. hold an earned undergraduate Bachelor of Science degree from an accredited university or college.
2. have an earned GPA of 3.0 or better from the previously earned undergraduate baccalaureate degree on a 4.0 scale.
3. have successfully completed a college/university course in anatomy and physiology (including all systems) with a minimum grade of "C".
4. have successfully completed a college/university statistics course.

To complement their learning and enhance their success, students are strongly encouraged to complete the following courses in preparation for the Accelerated BSN:

- Microbiology and lab
- Chemistry and lab – organic or biochemistry
- Growth and development across the lifespan

### **Required Courses:**

Bio 363 Human Nutrition	3 hours
Bio 401 Pathophysiology	3 hours
Nur 312 Conceptual Issues in Professional Nursing	3 hours
Nur 312I Conceptual Issues Lab	1 hour
Nur 309 Holistic Health Assessment with Lab	4 hours
Nur 302 Pharmacology	3 hours
Nur 330 Adult Health I: Acute Alterations in Health	5 hours
Nur 335 Family Health I: Maternal/Infant Nursing	5 hours
Nur 352 Mental Health Nursing	5 hours
Nur 365 Family Health Nursing II: Nursing Care of Children	4 hours
Nur 360 Adult Health II: Chronic Alterations in Health	5 hours
Nur 301 Promoting Healthy Communities	3 hours
Nur 401 Health Related Research	3 hours
Nur 425 Adult Health III: Complex Alterations in Health	5 hours
Nur 407 Leadership and Management in Nursing	3 hours
Nur 497 Preceptorship	4 hours

*Clinical experiences.* Students are responsible for purchasing uniforms, name tags, stethoscopes, clinical footwear, and lab coats. Specific requirements for both clinical and lab are detailed in each course syllabus and in the Nursing Student Handbook. Clinical learning experiences take place in a variety of settings and geographic locations, and students are responsible for meeting their own transportation needs to attend all clinical experiences. Professional liability insurance is strongly recommended and health insurance is mandatory for basic option nursing students. Annual clinical requirements acceptable for institutional orientation must be completed before students can commence any clinical experience, including fire safety, back care, confidentiality, occupational safety and health certification of attendance, and cardiopulmonary resuscitation (CPR) certification.

*Academic and clinical progression.* To progress in the nursing major, the following academic policies will apply:

1. Completion of a nurse entrance test upon admission for the purpose of advising.
2. Attainment of a "C" grade or better in any general education, prerequisite, or core nursing course, including transfer courses. Any course in which a "C-" grade or less is unacceptable.
3. Any general education or prerequisite course can be repeated, but only once, to achieve the necessary "C" grade or 2.5 GPA.
4. A student who receives less than a "C" grade after repeating a course will be required to withdraw from the nursing program

5. Up to two nursing courses may be repeated, but each course only once, to achieve the necessary “C” grade.
6. Students must successfully complete the didactic, lab, and clinical components of a course to meet the requirements for the course. If students are unsuccessful in any of the course components, they must repeat the course in its entirety.
7. To successfully complete any nursing course, students must achieve a minimum grade of 73% in the course. In addition, a minimum grade of 73% averaged over all written examinations must be achieved to pass each course.
8. Maintenance of a cumulative 2.5 grade point average in all coursework completed at UMFK.
9. Provide evidence of a health history, physical examination, and immunization history acceptable for institutions in which clinical experiences occur, including Hepatitis B. This *must* be submitted to the Division of Nursing before the student can begin any clinical experience.
10. Students will be required to take nationally normed tests throughout the curriculum and to achieve a satisfactory score as outlined in each course syllabus. In the last semester of the curriculum, students will be required to take a nationally normed comprehensive examination and to achieve a satisfactory score as outlined in the course syllabus prior to taking the licensing examination. Students are responsible for all costs incurred with such testing.

### **RN to BSN Track**

This option is for those who are already licensed Registered Nurses. Graduates of state-approved diploma and associate degree programs in nursing are eligible to apply for admission to the baccalaureate program in the Registered Nurse Option. This program is designed to be as flexible and responsive to individual student needs as possible within the constraints of curriculum, university and accreditation requirements, and quality educational theory. The length of the program is dependent upon the amount of acceptable transfer credit; success in completion of CLEP, proficiency, and nursing examinations; and part-time or full-time status. In most instances a minimum of two years should be anticipated for completion.

Students may be eligible to be granted credit for prior learning, for example, credit for experiential learning or through a process of challenge examinations. All students who select the nursing major at UMFK are required to meet the criteria for one of these options.

#### **Admissions Guidelines:**

Admission to the RN-to-BSN option requires:

1. Completion of application to nursing major, including official transcripts from all post-secondary programs submitted to admissions office.
2. A cumulative GPA of 2.5.
3. A current RN licensure.

#### **Transfer Credits:**

Any courses identified as “nursing” on post-secondary school transcripts that apply to the degree plan for the RN-to-BSN major, will be assessed on an individual basis. Upon determination of eligibility, a block of 29 credits will be awarded in lieu of previous core nursing courses. Eligibility is determined on the basis of the student meeting *one* of the following criteria:

1. provide an official transcript giving evidence of graduation from an accredited school of nursing within the past 10 years; or,
2. if greater than 10 years: a) compile a portfolio demonstrating professional competence and current clinical practice, or b) successful completion of the NLN Mobility II Profile examination to determine current clinical competence.

#### **Articulation Agreements**

As of May 1998, students who graduated from the University of Maine at Augusta, Northern Maine Technical College, or Kennebec Valley Technical College are awarded 39 credits, inclusive of nutrition, pharmacology, and health assessment. For transferability, such credits must be approved by the Registrar’s Office and be completed with at least a grade of “C” or better. Please refer to the transfer credit policies in this catalog for complete

information, or contact the Registrar' Office. Further information about any of these options may be obtained from the RN-to-BSN advisor or Administrative Assistant of the Division of Nursing.

**Prerequisites for the RN-BSN Studies Option:**

Bio 220 Human Biology I	4 hours
Bio 221 Human Biology II	4 hours
Bio 353 Microbiology**	4 hours
Bio 363 Human Nutrition**	3 hours
Bio 401 Pathophysiology**	3 hours
Mat 351 Statistics	3 hours
Psy 100 General Psychology*	3 hours
Psy 308 Life Span Human Development***	3 hours

\*CLEP option available.

\*\*Nursing challenge exam available.

\*\*\*DANTES exam available

**Required RN-BSN Major:**

Nur 301 Promoting Healthy Communities	3 hours
Nur 302 Pharmacology	3 hours
Nur 312 Conceptual Issues of Professional Nursing	3 hours
Nur 309 Holistic Health Assessment	4 hours
Nur 380 Transcultural Care in Nursing	3 hours
Nur 401 Health Related Research	3 hours
Nur 407 Leadership and Management in Nursing	3 hours
Nur 413 Nursing Ethics and the Law	3 hours
Nur 456 Integrated Nursing Practice	3 hours
Nursing Elective	3 hours

**Issues Related to RN-BSN Option:**

*Academic progression.* To progress in the RN-to-BSN option, students must :

1. Achieve a grade of "C" or better in each course related to the nursing major, and maintain a cumulative GPA of 2.5 or better. Any course in which a "C-" grade or less is achieved must be retaken by the student; and,
2. Any of the general education and prerequisite nursing courses may be repeated once, if necessary if less than a "C" grade was earned. Up to two nursing courses may be repeated one time if less than a "C" grade was earned.

*Examinations.* Program requirements are met through the examination process of College Level Examination Program (CLEP), DANTES, nursing mobility and achievement examinations or their equivalents, proficiency examinations, or by enrolling in courses at UMFK. Students are encouraged to use the CLEP option to challenge general education requirements whenever possible. Information is available through Academic Services. In addition, the student may challenge the following nursing courses by examinations available from the Nursing Division:

Bio 353 Microbiology
Bio 363 Human Nutrition
Bio 401 Pathophysiology
Nur 302 Pharmacology
Nur 309 Holistic Health Assessment

**Academic Policies Related to Nursing (all options including Basic BSN, Accelerated BSN, and RN-BSN Tracks):**

*Leave of absence.* A leave of absence from upper division nursing courses may be granted to a student who is experiencing a health or personal problem. To request a leave, the student must submit a letter to the Admissions,

Advising, and Advancement (AAA) Committee, which will recommend a course of action to the Director of Nursing. If granted, the leave will be for a period of no longer than one year. To return, the student must submit a written request for reinstatement to the program within one year.

*Changing to the nursing major.* Students already enrolled at UMFK who wish to change major to nursing should obtain a "Request for Change of Degree" form from the Registrar's Office and have this signed by the Director of the Division of Nursing. A minimum cumulative grade point average of 2.5 is required prior to program change. Grades below "C" do not satisfy nursing prerequisites.

*Procedures for students in academic difficulty.* A student in academic difficulty is one who is in jeopardy of earning a grade below "C". All students demonstrating difficulty in completing course requirements for the didactic, clinical, and/or laboratory sections are notified of their status at mid-semester or mid-clinical rotation. Written notification is also sent to the student's academic advisor, and a copy is retained in the student's record. A mutually acceptable plan or learning contract will be developed to help the at-risk student in the clinical setting identify goals, strategies, and dates by which these goals need to be achieved. A record of the meeting and a copy of the learning contract that is signed by both the faculty and student will be maintained for the student's record. Should learning contract requirements not be achieved, further meetings will be held first with the student, faculty member, and course coordinator. Continued difficulty will result in a meeting with the student, faculty member, course coordinator, and the Director of the program to discuss a plan of action. Individual action will be taken based on each student situation. A student has the right to appeal all grades according to the Academic Student Appeals Policy. The student must initiate the appeal procedure by the end of the Drop/Add period by the semester following the class in question.

*Suspension.* Students will be suspended from the nursing program if a grade of "C-" or lower in any course results in a cumulative GPA of less than 2.5. After the student re-achieves a cumulative GPA of 2.5, application for re-entry to the nursing major can be made to the Admissions, Advisement, and Advancement Committee.

*Probation.* Probation occurs when a student receives a letter grade of "C-" or below in any course but maintains a cumulative GPA of 2.5 or above. To progress in the program, the student is required to repeat the course the next time it is offered, but cannot repeat it more than once. The Admissions, Advising, and Advancement Committee will notify students in writing of their probationary status.

*Withdrawal.* Students must inform the AAA Committee in writing of their intent to withdraw from upper division nursing courses. Students will meet with their academic advisor to complete an exit interview. Withdrawal from the upper division nursing core courses interrupts progression in the nursing program. The student must initiate reinstatement into the nursing program within one (1) academic year. Students must inform the AAA Committee in writing of their intent to be reinstated. The Committee determines the reinstatement status within the program.

*Re-entering Division of Nursing.* Basic students, who are absent from the nursing program for a period of one calendar year or more, must re-apply to the AAA Committee for entry to the upper division nursing courses. Any nursing courses previously completed must be repeated.

## **BACHELOR OF SCIENCE IN ENVIRONMENTAL STUDIES**

The Bachelor of Science in Environmental Studies degree is an interdisciplinary academic program that combines traditional classroom learning with hands-on outdoor experience. Consonant with the location of the campus in the center of the Acadian Forest Region, the program is oriented toward environmental issues affecting rural areas, small towns, and wildlands. Students will develop an understanding of the general principles of ecological systems, including components, processes, interrelationships, and of the interactions that exist between

natural and cultural systems within the global environment. They will develop the skills necessary to recognize and effect change with respect to environmental issues and be encouraged to become lifelong learners and participants.

### **Graduation Requirements**

The Environmental Studies curriculum is an interdisciplinary collaboration of departments and faculty that consists of core courses and electives. To meet the needs of students with diverse backgrounds and interests, students have the opportunity to design a portion of their program around individual interests in the natural or social science aspects of environmental studies. Specific graduation requirements are as follows:

1. Completion of a minimum of 120 acceptable semester hours of credit.
2. Either (a) a minimum cumulative grade point average of 2.0 on all university level work, or (b) a minimum cumulative average of 2.0 on the last 120 semester hours of university level work completed.
3. Completion of at least 45 semester hours of upper level credit (course numbers 300 and above) in each of which a minimum grade of “C” has been earned.
4. Completion of the General Education Requirements (see Index under “General Education Requirements”).
5. Completion of the Environmental Studies Field and the Specialized Area of Study.

### **Environmental Studies Field**

In addition to the General Education Requirements, students must complete the following:

Bio 100	General Biology	4 hours
Bio 202	Botany	4 hours
Bio 204	Zoology	4 hours
Bio 352	Ecology	3 hours
Chy 100	Chemistry I	4 hours
Eco 312	Environmental Economics	3 hours
Eng 380	Business & Technical Writing	3 hours
Env 200	Principles of Environmental Science	4 hours
Env 300	Environmental Practicum	3 hours
Env 400	Senior Projects	3 hours
Env 403	Environmental Philosophy	3 hours
Mat 351	Statistics	3 hours
Pos 320	Environmental Policy	3 hours
Psy 311	Environmental Psychology	3 hours

### **Specialized Area of Study**

Each student will, by the end of the sophomore year, select an area of interest around which a specialization known as the Specialized Area of Study will be developed and recorded on the student’s transcript. Transfer students should prepare their Specialized Area of Study by the end of their first semester.

The Specialized Area of Study consists of a minimum of 25 hours of University work in the area of the student’s specialization. Students can design their own programs, or select from the following pre-packaged options:

Aquatic Ecology	Forestry
Environmental Assessment and Measurement	Geographic Information Systems
Field Naturalist	Plant Ecology
Game Warden	Social Policy and Activism
Outdoor Leadership	Wildlife Ecology

### **Special Opportunities**

Within the context of small class sizes, students conduct many of their investigations at the local northern hardwoods and spruce-fir forests, boreal bogs, scenic lakes, and wild rivers that surround the campus. They also have the opportunity to participate in ecological studies in maritime environments and in the alpine and boreal regions of Quebec and New Brunswick. Additional opportunities include:

### **The Tri-Campus Program**

Environmental studies students can spend one or two semesters studying at the University of Maine at Presque Isle or at the University of Maine at Machias. The cooperative program provides students an opportunity to expand their education by increasing the variety of faculty, surroundings, and resources available to them.

### **Training in Geographic Information Systems (GIS)**

GIS is a computer based system used to analyze geographic data. In environmental studies, GIS is a very effective tool for studying environmental phenomena or problems. It permits a landscape wide view, enabling study on a global or local scale. Careers in GIS are exciting and readily available for individuals with the appropriate training. Our newly renovated lab provides a state of the art environment to learn GIS as well as global positioning systems (GPS), remote sensing (satellite imaging analysis), and related disciplines.

### **Elmer H. Violette Wilderness Camp**

Located just outside the Allagash Wilderness Waterway, this University-owned field station is equipped with classroom, laboratory, and dormitory space and provides additional year-round opportunities for a variety of ecological studies in a remote and scenic setting.

### **Other Field Experience Opportunities**

As part of the course, Env 300 Environmental Practicum, students gain valuable work-related experience in their chosen area of specialization by working with the following and other local organizations:

- Natural Resource Conservation Service
- Northern Aroostook Soil & Water Conservation District
- Maine Department of Inland Fisheries & Wildlife
- Maine Department of Environmental Protection
- Fort Kent Elementary and Community High School
- Northern Maine Development Commission

### **Employment Opportunities**

In the administration and continuing development of the program, career opportunities for graduates, either immediately or following graduate school, is an important goal. Potential employers include regulatory, management, planning, advisory, political, legal, public relations and educational institutions and private companies concerned with the use and conservation of such natural resources as water, soil, wildlife, wilderness, forests and outdoor aesthetics. While the program emphasizes employment opportunities in rural areas, much of the knowledge is broadly applicable and thus also serves students interested in urban problems.

## **BACHELOR OF UNIVERSITY STUDIES**

The fundamental purpose of the Bachelor of University Studies degree is to permit students to assume the responsibility for developing individualized programs of study to meet particular needs. This degree program is specifically designed to meet the unique objectives of those students who elect a general program of studies in higher education, leading to a baccalaureate degree, but who do not necessarily intend to pursue identifiable vocational, professional, and/or graduate interests. A student may structure a program of studies so that the sequence and combination of courses reflect either specialized or broad patterns of educational experience.

In addition to the self-designed programs, BUS students may also follow the requirements in the concentrations listed below. These have been prepared to provide a guide to course selection.

Since the BUS degree has few specified requirements, certain guidelines are unique to this degree program:

1. Students graduating with the BUS degree, regardless of the courses they have taken, are not required to complete a specified major or minor. Any student who meets requirements for any approved major may request that major be recorded on the transcript.

2. Students who design a major and minor with the advice of a faculty advisor and the approval of the Vice President of Academic Affairs may have that major recorded on their transcript.
3. Students enrolled in the BUS degree may take any course offered by the University for undergraduate credit, provided they satisfy course prerequisites or obtain permission of the instructor. This includes courses offered during the regular academic year, during the Summer Session, through Academic Outreach, by equivalency examination, and through any other means by which students at the University may earn university credits.
4. Students may transfer at any time from the BUS degree to any other undergraduate program provided they meet the admissions requirements of the program into which transfer is sought. Credits accrued in the BUS program will be applied as appropriate in the elected program.
5. Students may transfer at any time into the BUS program provided they meet the grade point average required for transfer between degree programs.

### Graduation Requirements

The Bachelor of University Studies degree will be awarded upon the successful completion of an individualized program of studies. Specific graduation requirements are as follows:

1. Completion of 120 semester hours of credit.
2. A minimum cumulative grade point average of 2.0.
3. Completion of at least 45 semester hours of upper level credits (course numbers 300 and above) in each of which the student shall have earned the grade of “C” or better.
4. Completion of General Education Requirements (see Index under “General Education Requirements”)
5. At least 30 semester hours must be completed at the University of Maine at Fort Kent or through UMFK programs.

### Available Concentrations:

#### Musical Theater Concentration

This concentration is an expansion of the Music and Theater Minors. When combined with the Education Minor, provides the history, practice and theory of musical theater which students can integrate in a K-12 classroom setting.

#### Required:

Art 100 Fundamentals of Art	3 hours
Mus 100 History of Music	3 hours
Mus 110 Beginning Voice	1 hour
Mus 462 Chorus	2 hours
Mus 156 Class Piano	3 hours
Mus 200 Fundamentals of Music	3 hours
Mus 310 History of Musical Theater	3 hours
Mus 354 Music Theory I	3 hours
Mus 397 Music Practicum	3 hours
The 101 History of Theater	3 hours
The 200 Introduction to Acting	3 hours
The 201 Fundamentals of Theater	3 hours
The 230 Stagecraft	3 hours
The 320 Theater Production	3 hours
The 331 Directing	3 hours
The 397 Theater Practicum	<u>3 hours</u>
	45 hours

## ASSOCIATE OF ARTS IN GENERAL STUDIES

The Associate of Arts in General Studies degree is awarded upon the completion of the prescribed curriculum of 60 semester hours of credit with a minimum cumulative grade point average of 2.0.

The General Studies option under the Associate of Arts degree is designed for those students who have not decided on their educational goals but wish to follow the structure of a degree. The program requires the completion of a series of general education courses, designed for exposure to a variety of disciplines. The elective portion of the degree can be used to pursue specific interests or to select courses toward a baccalaureate degree.

#### General Education Requirements:

##### Abilities:

Reading and Writing	6 hours
Mathematical	3 hours
Oral Communication	3 hours
Technological	3 hours

Ways of Understanding (Choose one course from three areas below):

Visual and Performing Arts	3 hours
Languages and Literatures	3 hours
History and Culture	3 hours
Physical and Biological Sciences	3 hours
Behavioral and Social Sciences	3 hours
Electives	<u>36 hours</u>
	60 hours

## **ASSOCIATE OF ARTS IN GENERAL STUDIES BUSINESS MANAGEMENT STUDY SEQUENCE**

The Business Management Study Sequence provides the two-year student with opportunities to develop skills toward careers in Business.

<b>General Education Requirements</b>	24 hours
As stated above.	

**Business Requirements**

Bus 100 Accounting I	3 hours
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Bus 211 Introduction to Business	3 hours
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Business or Economics Electives	12 hours
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<b>Electives</b>	<u>18 hours</u>
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	60 hours
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## ASSOCIATE OF ARTS IN GENERAL STUDIES COMPUTER SCIENCE STUDY SEQUENCE

The Computer Science Study Sequence provides the two-year student with opportunities to develop skills to enhance career options in computers.

<b>General Education Requirements</b>	24 hours
As stated above.	
<b>Computer Science Requirements</b>	
Cos 111 Intro to Computer Science	4 hours
Computer Language Elective	3 hours
Computer Science Electives	11 hours
<b>Electives</b>	<u>18 hours</u>
	60 hours

## ASSOCIATE OF ARTS IN GENERAL STUDIES CRIMINAL JUSTICE STUDY SEQUENCE

The Criminal Justice Study Sequence Minor gives the two-year student the opportunity to take courses relevant to careers in law enforcement. The degree may also serve as an in-service program for law enforcement officers.

<b>General Education Requirements</b>	24 hours
As stated above.	
<b>Criminal Justice Requirements</b>	
Crj 100 Criminology	3 hours
Crj 101 Introduction to Criminal Law	3 hours
Crj 105 Introduction to Criminal Justice	3 hours
Crj 108 Constitutional Law	3 hours
Crj 215 Principles of Investigation	3 hours
Crj 222 Criminalistics	3 hours
<b>Electives</b>	<u>18 hours</u>
	60 hours

## ASSOCIATE OF ARTS IN GENERAL STUDIES HUMAN SERVICES STUDY SEQUENCE

The Human Services Study Sequence Minor provides the two-year student with the opportunity to prepare for work with social service organizations which address issues/problems related to difficulties people experience within our society. Such issues include substance abuse, family violence, unemployment, poverty, and how these issues affect individuals across the life span. Graduates of this program will meet the requirements for provisional certification for the Mental Health Rehabilitation Technician (MHRT/C, Level A) certification, a certification required by many social service organizations for employment. This program not only helps prepare students for

employment, it also provides a solid basis for transition into the four-year baccalaureate program in Behavioral Science.

**General Education Requirements**

24 hours

As stated above.

**Human Services Requirements**

Psy 100 Introduction to Psychology 3 hours

Soc 110 Intro to Human Services and Community Health 3 hours

Psy 221 Psychosocial Rehabilitation 3 hours

Psy 344 Crisis Identification and Intervention 3 hours

Psy 330 Interviewing and Counseling 3 hours

Select *one* of the following: 3 hours

Ant 202 Cultures of South America

Ant 206 Cultures of Asia and Pacific

Ant 208 Cultures of North America

Ant 209 Cultures of Middle East

Ant 220 Cultures of Africa and Europe

Ant 309 Native North American Studies

Soc 101 Social Problems

Electives

18 hours

60 hours

## **ASSOCIATE OF SCIENCE IN FOREST TECHNOLOGY**

The Associate of Science in Forest Technology degree is awarded upon the completion of a minimum of 75 credit hours of the following prescribed general education and forestry requirements, with a minimum cumulative grade point average of 2.0. The following courses must be completed with a minimum grade of “C”: For 290, For 290I, and For 362.

Technicians are the backbone of forestry and are trained to provide skills in boundary surveying; forest inventory; and supervision of harvesting, thinning, and planting crews; as well as other skills. The Forest Technology program is designed to prepare students for careers in forestry. Such employers include consulting foresters; land management companies; and the forestry, conservation, and agriculture departments of the state and federal governments. The degree may also serve as entry to a baccalaureate education in forestry, environmental studies, or the biological sciences.

### **General Education Requirements**

Eng 100	English Composition I	3 hours
Eng 101	English Composition II	3 hours
Eng 200	Speech or	
Bus 219	Business & Professional Speaking	3 hours
	Humanities/Social Science (Anthropology, Art, Economics, Government, History, Music, Psychology, Sociology, or Theater)	3 hours
	Mathematics (Mat 128 or above)	3 hours
For 131	Intro to Spreadsheets or	
Cos 103	Intro to Information Technology	2–4 hours

### **Forestry Requirements**

Bus 211	Principles of Business	3 hours
Bio 202	Botany	4 hours
Bio 309	Dendrology	4 hours
Env 302	Wildlife Conservation & Management	4 hours
For 130	Forest Practices	8 hours
For 203	Surveying for Foresters	3 hours
For 208	Forest Products, Harvesting, & Transportation	4 hours
For 242	Map & Airphoto Interpretation	3 hours
For 260	Silvics (Forest Ecology)	3 hours

For 290	Forest Mensuration	3 hours
For 291	Forest Measurement Lab	2 hours
For 330	Forest Protection	4 hours
For 350	Forest Management	3 hours
For 360	Silviculture	3 hours
For 361	Silvics & Silviculture Lab	2 hours
For 362	Forest Inventory & Analysis	2 hours
	Forestry Elective	<u>3 hours</u>
	(Minimum)	75 hours

## Majors and Minors

Majors and Minors provide opportunities for students to specialize in areas of interest. Students may further specialize with concentrations associated with the major. Some majors and minors are specific to degree programs. The following definitions provide an overall view of UMFK's academic structure:

1. A Degree program requires a minimum of 120 credit hours.
2. A Major consists of a minimum of 30 credit hours.
3. A Minor consists of a minimum of 18 credit hours.
4. A Concentration consists of a minimum of 18 credit hours beyond the major and is associated with a specific major.

The University of Maine at Fort Kent offers the following majors and minors.

### MAJORS

Behavioral Science  
Biology  
Business  
Computer Applications  
Electronic Commerce  
Elementary Education  
English  
Environmental Studies

French  
Nursing  
Public Safety Administration  
Secondary Education – Bilingual Education  
Secondary Education – English/Drama/Language Arts  
Secondary Education – Mathematics  
Social Science Field

### MINORS

Art  
Behavioral Science  
Biology  
Coaching  
Criminal Justice  
Cultural Anthropology  
Diversity Studies  
Education  
English

Environmental Science  
Forestry  
French  
History  
Mathematics  
Music  
Oral Communication  
Social Science  
Theater

### MAJORS AND MINORS

#### Art Minor

The art minor provides a basis for understanding and appreciating the variety and significance of art as a human activity in history, in one's own culture, and in one's life. It consists of a combination of courses in the history of art and in the practice of art.

#### Required:

Art 100	History of Art I or	
Art 101	History of Art II	3 hours
Art 200	Fundamentals of Art	3 hours
Art 351	Drawing	3 hours
Art Electives		<u>9 hours</u>
		18 hours

### **Behavioral Science Major (Bachelor of Science)**

The Behavioral Science major attempts to prepare students to be informed and appreciative of the diverse characteristics of people and their environments in order to work professionally with individuals, families, and communities. The major focuses upon an interdisciplinary base of knowledge for the understanding of human behavior and prepares students for careers at a baccalaureate level as well as for graduate work. Students who plan to enter careers upon graduation from this program are advised to consider fulfilling requirements for the Mental Health Rehabilitation Technician (MHRT/Community) certification, a certification required for employment by many social service organizations. Course requirements for the MHRT/Community certification are listed following the requirements for the Major. Students should consult with their academic advisor for additional information on the MHRT/Community certification.

**Required:** (See additional requirements in “Assessment” at the end of the Behavioral Science Minor).

Ant 100	Introduction to Anthropology	3 hours
Psy 100	General Psychology	3 hours
Soc 100	Introduction to Sociology	3 hours
Psy 308	Life Span Human Development*	3 hours
Psy 340	Research Methods	3 hours
Upper Level Psychology		12 hours
Upper Level Sociology		6 hours
Upper Level Anthropology		6 hours
Anthropology or Sociology		<u>3 hours</u>
		42 hours

### **Required Support Courses:**

Mat 351	Statistics or	
Soc 352	Statistics for Behavioral Sciences	3 hours
Computer Science		3 hours

\*Psy 308 Life Span Human Development may be replaced by completion of two of the following:

Psy 300	Child Psychology	
Psy 301	Adolescent Psychology	
Psy 412	Adulthood and Aging	

### **Mental Health Rehabilitation Technician (MHRT/Community Certification)**

#### **Required:**

Soc 110	Intro to Human Services and Community Health*	3 hours
Psy 221	Psychosocial Rehabilitation*	3 hours
Psy 232	Incest and Sexual Abuse	3 hours
Psy 305	Group Processes or	
Edu 421	Developmental Disabilities	3 hours
Psy 330	Interviewing and Counseling*	3 hours
Psy 332	Substance Abuse Counseling	3 hours
Psy 344	Crisis Identification and Intervention*	3 hours
	Select <i>one</i> of the following:*	3 hours
	Ant 202 Cultures of South America	
	Ant 206 Cultures of Asia and Pacific	
	Ant 208 Cultures of North America	
	Ant 209 Cultures of Middle East	
	Ant 220 Cultures of Africa and Europe	
	Ant 309 Native North American Studies	
	Soc 101 Social Problems	
Psy 412	Adulthood and Aging	3 hours
Psy 497	Community Service Internship	<u>4 hours</u>
		31 hours

\* Required for Provisional MHRT/Community certification.

### **Behavioral Science Minor**

Courses in anthropology, psychology, and sociology form a base for understanding human behavior and the application of the principles of social systems. The student will acquire a basic grasp of modern sociological techniques to provide critical analysis of human problems.

**Required:** (see additional requirements in “Assessment” at the end of the Behavioral Science Minor).

Ant 100	Introduction to Anthropology or Ant 200,	
Ant 202, Ant 206, Ant 208	Ethnology	3 hours
Psy 100	General Psychology	3 hours
Soc 100	Sociology	3 hours
Electives*		<u>12 hours</u>
		21 hours

\*1 Bachelor of Science—Two upper level courses in two of the following disciplines: (Anthropology, Psychology, or Sociology).

\*2. Bachelor of Arts—Three upper level courses in one of the three areas: (Anthropology, Psychology, or Sociology), and one upper level course in either of the two other disciplines.

### **Assessment of Behavioral & Social Science Majors/Minors**

The behavioral sciences synthesize the data and methodology of three disciplines: Psychology, Sociology, and Anthropology. Although each student may take a distinctive combination of actual courses, it is important that undergraduates devote attention to the integration of these into a cohesive whole.

Assessment of the Behavioral Science major and minor will be based on a student-assembled portfolio collection of significant papers or other works from the different disciplines that the student has written over the

undergraduate years at UMFK. Each paper or combination of papers will be accompanied by a cover letter specifying how the paper topics or methodology enhanced the individual's understanding of the interrelationships of the three disciplines. For majors, the Research Methods course is a synthesizing experience; majors are strongly urged to include their research methods paper as one of their choices. Evaluation will be by majority decision of the behavioral science faculty.

Assessment of the Social Science Field major likewise combines different disciplines and will follow the same procedures: a student selected portfolio of significant works with cover letters on how they fostered the integration of the several disciplines. Evaluation will be by three social science faculty.

### **Biology Major (Bachelor of Science)**

This Biology major is recommended for students considering a direct entrance into a profession such as teaching or into a technical position. This major attempts to develop in each student a broad understanding of the basic principles of biology.

**Required\*:** (see additional requirements in "Assessment" at the end of the Biology Minor).

Bio 100	General Biology or	
Bio 220	Human Biology I and	
Bio 221	Human Biology II	4-8 hours
Bio 202	Botany	4 hours
Bio 204	Zoology	4 hours
Bio 320	Genetics	3 hours
Bio 352	Ecology	3 hours
Bio 353	Microbiology	4 hours
Bio 339	Research Methods and Techniques	3 hours
Bio 498	Senior Project	<u>3-6 hours</u>
		28-35 hours

### **Required Support Courses:**

Chy 100	Chemistry I	4 hours
Chy 101	Chemistry II	4 hours
Chy 300	Biochemistry or	
Chy 310	Organic Chemistry I	4 hours
Mat 351	Statistics	3 hours

\* Note: A Minor is required or the completion of one of the following concentrations:

### **Biology Concentrations:**

These options provide a broad training in biology with a concentration in an area of biological science. Each concentration requires the completion of the *Required* and *Support* courses of the Biology Major and the specific courses associated with each concentration.

**Bio-Medical Science** - (*Select three of the following:*) Bio 330 Animal Physiology, Bio 356 Vertebrate Biology, Bio 363 Human Nutrition, Bio 358 Applied Microbiology and Biotechnology, Bio 370 Immunology, Bio 371 Physiology of Exercise, Bio 401 Pathophysiology, Bio 403 Psychopharmacology, Bio 412 Mammology.

**Botany** - (*Required:*) Bio 310 Plant Taxonomy, Bio 454 Plant Physiology; (*Select two of the following:*) Bio 309 Dendrology, Bio 311 Lichenology, Bio 314 Arctic Natural History, Bio 361 Alpine Ecology, For 260 Forest Ecology.

**Ecology** - (*Required:*) Bio 310 Plant Taxonomy, Bio 452 Field Ecology; (*Select one of the following:*) Bio 361 Alpine Ecology, Bio 380 Limnology, Bio 451 Microbial Ecology, For 260 Forest Ecology; (*Select one of the following:*) Env 302 Wildlife Conservation and Management, Env 326 Conservation Biology, Env 328 Biological Diversity, Env 354 Wildlife Habitat Interactions.

**Zoology** – (*Select two of the following:*) Bio 350 Invertebrate Biology, Bio 356 Vertebrate Biology, Bio 330 Animal Physiology, Bio 412 Mammalogy, Bio 420 Ornithology; (*Select two of the following courses*) Ant 350 Comparative Animal Behavior, Env 302 Wildlife Conservation and Management, Env 326 Conservation Biology, Env 328 Biological Diversity, Env 354 Wildlife Habitat Interactions.

### **Biology Minor**

The Biology minor provides an exploration within the biological field. Courses are offered for basic concepts as well as for application of the principles to a laboratory setting.

#### **Required:**

Bio 100	General Biology	4 hours
Bio 202	Botany	4 hours
Bio 204	Zoology	4 hours
	Upper Level Biology Electives	<u>6 hours</u>
		18 hours

### Assessment of Biology Majors

The progress of Biology majors will be assessed by the appropriate faculty during the senior year. The assessment will consist of: 1) an exit interview, held with a member of the Biology faculty, that will focus on the student's future plans, their thoughts on the curriculum, and the effectiveness of the advising process; 2) a paper and a public presentation in the student's area of interest. The paper may be written in connection with a class or it may be written as part of an independent study project.

### Business Management Major (Bachelor of Science)

The Business Management major prepares students for careers in business. The objectives of the program are that the graduate will be a well-rounded, professional person who is literate, numerate, and analytical; this person will be appreciative of the arts and sciences as well as possess skills in interpersonal communication and leadership.

#### Required:

Eco 100	Intro to Macroeconomics	3 hours
Eco 101	Intro to Microeconomics	3 hours
Bus 100	Accounting I	3 hours
Bus 101	Accounting II	3 hours
Bus 211	Principles of Business	3 hours
Bus 222	Introduction to Marketing	3 hours
Bus 234	Financial Analysis and Planning or	
Bus 300	Principles of Finance	3 hours
Bus 336	Business Law I	3 hours
Elc 200	Intro to Ecommerce	3 hours
Concentration areas (select one option)*		21 hours
Bus 397	Business Internship or	
Bus 478	Business Simulator	<u>4-12 hours</u>
		52-60 hours

\*Select one of the following concentration areas:

**Accounting** – Bus 302 Intermediate Accounting I, Bus 303 Intermediate Accounting II, Auditing, Bus 304 Federal Taxation I, Bus 305 Federal Taxation II, Bus 308 Managerial Accounting, Bus 409 Principles of Investment.

**E-Business** – Bus 234 Financial Analysis and Planning *or* Bus 300 Principles of Finance, Bus 409 Principles of Investment, Bus 411 Business Policy and Strategic Planning, Cos 125 Internet Fundamentals and Webpage Design, Cos 206 Survey of Information Security and Assurance, Elc 310 Introduction to E-Marketing, Elc 498 E-Commerce Senior Seminar.

**Finance** – Bus 207 Principles of Insurance, Bus 301 Principles of Finance II, Bus 304 Federal Taxation I, Bus 305 Federal Taxation II, Bus 407 Risk Management & Planning, Bus 409 Principles of Investment, Bus 234 Financial Analysis and Planning *and* Bus 300 Principles of Finance.

**Financial Services** – Bus 207 Principles of Insurance, Bus 327 Salesmanship, Bus 343 Human Resource Management, Bus 341 Business Negotiations, Bus 409 Principles of Investment, Bus 202 Real Estate Sales Agent *or* Bus 304 Federal Taxation I, Bus 234 Financial Analysis and Planning *and* Bus 300 Principles of Finance.

**Human Resources** – Bus 207 Principles of Insurance, Bus 337 Business Law II, Bus 341 Business Negotiations, Bus 343 Human Resource Management, Bus 344 Organizational Behavior in Business, Bus 430 Employee Benefits and Retirement Programs, Cos 206 Survey of Information Security and Assurance.

**Marketing** – Bus 320 Global Marketing, Bus 411 Business Policy and Strategic Planning, Bus 341 Business Negotiations, Psy 422 Social Influence, Elc 310 Introduction to E-Marketing, Mat 352 Statistics II, Market Research.

**Small Business Management** – Bus 207 Principles of Insurance, Bus 304 Federal Taxation I, Bus 308 Managerial Accounting, Bus 332 Small Business Management, Bus 343 Human Resource Management, Bus 409 Principles of Investment, Bus 411 Business Policy and Strategic Planning.

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### Coaching Minor

The Coaching Minor provides the student with an understanding of the theories of coaching, athletic skills acquisition, sportsmanship, and sports event management.

#### Required:

Phe 163	Principles of Coaching	3 hours
Phe 165	Kinesology	3 hours
Phe 264	Basic Athletic Injuries	3 hours
Phe 341	Organization and Administration of Physical Education or Psy 314 Sport Psychology	3 hours
Phe 342	Exercise Physiology	3 hours
	Theories and Practices of Coaching (select sports)	<u>3 hours</u>
		18 hours

### Computer Applications Major (Bachelor of Science)

The Computer Applications major prepares students for careers in a variety of occupations that utilize computers. The students enhance their education by selecting a concentration area within the major. Hands-on experience further prepares students for computer related careers from programmers to systems analysts.

#### Required:

Cos 111	Introduction to Computer Science	4 hours
Cos 260	Introduction to Programming	4 hours
	Upper Level Programming Language Elective	3 hours
Cos 333	System Analysis & Design	3 hours
Cos 360	Computer Organization/Assembly Language	3 hours
Cos 397	Computer Management Internship	3 hours
	Concentration electives (select one option)*	<u>18 hours</u>
		38 hours

\*Select one of the following concentration area options:

**Information Assurance/Security** – Elc 200 Introduction to E-Commerce, Cos 206 Survey of Information Assurance and Security, Psa 221 Ethics and Community, Cos 354 Network Security, Cos 413 Computer Forensics and Investigations, Cos 430 Cryptography.

or

**Web Development** – Cos 125 Internet Fundamentals and Web Page Design, Cos 272 Computer Graphic Art, Cos 312 Computer Programming – JAVA, Cos 346 Databases, Cos 381 Internet/Intranet Programming, Elc 200 Intro to E-Commerce

or

**Geographic Information Systems** - Cos 327 Computer Programming – Visual Basic, Cos 346 Databases, Geo 280 GIS Applications I, Geo 380 GIS Applications II, and 3 hours of computer science electives or one of the following forestry courses: For 203 Surveying, For 242 Map and Air Photo Interpretation, Geo 103 Global Positioning Systems.

or

**Business** - Bus 100 Accounting Principles I, Bus 101 Accounting Principles II, Bus 211 Principles of Business, Bus 222 Introduction to Marketing, Bus 300 Principles of Finance, Bus 343 Human Resource Management.

or

**Education** - Edu 100 Education Foundations, 3 hours of education curriculum electives, Mat 351 Statistics I, 6 hours of EDU electives (excluding Edu 406 Student Teaching), and 3 hours of computer science electives.

or

**Allied Health** - Soc 110 Intro to Human Services and Community Mental Health, Mat 351 Statistics, and 12 hours of upper level psychology and sociology electives.

or

**Math-Science** - One full lab science sequence (Chy 100 Chemistry I and Chy 101 Chemistry II, or Phy 100 Physics I and Phy 101 Physics II, Bio 100 General Biology, and 6 credit hours of mathematics electives (above Mat 160 except Mat 200-201).

### **Criminal Justice Minor**

The Criminology Minor allows the student to explore the legal, social, and practical aspects of the criminal justice field.

#### **Required:**

Crj 100	Introduction to Criminology	3 hours
Crj 101	Intro to Criminal Law or	
Crj 108	Constitutional Law	3 hours
Crj 105	Introduction to Criminal Justice	3 hours
Select one of the following:		3 hours
Crj 209	Police, Crime, and Society	
Soc 101	Social Problems	
Soc 317	Deviant Behavior	
Select one of the following:		3 hours
Ant 208	Cultures of North America	
Psa 221	Ethics and Community	
Soc 100	Introduction to Sociology	
Select one of the following:		3 hours
Crj 215	Principles of Investigation	
Crj 260	Police Procedures	
Psy 100	General Psychology	
		18 hours

### **Cultural Anthropology Minor**

This minor is designed for students who want more concentration on anthropology than is offered through the Behavioral Science Minor.

#### **Required:**

Ant 100	Introduction to Anthropology	3 hours
Ant 208	Cultures of North America	3 hours
Select one of the following:		3 hours
Ant 202	Cultures of Central and South America	
Ant 206	Cultures of Asia and the Pacific	
Ant 209	Cultures of the Middle East	
Ant 220	Cultures of Africa and Europe	
Upper Level Anthropology		<u>9 hours</u>
		18 hours

### **Diversity Studies Minor**

Diversity is an area of great debate and little clear comprehension. This minor is designed to provide a well-rounded understanding of the human experience and an appreciation for the diverse lifeways, situations, and cultures across the world. This minor is an interdisciplinary mix of anthropology, sociology, and humanities courses.

**Required:**

Ant 100	Introduction to Anthropology or	
Soc 100	Introduction to Sociology or	
Soc 215	Diversity Studies	3 hours
Select one of the following:		3 hours
Ant 202	Cultures of Central and South America	
Ant 206	Cultures of Asia and the Pacific	
Ant 208	Cultures of North America	
Ant 209	Cultures of the Middle East	
Ant 220	Cultures of Africa and Europe	
Select one of the following:		3 hours
Eng 255	World Literature I	
Eng 256	World Literature II	
Mus 204	American Music	
Mus 302	World Music	
Ant 310	Comparative World Religions or	
Eng 368	World Mythology	3 hours
Soc 311	Gender, Society, and Culture	3 hours
Soc 341	Social Inequality	<u>3 hours</u>
		18 hours

**Electronic Commerce Major**

The objectives of the Electronic Commerce program are that the graduate will have a strong background in both the business and computer fields and will be a well-rounded, professional person with the ability to solve problems and adapt to the ever-changing field of electronic commerce. Students will be skilled in marketing, management and computer applications.

**Required:**

## Business

Bus 100	Accounting Principles I	3 hours
Bus 211	Principles of Business	3 hours
Bus 222	Introduction to Marketing	3 hours
Bus 300	Principles of Finance or	
Bus 308	Managerial Accounting	3 hours

## Computer Science

Cos 111	Introduction to Computer Science	4 hours
Cos 125	Internet Fundamentals and Web Page Design	3 hours
Cos 260	Introduction to Programming	4 hours
Cos 338	Networking	4 hours
Cos 346	Database	4 hours
Cos 381	Internet/Intranet Programming	3 hours
Cos 420	Internet/Intranet Architecture	3 hours
Computer Programming Language		3 hours

## Economics

Eco 100	Introduction to Microeconomics	3 hours
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## Electronic Commerce

Elc 200	Introduction to E-Commerce	3 hours
Elc 310	Introduction to E-Marketing	3 hours
Elc 397	E-Commerce Internship or	
Elc 478	E-Commerce Senior Simulator	4-8 hours
Elc 498	E-Commerce Senior Seminar	<u>3 hours</u>

57-62 hours

### **Elementary Education Major**

The Elementary Education Major is offered under two degree programs, depending on the previous background of the student. Students who have not attended college previously or have few college credits follow the Elementary Education Major under the Bachelor of Science Degree. Students who have completed, or nearly completed, a bachelor's degree follow the Elementary Education Major under the Bachelor of University Studies Degree. The major focuses of the education program are on the developmental characteristics of the learner, learning theories, curriculum development, and classroom instruction. Students explore specific content areas common in the elementary school, as well as, how to use that knowledge in an integrative fashion. The combined experience prepares students to teach in a Learning Results environment.

### **Assessment of Education Majors (Bachelor of Science Degree)**

The Elementary Education Program is designed to prepare educators who are:

1. Knowledgeable of the developmental characteristics of learners
2. Effective classroom instructors
3. Content knowledgeable in multiple disciplines
4. Proficient at curriculum development
5. Able to model life-long learning strategies to their studies

Students in the program will master specific content knowledge in the areas taught in the elementary school, as well as, the many effective methods of teaching (pedagogy) that are used to create engaging instruction. The combined experiences between content and pedagogy will prepare educators who can excel as a classroom teacher.

During the Freshman and Sophomore years of the program, students study various content areas as they work toward completing the requirements of the liberal arts core and the general education requirements of the Bachelor of Science degree. At the same time, students participate in education focused courses which help prepare them for the education major taken during their junior and senior years. These four classes are:

1. Hum 102 Humanities Seminar
2. Edu 214 Classroom Communication
3. Eng 305 Composition Theory and Pedagogy
4. Edu 229 Multicultural Education

At the end of each semester, education majors meet with their faculty advisor to discuss their progress toward degree requirements and career goals. For a student to enter the Professional Education Major in their junior year, they must:

1. Have completed 60 or more credits towards their bachelor's degree.
2. Have completed all general education requirements for the Bachelor of Science degree.
3. Have taken the Praxis I exam\*
4. Be in good academic standing with the University
5. Have completed the following 42 credits in the liberal arts core:
  - 6 credits of English\*\*
  - 6 credits of Mathematics\*\*
  - 6 credits of Science\*\*
  - 6 credits of Social Science\*\*
  - 18 credits of elective course work (9 of which are upper level)\*

\* See Advisor for the suggested courses worksheet and information on the Praxis I exam.

\*\*Minimum grade of "C" is required.



**Required Courses (Liberal Arts Core Content Areas):**

English Elective*	3 hours
English Elective *	3 hours
Science Elective*	3 hours
Science Elective*	3 hours
Math Elective*	3 hours
Math Elective*	3 hours
Social Science Elective*	3 hours
Social Science Elective*	3 hours
Liberal Arts Electives ( 9 of which must be upper level)	<u>18 hours</u>
	42 hours

**Professional Education Major:**

Edu 302 Evaluation & Guidance*	3 hours
Edu 303 Educating Exceptional Children*	3 hours
Edu 327 Curriculum & Instruction I*	4 hours
Edu 3271Arts Lab	0 hours
Edu 328 Curriculum & Instruction II*	4 hours
Edu 335 Computers in the Classroom I*	3 hours
Edu 401 Educational Psychology*	3 hours
Edu 445 Social Studies for Elementary Teachers I*	3 hours
Edu 446 Social Studies for Elementary Teachers II*	3 hours
Edu 481 Science for Elementary Teachers I*	3 hours
Edu 482 Science for Elementary Teachers II*	3 hours
Edu 483 Math for Elementary Teachers I*	3 hours
Edu 4831Math for Elementary Teachers I Lab	0 hours
Edu 484 Math for Elementary Teachers II*	3 hours
Edu 4841Math for Elementary Teachers II Lab	0 hours
Edu 451 Reading for Elementary Teachers*	3 hours
Edu 463 Writing for Elementary Teachers*	3 hours
Edu 418 Health & Physical Education for Elementary Teachers*	3 hours
Edu 406 Student Teaching**	<u>15 hours</u>
	62 hours

\*A minimum grade of “C”.

\*\* Students apply to the Director of Student Teaching during the semester prior to the student teaching assignment. Course work is not permitted during student teaching without permission of the Education Division. At the time of student teaching assignment, student must have completed the following requirements:

- 42 liberal arts\* electives to include the following:
  - 6 credits of English\*\*
  - 6 credits of Mathematics\*\*
  - 6 credits of Science\*\*
  - 6 credits of Social Science\*\*
  - 18 credits of elective course work (9 of which are upper level)
2. Professional Education Major
3. Cumulative GPA of 2.5
4. A minimum grade of “C” in all professional education courses and content area of liberal arts core.
5. Successful completion of the Praxis I exam.
6. Successful completion of the Praxis II exam, including PLT.

\*Liberal Arts includes courses in the following areas: Anthropology, Biology, Chemistry, Economics, English, French, Geography, Government, History, Mathematics, Physics, and Political Science.

\*\*A minimum grade of “C” is required.

**NOTE:** The professional education major contains courses which are a blend between discipline content and teaching methods and are designed to familiarize the student with the Maine State Learning Results. Specifically the courses are: Educational Psychology, Social Studies for Elementary Teachers I and II, Science for Elementary Teachers I and II, Math for Elementary Teachers I and II, Reading for Elementary Teachers and Writing for Elementary Teachers. These courses incorporate 18 hours of liberal arts credit recognized by the Education Department of the State of Maine and need to be completed, along with Curriculum and Instruction I and II, for education majors to meet the state requirement of 60 liberal arts credits for elementary certification.

### **Assessment of Education Majors – Certification Program (Bachelor of University Studies)**

The certification program is designed for students who have completed or nearly completed their bachelor’s degree and are interested in pursuing a career in elementary education. To participate in the certification program under the Bachelor of University Studies degree, students must meet the following requirements:

1. Completed 60 or more credits towards a bachelor’s degree.
2. Completed at least 36 credits of the total liberal arts core listed above.
3. At least 18 credits from the content areas (English, Science, Math, Social Science), with at least one course in each area. All course work needs to be a grade of “C” or better.
4. Be in good academic standing with the University.
5. Have attempted or have signed up to take the Praxis I exam.

**NOTE:** Students who do not meet the above requirement must take enough liberal arts courses in their first semester to meet the requirement. This may add an additional semester to their certification program. Any waivers to this requirement require approval of the Education Division.

The following are required at the time of application for student teaching:

1. Completion of at least one full time semester in residence.
2. A minimum grade point average of 2.5.
3. Successful completion of the Praxis I exam.

At the time of student teaching assignment, student must have completed the following requirements:

7. 42 liberal arts\* electives to include the following:
  - 6 credits of English\*\*
  - 6 credits of Mathematics\*\*
  - 6 credits of Science\*\*
  - 6 credits of Social Science\*\*
  - 18 credits of elective course work (9 of which are upper level)
8. Professional Education Major
9. Cumulative GPA of 2.5
10. A minimum grade of “C” in all professional education courses and content area of liberal arts core.
11. Successful completion of the Praxis I exam.
12. Successful completion of the Praxis II exam, including PLT.

\*Liberal Arts includes courses in the following areas: Anthropology, Biology, Chemistry, Economics, English, French, Geography, Government, History, Mathematics, Physics, and Political Science.

\*\*A minimum grade of “C” is required.

### **Education Minor**

The courses in the minor are appropriate for students interested in pursuing secondary certification with the State of Maine in a recognized endorsement area. A list of recognized secondary endorsement areas is available from the Education Division.

**Required:**

Edu 302 Evaluation and Guidance	3 hours
Edu 303 Education of Exceptional Children	3 hours
Edu 304 Learning Process	3 hours
Edu 401 Educational Psychology	3 hours
Edu 454 Reading and Writing across Secondary Curriculum	3 hours
Education electives	<u>3 hours</u>
	18 hours

**English Major** (*Bachelor of Arts*)

The English Major in the Bachelor of Arts degree is designed for students who seek broad knowledge in the humanities through the study of literature and writing. Students may consider equally broad areas when applying this knowledge. Some possibilities include business, social work, government, education, creative arts, and/or graduate school. The emphasis is on the exploration of works in British, American, Comparative Literature, the study of critical theory, the understanding of language and culture, and the enhancement of writing and research skill.

**Required:** (See additional requirements in “Acceptance” and “Assessment” at the end of the English Minor.)

**Literature Survey**

Select *one* course from each sequence: 6 hours

- Eng 202 English Literature I or
- Eng 203 English Literature II
- Eng 250 American Literature to 1865 or
- Eng 251 American Literature 1865-Present

**Pre-1900 Literature**

Select *one* course: 3 hours

- Eng 390 Realism and Naturalism
- Eng 458 Age of Dryden, Swift, and Pope
- Eng 449 Milton
- Eng 459 American Renaissance
- Eng 461 Romantic and Victorian Literature
- Eng 475 Renaissance and Neo-Classical Literature
- Eng 477 Shakespeare’s Drama

**Critical Theory**

Select *one* course: 3 hours

- Eng 346 Survey of Critical Theory
- Eng 347 Contemporary Literary Theory
- Eng 484 Studies in Literary Theory

**Writing**

Select *two* courses: 6 hours

- Eng 305 Tutoring in Writing
- Eng 336 Playwriting
- Eng 348 Fiction Writing I
- Eng 350 Advanced Composition
- Eng 364 Poetry Writing I
- Eng 365 Science and Nature Writing
- Eng 366 Creative Nonfiction Writing I
- Eng 478 Fiction Writing II

Eng 479 Poetry Writing II	
Eng 481 Creative Nonfiction Writing II	
Eng 482 Science and Nature Writing II	
Eng 495 Special Topics in Writing	
<b>Comparative Literature and Culture Studies</b>	
Select <i>one</i> course:	3 hours
Eng 255 World Literature I	
Eng 256 World Literature II	
Eng 363 Studies in World Literature	
Eng 446 20 <sup>th</sup> Century International Narrative	
Eng 448 Literature and Culture	
<b>Upper Level Electives</b>	6 hours
<b>Thesis</b>	
Eng 497 Senior Thesis	<u>3 hours</u>
	30 hours

### English Minor

The English Minor is designed for students who wish to develop superior communication and analytical skills; broaden their knowledge of literature, writing, or editing as a complement to their major; or explore the discipline for personal fulfillment. The minor provides the student the opportunity to design courses of study that will match their needs and interests.

**Required: Select *one* of the following two options: (1) Literature and Theory (2) Creative Writing**  
(See additional requirements in “Acceptance” and “Assessment” at the end of the English Minor.)

### Literature and Theory

#### Required:

Select <i>one</i> course:	3 hours
Eng 202 English Literature I	
Eng 203 English Literature II	
Eng 250 American Literature to 1865	
Eng 251 American Literature 1865-Present	
Select one courses:	3 hours
Eng 336 Playwriting	
Eng 348 Fiction Writing I	
Eng 350 Advanced Composition	
Eng 364 Poetry Writing I	
Eng 365 Science and Nature Writing I	
Eng 366 Creative Nonfiction Writing I	
Eng 380 Business and Technical Writing	
Select one courses:	3 hours
Eng 255 World Literature I or	
Eng 256 World Literature II	
Eng 346 Survey of Critical Theory	
Eng 347 Contemporary Literary Theory	
Eng 477 Shakespeare’s Drama	
<b>Upper Level English Electives</b>	<u>9 hours</u>
	18 hours

### Creative Writing

#### Required:

Eng 345 Creative Writing: Form and Theory	3 hours
Eng 364 Poetry Writing I	3 hours

Eng 479 Poetry Writing II	3 hours
Eng 348 Fiction Writing I	3 hours
Eng 478 Fiction Writing II	3 hours
Eng 366 Creative Non-fiction I	3 hours
Eng 481 Creative Non-fiction II	<u>3 hours</u>
	18 hours

### **Assessment of English Majors and Minors**

English majors and minors are required to meet with the English Faculty during the first half of their junior year for a discussion of their progress and goals. Further assessment of English majors will be accomplished through a senior thesis. The project may take one of two forms:

(1) Senior Thesis. Students will develop an extended research essay (25-30 pages with full MLA documentation) while enrolled in Eng 497 Senior Thesis. This option is especially appropriate for students who are considering graduate work in English or related fields.

(2) Portfolio of Creative Writing. Students must have faculty approval to pursue this option. Students will develop a portfolio of their creative works under faculty guidance. The portfolio must adhere to publication standards for the specific genre, including formatting. A typical portfolio will contain 3-5 short stories, 3-5 chapters of a novel, 3-5 plays, 5-6 interviews or journalistic columns, 18-20 poems, or some acceptable combination of these genres.

Senior theses and portfolios should be of a quality to submit as samples to graduate programs or potential employers. Accordingly, senior thesis/portfolio work should demonstrate facility with the English language, as well as knowledge of writing, literature, culture, and the conventions of English studies as appropriate to the particular form of the senior thesis/portfolio project.

The role of the assessment of the English Major is to determine (1) whether a student has met the requirements of his/her program; (2) whether a student understands the relationship of the major to the world culture; and (3) whether the program has met the needs of the student. An archive of outstanding student work will be maintained in the Arts and Humanities Division.

### **Environmental Studies**

The Bachelor of Science in Environmental Studies degree provides an understanding of the factors that have led to the deterioration of the environment and introduces the student to the scientific/technological, sociological and psychological knowledge and skills and the humanistic appreciation which forms the basis of a harmonious relationship between humans and the natural environment (see the index under "Bachelor of Science in Environmental Studies" for a full description of the program requirements).

### **Environmental Studies Minor**

The quality of life on this planet is one of the most important concerns confronting nations. The Environmental Science minor examines current environmental problems and prepares the student to develop solutions. Basic to the program is the education to understand environmental issues.

#### **Required:**

Env 200 Principles of Environmental Science	4 hours
Env 403 Environmental Philosophy	3 hours
Upper level Environmental Electives	6 hours
Environmental Electives	<u>5 hours</u>
	18 hours

### **Forestry Minor**

The forestry minor provides a general knowledge of Maine's most important natural resource and a better understanding of forest biology and management.

#### **Required:**

For 260	Silvics (Forest Ecology)	3 hours
For 290	Forest Mensuration	4 hours
For 360	Silviculture	3 hours
	Forestry Electives:	<u>8 hours</u>
		18 hours

**Required Support Course:**

Bio 202	Botany	4 hours
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**French Major (*Bachelor of Arts*)**

The French major allows students to attain advanced proficiency in the areas of speaking, listening comprehension, reading, and writing. All students are encouraged to partake in an immersion experience either through a semester or yearlong study abroad program or by taking at least one course at our sister university, the Université de Moncton Campus d'Edmundston located in Edmundston, New Brunswick, located 20 miles away.

**Required:** (See Assessment of French Majors below)

Fre 200	Advanced Composition I	3 hours
Fre 201	Advanced Composition II	3 hours
	Select <i>two</i> of the following:	6 hours
	Fre 225 Civilisation Française I	
	Fre 226 Civilisation Française II	
	Fre 260 Modern French Civilization	
	Fre 312 French Cinema	
	Fre 410 North American French Culture	
	Select <i>three</i> courses:	9 hours
	Fre 300 French-Canadian Literature	
	Fre 302 Modern French Canadian Theater	
	Fre 303 La Littérature Québécoise	
	Fre 306 French Literature I	
	Fre 307 French Literature II	
	Fre 310 Franco-American Literature	
	Fre 350 Le Conte et la Nouvelle Française	
	Fre 353 La Poésie Française	
	Fre 402 Francophone Literature and Culture	
	Fre 450 Le Roman Contemporain	
	Fre 452 Le Théâtre Contemporain	
	Upper level French (Fre) electives	6 hours
	Capstone Project*	<u>3 hours</u>
		30 hours

\* This requirement is waived if the student chooses to spend a semester or year studying abroad at another francophone university. Students who participate in the Edmundston exchange program will meet with UMFK French faculty before and during the semester on exchange to discuss issues related to the immersion experience.

**Assessment of French Majors and Minors**

French majors and minors are required to meet with the French faculty during the first half of their junior year for a discussion of their progress and goals. Further assessment will be accomplished through the Capstone Project. The Project can one of four forms:

(1) Senior Thesis. Students can write an extended research paper (20 page minimum with full MLA documentation) on a literary, cultural or linguistic topic with the guidance of a French faculty advisor. This option is especially appropriate for students who are considering graduate work in French or other related studies.

(2) Community Outreach Project. Because of the advantageous location of UMFK in the largely French speaking Saint John Valley and the bordering francophone region of Canada, possibilities for community

outreach are abundant. With this option, students, either individually or in small groups, initiate a community event or project promoting the study of French or celebration of local French identity, language, and culture with the guidance of a French faculty advisor. Students will document the progress and planning of their project in the form of a journal written in French which will include the written proposal of their project and self-assessment following completion of the project.

(3) Combination of Thesis and Community Outreach Project. Students may elect to combine the above two options of writing an extended research paper (15 page minimum) and initiating a community project or event under the guidance of a French faculty advisor.

(4) One semester course at a francophone university. Selection of the school and course is made with the guidance of a French faculty advisor.

### **French Minor**

The French minor is designed for students who wish to complement another area of study with oral and written proficiency in a foreign language. A minor in French can be particularly useful in the fields of law, business, international trade, public safety, journalism, education, and public administration. Students minoring in French are encouraged to take a class with our exchange at the University of Moncton in Edmundston, New Brunswick.

#### **Required:**

Fre 200 Advanced Composition I	3 hours
Fre 201 Advanced Composition II	3 hours
French electives (above Fre 201)	<u>12 hours</u>
	18 hours

### **History Minor**

The History minor examines the events that have shaped our modern society and culture. History is a definite record of time. History also serves to broaden the knowledge of cultures that were once as vital as ours.

**Required:**

History Electives	<u>18 hours</u>
	18 hours

**Mathematics Minor (K–8 Elementary Education Major)**

The Mathematics minor introduces the student to the language of mathematics, develops facility with mathematical techniques, and applies the techniques to formulate and solve problems. This minor is particularly designed for the elementary school teacher.

**Required:**

Select *two* courses from each group:

Group A:	6-8 hours
Mat 165 Pre-Calculus	
Mat 255–256 Calculus I and II	
Mat 357 Modern Algebra	
Mat 370 Calculus III	
Group B:	6 hours
Mat 351–352 Statistics I and II	
Mat 180 Finite Math I: Logic & Combinatorics	
Mat 280 Finite Math II: Linear Models	
Mat 290 Geometry	
Mathematics electives (from group A or B):	<u>4-6 hours</u>
	18 hours

**Mathematics Minor (Non-education Major)**

The Mathematics minor introduces the student to the language of mathematics, develops facility with mathematical techniques, and applies the techniques to formulate and solve problems.

**Required:**

Mat 255 Calculus I	4 hours
Mat 256 Calculus II	4 hours
Electives from the following:	
Mathematics courses above Mat 299	<u>10 hours</u>
	18 hours

**Music Minor**

The music minor provides a foundation in the history, practice, and theory of music.

**Required:**

## Theory:

Mus 200	Fundamentals of Music	3 hours
Mus 354	Music Theory I	3 hours

## Practice:

Mus 156	Class Piano	3 hours
Mus 242	Improvisation	3 hours

Electives (Edu 416, Mus 100, or Mus 110):	<u>6 hours</u>
	18 hours

**Nursing Major**

The Nursing major provides the student with a professional baccalaureate program for a career in the field of health services. Students will be prepared as beginning professional nurses who can respond to the health needs of individuals, families, and the community (see the Index under “Bachelor of Science-Nursing” for complete details of the program).

**Oral Communication Minor**

The Oral Communication minor provides the knowledge of theories and techniques used in current communication as well as the critical methods used to analyze speech, persuasion, and rhetoric.

**Required:**

Elc 206	Oral Communication in Electronic Age	3 hours
Eng 316	Persuasion	3 hours
Eng 329	Interpersonal Communication	3 hours
Psa 260	Media Relations	3 hours
Eng 349	Argumentation, Reasoning, and Controversy	3 hours
Psy 305	Group Processes	<u>3 hours</u>
		18 hours

**Rural Public Safety Administration**

The Rural Public Safety Administration major provides a liberal arts background for students interested in orienting a technical career in public service. The major is interdisciplinary and has as its core 30 hours of coursework devoted to identifying, investigating, and monitoring public safety issues including an applied component of internship.

**Required:**

Psa 100	Introduction to Public Safety Administration	3 hours
Psa 221	Ethics and Community	3 hours
Psa 260	Media Relations	3 hours
Psa 300	Public Finance	3 hours
Psa 310	Introduction to Public Management	3 hours
Psa 315	Public Policy	3 hours
Psa 397	Public Safety Administration Internship	8 hours
Psa 410	Disaster Management	3 hours
Psa 411	Information Technology in Government	3 hours
	Planned Field of Study*	<u>30 hours</u>
		62 hours

\*The Planned Field of Study consists of a minimum of 30 credit hours in the area of student’s specialization. Students will, with the assistance and direction of their advisor, design their own Field of Study, either from one of the following recommended options, or a specially designed program:

Criminal Justice  
 Forestry  
 Environmental Quality Field  
 Public Health Field

### **Secondary Education – Bilingual Education Endorsement (Bachelor of Science)**

The program is designed to prepare students to become effective high school teachers, who are not only content knowledgeable, but are well versed in the developmental characteristics of the learner, learning theories, curriculum development, and classroom instruction. Students explore their chosen content area and learn how to use that knowledge in an integrative fashion. The combined experiences prepare students to teach in a Learning Results environment.

### **Assessment of Education Majors (Bachelor of Science Degree)**

At the end of each semester, all education majors meet with their faculty advisor to discuss their progress toward degree requirements and career goals. Students must complete the following:

1. All general education requirements required for the Bachelor of Science degree.
2. Must be enrolled in a secondary education major or meet the State's requirements for an endorsement area.
3. Within the general education requirements the following must be completed:

Eng 100 English Composition I	3 hours
Eng 101 English Composition II	3 hours
Edu 214 Classroom Communication	3 hours
Soc 100 Intro to Sociology	
or	
Soc 101 Social Problems	3 hours

### **Required Courses (Academic Preparation):**

Ant 208 Intro to U.S. Ethnology	3 hours	
Edu 344 Language Acquisition & Development	3 hours	
Edu 449 Theories in Second Language Acquisition	3 hours	3 hours
Eng 426 Adolescent Literature	3 hours	
Eng 456 Introduction to Linguistics	3 hours	
Fre 230 Career French	3 hours	
Fre 240 French Topics	3 hours	
Hty 467 Acadian History		
or		
Fre 400 Seminar in French Studies	3 hours	

### **Professional Preparation (a minimum of "C" is required):**

Edu 318 Methods & Materials in Bilingual/Multi-cultural Design	3 hours
Edu 347 Practicum in Bilingual/Multi-cultural Studies	3 hours
Edu 423 Content Teaching in French	3 hours
Edu 477 Bilingual/Multi-cultural Curriculum Design	3 hours
Edu 563 ESL Testing & Assessment (via ITV-USM)	3 hours
Psy 301 Adolescent Psychology	3 hours
Edu 406 Student Teaching*	15 hours

\*The following are required at the time of application for student teaching:

1. Completion of at least one full time semester in residence.
2. A minimum grade point average of 2.5.
3. Successful completion of the Praxis I exam.

At the time of student teaching assignment, student must have completed the following requirements:

1. Cumulative GPA of 2.5.
2. A minimum grade of “C” in all core liberal arts and professional education courses.
3. Successful completion of the Praxis II exam, including PLT.

### **Secondary Education – English/Drama/Language Arts (Bachelor of Science)**

The program is designed to prepare students to become effective high school teachers, who are not only content knowledgeable, but are well versed in the developmental characteristics of the learner, learning theories, curriculum development, and classroom instruction. Students explore their chosen content area and learn how to use that knowledge in an integrative fashion. The combined experiences prepare students to teach in a Learning Results environment.

### **Assessment of Education Majors (Bachelor of Science)**

At the end of each semester, all education majors meet with their faculty advisor to discuss their progress toward degree requirements and career goals. Students must complete the following:

1. All general education requirements for the Bachelor of Science degree.
2. Within the general education requirements the following must be completed:
 

Eng 100 English Composition I	3 hours
Eng 101 English Composition II	3 hours
Edu 214 Classroom Communication	3 hours

### **Required Courses (Academic Preparation):**

#### *Writing*

Lower level Writing	3 hours
Upper level Writing	6 hours

#### *Literature*

Lower level Literature	6 hours
Upper Level Literature	6 hours

#### *Research*

The 397 English/Drama/Language Arts Research Practicum	3 hours
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#### *Theater/Drama*

21 hours

### **Required Courses (Professional Preparation):**

Edu 302 Evaluation and Guidance	3 hours
Edu 303 Education of Exceptional Children	3 hours
Edu 304 Learning Processes	3 hours
Edu 358 Secondary Educational Methods I	4 hours
Edu 359 Secondary Educational Methods II	4 hours
Edu 335 Computers in the Classroom	3 hours
Edu 401 Educational Psychology	3 hours
Edu 454 Reading and Writing across Secondary Curriculum	3 hours
Edu 477 Bilingual/Multi-cultural Curriculum Design	3 hours
Education Electives	3 hours
Edu 406 Student Teaching*	15 hours

\*The following are required at the time of application for student teaching:

1. Completion of at least one full time semester in residence.
2. A minimum grade point average of 2.5.
3. Successful completion of the Praxis I exam.

At the time of student teaching assignment, student must have completed the following requirements:

1. Cumulative GPA of 2.5.
2. A minimum grade of “C” in all core liberal arts and professional education courses.

3. Successfully completed Praxis II exam, including PLT.

### **Secondary Education - Mathematics (Bachelor of Science)**

The program is designed to prepare students to become effective high school teachers, who are not only content knowledgeable, but are well versed in the developmental characteristics of the learner, learning theories, curriculum development, and classroom instruction. Students explore their chosen content area and learn how to use that knowledge in an integrative fashion. The combined experiences prepare students to teach in a Learning Results environment.

### **Assessment of Education Majors (Bachelor of Science)**

At the end of each semester, all education majors meet with their faculty advisor to discuss their progress toward degree requirements and career goals. Students must complete the following:

1. All general education requirements required for the Bachelor of Science degree.
2. Required Academic and Professional Preparation courses.

### **Required Courses (Academic Preparation):**

Mat 165 Pre-calculus	3 hours
Mat 180 Finite Mathematics I: Logic	3 hours
Mat 255 Calculus I	4 hours
Mat 256 Calculus II	4 hours
Mat 280 Finite Mathematics II: Linear Models	
or	
Mat 233 Differential Equations (via ITV-UMPI)	3 hours
Mat 290 Geometry	3 hours
Mat 350 History of Mathematics	3 hours
Mat 351 Statistics I	3 hours
Mat 352 Statistics II	3 hours
Mat 357 Modern Algebra	3 hours
Mat 370 Calculus III	4 hours

### **Required Courses (Professional Preparation):**

Edu 302 Evaluation and Guidance	3 hours
Edu 303 Education of Exceptional Children	3 hours
Edu 304 Learning Processes	3 hours
Edu 358 Secondary Educational Methods I	4 hours
Edu 359 Secondary Educational Methods II	4 hours
Edu 335 Computers in the Classroom	3 hours
Edu 401 Educational Psychology	3 hours
Edu 454 Reading and Writing across Secondary Curriculum	3 hours
Edu 477 Bilingual/Multi-cultural Curriculum Design	3 hours
Education Elective	3 hours
Edu 406 Student Teaching*	15 hours

\*The following are required at the time of application for student teaching:

1. Completion of at least one full time semester in residence.
2. A minimum grade point average of 2.5.
3. Successful completion of the Praxis I exam.

At the time of student teaching assignment, student must have completed the following requirements:

1. Cumulative GPA of 2.5.
2. A minimum grade of "C" in all core liberal arts and professional education courses.
3. Successful completion of Praxis II exam, including PLT.

### **Secondary Educational Studies - Certification Program**

Students who have already completed a liberal arts major in an endorsement area recognized by the State of Maine may take the following education courses to meet requirements of the professional education component of secondary certification. The State of Maine offers secondary certification in Business, English, Foreign Languages, Mathematics, Life Science, Physical Science, and Social Studies. Students should note that requirements vary depending on the type of certificate a student applies for. All students interested in secondary certification should apply to the State of Maine Department of Education for secondary certification in the endorsement area of their choice. Applications to apply to the State are available in the Registrar's Office. Once they receive a letter from the State of Maine Department of Education outlining their needed requirements, students need to meet with an Education advisor to insure an appropriate course of study.

### Professional Preparation:

Edu 302 Evaluation and Guidance	3 hours
Edu 303 Education of Exceptional Children	3 hours
Edu 304 Learning Processes	3 hours
Edu 358 Secondary Educational Methods I	4 hours
Edu 359 Secondary Educational Methods II	4 hours
Edu 335 Computers in the Classroom	3 hours
Edu 401 Educational Psychology	3 hours
Edu 454 Reading and Writing across Secondary Curriculum	3 hours
Edu 477 Bilingual/Multi-cultural Curriculum Design	3 hours
Education Elective	3 hours
Edu 406 Student Teaching*	15 hours

\* The following are required at the time of application for student teaching:

1. Completion of at least one full time semester in residence.
2. A minimum grade point average of 2.5.
3. Successful completion of the Praxis I exam.

At the time of student teaching assignment, student must have completed the following requirements:

1. Cumulative GPA of 2.5.
2. A minimum grade of "C" in all core liberal arts and professional education courses.
3. Successful completion of Praxis II exam, including PLT.

### Social Science Field (Bachelor of Science)

The Social Science field provides an interdisciplinary and integrated learning experience that promotes an understanding of the individual and society, as well as appreciation of social responsibility.

**Required:** (see additional requirements in "Assessment" at the end of the Behavioral Science Minor).

Hty 100	Western Civilization I or	
Hty 101	Western Civilization II or	
Hty 102	United States History I or	
Hty 103	United States History II	9 hours
Ant 100	Introduction to Anthropology	3 hours
Psy 100	General Psychology	3 hours
Soc 100	Introduction to Sociology	3 hours
Eco 100	Economics I or	
Gov 200	American Government or	
Pos 100	Political Science	3 hours
Electives*		<u>29 hours</u>
		50 hours

\*Selected from courses in Anthropology, Economics, History, Psychology, Political Science, Government, and Sociology.

### Social Science Minor (Bachelor of Science)

This program is available only to those students completing the Elementary Education major. The Social Science minor is an interdisciplinary program to develop an understanding of individuals, cultures, and society. It cannot be combined with a Behavioral Science major.

This program is applicable only to the following disciplines:

Anthropology, Economics, History, Political Science and Government, Psychology, Sociology

**Required:** (See additional requirements in “Assessment” at the end of the Behavioral Science Minor).

Two introductory courses from the above	6 hours
Two upper level courses in each of the selected introductory topics	<u>12 hours</u> 18 hours

### Theater Minor

The Theater minor has two primary goals. First, students are introduced to careers as actors, stage managers, technicians, and set designers. Second, students are given opportunities to develop effective communication skills.

#### Required:

The 230	Stagecraft	3 hours
Eng 358	Drama	3 hours
The 200	Introduction to Acting	3 hours
The 331	Directing	3 hours
One of the following courses		3 hours
Eng 359	Modern Drama	
Eng 466	Shakespeare I	
Eng 467	Shakespeare II	
Electives*		<u>3 hours</u>
		18 hours

\*Electives are selected from the following:

Art 100	Art History
Mus 100	Music History
Mus 462	Chorus**
Eng 201	Oral Interpretation
Eng 359	Modern Drama
Eng 466	Shakespeare I
Eng 467	Shakespeare II
The 201	Fundamentals of Theater
The 320	Theater Production
The 397	Theater Practicum**

\*\*May not be counted more than once for the minor.

## **Honors Program**

### **HONORS PROGRAM**

The University of Maine at Fort Kent Honors Program consists of unique, mainly upper-level courses and other activities available to students who seek to expand their intellectual experience at UMFK. Students who successfully complete four Honors Courses (not counting Honors English Composition I and II) earn the designation “Honors Scholar” on their degrees and transcripts.

Honors courses may be led by a faculty member from any academic discipline whose proposed course topic is approved by the Honors Committee. Course topics are designed to stretch the range of academic interests among both faculty and students, who explore new intellectual territory together. The limited size of honors classes is conducive to a seminar-type environment with intellectually enriching debates. Students produce a research paper. Both the research paper proposal and its final presentation are, as a rule, offered publicly during an honors UMFK conference. Honors students also have the opportunity to present their work at the University of Maine System-wide Honors conference.

Honors Program courses (with the exception of Honors English Composition) automatically count for upper-level elective credits. By special arrangement with the appropriate academic division, honors seminar work may be counted as upper-level credit towards a particular major.

The Honors Program also offers an honors section of English Composition I and II designed to familiarize first-year students with more advanced writing and research skills. Admission to the Honors section of English Composition II is dependent upon performance in English Composition I.

## **Expanded Opportunities**

### **ACADEMIC OUTREACH**

Lifelong learning programs are designed to meet the needs of non-traditional students, area schools and business personnel, and special interest groups. Courses are offered both on campus and off campus and include both credit and non-credit. Special emphasis is placed on continuing education for professionals and office personnel. Programs range from short workshops and conferences to six-week or semester-long courses and French immersion programs for both children and adults. Contact the Office of Academic Outreach for more information.

### **TRANSFER ARTICULATION AGREEMENTS**

The University of Maine at Fort Kent is committed to granting the maximum number of credits from other institutions and attempts to assure the smooth transition of the credits into its degree programs. UMFK has negotiated articulation agreements with several institutions which permit students from these schools to transfer to UMFK with a minimal loss of previous credits. The following are specific articulation agreements:

**University of New Brunswick/Fort Kent  
Associate of Science in Forest Technology**

Graduates from the UMFK Associate of Science in Forest Technology degree can pursue a Bachelor of Science in Forestry degree from the University of New Brunswick. UMFK Forestry graduates receive credits for a portion of both the general education requirements and the forestry requirements at UNB. Specific details about the articulation agreement are available from the UMFK forestry faculty.

**University of Maine at Augusta/Fort Kent  
Bachelor of Science-Nursing**

Graduates from the Associate Nursing Program at UMA can pursue a Bachelor of Science-Nursing degree at UMFK. Credits completed at UMA satisfy UMFK nursing requirements. Specific details about the articulation agreement are available from the Director of Nursing on either the UMA or UMFK campus.

**University of Maine at Farmington/Fort Kent  
Bachelor of Science-Nursing**

Students from UMF can pursue a Bachelor of Science-Nursing degree at UMFK. Credits completed at UMF satisfy UMFK nursing program requirements. Specific details about the articulation agreement are available from the Director of Nursing on UMFK campus.

**University of Maine at Presque Isle/Fort Kent  
Bachelor of Science-Nursing**

Enrolled students at UMPI can pursue a Bachelor of Science-Nursing degree at UMFK. Courses completed at UMPI satisfy UMFK nursing program requirements. Specific details about the articulation agreement are available from the Director of Nursing on UMFK campus.

**Kennebec Valley Community College/University of Maine at Fort Kent  
Bachelor of Science-Nursing**

Graduates from the Associate Nursing Program at KVCC can pursue a Bachelor of Science-Nursing degree at UMFK. Credits completed at KVCC satisfy UMFK nursing requirements. Specific details about the articulation agreement are available from the Director of Nursing on either the KVCC or UMFK campus.

**Kennebec Valley Community College/University of Maine at Fort Kent  
Baccalaureate Degree Programs**

Graduates from the Associate of Arts Degree in General Studies at Kennebec Valley Community College can pursue a baccalaureate degree at UMFK. Specific details about the articulation agreement are available from the Admissions Office at either campus.

**Kennebec Valley Community College/University of Maine at Fort Kent  
Associate of Arts in General Studies Degree**

Graduates from the Pulp and Paper Technology Certificate Program at KVCC can pursue an Associate of Arts in General Studies degree at UMFK. Specific details about the articulation agreement are available from the Admissions Office at either campus.

**Northern Maine Community College/University of Maine at Fort Kent  
Bachelor of Science-Nursing**

Graduates from the Associate Nursing Program at NMCC can pursue a Bachelor of Science-Nursing degree at UMFK. Credits completed at NMCC satisfy UMFK nursing requirements. Specific details about the articulation agreement are available from the Director of Nursing on either the NMCC or UMFK campus.

### **Northern Maine Community College/University of Maine at Fort Kent Baccalaureate Degree Programs**

Graduates from the Associate of Arts Degree in General Studies at Northern Maine Community College can pursue a baccalaureate degree. Specific details about the articulation agreement are available from the Admissions Office at either campus.

### **Université de Moncton Campus d' Edmundston/University of Maine at Fort Kent**

The University of Maine at Fort Kent and Université de Moncton Campus d'Edmundston have developed an exchange agreement which permits students at either school to enroll for coursework at the other and have the work satisfy degree requirements at the home institution. For information about the exchange, contact the Registrar at either campus.

### **Foxcroft Academy, Maine Vocational Region Two (Southern Aroostook Vocational Education), Southern Aroostook Community School District 9, M.S.A.D. 14, 25, 29, 70, Maine Vocational Region Three, Lee Academy, Millinocket School Department, M.S.A.D. 30, 31, 67, 113/University of Maine at Fort Kent**

#### **Associate of Science in Forest Technology**

Students from the above high schools will be able to earn college credits while they are still in high school. It will enable the students to progress through their education faster and at less cost. Specific details about the articulation agreement are available from the UMFK Admissions Office.

## **DISTANCE EDUCATION**

Distance Education provides students educational opportunities outside of the regular classroom setting. Distance Education includes courses offered via Interactive Television (ITV), including technologies such as polycom and compressed video, and Online (computer based).

Through the University of Maine System Network for Education and Technology Services (UNET) telecommunication system, students have the opportunity to enroll in courses on campus at the Fort Kent site on campus or at three off-campus sites (Northern Maine General Hospital in Eagle Lake, Madawaska High School, and Van Buren District Secondary School) within the UMFK region. Students enrolled in UMFK degree programs are able to register for courses delivered via the ITV system to meet UMFK course requirements. ITV course offerings are listed in the UMFK regular course schedule and in the UNET course guide available at the Fort Kent ITV Office located in the Old Model School.

All seven University of Maine System campuses are connected to the ITV System. The professor teaches in a broadcast classroom at one of the campuses. The class is electronically transmitted to the remote site where students can see and hear the instruction on television monitors. An audio talkback system permits students at distant locations to interact with the instructor as well as with students at other locations.

The University of Maine System also has compressed video capabilities on each campus. This system is truly interactive with two way audio and video. The system also supports a satellite channel 50 for downlink of educational programs.

Distance Education also includes online courses, also called web-based or internet classes. These classes are delivered entirely online and require the student to have computer and Internet access. Upon registration of an online course, a sheet is mailed to each student which provides instructions on how to access the course webpage as well as campus contact services.

## **COOPERATIVE EDUCATION**

Cooperative Education is the integration of classroom theory with practical experience. In the program students have specified periods of attendance at the University and specific periods of employment in industry, business, government, or service agencies.

Academic credit for Cooperative Education will be awarded for job-related learning which can be documented and measured. The amount of credit to be given will depend on three criteria: nature of the work, length of the work experience, and academic value of that work experience. Before the beginning of each new semester the student must prepare a proposed study plan and submit it to the faculty advisor within the major and to the Vice President for Academic Affairs. The proposal should include concise statements on the course area, topic, or problem on which the student will focus; reasons for doing this particular study, and how this will increase the professional expertise in relation to career objectives. Criteria will be established by the student and the instructor in terms of how performance is to be judged and how these criteria will be met by concrete evidence of accomplishment.

The maximum amount of credit which may be earned for one semester of full-time work experience is eight (8) Cooperative Education credits (based on the formula that 80 hours of full-time supervised work = one academic credit). No more than eight Cooperative Education credits may be earned in the same type of work experience.

A maximum of eight credits earned in Cooperative Education may be applied, with the approval of the

chair of the appropriate division and the Vice President for Academic Affairs, to the student's major; four Cooperative Education credits may be applied, with the same approvals, to the student's minor.

A maximum of sixteen Cooperative Education credits may be applied toward requirements for a baccalaureate degree, and a maximum of eight Cooperative Education work experience credits may be applied toward requirements for an associate degree.

Each student must get advance approval of the request from the chair of the appropriate division and from the Vice President for Academic Affairs to apply Cooperative Education work experience credits toward satisfaction of requirements for major or minor studies.

### **Eligibility Requirements for Cooperative Education**

The Cooperative Education option is open to all students who meet the following minimum requirements:

1. Have attained a cumulative grade point average of 2.5 overall or 3.0 in major.
2. Are recommended by the appropriate faculty advisor.
3. Have completed a minimum of 45 semester hours of university credit or an associate degree.

### **Employer Requirements**

The final determination of eligibility will rest with the employer. A student must be interviewed and accepted by a potential employer to become a participant in the Cooperative Education program.

## **OBTAINING CREDIT FOR PAST AND EXPERIENTIAL LEARNING**

The University of Maine at Fort Kent recognizes that enrolled students may have developed knowledge and skills from previous readings, work, and other experiences, or through degrees/diplomas, licenses, or certification from other agencies. Where possible, UMFK attempts to honor past experiences by granting credit for other types of learning. To apply, individuals must:

1. be currently matriculated and enrolled at UMFK,
2. have a current cumulative grade point average of 2.0,
3. be willing to demonstrate, upon request, the knowledge or skills appropriate to the course for which the individual is seeking credit,
4. complete and return to the Vice President for Academic Affairs the "Credit for Past and Experiential Learning" form along with the supportive evidence of past and experiential learning which includes:
  - detailed resume of experiential activities listed in chronological order,
  - copies of diplomas, transcripts, certificates, and/or licenses,

- official letters and other documentation from supervisory sources confirming the experience and attesting to its quality,

The Vice President for Academic Affairs will forward the materials to the appropriate Division and faculty for review and credit recommendation. The review will determine the amount of credit to be awarded as well as the equivalent UMFK courses. Recommendations will then be submitted to the Vice President for Academic Affairs for final approval.

## **DIRECTED STUDY**

Directed Study provides students with the opportunity to pursue special areas of study under the direction of a faculty sponsor. Directed Study differs from Independent Study in that the faculty sponsor provides the direction for the student's work. Procedures to be followed are:

1. The interested student and faculty member complete Directed Study proposal form. Objectives, work to be completed, and methods of evaluation must be included. (Forms are available from the Vice President for Academic Affairs.)
2. Proposal is then submitted to Division Chair for approval.
3. Student begins and completes project during the regular academic term.

Directed Study is open to all students who meet the following minimum requirements:

1. Students must be either juniors or seniors in baccalaureate programs or sophomores in associate programs.
2. Students must have a minimum GPA of 2.5. Additional information concerning Directed Study is available from the Registrar or Vice President for Academic Affairs.
3. Students will generally not receive approval for a Directed Study in an existing course except in extraordinary circumstances.

## **INDEPENDENT STUDY**

In Independent Study, with the supervision and guidance of a faculty sponsor, a student develops a research project, field study, practicum, or special readings proposal which centers on an area of study not included in the regular course sequences. Independent Study is never a substitute for a course or for a course not successfully completed. Credit for the proposal must be recommended by the faculty sponsor at the time the study is presented by the student. Credit will vary between one semester hour and four semester hours. A student may enroll for one course of independent study at a time with a maximum of 20 hours applicable towards a baccalaureate degree.

Independent Study presupposes a developed competency and maturity; consequently, participation in the program is restricted to students who have accrued a cumulative point average of 2.5 or a minimum GPA of 3.0 in the student's major. A student who does not meet the qualifying criteria, but develops a proposal which merits Independent Study status, should consult with a prospective faculty sponsor to assess the possibilities for successful completion of the project. Procedures to be followed are:

1. The interested student completes the Independent Study Form available from the Vice President for Academic Affairs. Measurable objectives, work to be completed, and methods of evaluation must be included.
2. The student reviews the proposal with a faculty sponsor.
3. With the agreement of the faculty sponsor, the proposal is submitted to the Division Chair for approval.

## **SPECIAL TOPICS COURSES**

Periodically, newly developed courses, or those not offered regularly, are presented under the Special Topics designation. These are listed in the semester schedule of classes with course numbers of 240 for lower level credit and 340 for upper level credit. Since the courses may be offered by any department, the course prefix will be that of the discipline offering the course. The specific topic and course description can be found in the current schedule of classes.

## **FOREIGN STUDY**

The University of Maine at Fort Kent is a participating member of the American Association of State Colleges and Universities International Study Program. Students may elect to study for one year at colleges located in Canada, Europe, and Mexico.

Additional foreign study opportunities are available during the summer. Students who desire to travel or attend college abroad during the summer may do so by either:

1. enrolling in a summer abroad Travel-Study Program directed by faculty members of the University of Maine at Fort Kent, or
2. enrolling in one of the summer semester college programs sponsored and directed by the Institute of European Study. (Prior approval of the faculty advisor is required.)

## **STUDY ABROAD**

UMFK will grant academic credits to candidates who study in a foreign country in order to acquire proficiency in the language and become familiar with the literature, history, and culture of the host country. The evaluation of credit will rest upon the recommendations of appropriate faculty members, Divisional Chair, and the Vice President for Academic Affairs.

A student who desires to study in a foreign country during a summer, a semester, or an entire year may do so by:

1. making independent arrangements for travel and study, or arrangements with other students sharing the same objectives; or
2. enrolling in a travel-study program directed by an accredited college, university, or educational organization such as the American Association of State Colleges and Universities; or
3. participating in a foreign study program directed by faculty members of UMFK.

## **NEW ENGLAND–QUEBEC STUDENT EXCHANGE**

The University of Maine at Fort Kent is a member of the New England/Quebec Student Exchange Program which allows UMFK students registered on a full-time basis to enroll in courses at a university in Quebec, Canada, to satisfy part of the credit requirements for a degree at UMFK. Courses completed at participating Quebec institutions are accepted at full value assuring appropriate applicability to the fulfillment of the student's undergraduate degree requirements at UMFK. To be eligible, a student must be a permanent resident or citizen of the United States and have completed the equivalent of one year of academic study. A student must be in good academic standing with a minimum cumulative point average of 2.5 at UMFK. For further information contact the Vice President for Academic Affairs.

## **UNIVERSITÉ DE MONCTON– CAMPUS D'EDMUNDSTON EXCHANGE**

The University of Maine at Fort Kent and Université de Moncton, Campus d'Edmundston, wishing to enhance cooperative relations between the universities to develop academic and cultural interchange in the area of teaching, program offerings, research, and other activities have entered into an exchange agreement. Under the exchange, matriculated students at either school may enroll for coursework at the other and have the work satisfy degree requirements at the home institution. Students wishing to participate in the exchange must apply through the Registrar's Office.

## **NEW ENGLAND REGIONAL STUDENT PROGRAM**

Students from other New England states may be eligible for Maine resident tuition in certain UMFK programs under the New England Regional Student Program administered by the New England Board of Higher Education. Students who meet the eligibility requirements as residents of their state and meet the UMFK admissions requirements will be charged in-state tuition rates, plus 50 percent. Students should consult with their secondary school guidance officer or with the University regarding eligibility and the program opportunities available. Programs are:

2005-2006 UMFK Program Available to Students From:

Associate of Science in Forest Technology - Conn., Mass., RI, VT

Bachelor of Science with a major in Rural Public Safety Administration - Conn., Mass., NH, RI, VT

Bachelor of Science with a major in Electronic Commerce - Conn., NH

## **SERVICEMEMBER'S OPPORTUNITY COLLEGE (SOC) AND ARMY HELP FOR EDUCATION AND DEVELOPMENT (PROJECT AHEAD)**

The University of Maine at Fort Kent has been designated as an institutional member of Servicemembers Opportunity College (SOC), a group of over 1100 colleges and universities providing voluntary postsecondary education to members of the military throughout the world. As a SOC member, the University of Maine at Fort Kent recognizes the unique nature of the military lifestyle and is committed to easing the transfer of relevant course credits, providing flexible academic residency requirements, and

crediting learning from appropriate military training and experiences. For further information on these programs and the college credit possibilities, contact the UMFK Registrar.

## Course Descriptions

Not all of the courses listed herein are offered every semester. Some courses are offered during the fall, some during the spring, and some on alternating yearly cycles. For a listing of current course offerings, the Registrar's Office publishes a schedule of classes prior to the beginning of each semester.

The University encourages students to plan the course program for their degrees during their freshman and sophomore years. Course planning should be done with the help of a faculty advisor..

Prerequisite study must be successfully completed before the student enters certain courses. It is the student's responsibility to insure that he/she has successfully completed the prerequisite courses prior to studying on the higher level. The following descriptions contain the necessary information on prerequisites.

Note: The University reserves the right to cancel or reschedule courses if necessary.

### Course Numbering

000—099 No degree credit

100—299 Lower level degree credit

300—499 Upper level degree credit

The University reserves the right to make changes in course offerings.

### **Ant 100 Introduction to Anthropology**

Prerequisites: None. Corequisites: None. The course will cover the four fields of anthropology: physical, archaeology, linguistics, and cultural. It will cover humans as primates, genetics, and evolution; the archeological record; language, food acquisition, economics and political systems, group formation, family systems, religious and belief systems, the role of art, ethnicity and gender, and the contemporary global culture. It will address issues common to all human groups and take a global, cross-cultural perspective. 3 credit hours

### **Ant 126 Human Ecology**

Prerequisites: None. Corequisites: None. Humans have been manipulating the environments of Earth for 10,000 years. Most of the planet has now been modified to suit human needs and wants. This course will examine the many ways in which people interact with the physical environment in terms of adaptation, modification, attitudes, and world view. This course will also provide a scientific grounding in environmental knowledge and human interactions. 3 credit hours

### **Ant 202 Cultures of Central and South America and the Caribbean**

Prerequisites: None. Corequisites: None. This course will cover both recent historical and contemporary cultures of Latin America. The course will consider indigenous groups, the impact of Spanish, British, and North American colonialism, the impact of slavery and economic imperialism, the contemporary shifts towards global industrialism, and the growth of the maquilador system. The course will look at both urban and rural cultures. Case studies from the islands, Brazil, the Andes, Mexico, and Central America will be used. 3 credit hours

### **Ant 206 Cultures of Asia and the Pacific**

Prerequisites: None. Corequisites: None. This course will cover selected cultures of colonial era and contemporary mainland Asia, the Pacific islands, and Australia. It will explore the relationships among the cultures of these areas, including cross-cultural contacts and the growth of plural states in Asia, the role of Buddhism and Islam in cultural change, imperial expansion, inter-island trade, social organizations including feudalism, the impact of European colonialism, and contemporary globalism. Both rural and urban societies are considered. Case studies from India, China, the Pacific, and Australia are used. 3 credit hours

**Ant 208 Cultures of North America**

Prerequisites: None. Corequisites: None. The course will focus on 6 cultural categories (race, ethnicity, region, language, lifestyle, and religion) that define cultures and ethnic groups in North America, and use case studies relevant to these categories. The goals are to understand questions of what defines a culture from within and without; how cultures and affinity groups interact, and what identity, pluralism, and diversity are. The course will survey multiculturalism in North America including segregation, the American caste system, legal and civil rights, and contemporary pluralism. The course will also examine issues of power, representation, association, and voice as expressed through other forms of cultural affiliation such as gender and age. 3 credit hours

**Ant 209 Cultures of the Middle East**

Prerequisites: None. Corequisites: None. The course covers cultures of Southwest and South Central Asia, an area currently bounded by the following nations from Turkey to Saudi Arabia and from Egypt to Afghanistan. It covers regional history, ethnicity, tribalism, the growth of nationalism, colonialism, and imperialism. 3 credit hours

**Ant 211 Peoples of Maine**

Prerequisites: None. Corequisites: None. This course will be an overview of the major ethno-racial and other social groups of contemporary Maine. We will cover history, economics, politics, geography, lifestyle, ethnic and group identity formation and maintenance, immigration, and the concepts of assimilation, ethnic resistance, acculturation, diversity and pluralism. We will cover at least- roughly in the order of appearance- the Native nations of Maine; Anglo-American "Yankee" culture; Franco-American ethnic groups; Irish-Americans; African-Americans; some of the "new" immigrants (post 1960), such as Vietnamese; Somali; Lebanese; Latin-American and Caribbean. Particular economic factors reviewed include: fisheries; lumbering; agriculture. 3 credit hours

**Ant 220 Cultures of Africa and Europe**

Prerequisites: None. Corequisites: None. This course will cover selected cultures of colonial-era and contemporary Europe, the Mediterranean shore, Near East and Africa; it will explore the relationships between the cultures of these two areas; the cultural impact of slave-trading and colonialism in Africa; the growth of the state in Europe; the cattle-complex; social organizations including late-era feudalism, village life, farming, and contemporary globalism. We will consider both rural and urban societies. 3 credit hours

**Ant 309 Native North American Studies**

Prerequisites: None. Corequisites: None. The course will take a 3-topic approach to the study of the indigenous peoples and cultures of North America. We will use ethnographic case studies to compare groups; ethnohistory and the historical record to understand the impact of colonialism and federalism since 1500; and indigenous literature/voices to understand the dimensions of contemporary Native American/Canadian ethnic and tribal identities. 3 credit hours

**Ant 310 Comparative World Religions**

Prerequisites: Ant 100 or instructor's permission. Corequisites: None. The course will examine underlying philosophical principles, rituals, myths, and motifs that these major belief systems have in common, and how these religions transcend the local space and unify large groups of believers. The course will focus on Christianity, Islam, Judaism, Buddhism, and Hinduism as major world religions, but will consider local belief systems and local faces of world religions. 3 credit hours

**Ant 314 Anthropology of Magic, Witchcraft and Sorcery**

Prerequisites: Ant 100. Corequisites: None. Human existence cannot be fully understood without understanding the deeply held emotional beliefs and rituals we express in order to make sense of the universe. This course will explore one area of belief and ritual, that of magic and witchcraft, from an anthropological and cross-cultural perspective. Magic can loosely be defined as an ideology grounded in the assumption that a supernatural universe exists; witchcraft-loosely the practice of magic-is grounded on

the assumption that humans can manipulate aspects of the supernatural. This course will examine how and why magical ideology operates within cultures; magical healing and harm; magical deviance and social control; the ritual process; the roles of magical practitioners such as shaman, witch, sorcerer, and magician; entities of the supernatural worlds such as demons and angels; magic in history; and magical practice within contemporary cultures. 3 credit hours

### **Ant 330 Medical Anthropology**

Prerequisites: Ant 100, Soc 100, or instructor's permission. Corequisites: None. The course examines how human culture, local environment, and disease interrelate. The course will consider traditional explanations for illness, traditional healing methods, and the social role of the healer, nutrition and diet, environmental stresses such as climate and population, the impact of scientific western medicine on local knowledge, and the impact of endemic and epidemic disease on human populations and cultures. 3 credit hours

### **Ant 334 Archaeology and Ancient Environments**

Prerequisites: None. Corequisites: None. This course will cover the principles, issues, and methods of contemporary archaeology, as well as an overview of world prehistory. The primary focus will be the environments and cultural ecologies of ancient civilizations such as Ancient Egypt and Central America. We will consider the factors of climate and climate change, available natural resources, and resource use, water, land modifications, and technology in the coalescing, maintenance, and disintegration of the early urban systems. 3 credit hours

### **Ant 350 Comparative Animal Behavior**

Prerequisites: Ant 100, Psy 100 or Bio 100. Corequisites: None. Investigates how biological organisms operate in general, and specifically examines how the human animal relates to other primates and other mammals. The course will consider principles of evolution, biological, and learned adaptive strategies within environments, communication, group behavior, reproduction and parenting behavior, aggression, dominance, territoriality, and cognition. 3 credit hours

### **Ant 354 Anthropology and Folklore**

Prerequisites: Ant 100 or permission of instructor. Corequisites: None. This course will use a cross-cultural comparative method to look at the nature of oral and written folk traditions including the folk tale, ballad, corrido, myth, urban legend, heroic legend, and fable. It will also examine performed art such as folk music and drama, pictorial art, and the creation of material culture. We will look at how folk traditions are created and maintained, how tradition operates to define identity, and the generation of ethnic tourism. We will focus on local cultural traditions and use the Valley as a resource area. 3 credit hours

### **Ant 400 Anthropological Fieldwork Methods**

Prerequisites: Ant 100 and 3 additional hours of Ant or Soc. Corequisites: None. Discussion, theory, and application of anthropological data collection methods, including passive observation, participant observation, archival search, photography, interviewing, life history and genealogy, linguistic research, and initial archaeological survey and mapping is studied. 3 credit hours

### **Ant 402 Native Peoples of the Northeast**

Prerequisites: None. Corequisites: None. This course covers the archaeology, history, ethnology, past and present contemporary cultures of the indigenous people of the Northeast. We will primarily focus on the Wabanaki groups of New England and their Maritimes: the Penobscot, Passamaquoddies, Malisites, Mikmaqs, and Abenakis. We will cover the Iroquoian Wendat and Mohawk and the Southern Algonquans. 3 credit hours

### **Ant 450 Psychological Anthropology**

Prerequisites: Ant 100 or Soc 100, and Psy 100. Corequisites: None. The course discusses the relationship of the human self to culture and to environment. It will examine theories of human cognition and consciousness from a cross-cultural and global perspective. It will use an anthropological perspective to examine how culture is a primary shaper of self-awareness and concepts of self. 3 credit hours

**Art 100 History of Art-Prehistoric to Renaissance**

Prerequisites: None. Corequisites: None. Introduction to major premises and specific works of art from prehistory through Early Renaissance is studied. Focus is on European art. The art of selected non-European cultures will be briefly introduced. 3 credit hours

**Art 101 History of Art-Renaissance to 20th Century**

Prerequisites: None. Corequisites: None. Introduction to European art from the Renaissance to the 20th Century, with a focus on painting is studied. Course includes an introduction to the art of selected non-European cultures. 3 credit hours

**Art 200 Fundamentals of Art**

Prerequisites: None. Corequisites: None. Course is an Introduction to studio work in the visual arts. Explores basic problems of technique and design. Includes painting, drawing, 3-dimensional design, and printmaking. The work of selected contemporary artists is introduced as it relates to class projects. 3 credit hours

**Art 320 Advanced Studio Projects**

Prerequisites: Declared art minor, 9 hours in art. Corequisites: None. Provides opportunity for art minors to pursue advanced work in a single area (drawing, painting, or printmaking). Projects designed to suit individual interests. 3 credit hours

**Art 351 Drawing**

Prerequisites: Art 200 or instructor's permission.

Corequisites: None. Investigates drawing as form and as means of evolving ideas. Explores various drawing media. 3 credit hours

**Art 353 Printmaking**

Prerequisites: Art 200. Corequisites: None. Introduces printmaking techniques, emphasis on woodcut and other relief processes. Explores design problems in one color and multicolor printing. 3 credit hours

**Art 451 Painting**

Prerequisites: Art 200. Corequisites: None. Studio course in painting. Attention given to development of ideas in painting. Works of selected contemporary painters discussed as they relate to class projects. 3 credit hours

**Art 452 Contemporary Art Seminar**

Prerequisites: Art 100 or instructor's permission. Corequisites: None. Surveys and analyzes painting, sculpture, and nontraditional art media since 1900. 3 credit hours

**Art 454 Painting the Maine Landscape**

Prerequisites: Art 200. Corequisites: None. The Maine landscape through the eyes of the painters is the topic of this course, which combines the actual practice of painting with an introduction to the history of landscape painting in Maine. 3 credit hours

**Asp 050 College Reading**

Prerequisites: Placement exam or permission of instructor. Corequisites: None. Required of freshmen whose placement scores do not satisfy minimum proficiency requirement in reading and transfer students who do not demonstrate a minimum proficiency in reading. This course helps students develop skills in reading sentences, paragraphs, and longer selections. Credits do not apply to degree programs. 3 credit hours

**Asp 060 Introductory Writing**

Prerequisites: Placement exam or permission of instructor. Corequisites: None. Required of freshmen whose placement scores do not satisfy minimum proficiency requirement in writing or transfer students whose minimum proficiency in writing is not met. Reviews basics of sentence structure, paragraph coherence, and essay development. Credits do not apply to degree programs. 3 credit hours

#### **Asp 070 College Mathematics**

Prerequisites: Placement exam or permission of instructor. Corequisites: None. Required of freshmen whose placement scores do not satisfy minimum proficiency requirement in mathematics or transfer students whose minimum proficiency in mathematics is not met. Reviews arithmetic operations, fractions, decimals, percentages, and introduces algebraic concepts. Credits do not apply to degree programs. 3 credit hours

#### **Asp 110 Math Applications**

Prerequisites: Placement exam or permission of instructor. Corequisites: None. Investigates selected topics drawn from fundamentals of algebra, geometry, descriptive statistics, and other quantitative areas. Explores problem solving techniques used in chemistry, finite math, statistics, forest measurements, and surveying. Does not satisfy math requirements in degree programs. 3 credit hours

#### **Asp 120 College Vocabulary**

Prerequisites: None. Corequisites: None. Promotes systematic development of college level vocabulary and is tailored to meet the needs of individual students. Designed for students who are beginning to develop their college vocabulary and for students who are preparing for graduate school. 2 credit hours

#### **Asp 130 Introduction to Wordprocessing**

Prerequisites: None. Corequisites: None. Introduces basic concepts of Microsoft Word and simple computer systems operations. Specifically designed for those students who have little or no computer experience. 2 credit hours

#### **Ast 100 Introduction to Astronomy**

Prerequisites: None. Corequisites: None. Introduces and describes the concepts of astronomy. Emphasizes recent discoveries such as seen by Voyager, plus Black Holes, and quasars. 3 credit hours

#### **Ast 110 Descriptive Astronomy**

Prerequisites: None. Corequisites: None. Introduces and describes the concepts of astronomy. Emphasizes recent discoveries such as seen by Voyager, plus Black Holes, and quasars. 3 credit hours

#### **Bio 100 General Biology**

Prerequisites: None. Corequisites: None. Introduction to principles governing study of living organisms. Emphasizes functional and conceptual aspects. Stresses interactions and interrelationships from cellular to ecological levels. Three hours lecture, two hours lab. 4 credit hours

#### **Bio 202 Botany**

Prerequisites: Bio 100 or instructor's permission. Corequisites: None. Examines structure and functions, development, reproduction, and evolutionary relationships of representative plants from entire plant kingdom. Three hours lecture, two hours lab. 4 credit hours

#### **Bio 204 Zoology**

Prerequisites: Bio 100 or instructor's permission. Corequisites: None. Surveys protozoa and animals spanning from Kingdom Protista to Phylum Chordata. The form, anatomy, taxonomy, and adaptations of each major phylum will be examined. Three hours lecture, two hours lab. 4 credit hours

#### **Bio 220 Human Biology I**

Prerequisites: Bio 100, high school biology, or instructor's permission. Corequisites: None. An integrated approach to the structure and function of the major organ systems of the human body. The course covers

cell and tissue structure through the endocrine system. Laboratory emphasizes the macro- and microscopic structures through experimentation and specimen study. Three hours lecture, two hours lab. 4 credit hours

### **Bio 221 Human Biology II**

Prerequisites: Bio 220 or instructor's permission. Corequisites: None. A continuation of Bio 220. The course covers the digestive system through human reproduction and genetics. Laboratory emphasizes the structure and function of the organ systems through experimentation and specimen study. Three hours lecture, two hours lab. 4 credit hours

### **Bio 300 Supermarket Botany**

Prerequisites: None. Corequisites: None. The supermarket is a source of plant material to learn about the relationships people have with plants. Studying produce brought into the classroom and the plants we grow from viable seeds, questions about plant structure and reproduction, our utilization of plants for food and beverage, fibers, wood and drugs will be investigated. 3 credit hours

### **Bio 309 Dendrology**

Prerequisites: Bio 202 or instructor's permission. Corequisites: None. Examines taxonomy, morphology, and ecology of North American woody plants important in timber production and wildlife food and cover. Prepares student to identify approximately 100 species of trees, shrubs, and woody vines. Three hours lecture, two hours lab. 4 credit hours

### **Bio 310 Taxonomy of Vascular Plants**

Prerequisites: Bio 202. Corequisites: None. Explores principles of classification. Emphasizes seed plants. Surveys major plant families. Instructs in use of taxonomic keys and techniques of collection, preservation, and identification. Three hours lecture, two hours lab. 4 credit hours

### **Bio 311 Lichenology**

Prerequisites: Bio 202 or instructor's permission. Corequisites: None. Emphasizes identification and classification of lichens of Aroostook County in field-oriented format. Includes mastery of collection and preservation techniques and the ability to use dichotomous key. Three hours lecture, two hours lab. 4 credit hours

### **Bio 314 Arctic Natural History**

Prerequisites: Bio 100 or permission of instructor. Corequisites: None. An examination of the roles that climate, land and sea play in controlling the distribution of arctic flora and fauna. Emphasis is placed on the adaptations necessary for plants and animals to survive and reproduce within the arctic. 3 credit hours

### **Bio 320 Genetics**

Prerequisites: Bio 100. Corequisites: None. Explores basis and process of heredity. Emphasizes biochemical genetics. Three hours lecture, two hours lab. 4 credit hours

### **Bio 330 Comparative Animal Physiology**

Prerequisites: Bio 204 or instructor's permission. Corequisites: None. An introduction to the physiological mechanisms in vertebrate and invertebrate animals from a comparative aspect; an emphasis will be placed on structure as related to function. Topics covered may include aquatic and aerial respiration, circulation, blood, water and solute balance, excretion, energetics and thermoregulation, membrane physiology, nervous and endocrine systems, muscles and movement. 4 credit hours

### **Bio 339 Research Methods & Techniques**

Prerequisites: Junior level. Corequisites: None. Students are required to augment their formal coursework with independent research under the guidance of a member of the biology faculty. Working in teams, students will be exposed to a variety of research projects that they will undertake. Students will collect, analyze data and present findings. 3 credit hours

**Bio 350 Invertebrate Zoology**

Prerequisites: Bio 204 or instructor's permission. Corequisites: None. Emphasizes taxonomy, and identification of aquatic invertebrates collected in Aroostook County rivers, ponds, and lakes. 4 credit hours

**Bio 352 Ecology**

Prerequisites: Bio 202 and Bio 204, or instructor's permission. Corequisites: None. Examines interactions among plants, animals, and the abiotic environment. Stress is placed on applying theory to practice by using examples from the field. 3 credit hours

**Bio 353 General Microbiology**

Prerequisites: Bio 100 or Bio 220 and Bio 221. Corequisites: None. Surveys morphology, ecology, physiology, genetics, and economic importance of prokaryotes. Should be taken concurrently with Bio 353L. 4 credit hours

**Bio 353L General Microbiology Lab**

Prerequisites: Bio 100 or Bio 220 and Bio 221.

Corequisites: None. Emphasizes techniques used in identification and control of bacteria. Offered with Bio 353. Nursing students must take Bio 353 and Bio 353L. 1 credit hours

**Bio 356 Vertebrate Biology**

Prerequisites: Bio 204 or permission of instructor. Corequisites: None. An examination of the evolution, physiology, and anatomy of vertebrate classes. Emphasizes the relationship between structural adaptations and the life history of vertebrates. 3 credit hours

**Bio 358 Applied Microbiology and Biotechnology**

Prerequisites: Bio 100. Corequisites: None. To provide students with an overview of the commercial and technological uses of microorganisms. Labs illustrate a range of practical uses of microorganisms, including food production, genetic engineering, and pollution detection. 4 credit hours

**Bio 361 Alpine Ecology**

Prerequisites: Minimum sophomore standing, Bio 100 and Env 100 or instructor's permission. Corequisites: None. Students examine the alpine ecosystems of the McGerrigles of southeastern Quebec by conducting field experiments and by recording and interpreting observations. 3 credit hours

**Bio 363 Human Nutrition**

Prerequisites: Bio 100 or Bio 220 and Bio 221, or instructor's permission. Corequisites: None. Describes nutrients needed for vital metabolic functions. Includes diet selection and planning. 3 credit hours

**Bio 370 Survey of Immunology**

Prerequisites: Bio 100 or Bio 220 and Bio 221. Corequisites: None. Describes how body distinguishes self and non-self; response to infections and foreign substances; abnormalities of immunity. 3 credit hours

**Bio 371 Physiology of Exercise**

Prerequisites: Bio 100 or Bio 204 or Bio 220 or Bio 221 or Bio 330 or instructor's permission. Corequisites: None. To provide the students with an understanding of the organs and systems of the human body, with particular emphasis on the effects of physical activity on the functioning of these systems. Emphasis will be placed on metabolic, muscular, cardiovascular, and pulmonary adaptation to exercise and exercise training. The course also emphasizes how the biological design of the cardiovascular, muscular, and pulmonary systems limit exercise capacity in different situations. We will also study the immediate and long-term effects upon functions of the human body. The laboratory experiences allow you to observe the fundamental systems in relation to the physiological concepts discussed in the course. 4 credit hours

**Bio 380 Limnology**

Prerequisites: Bio 100. Corequisites: None. Examines the physical, chemical, and biological factors that affect the productivity of freshwater systems. The focus will be on ecological principles basic to understanding aquatic environmental issues. 4 credit hours

#### **Bio 401 Pathophysiology**

Prerequisites: Bio 220 and Bio 221, Bio 353 and Bio 363 preferred. Corequisites: None. Examines physiological, anatomical, and biochemical basis of noninfectious diseases and their symptoms. 3 credit hours

#### **Bio 403 Psychopharmacology**

Prerequisites: Bio 100 or Bio 220 and Bio 221. Corequisites: None. To review the basic anatomy and function of the human nervous system. To understand the interaction between drugs and behavior. To explore the use of drugs in society both today and in the past. To examine the way various categories of drugs affect the nervous system and how their chemical structure relate to their mechanism of action. 3 credit hours

#### **Bio 412 Mammalogy**

Prerequisites: Bio 100 and Bio 204 or instructor's permission. Corequisites: None. This course examines the evolution, physiology and anatomy of mammalian orders. Emphasizes the relationship between structural adaptations and the life history of mammals. 3 credit hours

#### **Bio 420 Ornithology**

Prerequisites: Bio 100 and Bio 204 or instructor's permission. Corequisites: None. This course examines the origins, anatomy, physiology, behavior, communication, reproduction, demography, and conservation of birds within an ecological context. 3 credit hours

#### **Bio 451 Microbial Ecology**

Prerequisites: Bio 100. Corequisites: None. Analyzes importance of microbes in environment. Includes nutrient cycles, water and sewage treatment, pollution, and uses for microbes in such areas as pest control. 3 credit hours

#### **Bio 452 Field Ecology**

Prerequisites: Bio 202, Bio 204, and Bio 352. Corequisites: None. Emphasizes student designed studies of selected habitats, ecological methodology, and field trips to areas of ecological interest. Weekend study trips required. 4 credit hours

#### **Bio 454 Plant Physiology**

Prerequisites: Bio 202 and Chy 101 or instructor's permission. Corequisites: None. Applies elementary physical and biological principles to understanding of processes involved in plant metabolism and regulation of growth and development. Emphasizes experimental approach. Three hours lecture, two hours lab. 4 credit hours

#### **Bio 498 Senior Projects**

Prerequisites: Senior level student. Corequisites: . Students will have to the opportunity to do a literature or research project on a subject of interest. 3-6 credits credit hours

#### **Bus 100 Accounting Principles I**

Prerequisites: None. Corequisites: None. Surveys accounting principles with emphasis on theory, concepts, and practice. Explores accumulation, reporting, uses, and limitations of data. 3 credit hours

#### **Bus 101 Accounting Principles II**

Prerequisites: Bus 100. Corequisites: None. Examines basic accounting principles for partnerships and corporations. Analyzes financial reports and basic cost accounting for non-merchandising firms. 3 credit hours

**Bus 202 Real Estate Sales Agent**

Prerequisites: None. Corequisites: None. Equips the student with an entry level competency in real estate. Successful completion of the course qualifies individuals for the Real Estate Sales Agent license in the State of Maine. 3 credit hours

**Bus 203 Real Estate Associate Broker**

Prerequisites: None. Corequisites: None. Prepares the student with the skills required to fill the role of Designated Broker for an agency. Content includes trust accounts, license and contract laws, licensee training and supervision, and office management. Completion and one year's experience as a licensed Associate Broker qualifies the individual for a Real Estate Broker License in the State of Maine. 3 credit hours

**Bus 207 Principles of Insurance**

Prerequisites: None. Corequisites: None. Examines theory and practice of private insurance. A study of the principal lines of insurance including property, casualty, life, health, and medical. Also reviews the coverages of Social Security and Medicare/Medicaid. 3 credit hours

**Bus 211 Principles of Business**

Prerequisites: None. Corequisites: None. Explores basic business functions including organization, operations, marketing, and financing. Emphasis will be on practical skills for supervisors and managers. 3 credit hours

**Bus 219 Business and Professional Speaking**

Prerequisites: None. Corequisites: None. Develops oral communication skills, interview techniques, conduct of business meetings, and group discussions. 3 credit hours

**Bus 222 Introduction to Marketing**

Prerequisites: None. Corequisites: None. The components of the marketing structure and of the behavioral science concepts involved in marketing. Emphasis will be on practical skills in identifying markets and opportunities, product development, and advertising. 3 credit hours

**Bus 234 Financial Analysis & Planning**

Prerequisites: Bus 100 and Bus 211. Corequisites: None. A study of techniques for analyzing and meeting the financial needs of clients. This involves analyzing both the financial needs and the psychological make up of the client, and selecting investment opportunities that are suitable. The student will study various types of financial risk, investment opportunities, and client profiles. The emphasis will be on how to be a professional financial planner. 3 credit hours

**Bus 300 Principles of Finance**

Prerequisites: Bus 101, Bus 234, and Eco 101. Corequisites: None. Surveys principles, practices, procedures used in financial management. Emphasizes basic principles as they relate to short-term financing, time value of money, and financial planning. 3 credit hours

**Bus 301 Principles of Finance II**

Prerequisites: Bus 300. Corequisites: None. Studies long-term financing of firm, including capital asset evaluation, options theory, and the topic of interest in finance. 3 credit hours

**Bus 302 Intermediate Accounting I**

Prerequisites: Bus 101. Corequisites: None. An in-depth study of the theory of financial accounting. Topics covered include analysis and preparation of financial statements, the accounting treatment of current assets and long-term assets, and the accounting treatment of current liabilities and long-term liabilities. 3 credit hours

**Bus 303 Intermediate Accounting II**

Prerequisites: Bus 302. Corequisites: None. A continuation of Bus 302. This course emphasizes the equity portion of the balance sheet and the financial ramifications of various forms of long-term debt and equity. 3 credit hours

**Bus 304 Federal Taxation I**

Prerequisites: Bus 100 and Bus 211. Corequisites: None. A study of the U.S. Tax Code, IRS rulings and case law concerning the federal income tax and its effect on individuals. Emphasis is on both the conceptual basis for the tax and the preparation of individual tax returns. 3 credit hours

**Bus 305 Federal Taxation II**

Prerequisites: Bus 101 and Bus 304. Corequisites: None. A study like Bus 304 but with special attention to corporations and partnerships. Also considered is taxation of estates and trusts. 3 credit hours

**Bus 308 Managerial Accounting**

Prerequisites: Bus 101 and Bus 211. Corequisites: None. A study of accounting techniques and principles utilized in managerial decision making. Topics include: financial statements, cost analysis, profit analysis, budgeting, controlling, and transfer pricing. 3 credit hours

**Bus 313 Governmental & Non-Profit Accounting**

Prerequisites: Bus 211. Corequisites: None. A study of the principles of accounting and financial reporting for governmental and non-profit entities that explains the differences and the similarities between non-profit accounting and for-profit accounting. 3 credit hours

**Bus 320 Global Marketing**

Prerequisites: Bus 211 and Bus 222. Corequisites: None. Examines all aspects of marketing both in the domestic economy and in the international economy. 3 credit hours

**Bus 332 Small Business Management**

Prerequisites: Bus 100 and Bus 211. Corequisites: None. Reviews essential concepts of starting and operating small businesses. Covers environmental, management of operations, management of enterprise, problems in starting or growing a business, and financial and administrative control of small business. 3 credit hours

**Bus 336 Business Law I**

Prerequisites: Bus 211. Corequisites: None. Explores law regarding contracts, sales, personal property, and bailments. 3 credit hours

**Bus 337 Business Law II**

Prerequisites: Bus 211. Corequisites: None. Reviews law concerning commercial paper, creditors' rights, agency and employment, partnerships, corporations, and real property. 3 credit hours

**Bus 341 Business Negotiations**

Prerequisites: Bus 211. Corequisites: None. The course will cover the fundamentals of negotiations, development of techniques to assure sound negotiation abilities, and essential negotiation techniques. 3 credit hours

**Bus 343 Human Resources Management**

Prerequisites: Bus 211. Corequisites: None. Examines the activities in managing humans. Included topics are: assessment of human resources needs at present and in the future, and recruitment, training, and development of personnel. 3 credit hours

**Bus 344 Organizational Behavior in Business**

Prerequisites: Psy 100 and Bus 211. Corequisites: None. The behavior that occurs in firms is examined. Emphasis is on the complex dynamics that exist in human organizations. Development of organizational learning and organizational intelligence is examined in detail. 3 credit hours

#### **Bus 397 Business Internship**

Prerequisites: None. Corequisites: None. The internship provides business majors the opportunity to apply business management theories and practices. In addition, the student is exposed to specific knowledge regarding the firm sponsoring the internship. Students are required to find, gain admissions, and complete specific periods of participation in a firm consistent with the intern's career goals. Minimum 8 credit hours

#### **Bus 400 Real Estate Law**

Prerequisites: Bus 336. Corequisites: None. Approved by the Real Estate Commission to prepare for the Maine Real Estate Broker's License. Covers land titles, deeds, acquisitions, transfer, methods of ownership, easements, land descriptions, mortgages, brokerage participation, and other legal applications. 3 credit hours

#### **Bus 402 Real Estate Practices**

Prerequisites: Bus 202. Corequisites: None. Prepares the student with the skills to be a Designated Broker for an agency. Content includes trust accounts, license, and contract laws, licensee training and supervision, and office management. Completion and one year of experience as a licensed Associate Broker qualifies the individual for a Real Estate Broker License in Maine. 3 credit hours

#### **Bus 407 Risk Management & Planning**

Prerequisites: Bus 207, Bus 300, and Mat 351. Corequisites: None. A study of risk management techniques, including risk modeling, and the applications of insurance and financial instruments including options and derivatives. 3 credit hours

#### **Bus 409 Principles of Investment**

Prerequisites: Bus 300. Corequisites: None. Considers concepts of investment management and its application to individual and institutional investors. 3 credit hours

#### **Bus 411 Business Policy and Strategic Planning**

Prerequisites: Bus 100, Bus 101, Bus 211, Bus 222, Bus 300, Bus 336, Eco 100, Eco 101, Elc 200 and Junior or Senior standing. Corequisites: None. The course focuses on how firms formulate, implement, and evaluate strategies. Strategic management concepts and techniques are studied. Students use all the knowledge acquired from previous business courses, coupled with new strategic management techniques learned, to chart the future directions of different organizations. The major responsibility of students is to make objective strategic decisions and to justify them through oral and written communication. 3 credit hours

#### **Bus 430 Employee Benefits and Retirement Programs**

Prerequisites: Bus 211 and Bus 343. Corequisites: None. A study of the different types of employee benefits, including government mandated and non-mandated, as well as a study of the different types of retirement programs, including government mandated, employer-provided, and private-individual-provided. Emphasis is on the economic benefit received by both the individual and the employer. 3 credit hours

#### **Bus 432 Operations and Production Management**

Prerequisites: Mat 280, Mat 351 and Bus 211, or permission of instructor. Corequisites: None. An introduction of decision models to management. Statistical inference and decision theory is emphasized. Topics covered include: queueing theory, inventory control, simulation, game theory, linear programming, and Markov chains. Applications covered include: product research & development, capacity management, facilities design, production line models, reliability models, and statistical quality programs. 3 credit hours

**Bus 478 E-Commerce & Business Simulator**

Prerequisites: Senior level or permission of instructor. Corequisites: None. This is the Capstone experience class for the E-Commerce and Business Management degree program. The student will use skills and knowledge gained in their previous course of study. Students will collectively select an E-Commerce or business initiative of their own choosing and take it from "vision to fulfillment." Students create their own project teams, create and manage a budget for the initiative, seek financing for the initiative, create a project plan for the initiative, market the initiative and take the initiative to completion in an environment simulating real world conditions. 4 credit hours

**Chy 100 Chemistry I**

Prerequisites: Mat 128 or instructor's permission. Corequisites: None. An introduction to basic chemical concepts such as matter, elements, atom, molecule, atomic structure, periodic table, chemical bonding, stoichiometry, solutions and electrolytes, reaction rates and equilibrium. Studies the basic properties of selected elements and a brief introduction to organic and biochemistry. Laboratory introduces basic techniques in chemistry laboratory. Three hours lecture, three hours lab. \$15 non-refundable lab fee required. 4 credit hours

**Chy 101 Chemistry II**

Prerequisites: Chy 100 or instructor's permission. Corequisites: None. Continuation of Chy 100. Studies hydrocarbons, alcohols, carboxylic acids, ketones, aldehydes, esters, amines, amides, carbohydrates, protein, amino acids, and nucleic acids. Laboratory introduces basic techniques in quantitative analysis and some elementary organic synthesis. Three hours lecture, three hours lab. \$15 non-refundable lab fee required. 4 credit hours

**Chy 300 Biochemistry**

Prerequisites: Bio 100 and Chy 101, or instructor's permission. Corequisites: None. Examines the structures and functions of major biomolecules, as well as their roles in cellular metabolism. Emphasizes protein function and regulation. Lab work introduces methods used to study biomolecules, including spectrophotometry, chromatography, and enzyme analysis. 4 credit hours

**Chy 310 Organic Chemistry I**

Prerequisites: Chy 100, 101. Corequisites: None. Discusses molecular structure and chemical bonding in organic chemistry. Describes nature and mechanism of chemical reactions. Studies alkanes, alkenes, alkynes, alcohols, and ethers and their chemical properties. Lab emphasizes methods of separation and characterization of organic compounds. Three hours lecture, three hours lab. \$15 non-refundable lab fee required. 4 credit hours

**Chy 311 Organic Chemistry II**

Prerequisites: Chy 310. Corequisites: None. Continuation of Chy 310. Structural determination using physical methods, UV, NMR, IR, and MS spectroscopy. Studies aromatic compounds, redox reactions, aldehydes, ketones, lipids, and proteins. Lab emphasizes synthesis of organic compounds, carbonyl group, amines, carbohydrates, lipids, and proteins. Three hours lecture, three hours lab. Lab emphasizes synthesis of organic compounds. \$15 non-refundable lab fee required. 4 credit hours

**Chy 320 Environmental Chemistry**

Prerequisites: Chy 100. Corequisites: None. Examines the chemistry behind environmental issues. Explores the chemical basis of environmental problems in water, soil, and the atmosphere. Lab and fieldwork emphasize chemical and instrumental methods for analysis of water and soil. 4 credit hours

**Cos 103 Introduction to Information Technology**

Prerequisites: None. Corequisites: None. Explores common information technologies and their application. Examines computer based applications including operating systems, file managers, word processors, electronic spreadsheets, database management systems, presentation graphics, electronic communication

tools (including e-mail, chat sessions, listservers), Internet tools (including ftp and WWW), and search tools (including online library catalogs, and common WWW search engines). Develops competence in locating, interpreting, analyzing, synthesizing, evaluating, and communicating information in both print and electronic media. 4 credit hours

### **Cos 111 Introduction to Computer Science**

Prerequisites: Cos 103, Mat 128 or Mat 160, or instructor's permission. Corequisites: None. Introduces computer hardware, software, procedures, systems and human resources and explores their integration and application in business and other segments of society. The fundamentals of computer problem solving and programming in a high-level programming language are discussed and presented with an emphasis on general software development skills. 4 credit hours

### **Cos 125 Internet Fundamentals and Webpage Design**

Prerequisites: Cos 103 or instructor's permission. Corequisites: None. Explores current Internet technologies, protocols, and terminology. Introduces computer applications used to explore, search, and communicate over the Internet. Introduces web page authoring technologies and tools for working with Hypertext Markup Language (HTML). Introduces basic design and development principles relating to website structure, web pages, and computer graphics. Students will have the opportunity to create their own websites. 3 credit hours

### **Cos 130 Desktop Publishing**

Prerequisites: Cos 103 or instructor's permission. Corequisites: None. Explores the fundamental principles and concepts of desktop publishing, including type design, page layout and design, graphics, and printing. Develops knowledge and design skills in the appropriate use of desktop publishing software applications and portfolio creation. 3 credit hours

### **Cos 206 Survey of Information Assurance and Security**

Prerequisites: Cos 103. Corequisites: None. Explores information security and assurance issues using a multidisciplinary approach. Examines security policies, models, and mechanisms for secrecy, integrity, availability and usage. Covers operating system models and mechanisms for mandatory and discretionary controls, data models, basic cryptography and its applications, security in computer networks and distributed systems, inspection and protection of information assets, detection of and reaction to threats to information assets, and examination of pre- and post-incident procedures, technical and managerial responses and an overview of the Information Security Planning and Staffing functions. Emphasizes development of awareness and appreciation of information security and assurance issues with projects tailored to student career/academic goals. 3 credit hours

### **Cos 233 Macromedia Flash Development**

Prerequisites: Cos 103 or instructor's permission. Corequisites: . Introduces the features and components of Macromedia Flash and demonstrates how they can be used to easily create simple applications and multi-media rich content. Explores ActionScript the Macromedia Flash MX scripting language and general concepts pertaining to the creation of cutting edge Web productions. 3 credit hours

### **Cos 260 Introduction to Programming**

Prerequisites: Cos 111 or instructor's permission. Corequisites: None. Explores the object-oriented and structured programming paradigms with emphasis on problem analysis, algorithm development, data structure selection and usage techniques using representative programming languages. Examines syntax/semantics, file I/O, modularization, and array utilization. 4 credit hours

### **Cos 272 Computer Graphic Art**

Prerequisites: Cos 103 or instructor's permission. Corequisites: None. Explores the fundamental principles and concepts of computer graphic art including color, light, and evaluation. Develops knowledge and design skills in the appropriate use of graphic art software applications and portfolio creation. 3 credit hours

**Cos 310 Computer Programming -- FORTRAN**

Prerequisites: Cos 260 or instructor's permission. Corequisites: None. Pursues a more in-depth view of a common high level programming language around which course is centered. Covers advanced problem analysis, algorithm development, and data structure selection and usage techniques as they apply to the language. 3 credit hours

**Cos 312 Computer Programming -- Java**

Prerequisites: Cos 260 or instructor's permission. Corequisites: None. Pursues a more in-depth view of a common high level programming language around which the course is centered. Emphasizes the object-oriented programming paradigm. Students will learn to create both stand alone JAVA applications and JAVA Applets for web pages. Advanced topics such as event handling, exception handling, and multi-threading will be introduced. 3 credit hours

**Cos 320 Computer Programming -- COBOL**

Prerequisites: Cos 260 or instructor's permission. Corequisites: None. Pursues a more in-depth view of a common high level programming language around which course is centered. Covers advanced problem analysis, algorithm development, and data structure selection and usage techniques as they apply to the language. 3 credit hours

**Cos 325 Computer Programming -- C++**

Prerequisites: Cos 260 or instructor's permission. Corequisites: None. Pursues a more in-depth view of a common high level programming language around which course is centered. Covers advanced problem analysis, algorithm development, and data structure selection and usage techniques as they apply to the language. 3 credit hours

**Cos 327 Computer Programming -- VisualBASIC**

Prerequisites: Cos 260 or instructor's permission. Corequisites: None. Pursues a more in-depth view of a common high level programming language around which course is centered. Covers advanced problem analysis, algorithm development, and data structure selection and usage techniques as they apply to the language. 3 credit hours

**Cos 333 Systems Analysis and Design**

Prerequisites: Upper level programming language course or instructor's permission. Corequisites: None. Examines various system development life cycles, industry management interaction, project development and management, physical system evaluation and design, as well as vendor interaction issues. Emphasizes through a hands-on approach small system development and CASE (Computer Aided Software Engineering) skill development. 3 credit hours

**Cos 338 Networking**

Prerequisites: Cos 111 or instructor's permission. Corequisites: None. Introduces basic computer networking concepts, terminology, hardware and software components. Provides the students hands-on opportunities to establish, modify, and maintain software and hardware components of a local area network. Provides the student specific applied skill opportunities with widely recognized and utilized network operation systems. Further develops the students' understanding of network issues including network topologies, standards, procedures, security, careers, as well as the economic and social implications of networking. Affords students the opportunity to apply what they have learned by constructing a functional small office network in a lab setting. 4 credit hours

**Cos 346 Databases**

Prerequisites: Cos 260 or instructor's permission. Corequisites: None. Explores database fundamentals, design, implementation, and administration using industry standard technologies and methodologies. Examines the relational database model and the newer semantic object models of database design and provides students the opportunity to model, design, and implement databases using both methods.

Emphasizes modern multi-user, multi-processing, Web-enabled databases and structured query language (SQL). There will be significant hands-on components in the course. 4 credit hours

#### **Cos 354 Network Security**

Prerequisites: Cos 338, Elc 200 or Cos 206 or instructor's permission. Corequisites: None. Provides a fundamental understanding of network security principles and implementation. Covers the technologies used and principles involved in creating a secure computer networking environment. Provides the student a variety on hands-on and case project opportunities that reinforce the concepts. Explores authentication, attack types and malicious code, threats and countermeasures, securing e-mail, Web applications, remote access, file and print services, security topologies, intrusion detection systems, firewalls, physical security concepts, security policies, disaster recovery, and computer forensics. 4 credit hours

#### **Cos 360 Computer Organization/Assembly Language**

Prerequisites: Upper level programming language course or instructor's permission. Corequisites: None. Explores architecture of computing systems including microprocessor control systems. Includes control unit logic, input/output processing and devices, asynchronous processing, concurrency, parallelism, and memory issues. Demonstrates a number of algorithms using a representative low level programming language. 3 credit hours

#### **Cos 370 Operating Systems**

Prerequisites: Cos 111 or instructor's permission. Corequisites: None. Surveys operating system issues including supervisory and control software for multiprogrammed computer systems, scheduling, process synchronization, interprocess communication, memory management, resource allocation, and performance evaluation. 3 credit hours

#### **Cos 372 Introduction to Nanotechnology**

Prerequisites: Cos 103 or instructor's permission. Corequisites: None. This course provides a broad technical introduction of core Nanotechnology concepts and their application. Explores the history of Nanotechnology. the molecular world, self assembly, micro arrays, quantum dots, quantum programming languages, Nanomedicine, and the national Nanotechnology initiative documents and undergraduate research. 3 credit hours

#### **Cos 381 Internet/Intranet Programming**

Prerequisites: Cos 125, Cos 260 or instructor's permission. Corequisites: None. Introduces basic design and development principles pertaining to the creation of interactive dynamic websites. Provides the student hands-on opportunities to extend their knowledge of markup languages (e.g., HTML, XML) and web application languages (e.g., Java, JavaScript). Provides the student specific applied skill opportunities in the selection and use of appropriate website technologies. Further develops the students' understanding of dynamic website issues including e-commerce, standards, procedures, security, and career opportunities. 3 credit hours

#### **Cos 397 Computer Management Internship**

Prerequisites: Upper level programming language course, internship and faculty sponsors' permission. Corequisites: None. The internship is designed to provide Computer Application majors the opportunity to apply computer management and software development theories and principles in a particular in-service setting in which they will gain additional practical in-service applications skills. The intern is expected to complete a fixed length period of participation in a firm consistent with the intern's career aspiration. 3 credit hours

#### **Cos 413 Computer Forensics and Investigations**

Prerequisites: Cos 103 or instructor's permission. Corequisites: None. The course presents methods to properly conduct a computer forensics investigation beginning with a discussion of ethics, while mapping to the objectives of the International Association of Computer Investigative Specialists (IACIS) certification. 4 credit hours

**Cos 420 Internet and Intranet Architecture**

Prerequisites: Cos 338 or instructor's permission. Corequisites: None. Explores the hardware and protocols that form the foundation of the Internet and Intranets. Examines popular and emerging protocols. Emphasizes networking standards as defined in Internet Engineering Task Force Request for Comments (IETF RFC's). Assists in developing an in-depth understanding of the Internet and its underlying protocols. 3 credit hours

**Cos 430 Cryptography**

Prerequisites: Cos 206, Cos 354, Mat 180 or instructor's permission. Corequisites: None. The course introduces the principles of number theory and the practice of network security and cryptographic algorithms. Topics include: Primes, random numbers, modular arithmetic and discrete logarithms. Conventional or symmetric encryption (DES, IDEA, Blowfish, Twofish, Rijndael) and public key or asymmetric encryption (RSA, Diffie-Hellman), key management, hash functions (MD5, SHA-1, RIPEMD-160 HMAC, digital signatures, certificates, authentication protocols (X.509, DSS, Kerberos), electronic mail security (PGP, S/MIME), web security, and protocols for secure electronic commerce (IPSec, SSL, TLS, SET). 3 credit hours

**Crj 100 Criminology**

Prerequisites: None. Corequisites: None. Studies crime in society. Considers criminal etiology, prevention, penology, law enforcement, administration of justice, and theories of reformation. 3 credit hours

**Crj 101 Introduction to Criminal Law**

Prerequisites: None. Corequisites: None. Provides general overview of basic doctrines and principles of criminal law. Utilizes law school materials and instructional methods. 3 credit hours

**Crj 105 Introduction to Criminal Justice**

Prerequisites: None. Corequisites: None. Examines basic systems and problems of American criminal justice system; provides an appreciation of historical background and impact on society. 3 credit hours

**Crj 108 Constitutional Law**

Prerequisites: None. Corequisites: None. Students will learn that the study of the Constitution is typical of the law and doctrine developed in Supreme Court decisions; experience the Case Method of instruction; give attention to historical aspects and political dynamics of constitutional law; and understand the history of national political life. 3 credit hours

**Crj 209 Police, Crime and Society**

Prerequisites: None. Corequisites: None. This course is an overview of the role of law enforcement within civil society. We will cover the origin and development of the institution of police, with particular attention to North America; the roles, operations, and functions of police within democracies; the relations of social problems and crime; social attitudes towards the police; the socialization process of becoming a police officer; the social organization of police systems-federal, state, local; the bureaucracy of police systems; problems specific to police forces such as job stress, excessive force, corruption, and 'seige' mentality; and the future of policing in America. 3 credit hours

**Crj 215 Principles of Investigations**

Prerequisites: None. Corequisites: None. A basic study of the role of the law enforcement officer in investigating crimes. Attention given to processing crime scenes, interviewing techniques, basic techniques used in investigation of specific crimes. 3 credit hours

**Crj 222 Criminalistics**

Prerequisites: Crj 215, 216. Corequisites: None. Examines the importance of physical evidence in crime solving. The student will learn how to identify, preserve, and collect relevant physical evidence from actual cases. Course includes tour of Crime Lab and Medical Examiners Office. 3. credit hours

**Crj 260 Police Procedures**

Prerequisites: Crj 105 or instructor's permission. Corequisites: None. This practical introduction to police field operations is presented from the perspective of a working police officer and will illustrate real-life scenarios an officer is likely to encounter while on-duty. The instructor will focus on community policing throughout, detailing how and why certain procedures are used, and provides instructional techniques from leading police academies around the country. 3 credit hours

**Eco 100 Introduction to Macroeconomics**

Prerequisites: None. Corequisites: None. Surveys leading contemporary macro-economic theories. Explores neo-classical, Keynesian, monetary, and supply-side theories. 3 credit hours

**Eco 101 Introduction to Microeconomics**

Prerequisites: Eco 100. Corequisites: None. Surveys economic theory regarding subsystems in the economy. Emphasizes modeling consumer and business behavior. 3 credit hours

**Eco 300 Intermediate Macroeconomic Theory**

Prerequisites: Eco 100. Corequisites: None. Emphasizes influence Keynesian, monetarist, and supply-side theories have had on twentieth century economic policy. 3 credit hours

**Eco 311 Money and Banking**

Prerequisites: Eco 100. Corequisites: None. Discusses all aspects of currency and banking. Includes discussions, lectures, guest lecturers and field trips to lending institutions. 3 credit hours

**Eco 312 Environmental Economics**

Prerequisites: Eco 101. Corequisites: None. Uses basic economic theory and principles to discuss environmental problems. Covers opportunity costs, resource allocation, conservation, market failure, externalities, and governmental policy analysis. 3 credit hours

**Eco 320 International Trade and Finance**

Prerequisites: Eco 100 or Eco 101. Corequisites: None. Examines such topics as the balance of payments, International Monetary Fund, the forward market in foreign exchange, and international banking. 3 credit hours

**Edu 100 Educational Foundations**

Prerequisites: None. Corequisites: None. An introductory course to the historical, philosophical, and social foundations of American education. It will explore ways in which sociocultural, philosophical, economic, and political factors impact on the provision and practice of education. Field experience conducting surveys of the views of teachers, administrators, parents, and other members of the community on contemporary issues in education will comprise an important part of the course. 3 credit hours

**Edu 214 Classroom Communication**

Prerequisites: None. Corequisites: None. This course is intended to answer the general education requirement for Speech, and recommended for Education majors. It is designed to provide the student with a basic understanding of classroom communication and speech communication. After completing the course, the student should be able to present ideas publicly in a logical, coherent, and effective manner. 3 credit hours

**Edu 299 Multicultural Education**

Prerequisites: None. Corequisites: None. An introduction to multicultural education for anyone who is working in a multicultural/bilingual context and/or interested in multiculturalism and bilingualism. It will present the different aspects of multiculturalism and multicultural education, explore innovative approaches to multicultural education practices in bilingual context, and develop a better understanding of living in a pluralistic society. The course will be interactive and will be based on realistic situations as well

as students' and in-service teachers' own experiences and appreciation of multiculturalism and bilingualism. 3 credit hours

### **Edu 302 Evaluation and Guidance**

Prerequisites: Junior level, completed the liberal arts core, or permission of instructor. Corequisites: None. Deals with the issue of evaluation in our schools, including developing a testing program, constructing tests, evaluating student and teacher performance, test interpretation, and test administration. An overview of the role of guidance counseling, guidance programs, and counseling theories is also provided. 3 credit hours

### **Edu 303 Education of Exceptional Children**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. Explores exceptionality including characteristics of exceptional child and principles of mainstreaming. Analyzes teacher's role in developing individual education programs. 3 credit hours

### **Edu 304 Learning Processes**

Prerequisites: Junior Standing or instructor's permission; completion of a minimum of 18 credits in the candidate's subject area discipline with a minimum grade of "C" in each course. Corequisites: None. Examines learning in relation to development of reading, writing, speaking, listening, and thinking abilities. 3 credit hours

### **Edu 306 Methods of Instruction**

Prerequisites: Junior Standing or instructor's permission; completion of a minimum of 18 credits in the candidate's subject area discipline with a minimum grade of "C" in each course. Corequisites: None. Examines several systems of discipline for the contemporary classroom. Involves planning for instruction, implementation and assessment. The student will develop their own system of discipline and participate in peer teaching in a simulated K-8 environment. 3 credit hours

### **Edu 318 Methods and Materials in Bilingual/Multicultural Education**

Prerequisites: Edu 299. Corequisites: None. Examines teaching methods and instructional materials appropriate to and developed for bilingual teaching situations. 3 credit hours

### **Edu 327 Curriculum and Instruction I**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. Curriculum and Instruction is an integrated course, which covers methods of planning, instructing, and evaluating a diverse population of elementary (secondary) students. Student teachers will acquire insights into the classroom world made up of students of different native languages, colors, classes and religions; in addition to individual differences in learning styles, gender, sexual orientation, and physical and mental abilities. Consideration of diversity will lead into the management strategies necessary to implement instructional designs and create an efficient learning environment. Current ethical and legal issues in educational settings will also be discussed. 4 credit hours

### **Edu 328 Curriculum and Instruction II**

Prerequisites: Edu 327. Corequisites: None. Curriculum and Instruction is an integrated course, which covers methods of planning, instructing, and evaluating a diverse population of elementary (secondary) students. Student teachers will acquire insights into the classroom world made up of students of different native languages, colors, classes and religions; in addition to individual differences in learning styles, gender, sexual orientation, and physical and mental abilities. Consideration of diversity will lead into the management strategies necessary to implement instructional designs and create an efficient learning environment. Current ethical and legal issues in educational settings will also be discussed. 4 credit hours

### **Edu 335 Computers in the Classroom I**

Prerequisites: Edu 100 and basic computer skills. Corequisites: None. Explores the uses of a computer as a tool for learning and a tool for teaching. Students will analyze computerized instructional methods as

adjuncts to traditional teaching methods and will develop strategies for incorporating computerized methods in the overall instructional design. 3 credit hours

### **Edu 336 Computers in the Classroom II**

Prerequisites: Edu 335. Corequisites: None. The course assumes a basic understanding of computer skills in multiple areas. The course is designed for students to expand their knowledge of technology and its use in the curriculum at the K-12 grade level. Students will expand their abilities in software applications and their effective use in teaching, by immersing themselves into the current research available on the use of technology in the classroom. 3 credit hours

### **Edu 339 Classroom Management**

Prerequisites: Junior standing or permission of instructor. Corequisites: None. This course works towards helping pre-service and classroom teachers build a positive classroom environment that supports democracy, equality, and dignity while producing an atmosphere that is conducive to learning. 3 credit hours

### **Edu 340 Special Topic: Assessment**

Prerequisites: None. Corequisites: None. This "special topics" seminar is designed for beginning educators in both the elementary and secondary school. Routine issues that challenge the successful classroom, as well as more complicated concerns facing education and educators, will be addressed. Every attempt will be made to provide learning experiences that will encourage competency and confidence for the anticipated "first year" of teaching. 3 credit hours

### **Edu 347 Practicum in Bilingual/Multicultural Studies**

Prerequisites: Edu 299. Corequisites: None. Requires participation in classroom activities in bilingual instruction setting. 3 credit hours

### **Edu 358 Secondary Educational Methods I**

Prerequisites: Junior standing or instructor's permission; completion of a minimum of 18 credits in the candidate's subject area discipline with a minimum grade of "C" in each course. Corequisites: None. The course will introduce pre-service teachers to a wide variety of instructional models that have been shown to lead to more effective instruction in the secondary classroom. Accordingly, it addresses methods for working with pre-adolescent and adolescent students. Pre-service teachers will learn to describe educational goals, define learning objectives, and match their objectives to instruction, teaching materials, teaching processes, assessment practices, and the learning process. 4 credit hours

### **Edu 359 Secondary Educational Methods II**

Prerequisites: Junior standing or instructor's permission; completion of a minimum of 18 credits in the candidate's subject area discipline with a minimum grade of "C" in each course. Corequisites: None. A continuation of Edu 358 with a stronger emphasis on curriculum planning and educational methodologies. 4 credit hours

### **Edu 401 Education Psychology**

Prerequisites: Junior standing or instructor's permission; completion of a minimum of 18 credits in the candidate's subject area discipline with a minimum grade of "C" in each course..  
Corequisites: None. Analyzes psychological foundations of teaching, including individual differences in learning styles, intelligence, motivation, social-emotional development, and classroom management techniques to create optimal development. 3 credit hours

### **Edu 406 Student Teaching**

Prerequisites: Permission of Director of Student Teaching after submission of application and subsequent interview. Corequisites: None. Provides teaching experience under the guidance of a classroom mentor teacher and a University supervisor. Includes planning, implementation and evaluation of classroom management, and the teaching/learning process. Students may take only one other course while student teaching. 15 credit hours

**Edu 410 Approaches to Literacy**

Prerequisites: Edu 304. Corequisites: None. Explores implementation of contemporary education approaches in the elementary school. Includes practicum. 4 credit hours

**Edu 414 Teaching of French in the Elementary School**

Prerequisites: Edu 100 and Fre 111. Corequisites: None. Presents methods of teaching comprehension, speaking, reading, and writing using culturally-authentic materials and methods geared to young learners. 3 credit hours

**Edu 416 Integrating Music in the Elementary Classroom**

Prerequisites: None. Corequisites: None. Students will acquire a background in the practice and theory of teaching music to children. The outcome-based goals of the State of Maine Learning Results will be used as a guide. 3 credit hours

**Edu 418 Health and Physical Education for Elementary and Middle School**

Prerequisites: Junior standing or instructor's permission. Corequisites: None. Health and Physical Education for Elementary and Middle School Teachers is a 3 credit course designed to introduce the pre-service teacher to the content areas of the K-8 health and physical education curriculum. Pre-service teachers will focus on key concepts in health and physical education necessary to successful K-8 health instruction as defined by the State of Maine Learning Results. The four modules of the course are 1) K-8 Physical Education, 2) health Concepts, Information, and Services, 3) Health Promotion and Risk Reduction, and 4) Influences on Health and Personal Goal Setting. 3 credit hours

**Edu 421 Developmental Disabilities Seminar**

Prerequisites: Instructor's permission. Corequisites: None. Investigates developmental disabilities including communicative, psychopathological, learning, orthopedic, sensory, and genetic. 3 credit hours

**Edu 423 Content Teaching in French**

Prerequisites: Edu 100, Edu 299, or permission of instructor.

Corequisites: None. Offers basic linguistic information necessary for teaching math, science, social studies, grammar, culture, art, and music in French. 3 credit hours

**Edu 425 Children's Literature**

Prerequisites: Junior standing; successful or instructor's permission. Corequisites: None. Introduction to and the study of literature written for children. The various genres of children's literature will be read and examined, and the major literary contributions to the field will be explored. Particular emphasis will be placed upon cultural influences that have affected both the creation of certain literary works and the reactions of society to these particular literary works. 3 credit hours

**Edu 428 Integrating Arts in the Secondary Curriculum**

Prerequisites: Junior Standing or instructor's permission; completion of a minimum of 18 credits in the candidate's subject area discipline with a minimum grade of "C" in each course. Corequisites: None. Designed to help pre-service teachers plan art based interdisciplinary units to help students become critical, creative thinkers. Pre-service teachers will investigate recent research supporting art-powered curriculum and will work with other practicing professional artists and teachers from the community, university, and public schools. 3 credit hours

**Edu 443 Writing Processes**

Prerequisites: Junior standing or permission of instructor. Corequisites: None. Course explores relationships between and among children's oral language development as it influences children's written and reading language development. The general topic is writing and all aspects of written process. Since writing does not emerge in isolation, those other factors which affect its growth and development will be explored. 3 credit hours

**Edu 445 Social Studies for Elementary and Middle School I**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. Social Studies for Elementary and Middle School is a two-semester, 6-credit course designed to introduce the pre-service teacher to the content areas of the K-8 Social Studies curriculum. Pre-service teachers will focus on major themes in the six key social science disciplines of geography, history, anthropology, sociology, economics, and political science necessary to successful K-8 social studies instruction as defined by the State of Maine Learning Results and the K-8 social studies standards set by the National Council for the Social Studies (NCSS). 3 credit hours

**Edu 446 Socials Studies for Elementary and Middle School II**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. Social Studies for Elementary and Middle School is a two-semester, 6-credit course designed to introduce the pre-service teacher to the content areas of the K-8 Social Studies curriculum. Pre-service teachers will focus on major themes in the six key social science disciplines of geography, history, anthropology, sociology, economics, and political science necessary to successful k-8 social studies instruction as defined by the State of Maine Learning Results and the k-8 social studies standards set by the National Council for the Social Studies (NCSS). 3 credit hours

**Edu 451 Reading for Elementary Teachers I**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. This introductory learning processes course is designed to acquaint the prospective elementary school teacher with learning attainment concepts. Learning processes, including thinking, speaking, reading, and writing, will be the focus of assigned readings and class discussions. In addition to the required readings, students will be expected to complete outside readings from the library. 3 credit hours

**Edu 454 Reading and Writing Across the Secondary Curriculum**

Prerequisites: Junior standing or instructor's permission. Corequisites: None. To have pre-service teachers develop an understanding of the importance of teaching adolescent students reading, writing, thinking, listening and speaking skills in the content areas. To help pre-service teachers develop a knowledge of the best practices and strategies of teaching, reading, writing, thinking, speaking and listening in the content areas. To provide pre-service teachers the opportunity to examine and develop materials appropriate for the content area of their concentration. To provide pre-service teachers with an overview of the use and appropriateness of multiple assessment tools. 3 credit hours

**Edu 463 Writing for Elementary Teachers**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. Teaching of Writing for Elementary Teachers is a 3 credit course designed to prepare students to be effective writing instructors. The course is focused on helping students to develop an understanding of the complex nature of literacy development at the elementary level. Students will investigate recent research in effective strategies for teaching of writing and apply this knowledge to the development of writing workshops, mini-lessons, and assessment of children's writing. Along with professional readings, small and large classroom group activities, students will be expected to actively participate in writer's workshop. 3 credit hours

**Edu 469 Current Research-Education**

Prerequisites: None. Corequisites: None. This course provides secondary education students the opportunity to investigate current research on teaching and learning. Pre-service teachers ill acquire insight into how current research informs educational practice in the modern classroom. 3 credit hours

**Edu 477 Bilingual Curriculum Design**

Prerequisites: None. Corequisites: None. To have practicing and pre-service teachers develop a sophisticated understanding of the increasing racial, ethnic, cultural and social-class diversity in our classrooms, communities, and work places. To help develop the knowledge and skills needed to teach and

work effectively with students, parents, teachers, and communities of diverse backgrounds and cultures. 3 credit hours

#### **Edu 481 Science for Elementary Teachers I**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. This course explores the major disciplines of science taught in an elementary and middle level education program, as outlined in the State of Maine Learning Results (1997). The fall semester covers: Motion, Energy, Ecology, and the Evolution and Classification of Life. The spring semester covers: Cells, Earth Science, the Structure of the Universe and the Implications of Science and Technology. Blended throughout the units are the concepts of scientific reasoning, communication, inquiry, and problem solving. 3 credit hours

#### **Edu 482 Science for Elementary Teachers II**

Prerequisites: Junior level, completed the liberal arts core or permission of instructor. Corequisites: None. This course explores the major disciplines of science taught in an elementary and middle level education program, as outlined in the State of Maine Learning Results (1997). The fall semester covers: Motion, Energy, Ecology, and the Evolution and Classification of Life. The spring semester covers: Cells, Earth Science, the Structure of the Universe, and the Implications of Science and Technology. Blended throughout the units are the concepts of scientific reasoning, communication, inquiry, and problem solving. 3 credit hours

#### **Edu 483 Math for Elementary School Teachers I**

Prerequisites: 6 credits of math, junior level, completed the liberal arts core, or permission of instructor. Corequisites: None. The course is to provide students with information and experiences that will enable them to demonstrate: Knowledge of content (concepts, notation, terminology) for teaching math; Activities that encourage methods of teaching; Ability to communicate math verbally and in writing. Lab included. 3 credit hours

#### **Edu 484 Math for Elementary School Teachers II**

Prerequisites: 6 credit of math, junior level, completed the liberal arts core, or permission of instructor. Corequisites: None. The course is to provide students with information and experiences that will enable them to demonstrate: Knowledge of content (concepts, notation, terminology) for teaching math; Activities that encourage methods of teaching; Ability to communicate math verbally and in writing. Lab included. 3 credit hours

#### **Elc 200 Introduction to E-Commerce**

Prerequisites: Cos 103, Bus 211 and Eng 100 or permission of instructor. Corequisites: None. Explores the key life cycle phases of an e-commerce initiative. Students will learn how to plan, design, and evaluate web sites, how to launch an e-business from scratch, technology needed for developing e-commerce, how to market products, what ethical and legal factors to consider, and how to ensure security and integrity of data through various methods and technologies. Students will gain exposure to the managerial and organizational implications of e-commerce and the relationships between the business and the technology drivers of e-commerce. 3 credit hours

#### **Elc 206 Oral Communications in the Electronic Age**

Prerequisites: Eng 100. Corequisites: None. This course will cover the areas of Telemarketing, web based spoken communication, and ITV presentation. It will prepare students to use these modes and media for delivering oral communication presentation effectively. 3 credit hours

#### **Elc 310 Introduction to E-Marketing**

Prerequisites: Bus 211, Bus 222, and Elc 200. Corequisites: None. An exploration of the impact of electronic technologies on traditional marketing techniques through readings, discussion, case study analysis and research. Students will, individually and within working groups, gain experience leveraging electronic technologies to achieve the marketing goals of firms and various initiatives. Emphasis is on

strategic E-marketing planning from a strategic perspective. Course cumulates with student creation of E-marketing plans for an existing firm or initiative. 3 credit hours

#### **Elc 347 Project Management**

Prerequisites: Bus 211 and Cos 103 or Instructor's permission. Corequisites: None. As product life cycles continues to shrink, professional careers are built on a succession of projects. Time based competition presents an escalating challenge of compressing project duration, where due date performance is critical. The course explores the hard and soft techniques of successful project management and is supported by industry standard project planning software. Students will be expected to create complete project plans for several large simulations of actual projects in their chosen disciplines. 3 credit hours

#### **Elc 397 E-Commerce Internship**

Prerequisites: Instructor's permission. Corequisites: None. The internship is designed to allow Electronic Commerce majors the opportunity to use the knowledge and practices acquired in their program of study in an actual business. The student will also be able to learn specific knowledge of a particular business and industry. The business intern will complete a fixed length period of participation in a firm consistent with the intern's career aspirations. 4 to 12 variable credit hours

#### **Elc 478 E-Commerce & Business Simulator**

Prerequisites: Senior standing or permission of instructor. Corequisites: None. This is the Capstone experience class for the E-Commerce and Business Management degree program. The student will use skills and knowledge gained in their previous course of study. Students will collectively select an E-Commerce or business initiative of their own choosing and take it from "vision to fulfillment." Students create their own project teams, create and manage a budget for the initiative, seek financing for the initiative, create a project plan for the initiative, market the initiative and take the initiative to completion in an environment simulating real world conditions. 4 credit hours

#### **Elc 498 E-Commerce Senior Seminar**

Prerequisites: Elc 200 and Elc 310 or permission of the instructor. Corequisites: None. Explores both successful ventures in the field of electronic commerce through case studies. Explores current ethical and legal issues of electronic commerce through discussions and seminars. Students will be creating a case study analysis of an existing E-commerce initiative of their choosing. 3 credit hours

#### **Eng 100 English Composition I**

Prerequisites: None. Corequisites: None. Students will review the main principles and procedures for drafting, revising, and editing. Students will work on developing the ability to critically read, understand, and write clear, concise, unified expositions. Methods of instruction may include lecturing, leading class panels and discussions, conducting writing workshops, assessing journals, and scheduling individual conferences. 3 credit hours

#### **Eng 101 English Composition II**

Prerequisites: A "C" or better in Eng 100. Corequisites: None. Students will review the main principles and procedures for drafting, revising, and editing covered in Eng 100. Students will continue working on developing the ability to critically read, understand, and write clear, concise, unified expositions. Eng 101 will emphasize sound argumentation and research skills and APA or MLA documentation principles. Methods of instruction may include lecturing, leading class panels and discussions, conducting writing workshops, assessing journals, and scheduling individual conferences. 3 credit hours

#### **Eng 105 Introduction to Literature**

Prerequisites: Eng 101. Corequisites: None. This course covers how to carefully read the genres of poetry, short story, and drama. An analytical rather than historical approach to literature, intended to deepen the student's insight into the nature and purpose of literature and to develop literary taste and judgment. 3 credit hours

**Eng 200 Speech**

Prerequisites: None. Corequisites: None. Focuses on preparation, organization, and delivery of oral materials. Emphasizes classroom presentation. Does not satisfy English major or minor requirements. 3 credit hours

**Eng 201 Oral Interpretation**

Prerequisites: Eng 100 and Eng 101. Corequisites: None. Oral Interpretation is the art of communicating ideas and feelings from the printed page to an audience so that the listeners will understand the ideas and will experience the feelings that the author intended to evoke. The major emphasis in this course is on the student's growth and development in self-expression, exposing the student to all kinds of literature--prose, poetry, drama, and developing a better understanding and appreciation of that literature. 3 credit hours

**Eng 202 English Literature: Beowulf to Romanticism**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys major periods, works and authors of England, Scotland, Ireland, and Wales from the Medieval Period through the mid-1700s, and may include works by authors from the English and British colonies. 3 credit hours

**Eng 203 English Literature: Romanticism to Present**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys major periods, works and authors of England, Scotland, Ireland, Wales, and the Commonwealth from the late 1700s through the late 20th century. Postcolonial writers in English may also be included. 3 credit hours

**Eng 232 Introduction to Film**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. Introduces the visual languages of fiction and nonfiction films. Covers film genres and representative movements. 3 credit hours

**Eng 250 American Literature to 1865**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys major American authors from the Colonial Period to 1865; readings will also include Native American narratives, slave narratives, and early women writers to better understand how American literature is a cultural matrix representing the values, beliefs, and world view of the authors and their audiences. 3 credit hours

**Eng 251 American Literature 1865-Present**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys the dominant themes and forms of literature from Walt Whitman through the contemporary era. Readings will likely include canonical authors as well as new and emerging voices in American literature to better understand how literature is a product of time and age. 3 credit hours

**Eng 255 World Literature I**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys the literature of non-English speaking cultures in translation typically including works from ancient Sumeria, Greece, Rome, India, China, Africa, the Middle East, and Japan. The course also examines the religious and social forces that lead to the creation of literary expressions by various cultures. 3 credit hours

**Eng 256 World Literature II**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys the literature of non-English speaking cultures in translation typically including works from China, Japan, India, Africa, and the Middle East. The course examines the social, political, religious and cultural forces that influenced the development of literatures from the European Renaissance through the Postcolonial era. 3 credit hours

**Eng 305 Composition Theory and Pedagogy**

Prerequisites: Eng 100 and Eng 101. Corequisites: None. Students will explore various critical/composition theories and examine possibilities for practical application of such in composition and in evaluation of student writing. Students will develop exercises and may put them to practice working with composition

teachers. This course is primarily intended to help develop the teaching skills and educational philosophies of students who plan to teach English. 3 credit hours

### **Eng 308 Contemporary British Literature**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. A survey of contemporary British literature, typically with some attention paid to each of the four major genres: creative nonfiction, drama, fiction, and poetry. 3 credit hours

### **Eng 309 Contemporary American Literature**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. A survey of contemporary American literature, typically with some attention paid to each of the four major genres: creative nonfiction, drama, fiction, and poetry. 3 credit hours

### **Eng 316 Persuasion**

Prerequisites: Eng 200 or instructor's permission. Corequisites: None. The course will be concerned with expanding the speaking experience gained in Eng 200. The class will focus on persuasion and explore some speaking situations in which persuasion can be used. 3 credit hours

### **Eng 318 American Nature Writing**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. The course has two primary objectives. The first is to familiarize students with American nature or natural history writing as a distinctive literary genre. The second is to provide students with the opportunity to explore the characteristic blending of scientific observation, contemplation, and personal reaction that defines the genre. 3 credit hours

### **Eng 328 Studies in Science and Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Emphasizes a particular topic, trend, theme, or critical problem relating to the science-literature relationship (e.g., science in postmodernist fiction, evolution in literature, science as a component in hard science fiction). Repeatable. 3 credit hours

### **Eng 329 Interpersonal Communication**

Prerequisites: None. Corequisites: None. This course is designed to acquaint students of Oral Communication with the areas of active listening, nonverbal communication, perception, self-concept and self esteem, values, establishing goals, handling stress, communication levels, conflict resolution, cross cultural communication, gender issues in oral communication, oral responses of empathy, and the preparation of oral presentations that embody all of the above areas. 3 credit hours

### **Eng 330 Crime and Detective Fiction**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. This course surveys the crime and detective fiction that has been popular in England and the United States since the nineteenth century, focusing particular attention on one or more specific authors and/or subcategories (e.g., Arthur Conan Doyle, James Cain, Raymond Chandler, hard-boiled fiction, or the police procedural). 3 credit hours

### **Eng 331 Wisdom Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. A survey of wisdom literature produced by the world's major religious systems. Readings typically include selections from the Torah, the Quran, the New Testament, Tao te Ching, Bhagavad-Gita, Upanishads, Analects, Sufi poetry, Native American spirituality, and works from other notable religious traditions. The texts will be examined through appropriate literary analysis as well as through the theoretical principals of dept psychology. 3 credit hours

### **Eng 332 Science Fiction**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. This course surveys American and British science fiction, primarily twentieth-century works, focusing particular attention on one or more

specific authors and/or subgenres (e.g., Isaac Asimov, Robert Heinlein, Ursula Le Guin, cyberpunk, or hard science fiction). 3 credit hours

### **Eng 336 Playwriting**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. This course will introduce the student to the craft of playwriting. Emphasis will be placed on the construction of short plays and one-act plays. Through the readings of various plays and playwriting theories, writing exercises, and in-class presentation, each student will become familiar with the process of playwriting. Learning will be demonstrated through work on dialog and plot, the completion of a 10-minute play, and a final project of a one-act play. 3 credit hours

### **Eng 338 Fantasy**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. This course surveys major works and authors from the late 1800s, 20th century, and contemporary American and British fantastic fiction, excluding science fiction, focusing particular attention on one or more specific authors and/or subgenres (e.g., J.R.R. Tolkien, Ursula Logan, H.P. Lovecraft, supernatural horror, or heroic fantasy). 3 credit hours

### **Eng 341 Studies in Genre**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. Establishes the concept of genre by introducing students to the characteristics of a particular genre. Among topics of discussion will be theories of genre, the particular genre's markers, its historical development, some theoretical perspectives on it, and its typical themes, characters, and situations. 3 credit hours

### **Eng 342 Film and Culture**

Prerequisites: None. Corequisites: None. This rigorous course will initially provide a historical, formal, and technical introduction to cinematic art. We will learn the language of film so that we have a vocabulary to draw from as we discuss individual works. Further, we will consider the development of film within in a cultural context. The genre serves as a significant form of contemporary expression; reflecting concerns, anxieties, fantasies, values, etc., of the day. We will consider the extent to which film also plays a determining role in culture, reinforcing or calling into question beliefs and practices. 3 credit hours

### **Eng 343 Jung and Fairy Tales**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. An examination of folktales and fairy tales with particular interest is paid to archetypal characters, patterns, and motifs found in Grimm's Fairy Tales. The course seeks to demonstrate analysis and Carl G. Jung's depth psychology theories. 3 credit hours

### **Eng 344 Environmental Literature**

Prerequisites: Eng 101, Eng 109, or permission of instructor. Corequisites: None. Growing concern about environmental issues has sparked an increase in writing from all disciplines. Environmental issues, after all, are also social issues, and each academic discipline has its own approach to communicating environmental perceptions. This course will explore writings on the broad topic of the environment, studying poetry, fiction, scientific, and philosophic styles of writing using an interdisciplinary approach. 3 credit hours

### **Eng 345 Form and Theory of Creative Writing**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. The course will examine the structure, form, and style of poetry, fiction, and creative non-fiction by examining relevant examples and by studying and analyzing the forms, techniques, and conventions of the respective genres. 3 credit hours

### **Eng 346 Survey of Critical Theory**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. Introduces principal works of literary aesthetics and criticism from antiquity through the contemporary era. 3 credit hours

**Eng 347 Contemporary Literary Theory**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys New Critical, Myth, Psychological, Formalist, Marxist, Feminist, New Historicist, and Deconstructionist approaches, among others, to the interpretation of literature. Demonstrates the applicability of various approaches to individual works. 3 credit hours

**Eng 348 Fiction Writing I**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Introduces students to fiction writing in an environment emphasizing the importance of criticism, discussion, revision, and, when appropriate, research. 3 credit hours

**Eng 349 Argumentation, Reasoning and Controversy**

Prerequisites: None. Corequisites: None. The course is intended to help students understand basic concepts in the logical analysis and the argumentation process. A task will be to bring the argumentation process into focus. A second task is to become familiar with simple deductive logic and facilities. A third is to gain experience in applying these principles by developing argumentation experiences. Finally, through observing and commenting in a public sphere, we will emerge more knowledgeable and effective communicators.

3 credit hours

**Eng 350 Advanced Composition**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Continues the work of Eng 100, 101, and 109, but at a much more advanced level. The course will emphasize analytical writing and research projects and will address advanced topics in rhetoric and style. 3 credit hours

**Eng 355 Nineteenth Century European Novel**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Studies novels of France, Russia, Scandinavia, Spain, and Italy. Emphasis on major influential works. Considers similarities and differences among the novel traditions. 3 credit hours

**Eng 356 The English Novel**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Studies origin and development of English novel from its beginnings in the eighteenth century to the present. 3 credit hours

**Eng 358 Drama**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Analyzes drama as a genre through study of representative plays from several great periods of world drama. 3 credit hours

**Eng 359 Modern Drama**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Examines drama from Ibsen to Theatre of Absurd. Examines distinctive themes of modern drama. 3 credit hours

**Eng 361 Studies in American Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Emphasizes a particular topic, trend, period, or critical problem relating to American Literature (e.g., the baseball motif in American literature, war literature, the American Bildungsroman). Repeatable. 3 credit hours

**Eng 362 Studies in British Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Emphasizes a particular topic, trend, theme, or critical problem relating to British Literature (e.g., colonialism, the development and long-term influence of metaphysical poetry, war literature, Restoration drama). Repeatable. 3 credit hours

**Eng 363 Studies in World Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Emphasizes a particular topic, trend, theme, or critical problem relating to World Literature (e.g., postcolonial literature, magic realism, the role of translation in the creation of a "global" literature). Repeatable. 3 credit hours

### **Eng 364 Poetry Writing I**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Introduces students to the craft of poetry writing through the study of poetic forms and techniques in an environment emphasizing the importance of criticism, discussion, revision, and, when appropriate, research. 3 credit hours

### **Eng 365 Science and Nature Writing I**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. The focus of the class -- which is intended equally for Biology, English, and Environmental Studies students and individuals interested in creative writing -- is the production of nonfiction works dealing with topics relating to science and nature. The class follows an individualized workshop format that will allow students to pursue their own particular interests in the areas of science and nature within a supportive but critical environment. 3 credit hours

### **Eng 366 Creative Nonfiction Writing I**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. The focus of the class will be the production of a body of nonfiction in a context that introduces students to various related forms and genres of creative nonfiction (e.g., personal essay, feature story, column). 3 credit hours

### **Eng 367 World Epic**

Prerequisites: Eng 100 or instructor's permission. Corequisites: None. A study of epic literature from Mesopotamia, Tibet, India, Native America, Ireland, Africa, and other cultures. The course will focus on two central questions: What constitutes an Epic? How do epic function in their respective cultures? Other areas of focus will likely include recurrent archetypal patterns and mythopoeic processes. Various theories on epic formation and the relevance of epic in contemporary life and thought will be discussed. 3 credit hours

### **Eng 368 Comparative Mythology**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. A study of the mythic literature of various world cultures emphasizing their recurrent patterns, themes, and motifs as well as their relevance to modern culture. Various theoretical approaches to reading and interpreting mythic literature will be employed with an emphasis on depth psychology. 3 credit hours

### **Eng 376 The Enlightenment in Europe**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. The course focuses on a number of 18th century English, French, and German texts, both fictional and non-fictional, that express the ideology of the Age of the Enlightenment. 3 credit hours

### **Eng 380 Business and Technical Writing**

Prerequisites: Eng 101 or Eng 109 and junior or senior standing or permission of instructor. Corequisites: None. Familiarizes students with business and technical writing strategies. 3 credit hours

### **Eng 386 Media and Society**

Prerequisites: Lower level communication class or instructor's permission. Corequisites: none. The course looks at the pervasiveness of media and their influence on contemporary society. In addition to the exploration of functions, and effects of media, topics on current events will be used to understand the shaping influence of media. 3 credit hours

### **Eng 390 Realism and Naturalism**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys late 19th century and early 20th century realism and naturalism. Examines Davis, Twain, Crane, London, and Wharton, among others. 3 credit hours

**Eng 412 Editing for Publishers**

Prerequisites: Permission of instructor. Corequisites: None. The course introduces advanced students to the work of editors and publishers by allowing them to join the production staff of a nationally distributed literary magazine, *The River Review*. Students undertake assignments in a variety of areas, including copy editing, corresponding with authors, evaluating submissions, and layout. 3 credit hours

**Eng 413 Electronic Journal Production**

Prerequisites: Permission of instructor. Corequisites: None. Advanced students assist in the production of the peer-reviewed, electronic environmental studies journal *Common Ground*. This course offers an experience roughly analogous to that of Eng 412, although it allows for wider participation by non-English majors and is intended to allow students from a variety of programs of study to work cooperatively in an interdisciplinary environment. 3 credit hours

**Eng 421 Arthurian Myth & Legend**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Beginning with the earliest appearances of the figure of Arthur in the history and folklore of the Welsh tradition, the course explores the development of Arthurian myth through the ages. In particular, the role of Arthur as an archetypal figure in Western consciousness will be examined through the medium of Jungian depth psychology. Readings typically include selections from the *Romances of Chretien de Troyes*, the *Lais of Marie de France*, the *Moret d'Arthur* of Sir Thomas Malory, Eschenbach's *Parzival*, Tennyson's *Idylls of the King*, Twain's *A Connecticut Yankee in King Arthur's Court*, as well as other representative appearances of Arthur in myth, legend, and literature. 3 credit hours

**Eng 428 Hero's Journey**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. An examination of the quest motif in various world cultures including Sumerian, Babylonian, Inuit, Egyptian, Oceanian, Australian, Indian, Persian, Arabian, Celtic, Northern European, and Native American. Joseph Campbell's seminal work, *The Hero with a Thousand Faces*, will form the basis for analyzing the structure and significance of the hero's odyssey in mythic literature. 3 credit hours

**Eng 429 Heroine's Journey**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. An examination of the heroine in various world cultures including Sumerian, Babylonian, Egyptian, Celtic, Indian, Arabian, and Native American. This course will assess the applications and limitations of Joseph Campbell's theories of the heroic quest in relation to feminine roles in mythic literature. Alternative theories and approaches by Maureen Murdock, Clarissa Pinkola Estes, Jean Shinoda Bolen, and Marija Gimbutas, among others, are presented. 3 credit hours

**Eng 444 The Faust Theme in Western Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Beginning with the Renaissance, the Faust theme is considered as it appears in the works of Christopher Marlowe, Johann Wolfgang von Goethe, Lord Byron, and Thomas Mann along with some contemporary explorations of the myth by authors such as Anne Rice. 3 credit hours

**Eng 446 Mythmaking: Autobiography and Memoir**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. An exploration of the relation of myth, imagination, and the self. Students seek to understand the archetypal symbolism employed in representative autobiographies and memoirs in order to produce an effective life story that is both individual in focus while universal in appeal. 3 credit hours

**Eng 448 Literature and Culture**

Prerequisites: Eng 101 or instructor's instructor. Corequisites: None. Examines current issues in American, English, and World literatures and cultures. Topics may include Women Writers, Minority Literature, American Autobiography, and Latin American Writers. 3 credit hours

**Eng 449 Studies in Literary Theory**

Prerequisites: Eng 346, Eng 347, or permission of instructor. Corequisites: None. Emphasizes either a single critical methodology (e.g., new historicism, ecocriticism), complex or composite critical schools that cannot be comprehensively covered in the context of Eng 346 or Eng 347 (e.g., feminist criticism, poststructural criticism), or critical questions of particularly broad scope (e.g., the influence of new criticism). Repeatable. 3 credit hours

**Eng 451 Twentieth-Century Fiction**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys modern and postmodern fiction, their sources, critical reception, and cultural contexts. 3 credit hours

**Eng 452 Short Story**

Prerequisites: Eng 101, Eng 109, or instructor's permission. Corequisites: None. Surveys the development and criticism of this literary form, beginning with the genre's origin in the U.S. during the nineteenth century and its subsequent development and maturation in the U.S. and worldwide. 3 credit hours

**Eng 454 American Novel**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Studies representative romances and novels from the eighteenth century through the contemporary era. Focuses upon the genre's formal evolution and cultural contexts. 3 credit hours

**Eng 456 Introduction to Linguistics**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Surveys the history of the English language. Provides a detailed introduction to phonetics, phonology, morphology, syntax, semantics, and speech act theory, especially as they contribute to the understanding of literature and other forms of social discourse. 3 credit hours

**Eng 459 American Renaissance**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. A critical survey of American romanticism and its contexts. Studies Emerson, Fuller, Thoreau, Whitman, and others for their examinations of transcendental idealism, especially as these themes are revealed by the individual's relationship with nature and society. 3 credit hours

**Eng 460 Selected Authors**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Focuses on one or more major authors for an in-depth study. Repeatable. 3 credit hours

**Eng 461 Romantic and Victorian Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Studies the major British authors and poets of the Romantic and Victorian periods. 3 credit hours

**Eng 463 History of English Language**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. The course explores the origins and various stages of the English language (Anglo-Saxon, Middle English, and Modern English) and examines the linguistic structures and function of the language (parts of speech, sentence patterns, structure class components, deep structures, syntax, etc.). 3 credit hours

**Eng 466 Shakespeare I: Tragedies and Histories**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Studies Elizabethan age and Shakespeare's major tragedies and histories. 3 credit hours

**Eng 467 Shakespeare II: Comedies and Romances**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Studies Elizabethan age and Shakespeare's development as poet and comic playwright. 3 credit hours

**Eng 469 Twentieth Century International Narrative**

Prerequisites: Eng 101. Corequisites: None. Introduces major fictional texts from different parts of the world in the context of colonialism, imperialism, fascism, existentialism, exoticism, and post-colonialism. 3 credit hours

**Eng 472 Twentieth-Century Poetry**

Prerequisites: Eng 101 or permission of instructor. Corequisites: None. Surveys twentieth-century poetry, its sources, critical reception, and cultural contexts. 3 credit hours

**Eng 475 English Renaissance Literature**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Explores non-dramatic poetry of the English Renaissance -- including sonnets, lyrics, satires, pastorals, and Ovidian narratives -- along with the works of the Cavalier and Metaphysical poets. 3 credit hours

**Eng 477 Seminar in Shakespeare's Drama**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Studies Shakespeare's drama including major themes, motifs, genres and the Elizabethan culture in which Shakespeare's plays were created and performed. 3 credit hours

**Eng 478 Fiction Writing II**

Prerequisites: Eng 348 or permission of instructor. Corequisites: None. This class continues the work of producing fiction at a more advanced level. Students will undertake both common and individualized readings and, when appropriate, identify markets for their work and prepare manuscripts for submission. 3 credit hours

**Eng 479 Poetry Writing II**

Prerequisites: Eng 349 or permission of instructor. Corequisites: None. This class continues the work of producing poetry at a more advanced level. Students will undertake both common and individualized readings and, when appropriate, identify markets for their work and prepare manuscripts for submission. 3 credit hours

**Eng 481 Creative Nonfiction Writing II**

Prerequisites: Eng 366 or permission of instructor. Corequisites: None. This class continues the work of producing creative nonfiction at a more advanced level. Students will undertake both common and individualized readings and, when appropriate, identify markets for their work and prepare manuscripts for submission. 3 credit hours

**Eng 482 Science and Nature Writing II**

Prerequisites: Eng 365 or permission of instructor. Corequisites: None. This class continues the work of producing nonfiction dealing with science and nature at a more advanced level. Students will undertake both common and individualized readings and, when appropriate, identify markets for their work and prepare manuscripts for submission. 3 credit hours

**Eng 483 Mythmaking: Autobiography and Memoir**

Prerequisites: Eng 101, Eng 348 or Eng 364, or instructor's permission. Corequisites: None. An exploration of the relation of myth, imagination, and the self. Students seek to understand the archetypal symbolism employed in representative autobiographies and memoirs in order to produce an effective life story that is both individual in focus while universal in appeal. 3 credit hours

**Eng 484 Studies in Literary Theory**

Prerequisites: Eng 101 or instructor's permission. Corequisites: None. Emphasizes either a single critical methodology (e.g., new historicism, ecocriticism), complex or composite critical schools that cannot be comprehensively covered in the context of Eng 346 or Eng 347 (e.g., feminist criticism, poststructural criticism), or critical questions of particularly broad scope (e.g., the influence of new criticism). Repeatable. 3 credit hours

**Eng 495 Special Topics in Creative Writing**

Prerequisites: Any 300-level creative writing class, Eng 412, or Eng 413 and permission of instructor. Corequisites: None. Course provides opportunities for advanced work in creative writing—either in a specific subgenre (e.g., science fiction, fantasy, crime fiction) or form (e.g., sonnet, novel, novella). Repeatable. 3 credit hours

**Eng 497 Senior Thesis/Portfolio**

Prerequisites: Senior standing or instructor's permission. Corequisites: None. English majors will demonstrate their knowledge of English through a capstone project consisting of: (1) A Senior Thesis, or (2) A portfolio of Creative Writing. Students will work with a faculty advisor in the development and revision of their capstone project. At the conclusion of the course, students will have a meeting with the English faculty to discuss the project's final evaluation. Students will also be offered the opportunity to present their capstone projects to the UMFK community. 3 credit hours

**Env 100 Introduction to Environmental Studies**

Prerequisites: None. Corequisites: None. A field and laboratory introduction to the interdisciplinary nature of Environmental Studies and the methods employed in the understanding and monitoring of its many facets. 3 credit hours

**Env 200 Principles of Environmental Science**

Prerequisites: None. Corequisites: None. Interdisciplinary overview of basic scientific principles and human activities affecting ecological health of the natural environment and the quality of human life. 4 credit hours

**Env 221 Environmental Activism**

Prerequisites: None. Corequisites: None. Presents, examines, and practices environmental problem-solving approaches. 3 credit hours

**Env 240 Current Topics in Environmental Studies**

Prerequisites: None. Corequisites: None. An opportunity for students to earn credit (1 per semester) by engaging in 15 hours of activities pre-approved by the instructor. Students will be able to design their own projects or select activities from among a variety of lectures, workshops, films, videos, and field trips. 1 credit hours

**Env 300 Environmental Practicum**

Prerequisites: Junior or senior standing and Env 200. Corequisites: None. Supervised employment experience or approved activity (summer work, research project, internship) pertinent to student's individualized program. Written proposal must be approved by an evaluation committee prior to the experience. 3 credit hours

**Env 301 Environmental Seminar**

Prerequisites: Junior or senior class standing; Eng 200 or Bus 219. Corequisites: None. Offers opportunities in literature research on a specific environmental topic. Students will develop skills in literature review, analysis, summary, and presentation. 1 credit hours

**Env 302 Wildlife Conservation and Management**

Prerequisites: Minimum sophomore standing and Bio 100, Env 200, or instructor's permission. Corequisites: None. Introduction to wildlife conservation and management covering basic principles, techniques, issues, and laws. Field trips required. 3 hours lecture, 2 hours lab. 4 credit hours

### **Env 326 Conservation Biology**

Prerequisites: None. Corequisites: None. Basic principles and techniques of conservation biology, a field which focuses on the protection of endangered species and the maintenance and restoration of biodiversity. Uses cooperative learning approach. 3 credit hours

### **Env 327 Energy Seminar**

Prerequisites: Sophomore standing, Env 200. Corequisites: None. Class selected energy topics related to environmental problem solving. Practice in using computer-age information and communications sources in order to prepare written and oral technical reports. 3 credit hours

### **Env 328 Biological Diversity**

Prerequisites: Bio 100. Corequisites: None. An examination of the topic of biodiversity. Students discuss topics such as the preservation of biodiversity, human dependence on biological diversity, ecosystems at risk of losing biodiversity, the value of biodiversity, monitoring biodiversity, restoration ecology, and possible solutions to the loss of biodiversity. 3 credit hours

### **Env 338 Aquatic Pollution**

Prerequisites: Bio 100 and Chy 100. Corequisites: None. Water pollution in freshwater and marine environments, causes, principles, and solutions. 4 credit hours

### **Env 353 Winter Ecology**

Prerequisites: Bio 100. Corequisites: None. This course provides students with an introduction to winter ecology as an interdisciplinary area of study. Students will learn about the adaptations Maine's plants and animals have evolved to endure winter conditions. Specific topics investigated include snowpack physics and chemistry, biochemical, physiological, and behavioral strategies that animals use to survive winter conditions; biochemical and physiological strategies that plants use to survive winter conditions; special concerns for organisms that live under ice; plant-animal interactions; and human adaptations to winter. Students must be prepared to spend time outdoors traveling snowshoes and using research gear. A weekend trip to the UMFK Violette Wilderness Camp is an integral part of the course. 2 credit hours

### **Env 354 Wildlife Habitat Interactions**

Prerequisites: Sophomore standing, Bio 100, or instructor's permission. Corequisites: None. An examination of the interactive relationships between wildlife and their terrestrial or freshwater habitats. Emphasizes the importance of water, soil, and vegetation to wildlife inhabiting farmland, rangeland, and forests. Weekend trips required. 3 hours lecture, two hours lab. 4 credit hours

### **Env 361 Natural History of Anticosti Island, Quebec**

Prerequisites: Minimum sophomore standing, Bio 100 and Env 100 or instructor's permission. Corequisites: None. Students examine the natural history of a sub-boreal island and adjacent coastal zones by conducting field experiments and by recording and interpreting observations. 3 credit hours

### **Env 400 Senior Projects I**

Prerequisites: Senior standing in BSES program. Corequisites: None. Emphasizes scientific writing and research. Familiarizes students with research proposal writing and scientific literature review writing. The focus of the course is a supervised independent project based on practical environmental research and problem solving. The project reflects each student's individualized program and career interests and will be conducted to simulate a professional work situation. 3 credit hours

### **Env 401 Senior Projects II**

Prerequisites: Env 400. Corequisites: None. Continuation of Env 400. Students complete their supervised independent projects and present their findings in a public presentation. 3 credit hours

#### **Env 403 Environmental Philosophy**

Prerequisites: Junior or senior standing or instructor's permission. Corequisites: None. Required for BSES majors. Studies historical and current philosophies characterizing environmental movement. Uses selected reading assignments followed by discussions. Emphasizes student participation. 3 credit hours

#### **Env 419 Environmental Education**

Prerequisites: Env 200 or instructor's permission. Corequisites: None. Emphasizes literature review, design, and writing of environmental topics. These will be presented in the public school systems and/or other appropriate groups. 3 credit hours

#### **For 120L Introduction to Soils Lab**

Prerequisites: None. Corequisites: For 121. Laboratory and field experiences in the basic and applied aspects of soil science. 1 credit hours

#### **For 121 Introduction to Soils**

Prerequisites: Bio 100 and Chy 100. Corequisites: None. Introduces physical, chemical, and biological properties of soils. Covers soil origin, classification, and conservation. 3 credit hours

#### **For 130 Forest Practices**

Prerequisites: Forestry student or instructor's permission. Corequisites: None. Orientation to and field experience in, First Aid and CPR, woods and equipment safety, forest products, manufacturing, Global Positioning Systems, tree identification, and other forestry topics also addressed on an introductory level. Course meets 16 hours per week. Students must provide work/safety clothing, steel toed work boots, work gloves, chaps and loggers hardhat, and proof of health insurance. A \$80 non-refundable Transportation fee required. 8 credit hours

#### **For 131 Introduction to Spreadsheets**

Prerequisites: None. Corequisites: None. Introduces basic concepts of Microsoft Excel and its applications. 2 credit hours

#### **For 203 Surveying for Foresters**

Prerequisites: Mat 128 or instructor's permission. Corequisites: None. Introduces surveying concepts useful in forestry: taping, optical distance measurements, differential leveling, closed traverse, route profiles, horizontal and vertical curves. Includes the use of surveying equipment and computer programs to produce a large scale topographic map. Also includes the use of Global Positioning System for mapping. Two hours lecture, two hours lab. 3 credit hours

#### **For 208 Forest Products, Harvesting and Transportation**

Prerequisites: For 130 or instructors permission. Corequisites: None. Introduction to forest products and to the methods and techniques appropriate to forest harvesting operations. Surveys forest products and includes wood identification. Examines planning, engineering, and implementation of harvest plans; planning and construction of haul roads; and various harvesting equipment, methods, and systems. 4 credit hours

#### **For 242 Map and Airphoto Interpretation**

Prerequisites: Mat 128 or instructor's permission. Corequisites: None. The qualitative and quantitative evaluation of topographic maps and aerial photographs used in natural resource management. Updating of maps and GIS database from standard aerial photographs and digital photography. Introduces cartography and remote sensing. One hour lecture, four hours lab. Field trips. 3 credit hours

#### **For 260 Silvics (Forest Ecology)**

Prerequisites: Bio 202. Corequisites: None. Investigates influence of physical and biological environment on growth, development, and survival of trees in dynamic forest ecosystems. 3 credit hours

#### **For 290 Forest Mensuration**

Prerequisites: Mat 128. Corequisites: None. Examines the theory of log, tree and stand management, forest sampling, log scaling, and determination of growth and volume. A minimum grade of "C" is required in the class. 4 credit hours

#### **For 291 Forest Measurements Laboratory**

Prerequisites: Mat 128 and For 290. Corequisites: None. Field experience in log scaling, boundary layout, and tree and stand measurement. A minimum grade of "C" is required in the class. Four hour lab. A \$20 non-refundable transportation fee required. 2 credit hours

#### **For 330 Forest Protection**

Prerequisites: Bio 202, Bio 309. Corequisites: None. Investigates impact of insects, disease, and fire on forest tree growth and survival. Stresses the biology, recognition and control of common forest pests. Covers wildlife suppression history and policy, wildland fire use and prescribed fire. Credit given for fire suppression training conducted by the Maine Forest Service (S130/S190). Field trip. Specimen collection required. Three hours lecture, two hours lab. 4 credit hours

#### **For 350 Forest Management Practicum**

Prerequisites: Env 302, For 330, For 260, For 360, For 361, and For 362. Corequisites: None. Practicum in resource management and the preparation of a forest management plan as a capstone project. Topics include: multiple use management, forest economics, taxes, Forest Practice Act, forest certification, contracts, and cutting schedules. 3 credit hours

#### **For 360 Silviculture**

Prerequisites: For 260 and For 290. Corequisites: None. Examines theories and practices used to establish, grow, and tend forests for various management objectives. Emphasizes ecophysiology, regeneration, site preparation, intermediate treatments, and harvest-regeneration systems. Three hour lecture. 3 credit hours

#### **For 361 Silvics/Silviculture Lab**

Prerequisites: For 260, For 290, and For 360. Corequisites: None. Field experience in ecological assessment and prescription writing. Combines knowledge of the natural sciences, economics, and forest measurements to evaluate a site and stand and determine the most appropriate silvicultural treatments necessary for a given management objective. Course includes a five day session at UMFK Violette Wilderness Camp in late August and seven week campus session. Field course. 2 credit hours

#### **For 362 Forest Inventory and Analysis**

Prerequisites: For 203, For 290, For 290L and Bio 309. Corequisites: None. Experience in forest inventory and data summary and analysis. Examines methods and software used to generate a forest inventory and growth and yield data. A minimum grade of "C" is required. 2 credit hours

#### **Fre 100 Elementary French I**

Prerequisites: None. Corequisites: None. Designed for beginning students. Employs demonstration, meaningful practice, explanation, and composition exercises. Uses French as exclusive means of communication. 3 credit hours

#### **Fre 101 Elementary French II**

Prerequisites: Fre 100 or 1 year of high school French. Corequisites: None. Continuation of Fre 100. Designed to increase reading, writing, speaking, and listening skills. 3 credit hours

#### **Fre 150 Intermediate French I**

Prerequisites: Fre 101 or 2 years of high school French. Corequisites: None. Systematizes and expands knowledge of the language. Contrasts linguistic traditions of North American and European French. 3 credit hours

### **Fre 151 Intermediate French II**

Prerequisites: Fre 150 or 3 years of high school French. Corequisites: None. Continuation of Intermediate French I. Designed to extend reading, writing, speaking, and listening skills. 3 credit hours

### **Fre 163 Applied French for Nurses**

Prerequisites: None. Corequisites: None. The course has the following goals: To learn vocabulary and phrases in a specific work environment; to learn and improve French pronunciation and fluency in both speaking and reading. 3 credit hours

### **Fre 165 Applied French for Regional Speakers**

Prerequisites: None. Corequisites: None. The course is designed for regional speakers who have already acquired very good fluency of comprehension in listening and speaking regional French. The course will permit the student to become fluent in written standard French including spelling, grammar, and sight reading. 3 credit hours

### **Fre 200 Advanced Composition I**

Prerequisites: Fre 151 or instructor's permission. Corequisites: None. This is an upper-intermediate language course conducted entirely in French. Language practice will involve the major skills of oral and written comprehension and expression. This course is writing-intensive and will include systematic grammar practice. Materials include film, press articles and literary excerpts. 3 credit hours

### **Fre 201 Advanced Composition II**

Prerequisites: Fre 200 or instructor's permission. Corequisites: None. This upper-intermediate language course conducted entirely in French is a continuation of FRE 200. Language practice will involve the major skills of oral and written comprehension and expression. This course is writing-intensive and will include systematic grammar practice. Materials include films, press articles and a novel. 3 credit hours

### **Fre 210 French III**

Prerequisites: Fre 111. Corequisites: None. French is the language of communication. Manipulation of complex grammar structures. Introduction to French journalism, film, and literature. 3 credit hours

### **Fre 230 Career French**

Prerequisites: Fre 210. Corequisites: None. French is the language of communication. Special focus on conversation, reading, and writing exercises directly related to one's career in forestry, business, teaching, criminal justice, and health services. 3 credit hours

### **Fre 240 French Topics**

Prerequisites: Fre 210. Corequisites: None. French is the language of communication. Areas of study and research include: Francophonie, French art and architecture, award-winning French authors, women in literature, and French history. 3 credit hours

### **Fre 302 Modern French Canadian Literature**

Prerequisites: None. Corequisites: None. This course focuses on French-Canadian theater from the sixties to the present. It provides an overview of major works by playwrights such as Loranger, Bourget, Tremblay, and Micone and examines issues such as the treatment of language rights, identity feminism, and the use of dialects such as joul. The recent contribution of foreign-born playwrights will also be addressed. 3 credit hours

### **Fre 303 La Litterature Quebecoise**

Prerequisites: Fre 201 or instructor's permission. Corequisites: None. This course explores the evolution of a "national" literature in Quebec from the late nineteenth century to the 1980s. Examines issues of national identity and language, the contrast between urban and rural writings, and the questions of social consciousness raised by writers and thinkers during the Quiet Revolution. Readings will include novels, essays, poetry, and short stories by Quebecois writers. 3 credit hours

### **Fre 306 French Literature I**

Prerequisites: Fre 210 or permission of instructor. Corequisites: None. Survey of literary expression from the Middle Ages to the 18th century; study of texts representative of this period. 3 credit hours

### **Fre 307 French Literature II**

Prerequisites: Fre 306. Corequisites: None. A survey of literary expression from the 19th century to the present. A study of texts representative of this period in France and other French-speaking countries. 3 credit hours

### **Fre 310 Franco American Literature**

Prerequisites: None. Corequisites: None. This course focuses on major literary works of Franco-American writers from both New England and Louisiana. We will examine issues of language, identity, community, and marginalization. Writers studied will include Grégoire Chabot and Rhéa Cote Robbins. 3 credit hours

### **Fre 312 French Cinema**

Prerequisites: Fre 200 and Fre 201. Corequisites: None. This course combines a historical view of French cinema, an introduction to the technique of film analysis and an examination of the major issues in film theory. Topics include the pioneers of cinema, the classical films of the 1930's and 40's, the films of the nouvelle vague in the 50's and 60's and recent trends in film production. The works of such filmmakers such as Renoir, Clouzot, Truffaut, Godard, Resnais, and others will be studied. 3 credit hours

### **Fre 321 Translation**

Prerequisites: Fre 230 or permission of instructor. Corequisites: None. Introduction to methodology and technology of translation; exercises in translation of various texts from French to English and English to French. 3 credit hours

### **Fre 350 Short Stories - French World**

Prerequisites: Fre 201 or permission of instructor. Corequisites: None. A study of the evolution of the Short Story to bring attention to the socio-historical contexts of various cultures (France, Belgium, Switzerland, West Africa, and the Maghreb, Lebanon, the Carribean, Vietnam and Quebec) and the paradigms that link the various parts to the Francophone world. We will focus on modern issues in literature such as Realism and its derivatives, French ecoticism, Globalization, Border Crossing, Feminism, Islam, Christianity, and the societal practices of the arts of Masks making, Painting, and Music. 3 credit hours

### **Fre 353 La Poésie Française**

Prerequisites: Fre 111 or permission of instructor. Corequisites: None. Various philosophies, structures, and stylistic devices of French poetry. Includes Vigny, Rimbaud, Prevert, Beaudelaire, Eluard, Verlaine, Hugo, Lamartine, and others. 3 credit hours

### **Fre 400 Seminar in French Studies**

Prerequisites: Enrolled in courses at French campus in Edmundston. Corequisites: None. Classwork focused on facilitating easy, reliable, and rapid communication in French. Includes oral presentations, discussions, debates, as well as written summaries, synopses, and review of persistent areas of difficulties in written French grammar. 3 credit hours

### **Fre 402 Francophone Literature and Culture**

Prerequisites: Fre 200 and Fre 201. Corequisites: None. French is currently the official language of 28 countries around the world. This course will study some of the most prominent works of literature by French speaking writers from the Maghreb, West Africa, the Caribbean, and North America. Through our study of these works, we will discuss the complex social, political, linguistic, and cultural issues facing post colonial nations and minor literatures written in a dominant language. 3 credit hours

#### **Fre 450 Le Roman Contemporain Francais**

Prerequisites: Fre 151 or permission of instructor. Corequisites: None. Studies various contemporary French novels including traditional, psychological, engage, nouveau, and structuraliste. 3 credit hours

#### **Fre 452 Le Théâtre Contemporain Français**

Prerequisites: Fre 111 or permission of instructor. Corequisites: None. Examines modern theater trends from the "cartel" to the "avant-garde." Includes Giraudoux, Claudel, Anouilh, Sartre, Montherlant, Ionesco, and Beckett 3 credit hours

#### **Geo 103 Introduction to Global Positioning Systems**

Prerequisites: Experience with Windows Operating System. Corequisites: None. Introduction to the theory and application of Global Positioning Systems (GPS). Students will collect and process GPS field data and create a detailed map from the data using Geographic Information System (GIS) software. 1 credit hours

#### **Geo 203 World Geography**

Prerequisites: None. Corequisites: None. This course is designed to introduce students to some key concepts of world geography. The class will discuss several topics which include, but not limited to the following: Some basic geographic concepts (location, direction, distance); maps (locating points on a sphere, properties of map projections, patterns and symbols on maps); physical geography (landforms, weather, climate etc); cultural geography (peoples and their ways of life, language, religion, ethnicity, population characteristics); geography of spatial behavior (perception of the environment, migration); political geography (geographic characteristics of countries, boundaries); economic geography (agriculture, manufacturing, industries); geography of natural resources (renewable and nonrenewable resources); urban geography (functions of urban area) and global issues (protecting the earth's wildlife, global warming and green house effect, balance between food and population, battling acid rain, the vanishing rainforest, economic growth and environmental problems). 3 credit hours

#### **Geo 210 Climate and Culture**

Prerequisites: None. Corequisites: None. The course broadens the students' understanding of how climate influences the development of cultures and the building of societies. The course opens with the idea that the influence of climate upon culture is often overlooked, simply because it is so broad. The course then introduces the students to the full range of climatic influences upon culture, from the general and the obvious to the virtually subliminal. The course will show that much of history can be explained by these concepts. 3 credit hours

#### **Geo 280 GIS Applications I**

Prerequisites: Experience with Windows operating system. Corequisites: None. An introduction to the principles and applications of geographic information systems (GIS). Covers the creation, representation, manipulation and analysis of spatial data in digital form and issues related to data, digital cartography, and output products. Lab exercises and a course project expose students to actual data manipulation and GIS analysis. Two hours lecture, three hours lab, and course project. 4 credit hours

#### **Geo 380 GIS Application II**

Prerequisites: Geo 280. Corequisites: None. Study of and experience in various GIS applications. The assessment, development, and implementation of a GIS project learned from practical exercises and a course project. Programming, database design, and cartographic design are practiced. Two hours lecture, three hours lab. 4 credit hours

**Geo 402 Applications and Implementation II**

Prerequisites: For 280. Corequisites: None. Experience with a variety of applications via literature review and practical experience. The assessment, development, and implementation of a GIS is learned from practical exercises and a course project. 2 hours lecture, 3 hours lab, out of class GIS project. 4 credit hours

**Gov 200 American Government**

Prerequisites: None. Corequisites: None. Introduces principles and practices of American government. Studies the institution, the politics of democracy, and briefly considers the three branches of government. 3 credit hours

**Gov 201 State and Local Government**

Prerequisites: None. Corequisites: None. Introduces study of government at the state level. Emphasizes principles and practices. 3 credit hours

**Gov 304 American Political Thought**

Prerequisites: Instructor's permission. Corequisites: None. Discusses development of political ideas in America from 1620 to present. 3 credit hours

**Gov 330 Canadian/American Government**

Prerequisites: Gov 200. Corequisites: None. Examines and compares principles and practices of American and Canadian governments. Emphasizes intergovernmental relations, governmental structure, and economic policy. 3 credit hours

**Gov 410 Comparative Government**

Prerequisites: Gov 200. Corequisites: None. Examines and compares principles and practices of various governments of the world. 3 credit hours

**Hon 400 Honors Topical Seminar**

Prerequisites: Consent of Honors Committee or instructor. Corequisites: None. Explores in depth a major academic theme or problem. Topics vary from semester to semester. 3 credit hours

**Hty 100 Foundations of Western Civilization I**

Prerequisites: None. Corequisites: None. A comprehensive examination of the growth of civilizations from the ancient Greeks to the Renaissance. The course investigates the political, economic, social, intellectual, and religious developments in ancient, medieval, and Renaissance societies. 3 credit hours

**Hty 101 Foundations of Western Civilization II**

Prerequisites: None. Corequisites: None. A survey of European history from the sixteenth through the twentieth century that investigates major movements such as the Protestant Reformation, absolutism, the Enlightenment, the French Revolution and Napoleon, industrialization, nationalism, World War I, totalitarianism, and World War II. 3 credit hours

**Hty 102 United States History I**

Prerequisites: None. Corequisites: None. Surveys social, economic and political development of American nation from age of exploration through era of reconstruction. 3 credit hours

**Hty 103 United States History II**

Prerequisites: None. Corequisites: None. A continuation of Hty 102. Surveys social, economic and political history of United States from era of reconstruction to present day. 3 credit hours

**Hty 105 Intro to the Contemporary World I**

Prerequisites: None. Corequisites: None. Analyzes the major historical developments that have shaped the modern world. Topics include the primary events in the evolution of modern Europe, Africa, Latin America, and the Far East. 3 credit hours

**Hty 106 Intro to the Contemporary World II**

Prerequisites: None. Corequisites: None. Analyzes the major historical developments that have shaped the modern world. Topics include the primary events in the evolution of modern Europe, Africa, Latin America, and the Far East. 3 credit hours

**Hty 204 History of the St. John Valley**

Prerequisites: None. Corequisites: None. Designed to portray a wholistic view of the history of the Valley. The history will be ameliorated by sociological, anthropological, and aesthetic materials. 3 credit hours

**Hty 325 Absolutism and Enlightenment**

Prerequisites: History 101 or instructor's permission. Corequisites: None. Analyzes European history from end of Thirty Years' War to outbreak of French Revolution. Considers growth of absolutism, impact of Enlightenment, and reforms of enlightened monarchs in eighteenth century Europe. 3 credit hours

**Hty 343 Topics in World Folklore**

Prerequisites: None. Corequisites: None. Introduction to the folklore of selected traditional cultures. Oral literature, material culture, music, and other aspects of popular culture will be considered. 3 credit hours

**Hty 350 American Colonial History**

Prerequisites: Hty 102 or instructor's permission. Corequisites: None. Interprets history of American colonies from era of European expansion to Declaration of Independence. 3 credit hours

**Hty 351 Canadian History I**

Prerequisites: None. Corequisites: None. Surveys Canadian history to Rebellion of 1838 and Durham Report, with special focus on society and culture of New France. 3 credit hours

**Hty 352 Canadian History II**

Prerequisites: None. Corequisites: None. Surveys social and political history of Canada, 1840 to present. Focuses on such issues and events as British North America Act, Louis Riel, Manitoba School Crisis, conscription crisis in World Wars I and II, creeping continentalism, and struggle for Quebec Libre. 3 credit hours

**Hty 353 History of Maine**

Prerequisites: Hty 102 and Hty 103 or instructor's permission. Corequisites: None. Examines Maine State history, emphasizing social, economic, and political changes in nineteenth and twentieth centuries. 3 credit hours

**Hty 359 America Since 1945**

Prerequisites: Hty 103 or instructor's permission. Corequisites: None. Surveys problems confronting modern America from World War II to the present. 3 credit hours

**Hty 362 The French Revolution and Napoleon**

Prerequisites: Hty 101. Corequisites: None. Examines revolutionary and Napoleonic epoch in France. Analyzes origins of revolution, impact of different socio-economic classes, constitutional experiments, and failure of revolutionary governments to achieve political stability. Studies regime of Napoleon Bonaparte in France and Europe. 3 credit hours

**Hty 375 France Since 1814**

Prerequisites: Hty 101 or instructor's permission. Corequisites: None. Studies development of modern France from end of Napoleonic Empire to founding of Fifth Republic. Includes problems of political

instability, contrasting views of governmental institutions, industrialization in agrarian society, socialism, and foreign affairs 3 credit hours

**Hty 432 History of the Second World War, Part I, Origins**

Prerequisites: Hty 101 or Hty 103, or instructor's permission. Corequisites: None. Analyzes origins of Second World War from 1918 by focusing on growth of militarism in Europe and Far East. 3 credit hours

**Hty 433 History of the Second World War, Part II 1939–1945**

Prerequisites: Hty 101, Hty 432, or instructor's permission. Corequisites: None. Examines the course of World War II in Europe, Asia, North Africa, and the Pacific. 3 credit hours

**Hty 434 History of World War II (Part III)**

Prerequisites: None. Corequisites: None. The purpose of the course is to analyze the Second World War from the battle of Midway in the Pacific and the battle of Stalingrad to the collapse of Germany and Japan in 1945. Major topics include the theaters of war, principal and decisive battles, new weapons, tactics and strategy, domestic administration, and the impact of the war on the participating nations. Examinations require an analytical grasp of the issues and events associated with the war. 3 credit hours

**Hty 435 History of World War II (Part IV)**

Prerequisites: None. Corequisites: None.. This course is to analyze the Second World War from the American victory at Midway in the Pacific and the Russian victory at Stalingrad in 1943 to the collapse of Germany and Japan in 1945. Major topics are the several theaters of war, principal and decisive battles, new weapons, tactics and strategy, domestic administration, and the impact of the war on the participating nations. Examinations require an analytical grasp of the issues and events associated with the war. 3 credit hours

**Hty 449 Europe Since 1945**

Prerequisites: Hty 101 or instructor's permission. Corequisites: None. Examines the impact of World War II, the Cold War, European economic recovery, and other significant events since 1945. 3 credit hours

**Hty 450 Revolution and Confederation**

Prerequisites: Hty 102 or instructor's permission. Corequisites: None. Studies American development from 1763 through end of confederation. Focus on the Revolution and the Revolutionary War. 3 credit hours

**Hty 451 American Foreign Policy to 1898**

Prerequisites: Hty 102, Hty 103 or instructor's permission. Corequisites: None. Studies American foreign policy from 1776 to 1898. Focus on the American Revolution, Louisiana Purchase, War of 1812, Monroe Doctrine, and relations with Canada and Mexico. 3 credit hours

**Hty 452 American Foreign Policy II**

Prerequisites: Hty 103 or instructor's permission. Corequisites: None. A continuation of Hty 451 from 1898 to the present. Focus on diplomacy of World War I, World War II, Cold War, Korean War, Cuban Conflict, Vietnam War, and Terrorism. 3 credit hours

**Hty 457 Civil War and Reconstruction**

Prerequisites: Hty 102 or Hty 103 or permission of the instructor. Corequisites: None. A topical survey of the Civil War and Reconstruction period, with emphasis on the causes and consequences of this struggle and its aftermath. 3 credit hours

**Hty 460 Nineteenth Century Europe**

Prerequisites: Hty 101 or instructor's permission. Corequisites: None. Analyzes development of European society from end of Napoleonic Empire to outbreak of World War I by concentrating on growth of industrialism, socialism, conservatism, liberalism, and nationalism. 3 credit hours

**Hty 461 Europe from 1918 to 1945**

Prerequisites: Hty 101 or instructor's permission. Corequisites: None. Examines impact of World War I, the failure of democracy, the rise of totalitarianism, and the Second World War. 3 credit hours

**Hty 462 Age of Jackson**

Prerequisites: Hty 103 or instructor's permission. Corequisites: None. Analyzes and interprets ideas and politics of Jacksonian era in U.S. Demonstrates democracy in transition. 3 credit hours

**Hty 467 Acadian History**

Prerequisites: None. Corequisites: None. Surveys social, economic, cultural, and political history of Acadians from 1604 to 1763, and aftermath of deportation. Special focus on deportation. 3 credit hours

**Hum 102 University Seminar**

Prerequisites: None. Corequisites: None. Designed to assist students in becoming academically successful. It develops learning and thinking skills and introduces the student to procedures, policies, and services of the University. The course is open to all new students. Credits apply as electives in degree programs. 3 credit hours

**Hum 310 Greek Mythology**

Prerequisites: None. Corequisites: None. This course explores the ancient foundations of our political culture. Themes and images from myth - the labors of Hercules, the wrath of Achilles, the struggles between Theseus and the Minotaur, and the terrible journey to self-knowledge of Oedipus. Their symbols, ideas, and archetypes continue to inspire and animate our culture and civilization. The discussion will cover comparative and interpretative approaches as well as evidence from art and archaeology. 3 credit hours

**Mat 128 College Algebra**

Prerequisites: Basic math proficiency. Corequisites: None. Provides students with basic algebraic skills. Covers algebraic concepts including linear, fractional and quadratic equations and graphs. Also covers basic trigonometry for right triangles. 3 credit hours

**Mat 165 Pre-Calculus**

Prerequisites: Algebra proficiency. Corequisites: None. Covers sets, algebraic operations, functions, graphs, complex numbers, polynomials, exponential functions, trigonometric functions, systems of linear equations, and sequences. 3 credit hours

**Mat 180 Finite Math I: Logic & Combinatorics**

Prerequisites: None. Corequisites: None. Introduction to set theory, symbolic logic, number theory, methods of proof, counting, and probability. 3 credit hours

**Mat 200 Structures of Mathematics I**

Prerequisites: None. Corequisites: None. Examines structure of arithmetic as it relates to algebra. Covers arithmetic concepts, number system properties, various bases, numeration systems, number theory, and problem solving. 3 credit hours

**Mat 201 Structures of Mathematics II**

Prerequisites: None. Corequisites: None. Continuation of Structures of Math I. Examines fundamental concepts of algebra, percentage, measurement and geometry, probability, statistics, and more problem solving. 3 credit hours

**Mat 255 Calculus I**

Prerequisites: Algebra Proficiency. Corequisites: None. This is an introduction to Calculus as applied in the Social or Life Sciences. Topics include: limits, derivatives, techniques of finding derivatives of polynomials, exponential and log functions, derivatives of sums, differences, products, quotients, and

composites of functions, continuity, differentiability, maxima, minima, extreme value theorem, higher derivatives and their applications, indeterminate forms and Hopital's rule, antiderivatives and indefinite integrals, integrating polynomials, exponential and inverse functions, integration by substitution, definite integrals, the Fundamental Theorem of Calculus, area between curves, tables of integrals, separable differential equations, functions of two variables, partial derivatives, second order partial derivatives, extrema of functions of two variables, and integration over two variables. 4 credit hours

### **Mat 256 Calculus II**

Prerequisites: Mat 255. Corequisites: None. This course is a continuation of Calculus I. Beginning with a review of differentiation and integration; it introduces trigonometric functions while it reviews polynomials and exponential functions. Emphasized are applications of definite integrals and techniques of integration. Infinite series are studied. 4 credit hours

### **Mat 280 Finite Math II: Linear Models**

Prerequisites: None. Corequisites: None. This course provides students with applied mathematical skills utilizing linear equations, matrices, and vectors. Topics include: modeling with linear equations, matrix operations, and mathematics of finance. 3 credit hours

### **Mat 290 Geometry**

Prerequisites: High School geometry. Corequisites: None. This course attempts to acquaint the student with the amazing properties of lines, circles, triangles, and other geometric figures. It is designed for students who intend to teach mathematics at the secondary level. 3 credit hours

### **Mat 350 History of Mathematics**

Prerequisites: 12 credits of math or permission of instructor. Corequisites: None.. This course consists of a survey of major math concepts and personalities in mathematics over the past 5,000 years. 3 credit hours

### **Mat 351 Statistics I**

Prerequisites: Algebra proficiency. Corequisites: None. Designed for use in behavioral science, education, environmental studies, nursing, computer applications, natural science, and business. Introduces descriptive and inferential statistics with data handling emphasized. Includes mean, median, mode, standard deviation, normal distribution, T-distribution, hypothesis testing, correlation, linear regression, analysis of variance and chi-square. 3 credit hours

### **Mat 352 Statistics II**

Prerequisites: Mat 351 or instructor's permission. Corequisites: None. Applied statistical methods in the student's area of specialization. Designed for use by education, natural, environmental, or behavioral scientists. This course requires students to formulate a project, develop original data or use assigned data sets to analyze and solve problems in one's area of study. Students are required to use statistical analysis software and to work independently in their specialty. 3 credit hours

### **Mat 357 Modern Algebra**

Prerequisites: Algebra Proficiency. Corequisites: None. Introduces theory of groups, rings, fields, and polynomials. 3 credit hours

### **Mat 370 Calculus III**

Prerequisites: Mat 256. Corequisites: None. Continuation of Calculus II. Includes vectors, partial differentiation, infinite series, polar coordinates, and multiple integrals, directional derivatives, line integrals, and an introduction to differential equations. 4 credit hours

### **Mus 100 Music History**

Prerequisites: None. Corequisites: None. Introduction to the elements of music, survey of 1600 years of Art Music in western civilization. Includes style periods, names, dates, and personalities significant in musical

developments. The major roles of music and the musician in society are investigated. Listening skills and aural recognition are emphasized. 3 credit hours

**Mus 110 Beginning Voice**

Prerequisites: Concurrent with Mus 462. Corequisites: None. Develops musicianship and vocal techniques such as breathing, voice placement, and vocal notation. 2 credit hours

**Mus 120 History of Rock and Roll**

Prerequisites: None. Corequisites: None. The historical and stylistic development of Rock, through its major trends, influential personalities and its interrelationship with our society is studied. 3 credit hours

**Mus 156 Class Piano**

Prerequisites: None. Corequisites: None. Develops musicianship and keyboard skills such as basic reading of music notation, hand positions, and keyboard harmony. 3 credit hours

**Mus 200 Fundamentals of Music**

Prerequisites: None. Corequisites: None. Develops musicianship and musical literacy, such as fluency in music notation, principles of music theory, and ear training through computer assisted instruction. 3 credit hours

**Mus 204 American Music**

Prerequisites: None. Corequisites: None. Develops a knowledge of the multi cultural music of the United States. The music of ethnic, religious and social groups, American Art music, and seminal figures and ideological movements will be covered. Listening skills and aural recognition are emphasized. 3 credit hours

**Mus 242 Improvisation**

Prerequisites: None. Corequisites: None. The exposure to improvisation in a variety of musical styles and their historical and sociological contexts are covered. 3 credit hours

**Mus 302 World Music**

Prerequisites: None. Corequisites: None. This course presents students with a survey of music from selected world cultures. The functions of music in culture will be examined and compared. 3 credit hours

**Mus 310 U.S. Musical Theater**

Prerequisites: None. Corequisites: None. An in depth coverage of musical theater forms in the U.S. Studies the development of the American musical including minstrelsy, vaudeville, operetta and revues. The contributions of the major 20th Century figures are assessed and several landmark works are covered in detail. The mature musical as an art form is analyzed. Listening skills and aural recognition are emphasized. 3 credit hours

**Mus 354 Music Theory I**

Prerequisites: Mus 200. Corequisites: None. Examines elements of Tonal Harmony through the study of chord structures, chord types, and voice leading. Melodic organization, modulation, ear training, sight singing and seventh chords are also covered. The class uses computer assisted instruction. 3 credit hours

**Mus 355 Music Theory II**

Prerequisites: Mus 354. Corequisites: None. Examines non-harmonic tones, seventh chords, secondary dominants, modulation, borrowed chords, augmented and neapolitan sixth chords, chromatic mediants, and upper tertians. 3 credit hours

**Mus 371 Orchestration**

Prerequisites: Mus 354. Corequisites: None. Students will be introduced to the characteristics of various instrumental families and then to the practices and procedures of orchestration. Additionally, they will

receive instruction on how to professionally prepare a score and parts. Other topics may include vocal arranging, transcription, and writing for mixed ensembles. 3 credit hours

#### **Mus 400 History of Jazz**

Prerequisites: None. Corequisites: None. Covers the major styles of jazz: Ragtime, Dixieland, Swing, Be-Bop, Cool, Free and Fusion. The major figures and extra-musical factors influencing these trends will also be studied. Listening skills and aural recognition are emphasized. 3 credit hours

#### **Mus 420 Music Technology**

Prerequisites: Mus 200. Corequisites: None. The goal of this course is to experience and understand three areas of Music Technology: 1) Music Notation Programs 2) Audio Sampling and Editing software, and 3) Mixing. 3 credit hours

#### **Mus 451 Sight Singing and Ear Training**

Prerequisites: Mus 200 or instructor's permission. Corequisites: None. Uses solfege system to master fundamentals of sight singing. Includes ear training in error detection, aural recognition of pitch patterns, rhythm patterns, and other skills. Involves much drill work. Students need not be singers or voice students. 3 credit hours

#### **Mus 461 Instrumental Ensemble**

Prerequisites: Instructor's permission. Corequisites: None. Participants must be music readers and experienced, but not necessarily advanced, players. Players should possess own instruments. Touches aspects of music history, theory, interpretation, style, instrumental and practice techniques, and artistic discipline. Provides performance opportunity for college and community instrumentalists. 1 credit hours

#### **Mus 462 Chorus**

Prerequisites: None. Corequisites: None. Comprised of both community members and students. This ensemble performs both accompanied and a cappella choral works from the Classical, Folk, and Popular repertoires. Performs at least one concert per semester. 1 credit hours

#### **Nur 103 Introduction to Information Technologies in Nursing**

Prerequisites: None. Corequisites: None. Provides practical information about computer applications and information systems in health care. Students will develop knowledge of computer basics and skills to include specific applications such as word processing, databases, presentation programs, spreadsheets, search the Internet, and utilize educational learning software such as WebCT. This course assumes limited prior knowledge or experience with computers. 3 credit hours

#### **Nur 200 Introduction to Professional Nursing**

Prerequisites: Minimum 2.0 grade point average. Corequisites: None. Introduces the student to professional nursing: career and employment opportunities, history and scope of nursing, communication, theories and theorists, critical thinking, the nursing process, as well as legal and ethical issues inherent in nursing practice. Provides students with opportunities to practice professional nursing skills and to participate in professional nursing activities. 2 credits didactic. 1 credit lab. 3 credit hours

#### **Nur 230 Promoting Personal Health and Wellness**

Prerequisites: Sophomore standing; open to all majors. Corequisites: None. Promoting wellness for individuals requires that nurses take responsibility for their personal health and well-being. Focus is on self-awareness, wellness, cultural diversity, and interpersonal communication. Provides students with learning opportunities to promote and implement effective change toward healthy attitudes and lifestyle behaviors -- physically, mentally, and spiritually -- across the lifespan. \$25 HESI testing fee required. 2 credit hours

#### **Nur 230C Promoting Personal Health and Wellness Application**

Prerequisites: None. Corequisites: Nur 230. Provides students with the opportunity to develop self-awareness and apply knowledge about health and wellness by creating and implementing a personal fitness and wellness program. 2 credit hours

### **Nur 301 Promoting Healthy Communities**

Prerequisites: Senior level standing. Corequisites: None. Introduces students to the concepts and principles of community based nursing, wherein the nurse promotes the optimum wellness of individuals, families, and communities to live and work in healthy environments. With an emphasis on the community as client, this course provides a philosophical, historical, theoretical, and practice based perspective to examine current and emerging issues in population health. 3 credit hours

### **Nur 302 Pharmacology**

Prerequisites: Bio 353, Bio 363, Nur 309. Corequisites: Bio 401, Nur 330. Provides students with knowledge about general principles of drug actions along with nursing responsibilities, process, and accountability in the administration of medications over the lifespan. Numerous pharmacologic classifications will be discussed including mechanisms of drug actions, key adverse effects, and drug interactions. Students will develop skills needed for calculating dosages and administering various medications. \$17 HESI testing fee required. 3 credit hours

### **Nur 309 Holistic Health Assessment**

Prerequisites: Bio 220, Bio 221, Bio 363, Chy 100, Nur 200, and Nur 230. Corequisites: Bio 363 or Bio 353; Psy 308. Prepares students with the knowledge and skill needed to complete a detailed health history interview and comprehensive health assessment. With a focus on wellness throughout the lifespan, individual health status will be assessed, including physical, emotional, cultural, and spiritual factors, from which appropriate nursing diagnoses may be derived. 3 credit hours

### **Nur 309L Holistic Health Assessment Lab**

Prerequisites: None. Corequisites: Nur 309. Allows students the opportunity to develop their role as provider of care by building knowledge and technical skills through assessing health status and analysis of health findings. 1 credit hours

### **Nur 312 Conceptual Issues of Professional Nursing**

Prerequisites: Valid RN license. Corequisites: Nur 309. Uses concepts and selected theories to understand factors promoting or risking lifelong human development. Emphasizes utilization of nursing process in assisting clients in promotion, maintenance, and restoration of health. Facilitates personal exploration of the role differences between Diploma/ADN and BSN. 3 credit hours

### **Nur 312L Conceptual Issues of Professional Nursing Lab**

Prerequisites: Accelerated Nursing student. Corequisites: Nur 312. Provides students with opportunities to practice professional nursing skills and to participate in professional nursing activities. 1 credit hours

### **Nur 314 Nursing Core Competency**

Prerequisites: Required for RN-Upgrade Students. Assesses prior learning from associate degree or diploma nursing program. Covers core nursing knowledge drawn from nursing courses. Assesses utilization of nursing health promotion, restoration, and maintenance. Includes individual, family, and community health. Covers short-term alterations, long-term alterations, crises, and catastrophic events. Offered by arrangement as a Portfolio option, NLN Mobility Profile exam, or transfer of credit within 10 years. 29 credit hours

### **Nur 330 Adult Health I: Caring for Individuals/Families with Acute Alterations in Health**

Prerequisites: Nur 230, Nur 309, Bio 353, Bio 363. Corequisites: Nur 302, Nur 330C. Expands the student's knowledge of nursing care required to meet the needs of the individual and their families with acute alterations in health. Emphasis will be on the promotion, restoration, and maintenance of health along with their impact on the individual and the family. 2 credit hours

**Nur 330C Adult Health I: Caring for Individuals/Families with Acute Alterations in Health Clinical**

Prerequisites: Nur 230, Nur 309, Bio 353, Bio 363. Corequisites: Nur 302, Nur 330C, Bio 401. Utilizes therapeutic nursing interventions in the promotion, restoration, and maintenance of health of individuals and families experiencing acute alterations in health. Students will have opportunities to apply critical thinking and to refine their application of the nursing process, communication, and technical skills in a variety of settings. Lab sessions will continue to build on the development of fundamental psychomotor skills necessary in clinical practice. 2 credits clinical. 1 credit lab. 3 credit hours

**Nur 335 Family Health I - Maternal/Infant**

Prerequisites: Nur 230, Nur 309, Psy 308. Corequisites: Nur 335C. With a focus on health promotion of the family, from preconception through the childbearing process, this course explores nursing interventions that enable the family to secure optimal wellness. The course emphasizes the natural physiological and psychological phases of this event. High-risk conditions and nursing care of the newborn and postpartum family are also explored. \$17 HESI testing fee required. 2 credit hours

**Nur 335C Family Health I - Maternal/Infant Clinical**

Prerequisites: Nur 230, Nur 309, Psy 308. Corequisites: Nur 335. Provides for the application of nursing skills that facilitate optimum function, wellness, and maintenance of individuals and families. The focus is maternity and infant health. Occurs in structured settings, homes, and community settings. Students must provide own transportation. Lab sessions will develop psychomotor skills focusing on the care of maternal and pediatric clients. 2 credits clinical. 1 credit lab. 3 credit hours

**Nur 341 Nursing Informatics**

Prerequisites: None. Corequisites: None. Introduces the student to the concept of computer use in the nursing workplace. Addresses specific applications of computers in the hospital/educational setting, research, and administrative capacity. Current and potential applications are discussed and analyzed for their impact on the health care professionals and rural health care and the profession of nursing. 3 credit hours

**Nur 352 Mental Health Nursing**

Prerequisites: Psy 100, Psy 308, Nur 230, Nur 302, Nur 309. Corequisites: Nur 352C. Introduces concepts and principles of mental health nursing across the lifespan. Interdisciplinary aspects of holistic care delivery are explored. Discussion of specific theories, therapeutic communication, disorders of human behavior, contemporary treatment modalities, and the nursing process are utilized. \$17 HESI testing fee required. 3 credit hours

**Nur 352C Mental Health Nursing -- Clinical**

Prerequisites: None. Corequisites: Nur 352. Explores holistic mental health nursing in a variety of settings. The nursing process is utilized and interventions focus on the promotion, restoration, and maintenance of optimal wellness. Students must provide own transportation. 2 credit hours

**Nur 360 Adult Health II: Caring for Individuals/Families with Chronic Alterations in Health**

Prerequisites: Nur 330, Nur 302, Bio 401. Corequisites: Nur 360C. Expands the student's knowledge of nursing care required to meet the needs of the individual and their families with chronic alterations in health. Emphasizes the development of skill as provider of care to promote, restore, and maintain the health of individuals and families. 2 credit hours

**Nur 360C Adult Health II: Caring for Individuals/Families with Chronic Alterations in Health**

Prerequisites: Nur 302, Nur 330, Bio 401. Corequisites: Nur 360. Utilizes therapeutic nursing interventions in the promotion, restoration, and maintenance of health of individuals and families experiencing chronic alterations in health. Students will have opportunities to develop critical thinking and clinical decision making skills in a variety of structured clinical settings. Lab sessions will develop more advanced psychomotor skills necessary in clinical practice. 2 credits clinical, 1 credit lab. 3 credit hours

**Nur 365 Family Health II -- Pediatrics**

Prerequisites: Nur 309, Nur 335, Psy 308. Corequisites: Nur 365C. Explores family centered nursing care in the health promotion and care of children. Theory, developmental needs, common health concerns, heredity, and environment are also considered. Emphasis is on nursing interventions that enable the family to secure optimal wellness. \$17 HESI testing fee required. 2 credit hours

**Nur 365C Family Health II -- Pediatrics Clinical**

Prerequisites: None. Corequisites: Nur 365. Provides for the application of nursing skills that facilitate optimum function, wellness, and maintenance of individuals and families. The focus is child health within the context of family. Students will have opportunities to develop communication, critical thinking, and assessment skills. Occurs in structured settings, homes, and community settings. Students must provide own transportation. 2 credit hours

**Nur 380 Transcultural Care in Nursing**

Prerequisites: Second semester junior standing. Corequisites: None. Addresses the impact that social, political, cultural, spiritual, gender, age, and lifestyle factors have upon the health of individuals and communities. In addition, a growing consumer interest in alternative healing practices necessitates that nurses be familiar with the widening array of complementary therapies and approaches available to treat illness, prevent disease, and promote well-being. Awareness of how ethnocentrism restricts and limits the use of healing modalities will be considered, as will the role of the nurse as advocate and communicator within political and socio-cultural environments. 3 credit hours

**Nur 390 Nursing Summer Internship**

Prerequisites: Successful completion of all junior level nursing requirements and readiness to enter senior level track. Corequisites: None. This elective course provides students with a concentrated clinical experience to expand knowledge from the liberal arts and nursing curricula within client based settings. Students will be mentored and supervised by a Registered Nurse to maximize clinical learning opportunities within a safe and structured environment. UMFK faculty will liaison with the clinical facility, the RN mentor, and collaborate with the student to evaluate the student's progress and performance. 3 credit hours

**Nur 401 Health Related Research**

Prerequisites: Statistics, senior level standing. Corequisites: none. Introduces the basic health related research process with an emphasis on understanding and utilizing research. Focus is on skills then enable students to quickly find, critically read, and readily identify possible uses of relevant clinical research. Selected experiences in investigating, analyzing, and interpreting health related research findings and implications for professional practice are explored. 3 credit hours

**Nur 407 Leadership and Management in Nursing**

Prerequisites: Second semester senior standing. Corequisites: None. Prepares students to assume leadership, decision-making roles, and political awareness within an increasingly complex and changing health care system. Principles of leadership and management are examined in context of their application within current and prospective global health care environments. Role development and values clarification are emphasized. 3 credit hours

**Nur 411 Health Related Research Independent Study**

Prerequisites: None. Corequisites: None. Focus is to pilot research proposals developed in Health Related Research (Nur 401). The student will contract with faculty to carry out the proposal. The student will collect, analyze, and evaluate data and discuss implications for nursing practice. Discussion will include procedures designed to adhere to ethical standards. 1 credit hours

**Nur 413 Nursing Ethics and the Law**

Prerequisites: None. Corequisites: None. The focus of the course includes examining ethical and legal issues in the context of nursing and health care practice; exploring principles of ethical reasoning toward decision making and the resolution of ethical dilemmas; and analyzing ethical health care obligations, policy, and law which emanate from the nature of the caregiver-patient relationship. Each module is designed to examine current ethical issues in clinical research with a focus on issues most pertinent of the role of the nurse. 3 credit hours

**Nur 421 Ethics in Health Care**

Prerequisites: None. Corequisites: None. Comprehensive study of the major social changes that influence health care delivery and practice. The focus of the course includes dealing with ethical and legal problems affecting nursing and ethical decision making when providing care to clients throughout the life span. 2 credit hours

**Nur 425 Adult Health III: Caring for Individuals/Families with Complex Alterations in Health**

Prerequisites: Nur 360. Corequisites: Nur 425C. Expands the student's knowledge of nursing care required to meet the needs of the individual and their families with complex or multiple alterations in health. Emphasis will be on illness and disease management along with the impact of catastrophic illness on the individual and the family. \$17 HESI testing fee required. 3 credit hours

**Nur 425C Adult Health III: Caring for Individuals/Families with Complex Alterations in Health**

Prerequisites: Nur 360. Corequisites: Nur 425. Utilizes therapeutic nursing interventions in the promotion, restoration, and maintenance of health of individuals and families experiencing complex alterations in health. Students will have opportunities to refine previously learned skills as a care provider along with the development of new roles such as care coordinator and collaborator in a variety of structured and unstructured clinical settings. Lab sessions will continue to develop more advanced psychomotor skills necessary in clinical practice. 4 credits clinical. 1 credit lab. 5 credit hours

**Nur 431 Rural Health Nursing**

Prerequisites: none. Corequisites: none. Provides an overview of the issues, theory, and research related to the delivery and development of health care in rural areas. Rural nursing theory is used to examine trends and issues encountered by nurses practicing in rural environments. 3 credit hours

**Nur 456 Integrated Nursing Practice**

Prerequisites: Nur 301. Corequisites: Nur 407. This practicum provides students with the opportunity to demonstrate leadership and management abilities by assessing, planning, and evaluating a community based nursing intervention. The community as client is emphasized. 3 credit hours

**Nur 497 Senior Capstone**

Prerequisites: Senior standing in nursing with completion of all nursing core courses. Corequisites: Nur 497C. Capstone review of knowledge gained from prior nursing core courses to include adult, maternal/infant child, and mental health nursing. Focuses on use of the nursing process to care for individuals, families, and communities. Major focus on problem solving, critical thinking, computer assisted instruction, and test-taking strategies in preparation for the National Council Licensure Examination for registered nurses (NCLEX-RN). A comprehensive exam for NCLEX-RN licensure readiness will be administered. The student must successfully complete the exam according to nationally standardized scores. \$30 HESI testing fee required. 3 credit hours

**Nur 497C Senior Preceptorship Practicum**

Prerequisites: Senior standing in nursing with completion of all nursing core courses. Corequisites: Nur 497. Directed clinical practicum experience in which students apply knowledge gained from all prior semesters. The student practices the nursing of individuals, families, and communities in a BSN-guided preceptorship experience. The student chooses the clinical site and professional role model to assist in the application of the nursing process in a specialty area. The student is expected to progress from situations

of high structure and low ambiguity to ones of less structure and greater ambiguity. Students must provide own transportation. 4 credit hours

**Phe 100 Sports Activities**

Prerequisites: None. Corequisites: None. Develops basic skills in activities such as softball, baseball, basketball, racquetball, karate, soccer, floor hockey, volleyball, weightlifting, football, and others. 1 credit hours

**Phe 101 Canoeing**

Prerequisites: None. Corequisites: None. Introduces student to basic canoeing strokes including J-stroke, draw strokes, sweep strokes, bow strokes, and front rudders. Emphasizes safety skills and survival techniques. Equipment fee required. 1 credit hours

**Phe 103 Introduction to Alpine Skiing**

Prerequisites: None. Corequisites: None. Introduces downhill skiing with emphasis on safety and control. Students required to provide ski pass. 1 credit hours

**Phe 104 Cross-Country Skiing**

Prerequisites: None. Corequisites: None. Provides instruction and practice in techniques of cross-country touring. 1 credit hours

**Phe 120 Winter Skill I**

Prerequisites: None. Corequisites: None. This course will teach basic skills and practices in the area of winter recreation and survival. The course is built around travel safety, how to select proper equipment and how to assemble basic survival material for emergency situations. Students will have an opportunity to snowshoe and cross country ski. The course requires physical fitness, and attendance at all field trips. 1 credit hours

**Phe 121 Winter Skills II**

Prerequisites: None. Corequisites: None. Teaches winter survival skills and develops leadership capability. Includes teaching beginning students under instructor's supervision. Two camping trips, two day trips, supplemental lecture, and readings are required. 1 credit hours

**Phe 158 Components of Physical Fitness II**

Prerequisites: None. Corequisites: None. A health and weight management course for improved lifestyle living. 1 credit hours

**Phe 163 Principles of Coaching**

Prerequisites: None. Corequisites: None. Provides an appreciation and background in the art of coaching. Deals with the complex problems facing those that accept the challenge of handling our youth of today in a sport setting. The complete role of the effectiveness of the coach will be surveyed. Field trips to study experienced coaches required. 3 credit hours

**Phe 164 Basic Athletic Injuries**

Prerequisites: Phe 165. Corequisites: . This course will give students an opportunity to see how the human body reacts to injury. Students will take away from this course basic training to recognize injuries to the body and what they can do to assist. Students will learn American Red Cross first aid and CPR. Students will also learn how to wrap, tape, and stretch areas of injury. 3 credit hours

**Phe 165 Kinesology**

Prerequisites: None. Corequisites: None. This course is designed for students to have a better understanding of how and why the human body moves. Students will learn how antagonist and agonist

muscles move the extremities. Students will have a basic understanding of how physics laws apply to the human body. 3 credit hours

#### **Phe 264 Basic Athletic Injuries**

Prerequisites: Phe 165. Corequisites: None. This course will give students an opportunity to see how the human body reacts to injury. Students will take away from this course basic training to recognize injuries to the body and what they can do to assist. Students will learn American Red Cross first aid and CPR. Students will also learn how to wrap, tape, and stretch areas of injury. 3 credit hours

#### **Phe 341 Organization and Administration of Physical Education, Health, and Athletics**

Prerequisites: Phe 163. Corequisites: None. Principles of program building in curricular and extra curricular programs; risk management, organizing, administering, and supervising physical education, health, intramural, and interscholastic programs. 3 credit hours

#### **Phe 342 Exercise Physiology**

Prerequisites: Phe 164 and Phe 165. Corequisites: None. This course is designed to show how the human body reacts to exercise. There will be an understanding of what the body's needs are for the entire day. The course will explore the body's adaptations to exercise. We explore how certain human bodies adapt well while others cannot adapt at all. We will see how the body's needs change with environment, climate, and seasons. We will see how age affects exercise and body. Students will learn how exercise will enhance performance using theory-based studies. 3 credit hours

#### **Phe 366 Topics in Coaching Basketball, Baseball, Softball, Soccer, Golf, Skiing Cross Country, and Volleyball**

Prerequisites: Phe 163. Corequisites: None. Provides instruction on how to develop the skills, techniques, and an understanding necessary for people preparing to enter the teaching and coaching profession. Focus will be on basic skills and fundamentals as well as the tactics, rules and strength and conditioning aspects of the sport. Students will need to produce a philosophy for the sport they are studying. They will research the sport to produce a handbook at the end of the semester. Students chose the area that interests them in coaching. 3 credit hours

#### **Phi 100 Introduction to Philosophy**

Prerequisites: None. Corequisites: None. The purpose of this introductory and review course is to introduce students to philosophical thinking through a variety of shorter, yet intriguing and diverse texts from different historical periods and regions of the world. The topics addressed in the course concern the history of philosophy, self-knowledge, the question of good and evil, power and justice, and the nature of truth. 3 credit hours

#### **Phs 100 Physical Science I**

Prerequisites: None. Corequisites: None. Explores basic scientific phenomena through experimentation and inquiry. Emphasizes the fundamental theories in physics and chemistry. Includes motion and forces, energy, heat, waves, electricity, magnetism, nuclear science, atomic structure, chemical bonding, families of elements, chemical reactions, acids, bases, and carbon compounds. 3 hours lecture and 3 hours labs. 4 credit hours

#### **Phs 101 Physical Science II**

Prerequisites: None. Corequisites: None. Application of physics and chemistry in other sciences. Develops concepts from astronomy, geology and meteorology. 3 hours lecture and 3 hours lab. 4 credit hours

#### **Phs 210 Earth Science**

Prerequisites: none. Corequisites: none. This course explores in a holistic fashion the major components of the earth sciences, including Geology, Astronomy, Oceanography, and Meteorology. Special emphasis is given to looking at the earth in a holistic fashion, stressing the inter relationships of earth processes. 3 credit hours

**Phy 100 Physics I**

Prerequisites: Mat 128 or instructor's permission. Corequisites: None. Introduces basic physics concepts. Investigates fundamental mathematical tools (measurement, functions, scaling, graphs, and vectors) and nature of matter. Discusses kinetic molecular theory pertaining to heat, energy, temperature, and thermal behavior of matter. Studies Newtonian dynamics. Three hours lecture, two hours lab. 4 credit hours

**Phy 101 Physics II**

Prerequisites: Phy 100 or instructor's permission.  
Corequisites: None. Continuation of Phy 100. Covers light, electricity, magnetism, and atomic structure. Three hours lecture, two hours lab. 4 credit hours

**Pos 100 Political Science**

Prerequisites: None. Corequisites: None. Introduces principles and practices of political science. Explores functions of politics, analyzes political behavior. 3 credit hours

**Pos 111 Parliamentary Procedure and Government**

Prerequisites: None. Corequisites: None. Describes fundamentals of parliamentary procedure and its role in government at all levels. Includes actual uses of parliamentary procedure and exemplifies various methods. 3 credit hours

**Pos 220 Classical Political Thought**

Prerequisites: None. Corequisites: None. This course aims to help students appreciate and understand some of the basic questions and debates of philosophy through an engagement with some of the most important original texts and sources that form the core of classical Western thought. The course focuses on two main issues that are interlinked: 1) on questions concerning human nature and its destiny and 2) on questions concerning the nature of just society. 3 credit hours

**Pos 302 Political Parties**

Prerequisites: Gov 200. Corequisites: None. Analyzes origin and development of political parties. 3 credit hours

**Pos 310 Environmental Politics**

Prerequisites: Gov 200, or Pos 100, or BSES major. Corequisites: None. Examines emergence of environment as political issue. Reviews governmental attempts to solve environmental problems and studies public's role in such issues. 3 credit hours

**Pos 320 Environmental Policy**

Prerequisites: Gov 200 or Pos 100. Corequisites: None. This is a course designed to examine governmental policy in the area of environmental issues. It will explore the reasons for policy development that impact government decisions. It will attempt to illustrate the struggle that individuals face in the development of environmental policy. 3 credit hours

**Psa 100 Introduction to Public Safety Administration**

Prerequisites: None. Corequisites: None. This introductory course provides an overview of local governmental operations for small and mid-sized communities with emphasis on Public Safety administration. The course will address the challenges that lie ahead in Public Safety administration, with emphasis given to Rural America in the 21st Century. 3 credit hours

**Psa 212 Intro to Corrections**

Prerequisites: none. Corequisites: none. Course focuses on the nature and form of correction in America. Special emphasis is placed on the historical perspective and the theoretical constructs which have led to the formation of the correction system as it exists today. Issues of the day will be examined from a policy and practice framework. 3 credit hours

**Psa 217 Jail Operations**

Prerequisites: None. Corequisites: None. This course is meant to provide the student with an introductory level of understanding of jail management and operations. In addition, the student will be introduced to current and critical issues in the broader field of corrections. 3 credit hours

**Psa 221 Ethics and Community**

Prerequisites: None. Corequisites: None. This course is a search for the positive meaning of life with a particular emphasis on the ethics of community together with the ethics of public space and the art of dialog. The course will introduce students to ethical theory as well as real life ethical issues. 3 credit hours

**Psa 222 Terrorism**

Prerequisites: None. Corequisites: None. This course will provide a comprehensive examination and discussion of terrorism with emphasis on its modern and contemporary characteristics and manifestations. The study of terrorism in this course will be multidisciplinary in its approach. Students will learn about the nature and sources of terrorists' beliefs, actions, goals, worldviews, and states of mind. Our analyses of terrorism will include insights from the fields of criminology, culture, economics, history, law, the media, literature, religion, philosophy, political economy, political science, psychology, sociology and technology. 3 credit hours

**Psa 230 Wilderness First Aid**

Prerequisites: Minimum 16 years of age. Corequisites: None. Students will earn certification from Wilderness Medical Associates. The course will provide training in basic outdoor emergency medical care. The course will teach patient assessment, physiology, injury prevention and treatment, and victim stabilization. 1 credit hours

**Psa 231 Search & Rescue Fundamentals**

Prerequisites: Must be 16 years and older. Corequisites: None. This course provides knowledge concerning the general responsibilities, skills, abilities, and the equipment needed by persons who are assigned to field operations during a SAR mission. It also provides the student with practical exercises in the field during daylight and nighttime operations. The course content includes topics in three major areas: survival and support, search, and rescue. This course is based around the rural and wilderness environments but the material is recommended as a basis for all SAR environments. The course is also designed to prepare the student for Basic Ground Searcher Certification, based on the standards of the Maine Association of Search and Rescue (MASAR) and Department of Inland Fisheries and Wildlife. Requires several Saturday field trips and one late evening exercise. 2 credit hours

**Psa 260 Media Relations**

Prerequisites: None. Corequisites: None. The students will learn the role of the reporter as an information gatherer; understand the media as a powerful force in society; identify vocabulary related to media relations; improve coping skills needed when responding to media relations. 3 credit hours

**Psa 300 Public Finance**

Prerequisites: None. Corequisites: None. This course addresses financial and managerial issues within the framework of all three major areas of the public sector. It provides the fundamentals of financial management for those pursuing careers in government, for non-profit, and health organizations that lack a financial background. The students are presented the rules specific to the public sector, which will provide them the framework to access and apply financial information more effectively. 3 credit hours

**Psa 310 Intro to Public Management**

Prerequisites: None. Corequisites: None. This course will provide the students with a solid conceptual foundation in public administration. Important issues in public administration and management will encourage the students to think critically about the nature of public administration today. The course will

present unique vignettes with real life excerpts and quotations, which will further engage students and reinforce the narrative presented. 3 credit hours

### **Psa 315 Public Policy**

Prerequisites: Psa 100 or instructor's permission. Corequisites: None. The course is to provide students with concrete tools for not only understanding public policy in general, but for analyzing specific public policies. It focuses on what policies governments pursue, why governments pursue what they do, and what are the consequences of these policies. 3 credit hours

### **Psa 397 Public Safety Administration Internship**

Prerequisites: Permission of Instructor. Corequisites: None. This capstone course provides the UMFK Public Safety Administration majors the opportunity to apply public safety management theory and practice in real world settings. An extensive Internship project is required and will be structured with the student and the PSA advisor. 8 credit hours

### **Psa 410 Disaster Management**

Prerequisites: Psa 100 and Psa 260 or instructor's permission. Corequisites: None. The course will stress the critical importance of prior planning for disasters of any sort, especially in Rural America and having a workable plan ready when the event does occur, if ever, in any jurisdiction. Emphasis will also be placed on the importance of periodic practice and updating of the information within the plan. Students will participate in a planning exercise and will visit a regional Emergency Management Center. 3 credit hours

### **Psa 411 Information Technology in Government**

Prerequisites: Psa 100, Cos 103 and/or instructor permission. Corequisites: None. This course will show how the student will manage information technology in local government, including planning and project management, technical and service issues, and specific application of technology. Up-to-date and practical advice, along with identifying best practices, and reviews of what local governments are doing, and listing additional resources such as Web sites, periodicals, professional association and books will be presented. 3 credit hours

### **Psy 100 General Psychology**

Prerequisites: None. Corequisites: None. Studies psychology as a science. Develops psychological vocabulary. Applies basic principles to everyday living. 3 credit hours

### **Psy 104 Introduction to Gerontology**

Prerequisites: None. Corequisites: None. Studies psychological changes associated with aging. Investigates normal cognitive, sensorimotor, sexual, and personality changes as well as abnormal deviations. Also considers personal, familial, and social adjustment demands of aging along with methods of minimizing the stress of those demands. 3 credit hours

### **Psy 210 Psychology of Adjustment**

Prerequisites: Psy 100. Corequisites: None. Discusses basic principles of mental health, problems of everyday life, and strategies to cope with them. 3 credit hours

### **Psy 221 Psychosocial Rehabilitation**

Prerequisites: Psy 100. Corequisites: None. To acquire an overview and to consider the physical, mental, emotional, and social ramification to mental health care. 3 credit hours

### **Psy 232 Incest and Sexual Abuse**

Prerequisites: Psy 100. Corequisites: None. Through experiential methods, students will examine the problems faced with the adult and child who experience incest and sexual abuse victimization during childhood. Students will review traditional response and treatment approaches and learn new techniques for use with the sexual abuse victim population. 3 credit hours

**Psy 300 Child Psychology**

Prerequisites: Psy 100. Corequisites: None. Studies developmental processes/issues (including physical, cognitive, social, emotional, moral, familial, educational) from prenatal period to puberty. 3 credit hours

**Psy 301 Adolescent Psychology**

Prerequisites: Psy 100. Corequisites: None. Studies developmental processes/issues (including physical, sexual, cognitive, social-emotional, familial, educational) from early adolescence to early adulthood. 3 credit hours

**Psy 305 Group Processes**

Prerequisites: Psy 100 or Soc 100. Corequisites: None. A psychosocial investigation of the dynamics and process of small group interactions. Utilizes didactic and experiential approaches to subject matter. 3 credit hours

**Psy 306 Behavior Modification**

Prerequisites: Psy 100. Corequisites: None. Introduces use of behavior modification in applied settings. Concentrates on analysis of behavior, implementation of behavior modification techniques, and measurement and evaluation of program effectiveness. 3 credit hours

**Psy 307 Human Sexuality**

Prerequisites: Psy 100. Corequisites: None. Examines sociocultural genesis of sexual taboos and current factors in sexual morality. Analyzes influence of sexuality in defining, securing or denying harmonious adjustment. 3 credit hours

**Psy 308 Life Span Human Development**

Prerequisites: Psy 100. Corequisites: None. Recommended prerequisite for nursing courses. Studies human development from prenatal period to old age and death, including the processes of physical, cognitive, social/emotional, familial, and personality development. 3 credit hours

**Psy 310 Personality**

Prerequisites: Psy 100. Corequisites: None. Examines major contemporary approaches to study of personality and methods of research and assessment. 3 credit hours

**Psy 311 Environmental Psychology**

Prerequisites: Psy 100. Corequisites: None. Explores natural and man-made environmental influences on human personality, as well as the environmental impact of human perceptions, values, and needs. 3 credit hours

**Psy 314 Sports Psychology**

Prerequisites: Psy 100. Corequisites: None. This course is designed to help coaches and sport participants understand what an athlete goes through during the season. They will have working knowledge to help and recognize athletes that need help. This course will be giving helpful aids for coaches in the future about how to improve coaching techniques. 3 credit hours

**Psy 330 Interviewing and Counseling**

Prerequisites: Psy 100. Corequisites: None. Designed to prepare students for careers in helping professions. Explores theory and techniques of information gathering through interviews. Provides an overview of counseling theories and techniques in working with individuals and groups. 3 credit hours

**Psy 332 Substance Abuse Counseling**

Prerequisites: Psy 100. Corequisites: None. This course is designed to familiarize students with diagnostic and counseling strategies, which focus on the treatment needs of adolescents, the elderly, persons with mental illness, and persons with mental retardation. Both group and individual counseling techniques will be taught including methods for recovery and relapse prevention. 3 credit hours

**Psy 340 Research Methods**

Prerequisites: Ant 100, or Psy 100, or Soc 100; Mat 351 or Soc 352. Corequisites: None. Equips students with the critical thinking skills and knowledge of research methods that together will enable them to make sense out of scientific research in the behavioral sciences. 3 credit hours

**Psy 344 Crisis Identification and Intervention**

Prerequisites: Psy 100 or permission of instructor. Corequisites: None. A study of behavior that typically brings intervention, with particular focus in abuse of children, spouses, and the elderly, and on severe depression. Students will learn to identify behaviors that indicate such crisis, personal skills and modes of intervention, and appropriate referral tactics. Issues of personal, social, and legal relevance will be covered. 3 credit hours

**Psy 360 Social Psychology**

Prerequisites: Psy 100. Corequisites: None. Explores the scientific study of an individual's behavior in social situations. Topics covered include attributions, prejudice, conformity, persuasion, interpersonal attraction, helping and antisocial behavior, and group dynamics. 3 credit hours

**Psy 400 Abnormal Psychology**

Prerequisites: Psy 100. Corequisites: None. Studies the etiology, development, and manifestation of major forms of psychoneuroses and major psychoses with emphasis on the biological, social and psychological determinants. 3 credit hours

**Psy 412 Adulthood and Aging**

Prerequisites: Psy 100. Corequisites: None. Theoretically and empirically investigates development and change through young adulthood, midlife, and later life. Includes family relationships, personality development, biological growth and decline, intellectual and career development, role change, motivation, learning and memory, mental disorders, and gerontological issues. 3 credit hours

**Psy 422 Social Influence**

Prerequisites: Psy 100. Corequisites: None. Course will increase the student's awareness of the subtle cultural sources of our attitudes and behavior, the forces of social conformity, the principles of persuasion, and the consequences of our participation in groups. 3 credit hours

**Psy 438 Cognition**

Prerequisites: Psy 100. Corequisites: None. The course will cover the following topics: learning, memory, problem solving, judgment, and language. Traditional theories in each will be discussed. Focus will center on paradigms developed within the field of cognitive psychology. 3 credit hours

**Psy 497 Community Service Internship**

Prerequisites: Instructor's permission. Corequisites: None. The internship is intended to enhance the student's ability to function as a professional within the human science field. The student will directly apply the information gained through course work. Such experience will enable the student to ascertain their own career values, preferences, and readiness, as well as strengthen and expand skills and knowledge. Minimum 4 credit hours

**Sed 335 Program Planning and Curriculum Adaption**

Prerequisites: None. Corequisites: None. This course provides students with specific information about the special education laws that affect the design and implementation of special education programs. Students will learn to develop Individual Education Plans as members of the Pupil Evaluation Team process. This course will also cover the role of the special education teacher and the regular education teacher in the adaptation of regular education programs to accommodate students with various learning disabilities and handicapping conditions. 3 credit hours

**Soc 100 Introduction to Sociology**

Prerequisites: None. Corequisites: None. Examines the nature of human society and social institutions such as family, marriage, gender roles, economic exchange, stratification, political power, religion, and education. The course will also cover social control, deviance, law and order, medical issues, poverty, and other dimensions of power systems. The focus will be on large scale, complex, and plural societies. 3 credit hours

**Soc 101 Social Problems**

Prerequisites: None. Corequisites: None. Examines the major social problems affecting contemporary global and local society, including poverty, disease, overpopulation, and pollution; structural inequalities of age, class, region, gender, ethnicity and race; social deviance such as crime, mental illness, and substance abuse; domestic violence and exploitation. The course will examine how these issues are culturally constructed and internalized. The focus will be on North America. 3 credit hours

**Soc 110 Introduction to Human Services and Community Mental Health**

Prerequisites: None. Corequisites: None. Examines the institutional complex that is composed of social policy, social services and welfare, and social work. 3 credit hours

**Soc 215 Diversity Studies**

Prerequisites: None. Corequisites: None. This course is designed to unpack the various layers of the concept of diversity in order to reach a clearer, less ideological, understanding of the issue. The course will: a) analyze the current and historical concept of diversity in America, b) discuss the categories of diversity, c) uncover the philosophy and history behind the current push for diversity, d) explore the nature of hegemony and counter hegemony, e) examine the various laws pertaining to diversity, f) examine the identities within marked categories considered diverse. 3 credit hours

**Soc 311 Society, Gender & Culture**

Prerequisites: Soc 100. Corequisites: None. Examines the social components of gender assignment and identity in contemporary and historical societies. The course will consider the nature of masculine and feminine; gender neutrality; gender choice, change, and ambiguity; gender stratification; power, economics, and the politics of gender. 3 credit hours

**Soc 317 Deviant Behavior**

Prerequisites: Soc 100. Corequisites: None. Investigates causes of delinquency in adults and young people, with strategies for working with delinquent personality. 3 credit hours

**Soc 321 Rural Societies**

Prerequisites: Soc 100. Corequisites: None. This course covers peasant societies, the history of rural North America, ranching, herding, fishing, lumbering, mining, and farming ways of life, the nature of small town society, rural industrialism, resource use, ecotourism, cultural tourism, and the impact of globalism. 3 credit hours

**Soc 341 Social Inequality**

Prerequisites: Soc 100 or Soc 101. Corequisites: None. Examines types of inequality that have existed in various societies (particularly in modern western societies). 3 credit hours

**Soc 352 Statistics for the Social and Behavioral Science**

Prerequisites: Proficiency in basic math and elementary algebra and an introductory course in one of the social or behavioral sciences, or instructor's permission. Corequisites: None. This course covers the basic descriptive and inferential statistics used in the social and behavioral sciences, including parametric and non-parametric tests. The emphasis is upon understanding concepts, learning when and how to apply procedures and tests, and developing an informed and skeptical perspective for interpreting the results of statistical analyses. 3 credit hours

**Soc 360 Families and Intimate Households**

Prerequisites: Ant 100 or Soc 100. Corequisites: None. Explores the functions, social relationships, and advantages of the human family as a cross-cultural social institution. The course will consider marriage forms and the possibilities of marriage dissolution; family forms; kinship and inheritance; patterns of authority and power, and child rearing. 3 credit hours

**Soc 364 Population and Environment**

Prerequisites: Soc 100, Ant 100, Soc 101, or permission of instructor. Corequisites: None. This course will cover demographic concepts such as fertility and mortality rates, and the effects of migration; global cultural patterns: foragers, subsistence farmers, peasant farmers, urbanites, and industrialism with relation to population pressures and resource use; family value systems cross-culturally and historically that affect family size; the effects of economic change and colonialism on world populations; the effects of 20th century population growth on natural resources such as clean air and water; and the effects of contemporary industrial over-consumption on allocation of resources. We will take a cross-cultural and global approach. Students will be expected to design a research project that identifies a population problem impacting a localized environment and propose a culturally useable solution to it. 3 credit hours

**Soc 401 Social Change**

Prerequisites: Soc 100, 3 additional hours in sociology, and one of the following: Eco 100, Ant 100, Gov 200, or Pos 100. Corequisites: None. This course discusses the processes of social change, and the theories and models explaining change. It emphasizes the changes resulting from industrialism since 1800 and globalism since 1950, particularly technological, institutional and ideological changes in social values and behaviors. While it is cross-societal and global in scope, we will be concentrating on contemporary North America. We will also examine the American impact globally. 3 credit hours

**The 101 History of the Theater**

Prerequisites: None. Corequisites: None. Study of theater in society from primitive times to the present. An overview of developments in general theatre practice; acknowledging stage architecture, scenic design, costuming, acting and directing styles, dramatic literature, and theatre innovators as related to changes in society. 3 credit hours

**The 200 Introduction to Acting**

Prerequisites: None. Corequisites: None. Introduces six basic steps involved in Stanislavsky's acting method techniques. Develops skill in choice of material, vocal abilities, emotional and sensory awareness, and improvisational techniques. 3 credit hours

**The 201 Fundamentals of Theater**

Prerequisites: None. Corequisites: None. Introduction to the collaborative arts of the theatre, cultivating judgment, perception, and a creative response to the theatre, emphasizing what and how theatre communicates through active examination of both the process and the product. 3 credit hours

**The 230 Stagecraft**

Prerequisites: None. Corequisites: None. Designed as a production-oriented course and practicum in technical theatre experience. Provides practical experience in technical theater, although participation in plays is not confined to students who enroll in this course. Provides the base for public presentation of various kinds of plays. 3 credit hours

**The 320 Theater Production**

Prerequisites: 3 credits in theater or instructor's permission. Corequisites: None. Offers principles of play production for beginning theater students. Provides enough basic knowledge to produce a simple one-act play. Emphasizes participation. 3 credit hours

**The 331 Directing**

Prerequisites: 3 credits in theater or instructor's permission. Corequisites: None. Presents principles of theatrical stage direction to beginning theater students. Provides students with enough basic knowledge to direct a simple one-act play. Emphasizes participation. 3 credit hours

**The 397 English/Drama/Language Arts Research Practicum**

Prerequisites: The 200, The 230, or permission of instructor. Corequisites: None. Students, with the help of the instructor, will design specific individual projects dealing with production. Areas of interest include performance, technical theater, stage management, and publicity. Students will be required to do hands on work as well as a journal and a final paper. 3 credit hours

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### Administration

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*Interim Vice President for Academic Affairs; Director of Nursing; Associate Professor of Nursing (1990)*  
 B.S.N., University of Maine at Fort Kent, 1985  
 M.S.N., University of Texas Health Science Center-Houston, 1990  
 Ph.D., Case Western Reserve University, 2001

COST, RICHARD W.

*President (2002)*

B.A., Syracuse University, 1964

M.B.A., Old Dominion University, 1970

Ed.D., Rutgers University, 1977

MITCHELL, TAMARA J.

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Two Year diploma in Electrical Engineering, Northern Maine Vocational Technical Institute, 1972

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B.S., University of Maine at Fort Kent, 2000

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B.S., Fort Kent State College, 1970

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DROLET, ARTHUR A. III

*Computer Network Specialist (1999)*

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*Coordinator of Outreach & Distance Education (2000)*

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B.E., University of Calgary, 1981

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*Dean of Information Services (1987)*

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B.A., University of Maine at Presque Isle, 1996

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B.S., University of New England, 1997  
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*Registrar; Director of Institutional Research (1975)*  
B.S., University of Maine at Fort Kent, 1975

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SELVA, MARCINE J.  
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Joseph E. Becker  
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 Anthony Gauvin (Electronic  
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 Erin Soucy (Nursing)  
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