

FALL 2024

SPRING 2025

THE NEW STUDENT GUIDE

ADVISING AND REGISTRATION HANDBOOK

TU TOWSON
UNIVERSITY

EMERGENCY CLOSING POLICY

In the event that weather or other emergency conditions warrant the early closing, all-day closing or delayed opening of Towson University, an announcement will be made through the following communication channels:

- Towson University homepage
- TU emergency text message alert (registration required)
- Campus-wide email
- University Facebook page
- University X feed
- Local radio and television stations

Such schedule adjustments will also be available on the Towson University Information Line, 410-704-2000. Please DO NOT call the university police department with university closing-related questions. The university will not post an announcement that the university is open. No announcement means business as usual.

When the main campus is closed, all events (including those sponsored by off-campus organizations) are cancelled. The university will not make any announcements about individual department or program activities. Towson University announcements of delayed opening or closure apply to the main campus as well as 7400 York Road and TU facilities in uptown Towson.

Off-campus programs and courses adhere to the announcements applicable to the off-campus facility. (For example: Towson University in Northeastern Maryland follows Harford Community College's emergency closing and delayed opening decisions.)

FALL TERM 2024

Fall classes and change of schedule period begins	Mon., Aug. 26
Last day to drop or add first 7-week courses.....	Thurs., Aug. 29
Labor Day holiday (TU closed)	Mon., Sept. 2
Change of schedule period ends. Last day to drop a course with no grade posted to academic record. Last day to add a course.....	Wed., Sept. 4
Last day to withdraw from first 7-week courses with a grade of W	Mon., Sept. 23
Mid-semester and end of first 7-week courses.....	Tues., Oct. 15
Second 7-week courses begin	Wed., Oct. 16
Last day to drop or add second 7-week courses.....	Mon., Oct. 21
Fall Break (TU closed)	Fri., Oct. 25
Last day to withdraw from full term courses with a grade of W. Last day to change to pass or audit grading option.....	Mon., Nov. 4
Last day to withdraw from second 7-week courses with a grade of W	Wed., Nov. 13
Thanksgiving Holiday (TU closed).....	Wed.–Sun., Nov. 27– Dec. 1
Last Saturday classes meet*	Sat., Dec. 7
Last day of classes	Mon., Dec. 9
Final examinations begin	Tues., Dec. 10
Last day of final examinations and end of term.....	Mon., Dec. 16

MINIMESTER 2025

Minimester begins.....	Tues., Jan. 2
Minimester change of schedule period	Tues.–Fri., Jan. 2–3
Last day to withdraw from Minimester	Mon., Jan. 13
Martin Luther King Jr. Day (TU closed).....	Mon., Jan. 20
Minimester ends.....	Wed., Jan. 22

SPRING TERM 2025

Spring classes and change of schedule period begins	Mon., Jan. 27
Last day to drop or add first 7-week courses.....	Thurs., Jan. 30
Change of schedule period ends. Last day to drop a course with no grade posted to academic record. Last day to add a course	Tues., Feb. 4
Last day to withdraw from first 7-week courses with a grade of W	Mon., Feb. 24
Spring Break.....	Sun.–Sun., March 16–23
Classes resume and end of first 7-week courses	Mon., March 24
Second 7-week courses begin	Tues., March 25
Last day to drop or add second 7-week courses	Fri., March 28
Last day to withdraw from full-term course with a grade of W. Last day to change to pass or audit grading option	Mon., April 7
Last day to withdraw from second 7-week courses with a grade of W	Tues., April 22
Last Saturday classes meet.....	Sat., May 10
Last day of classes	Tues., May 13
Final examinations begin	Wed., May 14
Last day of examinations and end of term.....	Tues., May 20

*Saturday exams will be held at the regularly scheduled meeting time.

Dates listed are subject to change. Please reference the TU academic calendar for the most up-to-date information.

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FOLLOWING THE RULES IN HIGH SCHOOL	CHOOSING RESPONSIBLY IN COLLEGE
Your time is structured by others.	You manage your own time.
You can count on parents and teachers to remind you of your responsibilities and priorities.	You must balance your responsibilities and set your own priorities.
Each day you proceed from one class directly to another, spending six hours each day—30 hours a week—in class.	Schedules tend to look lighter than they really are. You often have hours between classes, class times vary throughout the day and evening and you spend only 12 to 18 hours of each week in class.
You are not responsible for knowing what it takes to graduate.	Graduation requirements are complex and differ among majors. You are expected to know those that apply to you.

GOING TO HIGH SCHOOL CLASSES	SUCCEEDING IN COLLEGE CLASSES
The school year is 36 weeks long; most classes extend over both terms.	The academic year is divided into two separate, 15-week terms, plus a week for exams. Most classes last one term.
Classes generally have no more than 35 students.	Classes may vary from 20 to 100 students.
You may study outside class as little as zero to two hours a week, and this may be mostly last-minute test preparation.	A recent study shows successful students study at least 15 hours per week. Studying includes any time spent on classes such as tutoring, meetings with instructors and review sessions.
You seldom need to read anything more than once, and sometimes listening in class is enough.	You need to review class notes and text material regularly.
You are expected to read short assignments that are then discussed and often re-taught.	You are assigned substantial amounts of reading and writing that may not be directly addressed in class.

TESTS IN HIGH SCHOOL	TESTS IN COLLEGE
Testing is frequent and covers small amounts of material.	Testing is usually infrequent and may be cumulative, covering large amounts of material. You, not the professor, need to organize the material to prepare for the test. A particular course may have only two or three tests per term.
Make-up tests are often available.	Make-up tests are seldom an option; if they are, you need to request them.
Teachers frequently conduct review sessions, pointing out the most important concepts.	Professors rarely offer review sessions and when they do they expect you to be an active participant, prepared with questions.

GUIDANCE AND COUNSELING IN HIGH SCHOOL	ACADEMIC ADVISERS IN COLLEGE
Your high school guidance counselor will schedule your classes for you to meet state minimum requirements for graduation.	First-year students will meet with their assigned FYE adviser to talk about college goals and how to achieve them. You will discuss all the requirements you need for graduation. Beginning with your second term, you will enroll in classes on your own. You will be expected to monitor your progress toward graduation by referring to your Academic Requirements Report online.
Guidance counselors will help you with college applications and ACT/SAT testing.	Academic advisers can provide referrals to other campus resources such as financial aid, study abroad, academic success resources and the Career Center. Academic advisers can assist you with transferring coursework from another college so that it applies to your Towson University degree requirements.

HIGH SCHOOL TEACHERS	COLLEGE PROFESSORS
Teachers check your completed homework.	Professors may not always check completed homework but they will assume you have done it and expect you to perform the same tasks on tests.
Teachers approach you if they believe you need assistance.	Professors are usually open and helpful but most expect you to initiate contact if you need assistance. All professors allocate office hours, a set time each week when students can drop in.
Teachers are trained in methods to share knowledge with students.	Professors have been trained as experts in their field and vary in their teaching methods.
Teachers provide you with information you missed when you were absent.	Professors expect you to get any missed notes from classmates.
Teachers present material to help you understand the material in the textbook.	Professors may not follow the textbook. They may give illustrations, provide background information or discuss research about the topic you are studying. You are expected to relate textbook readings to the class.
Teachers often write information on the board to be copied into your notes.	Professors may lecture nonstop, expecting you to identify the important points in your notes. Good notes are a must.
Teachers often take time to remind you of assignments and due dates.	Professors expect you to read, save and consult the course syllabus. The syllabus spells out exactly what is expected of you, when assignments are due and how you will be graded.
Teachers carefully monitor class attendance.	Professors may not formally take roll, but they are still likely to know whether you attended.
Teachers impart knowledge and facts, sometimes drawing direct connections and leading you through the thinking process.	Professors expect you to think about and synthesize seemingly unrelated topics.

GRADES IN HIGH SCHOOL	GRADES IN COLLEGE
Grades are given for most assigned work.	Grades may not be provided for all assigned work.
Consistently good homework grades may raise your overall grade when test grades are low.	Grades on tests and papers usually provide most of the course grade. Courses may only have two or three tests or assignments.
You may graduate if you have passed all required courses with a grade of D or higher.	You may graduate only if your grade point average in classes meets major and university requirements, a minimum of C (2.0) but often higher.
Your first test grades, especially when they are low, may not have an adverse effect on your final grade.	Watch out for your first tests. These are usually wake-up calls to let you know what is expected, but they may also account for a substantial part of your course grade.
Many opportunities to earn extra credit.	Limited or no opportunities for extra credit work, especially when requested at the last minute.

Adapted from Southern Methodist University (smu.edu/alec/transition.asp) and Ball State University (<http://cms.bsu.edu/Academics/Advising.aspx>).

Towson University is committed to providing comprehensive advising designed to enrich the educational experiences of every student. Advising provides the opportunity for students to identify valuable campus resources, to understand university policies and procedures and to develop an academic plan that successfully fulfills personal and educational goals. However, the value of advising as a campus resource is dependent on your level of engagement as a student. A successful and rewarding advising experience requires the adviser and the advisee to actively work together as a team.

The First-Year Experience (FYE) is an advising program for freshmen that pairs each incoming student with a professional adviser or a faculty member who has received special training. You and your FYE

adviser will work together throughout the first-year to help you gain an understanding of the college experience and to create a foundation for academic success. All FYE students must meet with their assigned FYE adviser each term to discuss their academic plan and to have their FYE advising hold removed prior to registering for classes.

After the first year, students who have declared a major will transition to major-based academic advising. Second-year students with a declared major will be assigned to a departmental faculty adviser. Students who have not declared a major by the end of their first year will be advised by a professional adviser in the Academic Advising, Retention & Completion Office in their second year.

STUDENT RESPONSIBILITIES IN THE FYE ACADEMIC ADVISING PROCESS:

- become knowledgeable about academic policies, procedures and requirements by reviewing the online undergraduate catalog (including Core Curriculum and major department requirements)
- regularly check your campus email account and keep an open line of communication with your assigned adviser
- know your TU student ID number
- know how to use your academic requirements Report to understand your progress toward satisfying graduation requirements
- meet with your adviser on a regular basis, at least twice every term; arrive on time; be prepared to talk about your academic plan; bring a list of questions and your new student guide
- understand campus resources and proactively seek assistance as needed
- take responsibility for your choices and overall academic experience

ACADEMIC ADVISER RESPONSIBILITIES IN THE ACADEMIC ADVISING PROCESS:

- provide accurate information about university policies, procedures and academic requirements (including Core Curriculum, graduation and major department programs)
- serve as a link between students and the campus community, including helping with transitional issues and understanding of campus resources
- assist students in identifying and assessing goals and objectives as part of developing an academic plan
- provide registration information and advice regarding course selection appropriate to the student's academic plan
- assist students in understanding academic progress using the academic requirements report

ADVISING HOLDS YOU MIGHT SEE ON YOUR ACCOUNT

You can find information on the necessary steps to have advising holds removed by clicking on the hold in your student dashboard.

FYE – First-Year Experience Program

DCP – Degree Completion Plan (at 45 credits a Degree Completion Plan must be filed)

IAP – Intentional Advising Program

ARP – Academic Renewal Program

AW – Academic Warning

ADO – Advising & Orientation (for new freshmen or new transfers)

THINGS TO REMEMBER

My FYE adviser is: _____

Email: _____ Phone: _____

The Academic Advising, Retention & Completion Office offers professional and peer advising to assist students with general questions about academic programs and policies. The office does not provide major-specific advising; rather, we help students find resources and understand TU's academic programs and policies.

THE FYE ADVISING PROCESS

1. Your FYE adviser is assigned to you based on your major and other academic interests, as indicated on your academic interest form. Students with declared majors are typically assigned an FYE adviser in their major department or academic college.
2. Students who are undecided about a major are typically assigned an adviser from the Academic Advising, Retention & Completion Office. Athletes and other special groups are assigned accordingly.
3. Your FYE adviser's name is listed on your course schedule under ORIE 305 in the fall and ORIE 306 in the spring. You can also find your FYE adviser's name on your student dashboard.
4. Every first-year student is required to meet with their assigned adviser prior to registering for the following term. FYE advising holds are removed by your FYE adviser during your advising session.
5. Registration for the spring term usually begins in November. Registration for the fall term usually begins in April. The academic advising process will vary with each adviser. Your adviser will notify you via TU email with details of advising meetings.

HOW YOUR FIRST-TERM SCHEDULE WAS CREATED

Your initial schedule was created based on many factors, including the following:

- when your academic interest form was received
- math placement test score
- AP/IB or transfer credit
- academic interests
- time constraints
- residential or commuter status
- availability of courses

OVERVIEW OF KEY DATES IN THE FYE ADVISING CALENDAR:

FALL TERM:

August: Mandatory group advising meeting during Welcome to TU

September: individual check-in meeting with your adviser

October: mandatory group advising meeting

November: mandatory individual advising meeting (the advising hold placed on your registration access for spring cannot be removed without this advising session)

SPRING TERM:

March: mandatory group advising meeting

April: mandatory individual advising meeting (the advising hold placed on your registration access for fall cannot be removed without this advising session)

In addition to the dates above, you can make an appointment to meet with your adviser at any time during the term. More detailed information about the FYE schedule for the year can be found on your ORIE 305 and ORIE 306 syllabi.

CAMPUS EMAIL POLICY

Your academic adviser will communicate with you through your TU email account. Please activate your TU email account and check it regularly during the term so that you don't miss key information such as advising meetings, deadlines or other time-sensitive information. For confidentiality purposes, when communicating via email please use your TU email address and include your student ID number

TRANSFERRING STUDENT ADVISING CHECKLIST

Learning outcomes for new transferring students during their transition to TU include:

TRANSFER CREDIT EVALUATION

- You will understand your transfer evaluation and how your transferred coursework fits TU’s requirements
- You will understand the process for appealing transfer credit evaluation decisions

ACADEMIC ADVISING

- You will know how to contact your academic adviser. If you do not have an academic adviser, you will know how to contact your department office to be assigned to an academic adviser
- You will know the general calendar for advising sessions in your major department

ONLINE SERVICES (PEOPLESOFT), UNDERGRADUATE CATALOG, BLACKBOARD AND EMAIL

- You will know how to access your student dashboard and will become familiar with the information available and the resources linked there
- You will know how to access your academic requirements report and will understand the value and use of this tool in your own planning and in your meetings with your adviser
- You will know how to access the TU undergraduate catalog online
- You will understand how to access Blackboard and will appreciate its role in course support
- You will know how to access your TU email account and understand the important role that using and checking that account plays in university communications.
- You will learn how to register for classes and make prudent changes to your class schedules using your Towson Online Services account.

ACADEMIC MAJOR

- You will verify that your listed major is consistent with your intended major
- You will learn how to change your major online as needed.
- You will know how to access information about your major on the university website
- You will have and know how to use a program planning guide/sheet for your major



My department adviser is: _____

Email: _____ Phone: _____

If you do not have an adviser by the second week of classes, contact your academic department. See directory on pages 46–47.

THINGS TO REMEMBER

The Academic Advising, Retention & Completion Office offers professional and peer advising to assist students with general questions about academic programs and policies. The office does not provide major-specific advising; rather the staff helps students find resources and understand TU’s academic programs and policies.

THE REGISTRATION PROCESS

1. At the transfer student orientation you will meet with a faculty or academic adviser who will assist you in selecting your courses. If the major you want to pursue is different from the major you listed on your initial application, **please change your major online** as soon as possible. This will ensure you are assigned an appropriate adviser.
2. We encourage you to be flexible when choosing your classes. In addition to major requirements you can enroll in Core Curriculum and/or elective classes.
3. If you are not bringing in college credit for a math class, you are required to take the Towson University ALEKS Mathematics Placement Test to determine the appropriate mathematics course.
4. After completing your first term, you will register for classes on your own based on an assigned enrollment appointment date.

THE ACADEMIC ADVISING PROCESS

1. Students with declared majors are assigned an adviser by the major department listed on the student’s record. Please declare or change your major online (as needed) so that you are assigned an appropriate adviser.
2. Students who are open/undecided about a major are assigned an adviser from the Academic Advising, Retention & Completion Office.
3. Your adviser’s name and contact information are posted to your online student dashboard page.
4. Every new student is required to meet with their adviser prior to registering for the next term. Academic advising holds are removed at your advising session.
5. Academic advising for spring registration typically begins in October and advising for fall registration typically begins in March but varies with each department. **If you have not been assigned an academic adviser prior to advising, please contact your major department.**

CHANGE OF SCHEDULE PERIOD (ADD/DROP)

1. As a transferring student you will have the opportunity to make adjustments to your schedule on your own beginning the day after the entire transfer student orientation program ends. Please note that changes are at your own risk so remember to take major/degree requirements and any prerequisites into consideration. **Once you drop a class, it is possible that you may not be able to get it back.**
2. Some courses, particularly those in your major, may be restricted, requiring department consent or a special permit to enroll in the class. **Before** dropping other courses, contact the department restricting the course for information on how to get into the class. Please refer to **The Registration Process–How to Make Changes to Your Class Schedule** section of this booklet.
3. The official change of schedule period begins in the days following the start of the term. Consult the academic calendar for the exact dates. The change of schedule period is your final opportunity to make adjustments to your schedule before courses are permanently posted to your TU transcript.

CAMPUS EMAIL POLICY

Your academic adviser will communicate with you through your TU email account. Please activate your TU email account and check it regularly during the term so that you don’t miss key information such as advising meetings, deadlines or other time-sensitive information. For confidentiality purposes, when communicating via email please use your TU email address and include your student ID number.

DEGREE COMPLETION PLAN (BE A TIGER ON TRACK)

If you have 45 or more earned credits (including transfer credits), you must meet with your major adviser to complete a degree completion plan. A degree completion plan, individualized to your needs, takes into account not only the courses needed to complete your degree but the appropriate sequence and timing of the courses.

TO PREPARE YOUR INDIVIDUALIZED DEGREE COMPLETION PLAN:

- check out TU’s online undergraduate catalog for the suggested plan of study for your major;
- review your academic requirements report to see which graduation requirements you have met and which you need to complete,
- access the website of your college or major department to find information about how to file a degree completion plan with your adviser or academic department

Your plan is a road map, but it can change if your direction (degree program) changes. With your degree completion plan in place, you will be able to monitor your progress and be a Tiger on track!

ALTERNATE COURSE CODES	DEFINITION OF GRADE
TLL	Transfer Lower Level – a 100- or 200-level course in a discipline that was not given a direct equivalency.
TUL	Transfer Upper Level – a 300- or 400-level course in a discipline that was not given a direct equivalency.
10T or 20T	Lower-level transfer course with no direct equivalency; may satisfy a Core Curriculum requirement.
10L or 20L	Lower-level transfer course with no direct equivalency; can satisfy a Core Curriculum LAB requirement.
USEL	Unspecified elective – a transfer course that does not align with any TU discipline. Typically counts only as elective credit.
T__	Used as the first digit of a three-digit number code to signify a lower-level course from the sending institution with a 300-level TU equivalent (e.g. T31 instead of 331). This course counts as content credit only. It will not count toward 32 upper-level credit requirement for TU graduation.
F__	Used as the first digit of a three-digit number code to signify a lower-level course from the sending institution with a 400-level TU equivalent (e.g. F04 instead of 404). This course counts as content credit only. It will not count toward the 32 upper-level credit requirement for TU graduation.
AACR 800 – TSEM WAIVE	Waiver of the Core Curriculum 1 Towson seminar. This requirement is waived for all first-time TU transfer students.
AACR ___ – CORE PACKAGE _	Recognizes completion of a general education package within certain degree programs at a Maryland community college or public four-year school within the University System of Maryland. Includes Towson seminar waiver. Any remaining Core Curriculum requirements will be shown on the academic requirements report, which may be accessed from the online student dashboard.

NON-LETTER GRADES	DEFINITION OF GRADE	EVALUATION STATUS	DEFINITION OF GRADE
P	Pass	Preliminary	Awaiting additional transcript(s) from sending institution(s). Refer to to-do list in online student dashboard.
PE	Pass by examination		
T	Transfer – no grade	Final	University admissions is not aware of any further transfer work. No subsequent transcripts are needed at this time.
IP	In progress		

TRANSFER CREDIT MAXIMUMS

- **Two-year institutions:** 64 credits
- **Four-year institutions:** 90 credits
- **Combination of two- and four-year institutions:** 90 credits, including 64-credit maximum from two-year schools

Questions or concerns? Contact the Transfer Student Center at 410-704-3229 or transfer@towson.edu

FRESHMAN TRANSITION PROGRAM (FTP)

Program Coordinator (CCBC): Jeanne Gyr Email: jgyr@ccbcmd.edu

This program is a partnership between Towson University and the Community College of Baltimore County. Students in Towson University’s Freshman Transition Program take Community College of Baltimore County courses taught by CCBC faculty on TU’s main campus in the late afternoons and evenings. They live in TU’s residence halls and receive the same support services as TU students. After successful completion of the FTP program, students have a seamless transition into Towson University and transfer their CCBC credits to TU. Students do not have to reapply to TU.

ACADEMIC REQUIREMENTS

Students may participate in this program for a maximum of two consecutive terms. Academic progress while in the program is governed by CCBC academic standards. View the CCBC College Catalog for a full description of academic standards.

Students will be eligible for a seamless transition from CCBC to Towson University if they meet either of the following FTP criteria:

By the conclusion of the fall term, complete at least nine transferable credits with a 3.0 or better cumulative grade point average (GPA), a final grade of C or higher in all courses.

Alternatively, by the conclusion of the spring term, complete at least 15 total transferable credits with a 2.5 or better cumulative GPA and a final grade of C or higher if enrolled in a developmental course.

All students are enrolled in five FTP courses and must maintain full-time enrollment. Students who do not meet the requirements to transition to TU for the spring term must meet a fall term GPA of 2.0 or higher to continue in the FTP for spring.

Students who do not successfully complete the FTP requirements or who discontinue the program must make alternate arrangements or reapply to TU using regular criteria for transfer admission.

For more information, please refer to the FTP FAQ page: towson.edu/ftp

TU IN NORTHEASTERN MARYLAND (TUNE)

410-704-TUNE (8863) • towson.edu/tune

Towson University’s facility in Harford County, across the street from Harford Community College in Bel Air, Maryland, includes state-of-the-art classrooms, labs, offices and event spaces. The location makes Towson University’s programs easy to access for students who live in the northeastern Maryland region and provides opportunities for study, career exploration, internships and networking for future employment.

Partnerships with Maryland community colleges permit a seamless transfer for students with their associate degree to pursue a bachelor’s degree at TUNE. Students enrolled at the main campus may also take courses offered at the TU Northeastern Maryland facility, space permitting.

Undergraduate upper-division programs and courses are currently offered in the following majors:

- Business administration (leadership and management concentration)
- Communication studies
- Family and human services
- Health care management
- Information technology
- Integrated early childhood education/special education
- Integrated elementary education/special education
- Nursing (associate to bachelor’s & R.N. to B.S.)
- Psychology
- Sociology (criminal justice concentration)

Additional program offerings are being planned for the future.

TUNE students also have access to courses, resources and events on the main campus that are available to all TU students.



USING THE UNDERGRADUATE CATALOG

catalog.towson.edu/undergraduate

The undergraduate catalog is divided into several sections including: university curriculum, academic policies, academic colleges and departments and course descriptions.

University curriculum will list what you need to do to graduate from Towson University. Also included in this section is a list of the Core Curriculum requirements and a checklist for you to track your progress. For your convenience, we have duplicated them in this guide.

Academic policies will explain academic situations that may arise (satisfactory academic progress, good academic standing, etc.).

The academic colleges and departments section is divided alphabetically by department. Each department has a section that explains the major and its tracks and concentrations. If the department offers a minor, it is explained there also. A specific list of courses needed to fulfill each major/minor or concentration or track is detailed in the department section, so it is a good idea to bookmark the page that begins the section for your major department.

UNDERGRADUATE COLLEGES WITHIN TOWSON UNIVERSITY

- The College of Business & Economics
- The College of Education
- The College of Fine Arts & Communication
- The College of Health Professions
- The College of Liberal Arts
- The Jess and Mildred Fisher College of Science & Mathematics
- The Honors College (Currently not available at off-site locations.)

COURSE DESCRIPTIONS

These course listings are in alphabetical order by department. Each course listing includes a description of the course content and a list of prerequisite courses (courses you must have completed successfully in order to enroll).

As you look through the courses needed for your major or minor—or even some Core Curriculum courses—check out the course descriptions to be sure that you are eligible to take the course. Some courses are reserved for students in a particular major or minor, and they will be designated department consent. If you believe you are eligible to take a restricted course, you should contact the department directly.

COMPLETE ALL CORE CURRICULUM REQUIREMENTS:

	Complete?	
	Yes	No
1. Towson Seminar (3 units)	_____	_____
2. English Composition (3 units)	_____	_____
3. Mathematics (3 units)	_____	_____
4. Creativity and Creative Development (3 units)	_____	_____
5. Arts and Humanities (3 units)	_____	_____
6. Social and Behavioral Sciences (3 units)	_____	_____
7. Biological and Physical Sciences with Lab (4 units)	_____	_____
8. Biological and Physical Sciences with or without Lab (3 or 4 units)	_____	_____
9. Advanced Writing Seminar (3 units)	_____	_____
10. Metropolitan Perspectives (3 units)	_____	_____
11. The United States as a Nation (3 units)	_____	_____
12. Global Perspectives (3 units)	_____	_____
13. Diversity and Difference (3 units)	_____	_____
14. Ethical Issues and Perspectives (3 units)	_____	_____

GRADUATION ELIGIBILITY

Students who have successfully completed all requirements for an undergraduate degree are eligible for graduation.

- Earn at least 120 units
- Complete all university Core Curriculum categories
- Complete a minimum of 32 units of upper-level (300–400) courses
- Complete all requirements for a declared major
- Earn a minimum cumulative grade point average (GPA) of 2.00

Academic departments may establish additional degree requirements depending on the major. Final determination of graduation eligibility is granted by the Graduation Office once a student submits a graduation application.

PLANNING FOR GRADUATION

Plan early for graduation. Discuss graduation plans with your adviser a year in advance. Refer to your catalog to ensure you are on track to complete all requirements by your intended graduation term.

Visit the Registrar’s Office webpage for details:
towson.edu/registrar/graduation

To fulfill Towson University's Core Curriculum requirements, students must complete one course from each of the following 14 categories. For a complete list of Core Curriculum courses, visit towson.edu/core.

FUNDAMENTALS

1. **Towson Seminar:** Focusing on exploration and discovery, this course introduces students to the academic expectations for college-level work and to the intellectual, communication and collaborative skills needed for academic success. Seminar format emphasizing active learning, with variable content in different Towson Seminar courses. Introduces multiple perspectives and may draw from more than one discipline. Towson Seminar must be taken in one of your first two terms. Must earn a 2.0 grade or higher. If a course needs to be repeated, you may choose any TSEM topic.
2. **English Composition:** This course focuses on exploring ways of writing and thinking in the branches of knowledge and on developing rhetorical strategies for successful college-level expository writing. Must earn a 2.0 grade or higher.
3. **Mathematics:** Requires skills at the level of college algebra or above. Apply concepts and skills in the mathematical sciences and emphasize both theoretical foundations and problem-solving applications such as finite mathematics, statistics, discrete mathematics and mathematical survey courses.
4. **Creativity and Creative Development:** Specific creative activity emphasizing symbolic, affective and imaginative thinking in the creative activity and understanding the creative process through participating in it. Reflect current scholarship in the field, provide reference to theoretical frameworks and methods and explore the critical standards central to the genre or medium.

WAYS OF KNOWING

5. **Arts and Humanities:** The arts examine aesthetics and the development of the aesthetic form. Courses in this area may include, but are not limited to fine, performing and studio art, appreciation of the arts and history of the arts. All courses, including fine, performing and studio arts, will explore the relationship between theory and practice. The humanities examine the values and cultural heritage that establish the framework for inquiry into the meaning of life. Courses in the humanities may include but are not limited to, the language, history, literature and philosophy of Western and other cultures. *(The course meeting this requirement must be taken in a discipline different from the course meeting requirement four.)*
6. **Social and Behavioral Sciences:** The social and behavioral sciences examine the psychology of individuals and the ways in which individuals, groups or segments of society behave, function and influence one another. They include, but are not limited to, subjects that focus on history and cultural diversity; on the concepts of groups, work and political systems; on the applications of qualitative and quantitative data to social issues; and on the interdependence of individuals, society and the physical environment.

7. **Biological and Physical Sciences (Lab Only):** The biological and physical sciences systematically investigate living systems and the physical universe and introduce students to methods used to collect, quantify and interpret scientific data and to synthesize and apply scientific concepts. Courses in this category present the historical development and structural nature of the subject, illustrate the predictive nature of these sciences and employ mathematics and computing techniques as appropriate. Students must take two courses in the biological and physical sciences categories with at least one four-unit course that includes a laboratory. The laboratory experience will emphasize hands-on investigations and scientific inquiry. Students must select either two courses from different scientific disciplines or two sequenced courses within one discipline.
8. **Biological and Physical Sciences (Lab and Non-Lab):**
See description above.

WRITING IN A CHOSEN FIELD

9. **Advanced Writing Seminar:** Courses in this category will address (1) the discourse models and practices important to a specific discipline and (2) techniques of formatting and reporting, validation and documentation required to write with authority and authenticity within the discipline. A grade of C or higher must be earned to satisfy Core requirements.

PERSPECTIVES

10. **Metropolitan Perspectives:** Courses in metropolitan perspectives examine and explore the metropolis (as broadly conceived) in its past and present complexities. The category includes courses that describe characteristics of specific places—like the Baltimore–Washington area—or metropolises in general, contemporary or historic—regardless of location—through the lens of an appropriate discipline.
11. **The United States as a Nation:** Courses addressing the United States as a nation explore the institutions, history, culture or traditions of the United States with an emphasis on addressing through a particular subject matter the broader experience of the nation as a whole.
12. **Global Perspectives:** Courses in global perspectives examine how the global environment is being changed, by major social, cultural, religious, economic, political and technological forces and how new patterns of relationships are shaping and being shaped by the global environment.

13. **Diversity and Difference:** Courses in diversity and difference will explore relationships of distinctiveness and interdependence and conflict and cooperation between and among people with varying cultures, beliefs, identities and capabilities. Courses will cultivate in students the ability to examine and articulate differences of conviction and perception through open exchange and civil discourse. As part of that process, students will also come to understand more fully the lenses through which they view the world.
14. **Ethical Issues and Perspectives:** Courses in ethical issues and perspectives will develop one or more ethical issues of current importance to any of a broad range of academic disciplines. These courses are designed to help students understand different perspectives on ethical problems and different processes and techniques helpful in reaching sound judgments.





CORE (10) METROPOLITAN PERSPECTIVES (3 UNITS)

EDUC 202	Perspectives on America's Urban Schools
EDUC 204	Honors Perspectives on America's Urban Schools
EMF 215	City Cinema
ENGL 347	Cities in World Literature Written in English
FMST 201	Family Resources
FORL 330	Sociolinguistic Diversity in the City
GEOG 251	Introduction to Urban Planning
HIST 202	Cities of the Ancient World
HIST 203	Seven Wonders of the Ancient World
HIST 210	Urban Asia: Past and Present
HIST 337	History of Baltimore: From Mobtown to Charm City
HIST 338	The Middle East: An Urban Perspective
HIST 375	The City in American History
HIST 390	Medieval Cities of Europe: a Comparative City
HLTH 350	Urban Food Systems
HONR 229	Honors Seminar: Metropolitan Perspectives
IDFA 201	American Vision: Baltimore Arts
ITEC 201	Metro Information Technology Infrastructure
KNES 320	Culture, Health and the City
MTRO 101	Introduction to Metropolitan Studies
MUSC 117	Sound of the City: Music in Urban Spaces

PHIL 260	Philosophy of the Prison Industrial Complex
PHIL 290	Topics on Philosophy of the City
POSC 304	Politics of Metropolitan Growth and Change
POSC 305	Urban Government and Politics

CORE (11) THE UNITED STATES AS A NATION (3 UNITS)

AMST 201	Introduction to American Studies
ANTH 209	Anthropology of American Culture
ARTH 113	Myths and Stories in American Art
CLST 201	Introduction to Cultural Studies
CLST 202	Honors Introduction to Cultural Studies
CRMJ 254	Introduction to Criminal Justice
DANC 127	Intro to Dance: American Experience
ENGL 238	Survey of American Literature
FMST 315	American Families on Television
HIST 145	History of the U.S. to the Civil War
HIST 146	History of the U.S. Since the Civil War
HIST 147	Honors History of the U.S. to the Civil War
HIST 148	Honors History of the U.S. Since the Civil War
HLTH 101	Wellness for a Diverse Society
HLTH 102	Honors Wellness for a Diverse Society
HLTH 207	Health Care in the U.S.
HLTH 217	Honors Health Care in the U.S.
HONR 230	Honors Seminar: United States as a Nation

KNES 235	Foundations of Fitness and Wellness
KNES 251	History of Sport in America
LEGL 225	Legal Environment of Business
MUSC 111	Introduction to Music in the U.S.
MUSC 123	Jazz History for Non-Majors
MUSC 125	Honors Jazz History for Non-Majors
MUSC 201	Music in the United States
MUSC 204	Hip-Hop Music and Culture
POSC 103	American National Government
POSC 207	State Government
POSC 209	Introduction to Law
POSC 212	Honors in Political Science
POSC 343	African American Politics
RLST 204	Christianities in America
RLST 225	American Jewish Humor
RLST 320	American Religions
SOCI 210	Sociology of Sport
THEA 103	Introduction to American Theatre
WMST 235	American Women and Popular Culture

CORE (12) GLOBAL PERSPECTIVES (3 UNITS)

ANTH 207	Cultural Anthropology
ANTH 210	Honors Cultural Anthropology
ARAB 102	Arabic Elements II

ARAB 202	Arabic Intermediate II
ARAB 302	Arabic Composition & Conversation II
ARTH 107	Art: Themes, Dreams and Visions
ASST 201	Introduction to Asian Studies
CHNS 102	Elementary Chinese II
CHNS 202	Intermediate Chinese II
CHNS 302	Chinese Composition & Conversation II
DANC 125	Intro to Dance: Global Perspectives
ENGL 241	Major Works of World Literature
ENGL 246	Texts About Travel
ENGL 248	Literature of Global Experience
ENGL 348	Literature of African Diaspora
FMST 210	Families in Global Perspective
FORL 102	Introduction to Foreign Language II
FORL 202	Intermediate Foreign Language II
FORL360	Italian Culture in Global Context
FREN 102	French Elements II
FREN 202	French Intermediate II
FREN 302	Advanced Composition
GEOG 102	World Regional Geography
GEOG 105	Geography of International Affairs
GEOG 109	Introduction to Human Geography
GEOG 110	Honors Intro to Human Geography
GEOG 112	Honors World Regional Geography
GERM 102	German Elements II
GERM 202	German Intermediate II
GERM 302	German Composition & Conversation II
GRK 104	Ancient Greek Elements II
GRK 204	Ancient Greek Intermediate II
HEBR 102	Elements of Hebrew II
HEBR 104	Biblical Hebrew II
HEBR 202	Hebrew Intermediate II
HEBR 204	Biblical Hebrew IV
HEBR 302	Hebrew Composition & Conversation II
HIST 110	East Asian Civilization to 19th Century
HIST 111	Modern East Asia since 19th Century
HIST 117	Islamic History: From the Rise of Islam to the Rise of the Ottomans
HIST 118	Modern Middle East History
HIST 121	Latin America: Colonial Period
HIST 122	Latin America: National Period
HIST 135	History of Africa to 1900
HIST 136	Africa Since 1900
HIST 160	World History Before 1300
HIST 161	World History Since 1300
HIST 342	Sailors, Merchants, Spies: Portuguese Encounters, 1400–1700
HONR 243	Honors Seminar: Non-Western Cultures, Languages and Traditions
ITAL 102	Italian Elements II
ITAL 202	Italian Intermediate II
ITAL 302	Advanced Composition

JPNS 102	Japanese Elements II
JPNS 202	Japanese Intermediate II
JPNS 302	Japanese Composition & Conversation II
KNES 285	Sport: Cross-Cultural Perspective
LAST 100	Latin America: Issues and Approaches
LATN 102	Latin Elements II
LATN 202	Latin Intermediate II
LATN 302	Advanced Readings in Latin II
MUSC 202	Music Cultures of the World
PHIL 219	Introduction to Asian Philosophy
PORT 102	Portuguese Elements II
PORT 202	Portuguese Intermediate II
POSC 105	Governments of the World
POSC 107	Introduction to International Relations
POSC 108	Honors Intro to International Relations
RLST 105	Introduction to the Study of Religion
RLST 203	Introduction to Islam
RLST 207	Introduction to Buddhism
RLST 208	Introduction to Hinduism
RUSS 102	Russian Elements II
RUSS 202	Russian Intermediate II
SPAN 102	Spanish Elements II
SPAN 202	Spanish Intermediate II
SPAN 204	Honors Spanish Intermediate II
SPAN 302	Spanish Composition & Conversation II
SPAN 304	Spanish for Heritage Speakers II
WMST 233	International Perspectives of Women

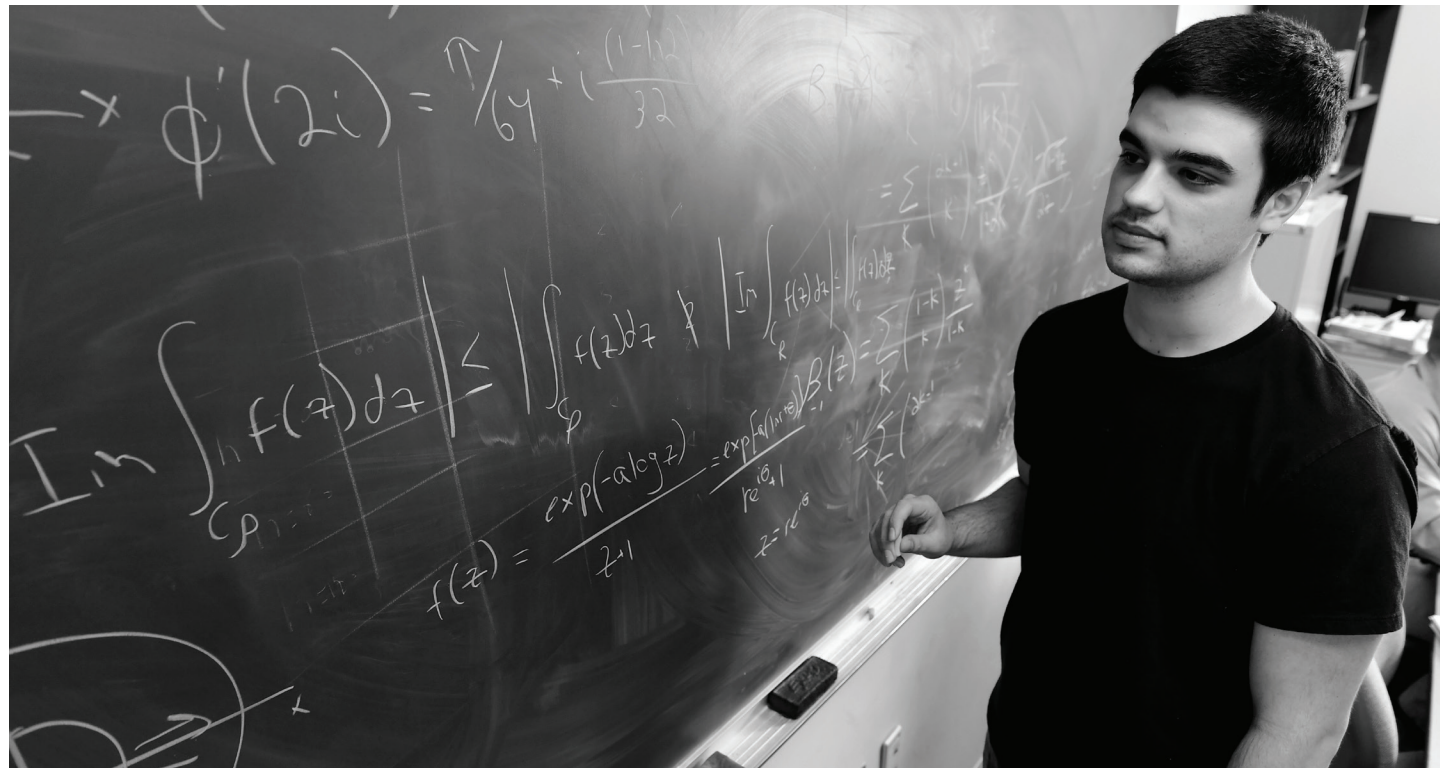
CORE (13) DIVERSITY & DIFFERENCE (3 UNITS)

AFST 201	Main Themes in African & African Am St
ARTH 108	Introduction to Non-Western Art
DANC 210	The Gender Dance
DFST 101	Introduction to Deaf Studies
EDUC 203	Teaching & Learning in a Diverse Society
EMF 205	Gender in Film & Media
EMF 210	African American Cinema
ENGL 233	Survey of African American Literature
ENGL 234	Major Writers in African American Lit
ENGL 235	Ethnic American Literature
ENGL 239	Modern Jewish Literature
FMST 310	LGBT Families
FMST 311	African American Families
FMST 360	Diversity Culture and Team Dynamics
FMST 465	Jewish Families Under Nazi Rule
FORL 325	Stories of Migration
HLTH 220	Sexuality in a Diverse Society
HONR 240	Honors Seminar: Western Heritage Plurality and Diversity
IDHP 300	Individuals on the Autism Spectrum
KNES 441	Women, Gender & Sport
LGBT 101	Introduction to LGBT Studies

MUSC 115	Music, Identity and Difference
NURS 416	Cultural Diversity in Health Care
PHIL 204	Race, Class and Gender
RLST 205	Women in World Religions
RLST 206	Judaism, Christianity and Islam
RLST 209	Religious Traditions of Asia
RLST 210	Introduction to Judaism
SOCI 241	Blacks in America: Myths and Reality
SOCI 243	Sociology of Race, Class and Gender
THEA 303	Cultural Diversity in Contemporary Theatre
THEA 304	Honr Cultural Div in Contemporary Theatre
THEA 316	Theatre of Crossing Culture
THEA 380	Topics in Diversity
WMST 231	Women in Perspective
WMST 232	Honors Women in Perspective

CORE (14) ETHICAL ISSUES & PERSPECTIVES (3 UNITS)

ARED 377	Engaging Public Sites
ASTR 301	Cosmic Origins
BIOL 306	Human Ecology & Sustainability
CLST 311	Science, Technology & Culture
COMM 220	Communication Ethics
COSC 418	Societal & Ethical Concerns of Computer Sci.
ENGL 301	Rhetoric and Science
FMST 325	Ethics in Human Services
HCMN 441	Legal and Ethical Issues in Health Administration
HIST 200	Introduction to Human Rights
HIST 205	Ethical Perspectives in History
HIST 330	Ethical Dilemmas in the History of Science and Technology
HONR 345	Honors Seminar: Ethical Issues & Perspectives
IDHP 325	Ethics for the Health Care Professional
MNGT 482	Business Ethics and Sustainability
MUSC 355	Ethical Issues & Perspectives in Music
PHIL 103	Introduction to Ethics
PHIL 212	Honors Special Studies in Philosophy
PHIL 255	Environmental Ethics
PHIL 340	Plato's Ethics
PHIL 342	What Makes Us Moral
PHIL 361	Biomedical Ethics
PHIL 371	Business Ethics
RLST 305	Faith Perspectives in Medical Ethics
RLST 310	Jewish Law and Ethics
RLST 313	Islamic Ethics
SCED 304	Education, Ethics and Change
THEA 310	Theatre for Social Change
WMST 382	Christian Sexual Ethics
WMST 383	Animal Rights, Human Rights



ACADEMIC REQUIREMENTS REPORT (ARR)

The ARR is a feature in the student dashboard that allows students to track their academic progress, including Core Curriculum, major, minor and other graduation requirements. It is an essential tool, in conjunction with a student's degree plan, to ensure satisfactory academic progress.

The top of the ARR displays the progress of the Core Curriculum requirements.

The report view is defaulted to show satisfied requirements as closed and those that are unsatisfied as open.

Once you have declared a major, the ARR will also indicate which major requirements you have completed and which you still need to complete.

Using the ARR will ensure that you are aware of the Core Curriculum, major and graduation requirements you have completed or have yet to complete.

Core (1) Towson Seminar (G1666)
 Core (2) English Composition (G1667)
 Core (3) Mathematics (G1668)

Satisfied: Core (3) Mathematics (G1668)

Core (3) Mathematics (L10)

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
MATH 111	FINITE MATHEMATICS	3.00	Fall 2013		◆

View All | First 1 of 1 | Last

Core (4) Creativity and Creative Development (G1669)

Not Satisfied: Core (4) Creativity and Creative Development (G1669)

Core (5) Arts and Humanities
 Core (6) Social and Behavioral Sciences
 Core (7 & 8) Biological & Physical Sciences (G1672)
 Core (9) Advanced Writing Seminar (G1673).
 Core (10) Perspectives: Metropolitan (G1674)
 Core (11) Perspectives: The United States as a Nation (G1675)
 Core (12) Perspectives: Global (G1676)
 Core (13) Perspectives: Diversity and Difference (G1677)
 Core (14) Perspectives: Ethical Issues and Perspectives (G1678)

SAMPLE DEGREE PLAN

Each student is required to create a graduation plan with their academic adviser, which provides them with a roadmap to complete their degree requirements. For first-year students, this will be completed in the first term of second year. For transfer students, it will be completed their first term on campus.

The table below reflects a sample four-year course sequence.

Typical Four-Year Sequence	
First Year	Second Year
Core 1 - Towson Seminar	University Core Requirements
Core 2 - English Composition	Major Prerequisites
Core 3 - Math	Major Required Foundation Courses
University Core Requirements	
Major Prerequisites	
Major Required Foundation Courses	
30 Units	30 Units
Third Year	Fourth Year
Core 9	Internship
Core 14	Major Required Foundation Courses
Major Required Foundation Courses	Electives to fulfill 120 unit requirement
30 Units	30 Units

GENERAL GRADUATION REQUIREMENTS

All students must complete the following to complete their degree at TU:

- All Core Curriculum requirements
- All major requirements
- 32 upper-level credits (300 or 400 level classes)
- 120 credits in total

Additionally, students must graduate with a 2.0 cumulative GPA or higher.

The Career Center is here to help you achieve your career goals. We offer a comprehensive range of free services to assist you with all your career-related needs including developing your career action plan, career coaching appointments, resume and cover letter reviews, mock interviews, job and internship searches, and graduate school essay reviews.

CAREER ROADMAP YEAR 1



CAREER READY

- Draft your resume and visit Express Hours to review it with a career peer adviser.
- Activate Handshake, fill out your profile and explore jobs and internships.

EXPERIENCE

- Participate in one-day internships through the Tiger LEAP Job Shadowing Program.
- Sign up and attend Impact TU or other volunteer activities.
- Attend the Part-Time and On-Campus Job Fair to find work on campus or community involvement opportunities.
- Take classes in different disciplines to determine your interests.
- Take advantage of Career-Center-sponsored employer site visits.

KNOWLEDGE

- Schedule a My First Appointment in Handshake with a career coach and explore career communities.
- Research majors using department websites.
- Check out the What Can I Do With This Major? workshop and career resources by major pages on the Career Center website.
- Take the Traitify assessment to match you to careers based on your personality.
- Take the CliftonStrengths assessment during orientation.

NETWORK

- Meet with your FYE adviser to discuss your academic plan.
- Attend an involvement fair to learn about and consider joining student organizations.



CAREER ROADMAP TRANSFER



TRANSITION/CONNECT

- Get involved with on-campus clubs and/or sports.
- Attend My First Appointment at the Career Center.
- Join the Transfer Mentor Program.
- Meet with your academic adviser.

ASSESS

- Confirm choice of major.
- Meet with a career coach to discuss a career plan.
- Assess your skills that you have gained from past experiences.

REVIEW

- Activate your Handshake account.
- Take your resume to Express Hours for review.
- Assess skills that you have gained from past experiences.
- Tap into your corresponding year road maps (Year 1, Year 2, etc.).

REGISTERING FOR YOUR SECOND TERM

Beginning with your second term, you will enroll in classes on your own on an assigned enrollment appointment date. You will only be able to enroll after discussing your class selection with your adviser.

The enrollment date will be in your student dashboard. Enrollment dates are determined on the amount of credit each student has earned, with priority given to students with more credit.

The change of schedule period will be the last opportunity to add, drop or swap classes. View the academic calendar for this date.

Registration is completed online through Towson Online Services. If you have problems, contact the Registrar's Office at (410) 704-2701. An online tutorial is also available at towson.edu/registrar/registration

TO SEARCH FOR A COURSE:

- Log onto Towson Online Services Student Dashboard
- Click on Student & Faculty dashboard tile
- Click on the first icon or Class Information and choose Class Search
- Make sure to select the term for the classes you are searching for
- **If you would like to see all the classes offered by a specific department:**
 - Enter the subject of the course you are searching for by entering the subject code or using the arrow to select the subject (for example MATH)
 - Click Search
 - All of the open sections of each class offered by that department will be listed
- **If you would like to only search for a specific class:**
 - Enter the subject of the course you are searching for by entering the subject code or using the arrow to select the subject (for example MATH)
 - Enter the number of the course you are searching for by entering the number of the course in Catalog # (for example 115)
 - Click Search
 - Only the open sections of the specific course will be listed (MATH 115)
- **If you would like to only search for a specific Core Curriculum class:**
 - Click on Attribute and choose University Core Requirements
 - Click on Attribute Type and choose the category you are looking for
 - Click Search
 - All of the open sections of each course that fulfill that specific Core Curriculum requirement will be listed



In addition to students who are enrolled full time at Towson University in Northeastern Maryland, main campus students may also register for courses offered at the TU facility located in Bel Air, Maryland. TUNE students may also register for courses at the main campus.

Please see page 9 to learn more about the different program offerings at TUNE. You may also learn more by contacting them at 410-704-TUNE (8863), by emailing at TUNEMD@towson.edu or visiting their webpage at towson.edu/tune.

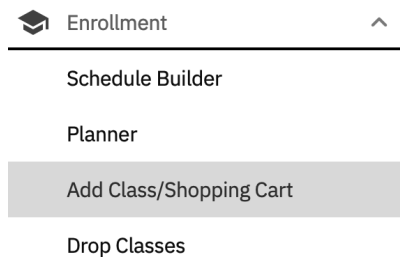
While class time and study time may be the most obvious, there are many factors to consider when planning your schedule, including time for:

- study (recommended 2–3 hours for each hour of instruction)
- travel to class and between classes. Make sure you leave enough time to travel to and from each class location (e.g., York Road Building, Enrollment Services, Center for the Arts, Burdick Hall, etc.) Note that some classes are scheduled on off-site campuses, including the Towson University Northeastern Maryland building located in Harford County.
- athletics or music training/practice, off-campus observation, internships, etc.
- meals
- work
- social activities
- family obligations
- sleep

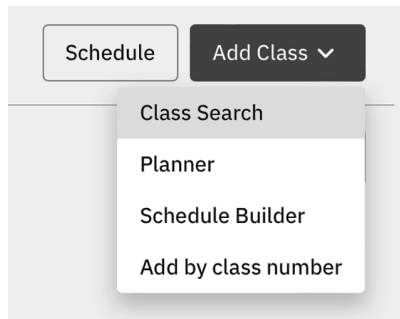
1. Open your internet browser and type **mytu.towson.edu/**
2. Select StudentApps then Towson Online Services Student Dashboard.
3. Login with your NetID and password.



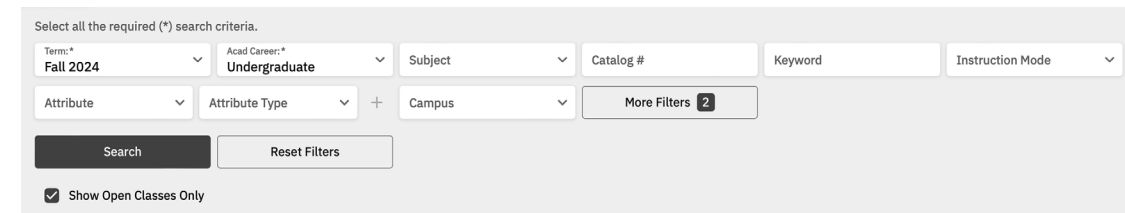
4. Click on the drop-down arrow next to Enrollment.
5. Next select Add Class/Shopping Cart.



6. On the Add Class/Shopping Cart page select Add Class in the upper-right-hand corner and then Class Search.



7. Verify the correct term and click on the drop-down arrow next to Subject to search for a subject or enter a class subject code to choose a subject area (Ex. ENGL).
8. Students can also search for classes in the Core Curriculum by choosing Core/Honors.
9. Students can narrow their search even further using the More Filters button.
10. Make sure the Show Open Classes Only button is selected to filter out closed sections.
11. When finished selecting search criteria, click on the search button.



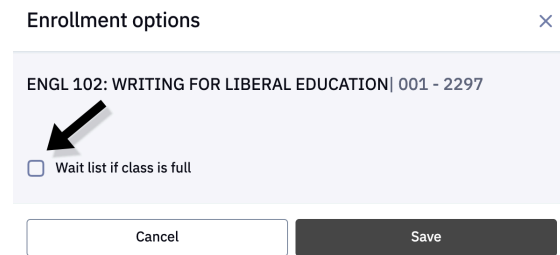
12. Class options will appear on the screen in one of two ways:
 - a. If the course number was used in the search, the class will appear in a detailed list.
 - b. If the course number was not used, classes will appear in a list and details can be viewed by clicking the arrow next to the class section.
13. Select the desired course section; open classes will be noted by a green dot under Status.
 - a. The number of seats available is also under Status.
 - Example: If a course shows 21/21 that means there are 21 seats left out of 21 total. If the status shows 6/21, that means six seats are left out of 21 total.
 - b. Click Select to select the class.
 - c. Check to confirm class selection, and hit the three vertical dots to the right of the class box.
 - d. Select Add to Cart.

WRITING FOR A LIBERAL EDUCATION | ENGL 102

SECTION	DAYS	START	END	ROOM	INSTRUCTOR	DATES	INSTR. MODE	CAMPUS	UNITS	TOPIC	STATUS
> 001-LEC (2297)	MoWe	12:30 pm	1:45 pm	LA4316 CLA ...	Thomas M. Becht...	08/26 - 12/16	In Person	Main Academic Campus	3	-	18/18
> 002-LEC (2298)	MoWe	12:30 pm	1:45 pm	LA5313 CLA ...	Gregory M. Butler	08/26 - 12/16	In Person	Main Academic Campus	3	-	

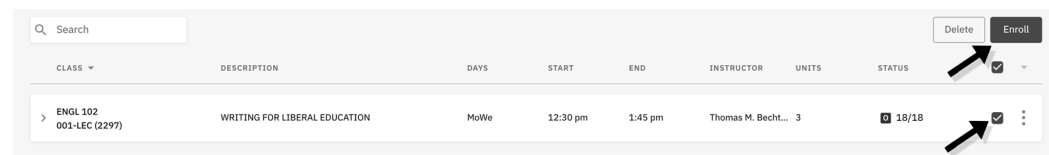
Buttons: Add to Cart, Add to Planner, Add to Schedule Builder

- e. A box will appear, select Wait List if Class is Full if you'd like to automatically be placed on the wait list.
- f. Select Save.
- g. To search and select additional classes, repeat steps 7–12.
- h. When finished adding classes, view selected classes in the shopping cart. (Shopping cart is under the Enrollment link.)

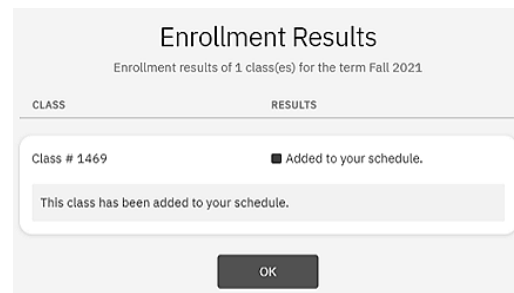


14. To finalize enrollment:

- a. Select the boxes next to the classes.
- b. Click Enroll, confirm classes and click Finish Enrolling.
- c. Enrollment success will be verified by a green checkmark.



15. You'll receive an enrollment confirmation message.



ENROLL / ADD A CLASS

Use this feature to add a course to your schedule.

- Log onto Towson Online Services Student Dashboard
- Click on Student & Faculty Dashboard tile
- Click on Enrollment or the graduation cap icon
- Click on Add Class/Shopping Cart
- Make sure the term is set to the term you would like to enroll in
- If it is not, change it by using the drop down arrow
- Click on Add Class on the top right
- Click on Class Search
- Verify the correct term
 - Entering the subject code or using the arrow to select the subject
- Click Search
- All of the open sections of each class will be listed
- Choose a class that fits in your schedule
- Click on the three dots on the right and select enroll
- You will see a pop up Enrollment Results confirmation that states This class has been added to your schedule
- Click OK

SWAP A CLASS

Use this feature to change a course you are currently enrolled in to a different course.

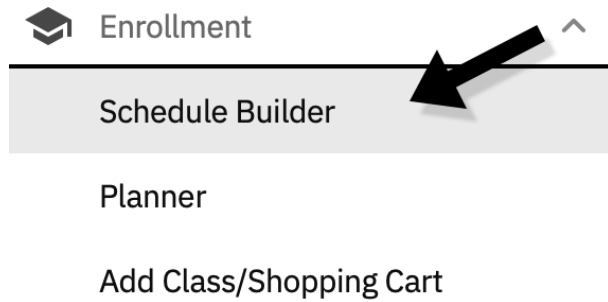
- Log onto Towson Online Services Student Dashboard
- Click on Student & Faculty Dashboard tile
- Click on Enrollment or the graduation cap icon
- Click on Swap Classes
- The classes you are enrolled in will be listed
- Choose the class you would like to swap
- Click on Swap this Class and choose With Class from Search
 - Entering the subject code or using the arrow to select the subject
- Click Search
- All of the open sections of each class will be listed
- If you are choosing a different section of the same class to swap, you will see a green icon that looks like a person with a check
- Choose the course you are interested to swap into
- Click on Swap
- Click on Confirm at the bottom right
- You will see a Swap Confirmation briefly pop up on the top of the page that says Congratulations! You have successfully swapped this class

DROP A CLASS

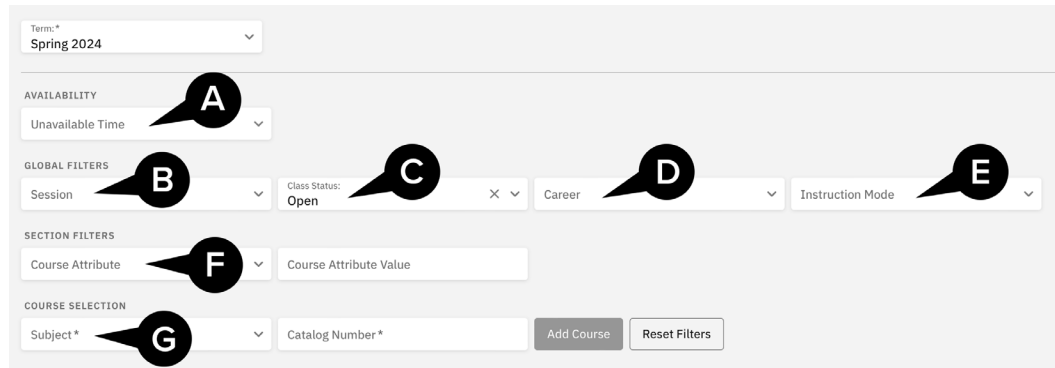
Use this feature to drop a course from your schedule. Remember to be considered full-time you need to be enrolled in 12 units/credits.

- Log onto Towson Online Services Student Dashboard
- Click on Student & Faculty Dashboard tile
- Click on Enrollment or the graduation cap icon
- Click on Drop Classes
- Choose the class or classes you would like to drop
- Click on the check box(s)
- Click on Drop at the top right of the screen
- You will be asked to confirm if you would like to drop the class
- Click Drop again
- You will see a confirmation that says Drop results with a green square with the word success
- Click OK
- If you dropped multiple classes, it will show all the classes you have dropped

- Schedule Builder is an optional tool that helps students explore multiple possible class schedules at once. First log into your student dashboard. The Schedule Builder is available under Academics. Click on the link shown below.



- This will take you to the Schedule Builder front page. Make sure the correct term is selected. From here, you can use the filters shown to narrow your selections.



- If you have any restrictions to your schedule use the Availability filter.
- Session allows you to choose between regular term-long and seven-week classes.
- Class Status allows you to search for closed, open and/or wait-listed classes.
- Career allows you to differentiate undergraduate and graduate classes.
- Instruction Mode allows you to select from in-person, online and hybrid classes.
- Section Filters allows you to select between General Education and Core Curriculum Requirements. Students who use undergraduate catalogs from 2011 onward follow University Core Curriculum Requirements.
- Course Selection allows you to add classes based on Subject and Catalog Number.

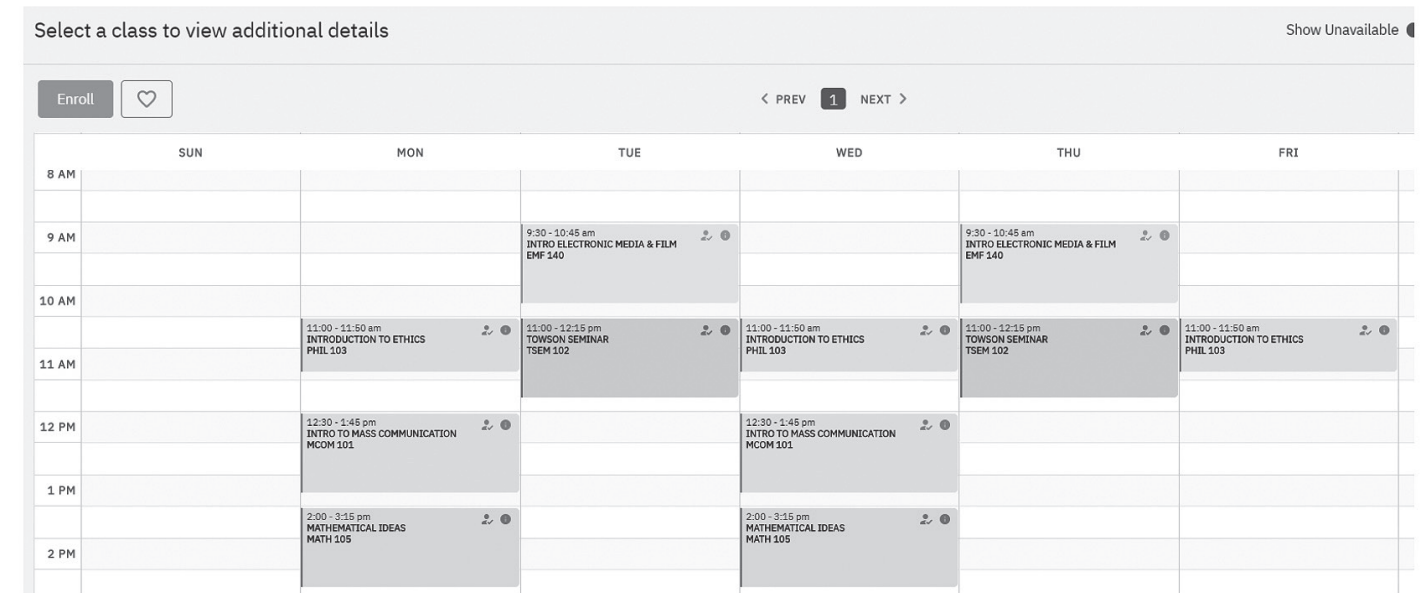
- As you continue to add classes, they will appear below the Schedule Builder filters.

<input checked="" type="checkbox"/>	COURSE	COURSE TITLE	UNITS
<input checked="" type="checkbox"/>	MATH 115	COLLEGE ALGEBRA	3

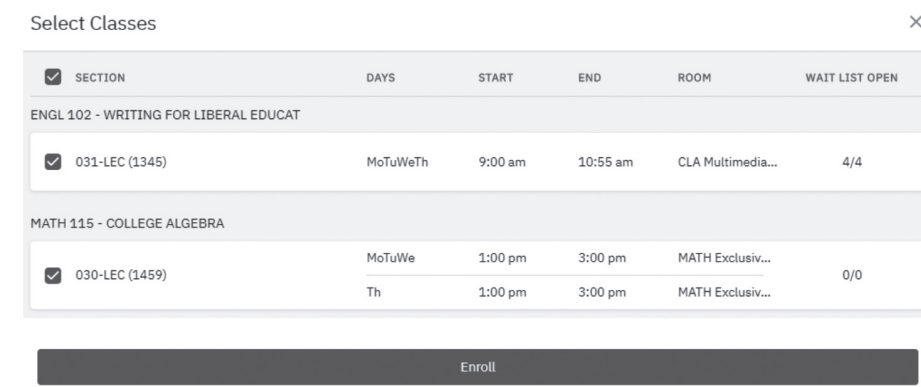
- Once you are satisfied with the number of classes you have selected, you will click the Build Schedule button at the bottom right corner. Here you can also delete selected classes or save your search to review later.



- Once you click Build Schedule, the options listed are based off your availability and course criteria. Users can view various options using PREV and NEXT. Once you've found a schedule, click the Enroll button at the top left of the screen.



- Click on the classes you intend to enroll in and click on the Enroll button to finalize your registration.



1. DO ALL CLASSES HAVE A WAIT LIST?

If a wait list is available, an orange triangle icon will appear next to the section in the Class Schedule. Not all classes or departments offer wait lists, so if a class is full and no wait list is available, revisit Towson Online Services regularly for possible openings or contact the academic department.

2. WHAT IS THE ADVANTAGE OF ENROLLING IN A WAIT LIST?

The wait list enables students to be automatically enrolled in closed classes as seats become available.

3. IS THERE A LIMIT TO THE NUMBER OF CLASSES THAT CAN BE WAIT LISTED?

The limit is set by using units rather than classes. Students have a limit of 10 wait-list units during fall, spring and summer terms. For minimester, you may wait list up to three units. Please note: Regardless of how many units you are wait listed for, you will not be enrolled beyond the maximum number of units permitted for the term.

4. ARE THE WAIT-LISTED UNITS COUNTED INTO THE STUDENT'S TOTAL UNITS FOR THE TERM?

Wait-listed courses are not counted toward full-time status or calculated in bills.

5. CAN I WAIT LIST IN MORE THAN ONE SECTION OF THE SAME CLASS?

Yes, you can wait list for multiple sections of the same class. However, once you are enrolled in one section, the other wait-listed section will be automatically dropped.

6. I WAIT LISTED A COURSE AND THEN ENROLLED IN AN OPEN SECTION OF THE SAME COURSE. WHAT HAPPENED TO MY WAIT-LISTED SECTION?

Once you enroll in an open section, any wait-listed sections for the same course will automatically drop.

7. CAN I REMAIN ENROLLED IN MY CURRENT SECTION BUT WAIT LIST A DIFFERENT SECTION?

If you wish to remain enrolled in your current section until space becomes available in the closed section, enroll in the wait-listed section using the SWAP feature (see No. 9).

8. CAN I WAIT LIST FOR A CLASS THAT CONFLICTS IN MEETING TIMES WITH A CLASS THAT I'M ALREADY ENROLLED IN?

Yes, you can wait list for time conflicted classes, but you will not be moved off of the wait list until the time conflict has been resolved. If you wish to remain enrolled in your current course until space becomes available in the closed course, enroll using the SWAP feature (see No. 9).

9. WHEN SHOULD I USE THE SWAP FEATURE TO ENROLL IN A WAIT-LISTED CLASS?

If you are currently enrolled in another section of the same course or are in a course that has a time conflict with the wait-listed course, use the SWAP feature to enroll in the wait-listed course. SWAP the enrolled or conflicting course with the closed section, choosing the wait-list option. Once space is available in the wait-listed section, the system will automatically swap the enrolled course with the wait-listed course.

10. WILL HAVING A HOLD ON MY ACCOUNT AFFECT MY ABILITY TO USE THE WAIT-LIST FUNCTION?

Yes. Any type of hold that affects registration will prohibit a student's ability to use the wait-list function.

11. HOW OFTEN DOES THE SYSTEM CHECK FOR OPEN SEATS IN WAIT-LISTED CLASSES?

When a student drops a closed class with a wait list, the class will remain closed until the students on the wait list have been enrolled or skipped (if class requirements are not met). Auto-enrollments are processed several times a day during registration periods. Once the wait list has processed all students on the wait list, the class will move to open status if there are any remaining open seats.

12. I WAS IN POSITION NO. 1 ON A WAIT LIST. WHY WASN'T I ENROLLED WHEN A SEAT OPENED?

The requirements to be moved off of a wait list are the same as standard enrollment:

- You will not be enrolled in more units than permitted in that term
- You will not be enrolled if you have not met the prerequisites for that class
- You will not be enrolled if you have any registration holds, ie, advising hold, student account hold, etc.
- You will not be enrolled in a class if it conflicts in meeting times with another class in which you are enrolled or if you are enrolled in a different section of the same class (See No. 9)

13. CAN I TAKE MYSELF OFF OF A WAIT LIST?

Yes, you may remove yourself from a wait list by following the same process as for a standard drop.

14. WHAT IS THE FIRST DAY I CAN GET ON A WAIT LIST?

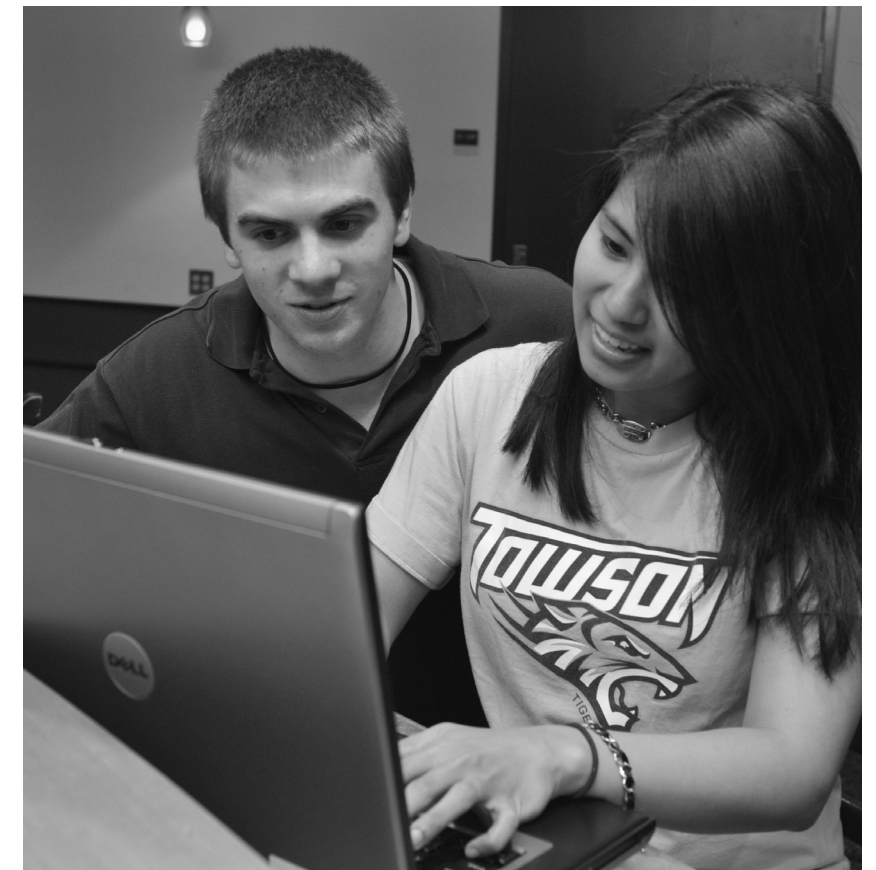
Wait lists are only available once the class has reached its enrollment capacity. For high-demand classes, this may be the first day of registration.

15. WHAT IS THE LAST DAY I CAN GET ON A WAIT LIST?

For the fall and spring terms the last day to select the wait list option is the Friday before the term begins. Students will continue to be enrolled over the weekend should a seat become available. The wait-list process ends on Monday.

16. HOW WILL I KNOW WHEN I AM ENROLLED IN THE WAIT-LISTED CLASS?

Students are notified by an email sent to their TU account.



TRANSFERRING WORK

With prior permission, TU students may take courses for transfer until they have attained 90 units. However, no more than 64 units may be transferred from an accredited two-year institution. Permission is obtained by submitting a petition to transfer credits to Enrollment Services prior to registering for the course. Students are expected to complete the final 30 units toward their degree at TU.

To read the entire section of academic standards and procedures, please refer to the online 2023–24 undergraduate catalog.

GOOD STANDING AND SATISFACTORY ACADEMIC PROGRESS

All students are encouraged to maintain at least a 2.00 overall grade point average to remain in good academic standing. Please refer to the registrar’s website for accurate information regarding academic good standing and consequences of failure to remain in good standing.

I (INCOMPLETE) GRADES

The grade I is given to students by their instructors when verifiable circumstances prevent students from completing a course within the term. The I grade should be given only in cases where students have completed most of the course work and have a reasonable expectation of passing. The grade of I automatically becomes a grade of F 180 days from the end of the term following the granting of an I unless changed to another letter grade by the instructor.

A GPA calculator is available on the registrar’s website: towson.edu/registrar/grades/calculator.html

GRADE	GRADE POINTS PER UNIT
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
D+	1.33
D	1.00
F	0.00
FX	0.00

EXAMPLE				
COURSE	UNITS	GRADE	VALUE POINTS	TOTAL
HIST 145	3	B	3.00	9.00
ENGL 102	3	A	4.00	12.00
POSC 103	3	C+	2.33	6.99
MATH 119	4	B-	2.67	10.68
	13			38.67
Multiply the number of units x the value points for total points (total value pts.) 38.67 = 2.974 GPA (total units) 13				
Divide the total value points by the total number of units.				

Note: A+, C- and D- grades do not exist at TU.

PASS D OR F GRADING OPTION

Students may elect to be graded on a pass basis for a maximum of 13 units toward their degree. This option is not available for courses required for a major, minor, Honors College or for certification in teacher education unless special permission is obtained from the department chair. Students must make all changes before the published withdrawal deadline and change in grading option each term. Students must submit a pass/fail docuSign form, which can be found here towson.edu/registrar/forms.html. Students electing this option must earn a grade equivalent of 2.00 (C) or higher in order to receive the pass (PS) grade, which is not calculated into the GPA. Students who earn below the grade equivalent of 2.00 will earn that grade, which will be calculated in the GPA.

REPEATING COURSES

When courses are repeated, students will receive credit for the course only once. Only the higher of the two grades will be calculated into the GPA. The lower grade will remain on the record with a repeat excluded message. *If taking a course for a third time, before registering for the course, students must complete a petition for a third attempt form, which can be found online at towson.edu/registrar/grades.* Grades of W are administrative and are not considered as part of the repeated course procedure. Courses that have been accepted previously for transfer credit by TU or have been attempted or completed for units at TU may not be repeated at other institutions.

STOP BEFORE YOU DROP...OR WITHDRAW

DROPPING A CLASS

The change of schedule period begins in the days following the start of the term. See the academic calendar for details. During that period, students may add or drop courses through their online services account. Courses dropped during this period do not appear on a student’s transcript.

The number of credits in which a student is enrolled at the end of change of schedule period serves as the basis for determining billing, financial aid and enrollment status.

WITHDRAWING FROM A CLASS

The withdrawal deadline varies by term. Please see the academic calendar for exact dates. Students may withdraw through their online services account. Students who withdraw receive a grade of W, which does not affect the student’s grade point average (GPA). However, students who are considering withdrawing from one or more courses should determine whether their enrollment status will change from full-time (12 credits or more) to part-time (fewer than 12 credits) and should consider the following potential consequences of course withdrawal(s):

- Impact on **financial aid** or scholarships for the current term or future enrollment periods (consult your financial aid adviser)
- Eligibility for **on-campus housing** (consult the Office of Housing & Residence Life or Capstone On-Campus Management)
- Eligibility for continued participation in **athletics** (consult your athletics adviser)
- Eligibility for continuation in the **Honors College** (consult your honors adviser)
- Eligibility for **VA benefits** (consult Military & Veterans Center)
- Impact on **visa** status for international students (consult your ISSO adviser)
- Impact on **health insurance** and medical coverage
- Impact on **automobile insurance**

For further information about the withdrawal policy, check the Registrar’s Office website: towson.edu/registrar/registration/

Before making a final decision about withdrawal, students are strongly encouraged to consult with their assigned academic adviser or with a member of the Academic Advising, Retention & Completion Office professional staff.

STOP AND GET ALL THE FACTS BEFORE YOU WITHDRAW



WHAT YOU CAN DO IF YOU EXPERIENCE ACADEMIC DIFFICULTY

1. **Go to class.** Pay attention. Avoid distractions by silencing your phone and closing apps that are not required while in class. Ask questions if you don't understand something the professor is saying. Take thorough notes.
2. **Seek out the professor.** Take advantage of your professor's office hours. Every professor publishes office hours on the syllabus or posts them on their office door. They are there to support you and look forward to meeting with you during their office hours. However, do not wait until the last minute. Be prepared when you go to ask questions you need to understand the topic, to get suggestions on how to improve your grade in class, or to make sure you understand the assignments. Getting to know your professors by regularly visiting office hours can help you participate actively during class. Professors are tremendous resources when applying for internships, jobs, graduate school, and general networking.
3. **Seek out your academic adviser.** Freshmen are assigned to an FYE adviser with whom they can discuss their difficulties. Non-freshmen are assigned an adviser in their major department. Open major upper-class students will be advised in the Academic Advising, Retention & Completion Office, Cook Library, The Academic Commons Suite 343. Your adviser can make suggestions on how to approach your class work and can suggest other helpful tips on becoming a better student.
4. **Attend workshops** provided by the Tutoring & Learning Center. The TLC conducts STEM and academic skills workshops during each term designed to assist you with studying more effectively, improving concentration, and being better prepared to take exams. These are free and open to all students. The TLC is located in Cook Library, The Academic Commons Suite 347. The TLC website offers additional information at towson.edu/tlc. *Select TLC workshops will be offered at the Towson University in Northeastern Maryland (TUNE) facility each term.*
5. **Meet with a peer academic coach.** The Tutoring & Learning Center offers free academic coaching. Peer academic coaches meet 1-on-1 with students to help them achieve their academic goals by enhancing their learning and study skills, promoting independent learning, and providing accountability. Visit the TLC in Cook Library, The Academic Commons Suite 347, call 410-704-2291, or go to towson.edu/tlc for additional information on making appointment.
6. **Receive assistance from a peer tutor.** Tutors are available for many courses through the Tutoring & Learning Center and the Writing Center. Contact our offices or visit our websites to check availability for appointment-based or drop-in tutoring. These services are available for free. For tutoring assistance either visit the TLC in Cook Library, The Academic Commons Suite 347, call 410-704-2291, or go to towson.edu/tlc. For more information about writing assistance either visit the Writing Center in the Liberal Arts Building Room 5330, call 410-704-3426, or go to towson.edu/cla/centers/writing.



7. **Form a study group** with three or four students in the same class. Study groups can improve a student's understanding of the material by sharing information and filling in knowledge gaps. In reviewing information with other students, you become more familiar with the material, you hear the information presented in a different way, and you can ask questions to deepen your learning.
8. **Increase your study time.** Collective wisdom indicates that for every hour spent in class, three hours outside of class is required to prepare for assignments, read materials and texts, write papers, and study for exams. If you are taking a three-credit class, be prepared to spend nine hours a week. Develop a study schedule in your calendar/planner.

POTENTIAL ACADEMIC CHALLENGES FOR TRANSFERRING STUDENTS

In their first term, transferring students are not only transitioning from their previous institutions to TU, many are also transitioning from lower-level/division courses (100–299) to upper-level/division courses (300–499). In general, most upper-level courses require a different type of focus, an increase in the amount of study time required for success and more preparation than is required in most lower-level courses. Only courses taken at TU are calculated in your GPA.

Some aspects may require a change in your study approach:

1. Fewer grades factor into the final grade. Rather than frequent homework assignments and quizzes, your grade often depends on one or two tests and a final exam or one test, a paper, and a final exam. This means that you must attend class regularly and keep up with the readings and other assignments.
2. Some upper-level courses require a significant amount of writing, and most professors expect you to have good fundamental college writing skills.
3. Generally, especially in upper-level courses, there are no extra credit options or second chances.

Assess your need for services early on. TU offers free tutoring, academic coaching, writing support, counselling, health services, etc. While many faculty and staff are eager to help students, it is your responsibility to ask for help and seek assistance.

Upper-level courses require more work/study/preparation than they did in lower-level courses. For new transferring students, it is important to think carefully about other aspects of their lives such as commuting to campus and working during the term.

COMPARING LOWER- VS. UPPER-LEVEL COURSES

Lower-level courses (100–299) generally have one or more of the following characteristics:

- **Breadth:** Students gain some understanding of the extent of a field or discipline; OR students learn how one field fits into or relates to other fields.
- **Foundation:** Students become acquainted with principles, terms, methods and perspectives of a discipline or professional field, as a basis for more advanced or specialized study. Lower-level courses are those that majors are expected to complete in their first two years of study in the subject.
- **General Education:** Students develop essential skills, attitudes and practices (e.g., basics of critical thinking, numeracy, communication, problem solving) important in many different fields of higher education (e.g., lower-level Core Curriculum) and perhaps in everyday life.
- **Preparation:** Lower-level courses may assume some basic entry-level knowledge, such as high school preparation in the field.

Upper-level courses (300–400) generally have one or more of the following characteristics:

- **Depth/Focus:** Students make in-depth study of a discipline's theories and methods, developing an understanding of the applications and limitations of those theories.
- **Specialization:** Students develop specific intellectual and professional abilities that will enable them to succeed or progress in a particular field or professional practice.
- **Refinement:** Students build upon the general education background noted above, applying these skills more discerningly or in more challenging contexts.
- **Preparation:** Prerequisites may include more general courses, student class standing, GPA requirements or admission to a pre-professional program. Thus, majors and minors generally take upper-level courses in their junior and senior years.

University of Nevada Reno, Office of the Provost

To make your student experience as successful as possible, Towson University offers a number of support services on the main campus. A full list of academic services and resources is located online at towson.edu/academics/resources/. For the most up-to-date office hours, please visit the website for each support service. *Students enrolled at TUNE may contact the director of student services for additional information and resources.*

THE ACADEMIC ADVISING, RETENTION & COMPLETION OFFICE

Cook Library, The Academic Commons Suite 343 · 410-704-2472
towson.edu/advising · advising@towson.edu

The professional academic advisers in the Academic Advising, Retention & Completion Office work with first-year students and students without a declared major to review their progress toward the fulfillment of degree requirements. They advise students on developing academic goals, planning programs, selecting courses, investigating majors and meeting academic standards. In addition, the staff conducts specific programs for students who have received academic warnings or who are on academic probation to assist them in regaining good academic standing. The student academic advisers (SAA) are specially trained and supervised peer advisers who assist students with questions about their degree progress and academic requirements on a walk-in basis. The SAA staff also does outreach programming with student groups and organizations.

ACADEMIC SUPPORT SERVICES AT TUNE

TUNE 202 · 410-704-3057 · asctune@towson.edu

TU in Northeastern Maryland (TUNE) students have access to academic support through the assistant director of TUNE for assistance with the library, writing, tutoring, and other academic services. TUNE students may contact the assistant director to schedule an appointment regarding library services, research consultations, writing support, academic coaching and workshops.

ACCESSIBILITY & DISABILITY SERVICES

University Union 146 · 410-704-2638
towson.edu/accessibility-disability-services/

The Office of Accessibility & Disability Services (ADS) works to ensure equal opportunities and an accessible educational experience for students with disabilities. We provide accommodations and services for students with various disabilities, including ADD/ADHD, autism spectrum disorder, brain injuries, learning disabilities, medical disabilities, mental health disabilities, mobility/physical disabilities, hearing and vision disabilities, speech-language disabilities and more. Accommodations are determined on a case-by-case basis and may include priority registration, testing accommodations, note-taking assistance, interpreting services, alternate formats for printed materials, assistive technology, para-transit use and internship accommodations.

THE CAREER CENTER

University Union 225 · 410-704-2233
careercenter@towson.edu · towson.edu/careercenter

The TU Career Center offers all TU students access to supportive and encouraging experts who care about your success. Connect with our team and our online resources to develop impressive interviewing skills, an incredible resume and a polished professional image that will give you an edge over the competition. The Career Center is your go-to resource whether you're looking for insight and empowerment to better understand who you are and where you want to go, you're seeking connections to mentors or employers or you'd like a personalized search plan that allows you to navigate the internship/job search process with confidence. Get started by visiting us online at towson.edu/careercenter and on Handshake at towson.joinhandshake.com.

COLLEGE CREDIT FOR PRIOR LEARNING EXAM

Administered by the Department of Languages, Literatures & Cultures, this exam is administered exclusively in November each year and only in the following languages: Chinese, French, German, Hebrew, Italian, Japanese and Spanish. For more information, including exam applications and instructions, visit towson.edu/forl or call 410-704-2883.

THE COUNSELING CENTER

Ward & West · 410-704-2512 · towson.edu/counseling
Facebook: [TowsonCC](https://www.facebook.com/TowsonCC) · Twitter: [@TU_CC](https://twitter.com/TU_CC)

The Counseling Center is the campus resource for dealing with many challenges and stresses of college life, ranging from the everyday to the extraordinary. We have a network of professionals to help and support you 24/7. We offer flexible and responsive care with same-day appointments in-person and virtually. We have peer support through an anonymous online platform called TogetherAll. It's easy for students to make a free and confidential initial appointment by calling or stopping by the Counseling Center. Professional clinicians can help students resolve problems in living, learn new life skills, increase their personal resourcefulness and overcome trauma, disadvantage or substance abuse.

Services include individual, relationship and group counseling and psychotherapy; various personal skills workshops such as mindfulness, meditation and coping skills; psychiatric consultation; and assistance with a local referral to community services if needed. We also offer a full calendar of psychoeducational events and provide presentations to student groups by request. Leadership and training opportunities are available for students who are selected to become Counseling Center peer educators.

The website offers many self-help resources, including adjustment to college, ways to improve coping and academic skills, support for international students, multicultural awareness as well as links and apps dealing with anxiety, depression, trauma, body image and substance abuse issues.

DEAN OF STUDENTS OFFICE

Administration Building 2133 · 410-704-2055
deanofstudents@towson.edu

The dean of students and associate vice president of student affairs oversees the work for Assessment, Evaluation & Strategic Planning; Student Outreach & Support, Basic Needs Hub, Care Team and Behavioral Intervention Team; Student Accountability & Restorative Practices; Towson University in Northeastern Maryland (TUNE); Civic Engagement & Social Responsibility; Military & Veterans Center; and Student Success Programs. This area is the hub for programs and services that are central to a student's personal development and success.

FINANCIAL AID OFFICE

Enrollment Services 339 · 410-704-4236
towson.edu/finaid

Financial aid options include grants, loans, scholarships and student employment programs. Eligibility requirements vary. Some programs are need-based. Others are merit-based. Contact our office for more information.

FOREIGN LANGUAGE PLACEMENT POLICY

We encourage students to continue their language study or to start a new language while at TU. All students enrolling in Spanish classes must take a quick online placement test before registering for classes. We encourage all students with prior language learning to take a placement test in that language to determine the best class to take. Information and links to the placement tests can be found here, on the Languages, Literatures & Cultures website: towson.edu/cia/departments/languages-literatures-cultures

General recommendations for the study of languages:

- One year of high school language study, students may register for 101 or 102.
- Two years of high school language study, students may register for 102.
- Three years of high school language study, students may register for 102 or 201.
- Four years of high school language study, students may register for 201 or 202.
- Five years of high school language study, students may register for 202 or 301.

HEALTH CENTER

Ward & West · 410-704-2466 · towson.edu/healthcenter

The Health Center provides health and wellness services for TU students. Services include physical exams; treatment of acute and chronic illness; treatment of minor injuries; immunizations and TB screening; STI and HIV testing; allergy shots; nicotine cessation; and contraceptive counseling and treatment. The Health Center has an

A full list of Student Services & Resources is located online at towson.edu/studentlife/services/

onsite lab and formulary with commonly prescribed medications. The experienced staff includes physicians, physician assistants, nurse practitioners, health educators and administrative staff. The Health Center is a participating provider with most major health insurances. Students' health insurance will be billed for visits and any services, treatments and/or labs provided. For specific questions, email healthcenter@towson.edu.

HONORS COLLEGE

7800 York Rd Suite 134 · 410-704-4677
honors@towson.edu · towson.edu/honors

The Honors College provides an enhanced curricular and community experience to a growing population of undergraduate students across all majors at Towson University. Professors from each academic college teach Honors interdisciplinary and discussion-based classes and seminars with a limit of 20 students to maximize engagement. Some Honors classes and seminars satisfy Core Curriculum requirements and provide the foundation for advanced academic inquiry, such as research and thesis projects, with direction by members of the faculty. Douglass House is home to the Honors Living-Learning Community and integrates residential living with classroom activity. Honors students enjoy an array of social, cultural and leadership programs unique to the Honors College. Admission to the Honors College is available to incoming freshmen, current TU students, and students transferring from other institutions, provided they have earned 60 college credits or fewer. Applications deadlines vary by applicant group and intended enrollment term. Consult the Honors College website for the most up-to-date information.

HOUSING & RESIDENCE LIFE

Marshall Hall · 410-704-2516 · towson.edu/housing

Living on campus can be one of the most important decisions students make regarding their education and future. Resident students will meet new people and encounter new cultures, ideas and ways of thinking. Students should seek campus groups or organizations that can refine their skills and talents as well as develop new ones. Becoming involved is one of the most important things students can do to get the most out of their college experience, and living on campus is one of the best ways to be connected.

INTERNATIONAL STUDENT & SCHOLAR OFFICE

Psychology Building 408 · 410-704-2421 · 410-704-6040
isso@towson.edu · towson.edu/isso

The ISSO serves students and visitors who are at Towson University on a temporary/non-immigrant visa. Students may be in degree-seeking, exchange, English language and nondegree or enrichment programs. Others are here as faculty, visiting researchers or cultural program participants. TU is home to a culturally diverse population, representing 90 nations. The ISSO offers assistance with:

- Creating visa certificates for incoming students and scholars
- Advising international students on how to attain and maintain legal status in the United States

- Designing and presenting programs that assist international students in their transition to life in the United States. In particular, the ISSO conducts a comprehensive orientation for international students at the start of each fall and spring term
- Advising students regarding personal, academic, legal and career issues as well as intercultural communication, cross-cultural adjustment and engagement issues
- Acting as a liaison to and an advocate for students with government agencies and university offices
- Coordinating programs and providing ongoing services aimed at enhancing international students' social engagement and encouraging their interaction with domestic students and community members
- Assisting with the coordination of appropriate services for international students in legal, medical and family emergency situations

MATHEMATICS PLACEMENT TEST

The Department of Mathematics has developed its own placement test. The purpose is to measure the required mathematical skills needed for success in various levels of mathematics courses at Towson University. Some students choose majors that require one or more particular mathematics courses; others only take mathematics courses to satisfy the university requirement. In either case, the placement test results identify an appropriate course (or courses) for you. You cannot register for a math course unless you have passed the prerequisite course or your mathematics placement test score is sufficient. For more information visit towson.edu/math.

THE MILITARY & VETERANS CENTER

Psychology Building 107 · 410-704-2992
towson.edu/veterans/

The Military & Veterans Center's mission is to provide outstanding support and services to all student veterans and qualified dependents. To do this, the MVC promotes a safe and like-minded community, personal growth, career development opportunities and comprehensive in-school support (especially for educational benefits claims).

PUBLIC COMMUNICATION CENTER

Psychology Building 402 · 410-704-5083
pcc@towson.edu · towson.edu/pcc

TU's Public Communication Center (PCC) provides peer mentoring support to help students improve their public speaking and presentation skills, increase preparedness and confidence and expand advocacy skills. The PCC strives to help students of all majors improve their communication. Communication is complex, consisting of nonverbal, interpersonal and intercultural communication. If you need specific assistance, please contact the PCC, and we will cater a mentoring appointment to your needs. Specializations of the PCC include:

- Outlining and organization: Mentors have the knowledge of different organization styles and the key parts for introductions, body paragraphs and conclusions.

- Speech anxiety: Feeling nervous or anxious before a presentation is completely normal. Mentors are taught to identify speech anxiety and can lead students through exercises to address their anxiety.
- Rehearsal and delivery: Body language, vocal fillers and gestures are all elements of delivery that mentors can help clients improve. The PCC also has the ability to record student speeches.
- Visual aids and design: The content on a visual aid is just as important as the design. Mentors are trained in elements of visual design to help students create the most appealing and cohesive visual aid to complement their presentation.

REGISTRAR'S OFFICE

Enrollment Services 223 · 410-704-2701 · towson.edu/registrar

The Registrar's Office serves students, faculty members, administrators, alumni and the general public in the areas of registration, grades, records and registration, national exchange programs and graduation. The office is open Monday through Friday from 8 a.m. to 4:30 p.m.

STUDENT ACCOUNTABILITY & RESTORATIVE PRACTICES

Administration Building 236 · 410-704-2057
towson.edu/student-accountability

Student Accountability & Restorative Practices promotes student success through the administration of the Code of Student Accountability on and off campus. Students who are alleged to have violated the Code of Student Accountability will be given guidance regarding the university's accountability process and will have the opportunity to provide information about their knowledge of the incident(s). The office promotes a campus climate rooted in civility through education, workshops and one-on-one conversations, and it challenges students to make safe, healthy and ethical choices that better the campus community. Students, faculty and staff are encouraged to contact the office for guidance. towson.edu/studentaffairs/policies/code-student-accountability.html

STUDENT AND UNIVERSITY BILLING OFFICE

Enrollment Services 336 · 410-704-2100 or 1-888-5BURSAR
towson.edu/billing

The office coordinates billing, bill payment, collection of delinquent accounts, financial aid rebate disbursement, general refunds, account adjustments, payment plans and account research. Most students' contact with the Student and University Billing Office will generally be limited to the accounts receivable section, which handles billing and collecting payments.

STUDENT COMPUTING SERVICES

Cook Library, The Academic Commons Suite 343
410-704-5151 · scs@towson.edu · towson.edu/scs
Facebook: [TUSCS](https://www.facebook.com/TUSCS) · Twitter: [TowsonSCS](https://twitter.com/TowsonSCS)

Student Computing Services (SCS) provides technology support and services for students, available through the service desk at each SCS location. The service desk supports access and use of all the

major student systems at Towson University including Office 365 (free Microsoft Office suite for students), WordPress (personal web pages) and Towson Online Services (schedules, course registration, bill payment). At each location, SCS performs troubleshooting and diagnostic assistance for student-owned laptops, including virus removal and wireless network configurations.

COOK LIBRARY 35

Service desk, computer lab, multimedia loans and support, studios and wēpa printing.

TOWSON RUN 123 IN WEST VILLAGE

Service desk, computer lab and wēpa printing.

TUNE 206

Service desk, computer lab, multimedia loans and support and wēpa printing for TU students in Harford County.

TechOverture (towson.edu/TechOverture) lists important technology-related services for students at TU including how to access and use your Net ID, tech support, resident hall TV and internet, email, Blackboard, Wi-Fi, OneCard, printing and more. Bookmark this useful directory for reference throughout your academic career.



A full list of Student Services & Resources is located online at towson.edu/studentlife/services/

STUDENT OUTREACH & SUPPORT

Administration Building 2133 · 410-704-4462
sos@towson.edu · towson.edu/sos

The Office of Student Outreach & Support (SOS) serves as a first point of contact for students in need of support. Whether your concern is academic, financial, familial, medical, personal or mental health-related, SOS will help students navigate on- and off-campus resources and get them back on track. To refer a student, learn more about the SOS team and how they support students at Towson University, please visit towson.edu/sos.

THE TUTORING & LEARNING CENTER

Cook Library, The Academic Commons Suite 347 · 410-704-2291
tlc@towson.edu · towson.edu/tutoring-learning

The Tutoring & Learning Center is a full-service learning center that provides free services for Towson University students to assist in identifying and achieving academic goals. We help facilitate a community of learners by coordinating high-quality tutoring, supplemental instruction, peer-assisted learning sessions, peer academic coaching and study skills workshops.

THE WRITING CENTER

Cook Library, Writing Center Annex at the Academic Commons, 3rd floor
410-704-3426 · towson.edu/cla/centers/writing/

The Writing Center provides individual writing support to all members of the TU community. The staff works with writers at any stage of the writing process from brainstorming to polishing the final draft. The staff supports writers with any type of writing project, whether a PowerPoint presentation, lab report or resume. The Writing Center takes walk-in appointments when possible. As the term progresses; however, most of the sessions fill up each day. We recommend you schedule an appointment a day or two in advance to make sure someone is able to meet you. Please bring your assignment sheet and two printed copies of your paper to the session.

CAMPUS RECREATION

Burdick Hall · 410-704-2367 · towson.edu/campusrec

Campus Recreation offers a state-of-the-art recreation and fitness facility for TU students, faculty, staff and alumni. Its mission is to foster engagement and well-being for the TU community through diverse programs, services, facilities and employment. Campus Rec is comprised of several program areas, including aquatics and safety, fitness, intramural sports, outdoor adventures and sport clubs. Enjoy the following recreation and sport activities:

- Swim a few laps in the 25-yard, eight-lane pool during open swim hours
- Participate in intramural sports against other students in leagues and tournaments in sports such as basketball, badminton and volleyball
- Join any of the 35 sport clubs such as soccer, lacrosse and all-star cheer for a higher level of competition

- Get active in our free, group fitness classes or while using our 22,000-square-foot fitness floor space for cardio, strength or functional training and unwind with a session in the recovery zone massage chairs
- Meet with friends for open recreation activities in the gymnasia and multi-activity courts or on the Burdick turf fields
- Explore the outdoors on one of the backpacking, climbing or kayaking trips or stay indoors and try the 33-foot climbing wall

A valid TU ID number/access credential is required for access and participation in any program.

CENTER FOR STUDENT DIVERSITY

University Union Suite 343 · 410-704-2051 · diversityworks@towson.edu
towson.edu/studentdiversity

The Center for Student Diversity (CSD) provides academic, social and transitional support for historically underrepresented student populations through advocacy, programming, mentorship and collaboration. These opportunities for engagement promote dialogue between individuals of diverse backgrounds and identities to nurture a more welcoming and inclusive campus environment. This department operates as part of the Office of Inclusion & Institutional Equity and collaborates often with many campus and community entities.

The CSD programmatic areas support:

- African American student development
- Asian, Pacific Islander, Middle Eastern and Desi American student development
- Campus ministries
- Latine/x student development
- Mature/non-traditional student development
- Sexuality and gender diversity development
- Undocumented student development

CIVIC ENGAGEMENT & SOCIAL RESPONSIBILITY

University Union 252 · 410-704-2806
towson.edu/civicengagement · Instagram: [@TUengaged](https://www.instagram.com/TUengaged)

Social change toward a more just society does not simply happen. It requires all of us to connect, cultivate, co-create, empower and transform. The Office of Civic Engagement & Social Responsibility encourages students to actively participate in co-creating a thriving civic culture through learning about social issues, engaging with campus and local communities, and participating in the political process.

CIVIC TRANSFORMATION LIVING-LEARNING COMMUNITY (LLC)

This LLC fosters meaningful connections among TU students, staff and faculty who are passionate about actively participating in civic life and co-creating just and equitable communities. The LLC explores social justice issues through the lens of public policy, civic engagement and community-based learning.

The LLC is a collaboration with the Department of Political Science.

CONNECT TU

In this half-day Welcome to TU program, students spend the day learning about local communities and engaging in hands-on work with TU community partners who are fostering sustainable communities.

IMPACT TU: LOCAL ACTION FOR SOCIAL CHANGE

This half-day program occurs annually in April and provides 500 TU students with an opportunity to work with campus and local community partners who are committed to fostering sustainable communities. Students participate in hands-on projects focused on environmental sustainability, economic security, social well-being and civic engagement.

SOCIAL ACTION COLLABORATORY

This yearlong program supports students in cultivating individual and collective capacities to foster transformative social change. Each cohort focuses on a different social justice topic. Participants engage in capacity-building workshops, peer reflections and site visits with local social justice-oriented community groups.

CIVIC RENEWAL FELLOWSHIP (PAID OPPORTUNITY)

In this yearlong program, students develop the tools to create empowering spaces for individual and collective reflection on current events, personal storytelling and civic imagination. The fellowship includes participating in a one-day retreat and weekly training sessions to prepare fellows to facilitate campus conversations about issues that impact members of the TU community.

FRATERNITY & SORORITY LIFE

University Union 251 · 410-704-2332
towson.edu/gogreek · Instagram: [@tugreeklife](https://www.instagram.com/tugreeklife)

Fraternities and sororities have played an active and integral role in the campus community since the early 1970s. TU's Fraternity & Sorority Life today includes approximately 40 chapters and five governing councils that represent more than 2,500 active members in the spring term, more than 12% of the campus population.

All chapters are open to full-time, degree-seeking students with at least a 2.5 cumulative GPA. Each chapter, however, may have a higher GPA requirement for membership. Interested students meeting membership requirements may participate in organized recruitment activities, commonly known as recruitment or membership intake. Once the recruitment period has passed, those who continue pursuing their interests move on to the educational phase to learn about the history and traditions of the national organization and local chapter. Upon completing the prescribed educational program, candidates participate in initiation and become full members of the organization of their choice. Follow us on Instagram at [@tugreeklife](https://www.instagram.com/tugreeklife) for updates about events and current organizations.

NEW STUDENT & FAMILY PROGRAMS

University Union 251 · 410-704-2309 · towson.edu/orientation

New Student Orientation is a three-part process for incoming freshmen and transferring students that begins with pre-orientation modules followed by a one-day summer orientation during June or July and concludes with a four-day Welcome to TU program in August. During New Student Orientation, students will connect with orientation leaders (OLs) and other incoming students, learn about campus resources, meet with an adviser and receive information about course scheduling. During Welcome to TU, students will meet their First-Year Experience (FYE) adviser to review any changes to their schedule, reconnect with their orientation leader, learn about mandatory safety and health resources on campus and participate in a variety of fun and exciting activities. The Office of New Student & Family Programs (NSFP) also helps the families of new students become connected to Towson University through the TU for Families newsletter, the Towson Family Network and our annual Family Weekend celebration in the fall. During the academic year, NSFP continues to support the transition of all new students through a variety of programs, such as the Transfer Mentor Program, and leadership development opportunities.

STUDENT ACTIVITIES

University Union 251 · 410-704-3307
StudentActivities@towson.edu · involved.towson.edu
Instagram: [@Towsonstuact](https://www.instagram.com/Towsonstuact), [@Lead@TU](https://www.instagram.com/Lead@TU) and [@Weekends_at_TU](https://www.instagram.com/Weekends_at_TU)

The students who maximize their college experience are the ones who get out and get involved. The Office of Student Activities is the hub for campus involvement. We provide four great ways to get involved on campus. First, you can join one of our 200+ student clubs and organizations. We have dance clubs, video game clubs, affinity clubs and many more. Second, you can attend any of the 300+ events hosted or supported by our office annually, like Homecoming and Tigerfest. Third, you can develop your leadership skills and listen to phenomenal speakers through our Tigers Lead leadership certification program. Our events connect you to new people while giving you the tools for success in and out of the classroom. Then finally, you can join the team! As a student, you can be hired and paid to market our events, facilitate leadership workshops or even plan and host events. Student activities has all you need and more to be involved at TU.

STUDENT SUCCESS PROGRAMS

University Union, 3rd Floor · 410-704-2051
studentsuccessprograms@towson.edu · towson.edu/student-success

COLLEGE READINESS OUTREACH PROGRAM (CROP)

The College Readiness Outreach Program (CROP) connects ninth graders from Baltimore City public high schools with TU students who serve as mentors. The program also provides a series of college readiness workshops.

Local, underrepresented students are provided opportunities through CROP to build a solid plan for matriculating successfully through high school then college. TU college students volunteer to

facilitate individual or group sessions sharing their experiences, encouraging academic persistence and helping students rethink what success means for them.

GENERATION ONE SUPPORT COMMUNITY

Offered in collaboration with the Student Success Programs and Counseling Center, Generation One is a program providing first-generation college students attending TU with tailored mentoring and guidance to foster academic and personal accomplishment. Students who are first generation are the first in their immediate family to attend college.

Generation One connects students with similar experiences to share strategies to deal with difficult situations and provide encouragement during challenging and rewarding times. This support community meets and provides resources throughout the year.

MAN 2 MAN SUPPORT COMMUNITY

Man 2 Man is a peer program geared toward men of color at Towson University. Facilitated by TU staff members, this community serves as a confidential space for male-identified students of color to develop a better understanding of themselves and others in the context of gender, race, culture and social pressure.

Meetings explore how the experience of masculinity in today's society shapes how we think, feel and relate to others, as areas of growth, strength, and unity are discussed. This support community meets in the University Union during the fall and spring terms.

STUDENTS ACHIEVE GOALS THROUGH EDUCATION (SAGE)

Instagram: [@towson sage](https://www.instagram.com/towson sage)

Students Achieve Goals through Education (SAGE) is a peer-mentoring program that assists incoming freshmen and transfer students in their transition to Towson University. Students participate in various activities to improve academic, budget management and decision-making skills. Participants also expand their knowledge of diverse cultural groups, learn career development strategies and participate in networking opportunities. The SAGE program fosters academic achievement, encourages campus involvement and provides a sense of belonging for first-year, underrepresented students. Students must opt-in to the program to be assigned a mentor. Program events occur every Tuesday in the University Union Ballrooms from 4–5 p.m.

SAGE RESIDENTIAL LEARNING COMMUNITY

The SAGE community focuses on academic success, community building, professional development and expanding multicultural knowledge of first-year students participating in the SAGE (Students Achieve Goals through Education) Program. SAGE community residents will have access to a strong support network including academic support; relationships with faculty, staff and peers; various campus services; and peer mentorship throughout the academic year that will create a connected sense of community. This community is a partnership between Student Success Programs and Housing & Residence Life.



CODE OF STUDENT ACCOUNTABILITY

It is the responsibility of all Towson University students to know, understand and adhere to all official university policies and procedures. All policies are subject to review and change. Include below is a list of important student policies and procedures that you are responsible for knowing. You can find the full text and the most up-to-date versions of these policies at towson.edu/studentaffairs/policies/conduct.html

Policy Statement: Towson University (“Towson” or “University”) is dedicated to supporting and maintaining a scholarly community. To help protect the campus community and advance its educational mission, the University publishes a Code of Student Accountability (“Code”) and imposes discipline upon Students found responsible for violating that Code. The purpose of this Policy (and associated procedures) is to ensure a fair and impartial disciplinary process. The Policy should not only deter dangerous behaviors or those contrary to the University’s mission, but also assist Students to develop critical thinking and decision-making through engagement in the disciplinary process. The University’s procedures associated with determining whether a violation of the Code occurred and identifying appropriate disciplinary action seek to provide Students with fundamental fairness, including notice of the charges and an opportunity to be heard, prior to the imposition of disciplinary action.

The University’s policy is to promptly and thoroughly investigate allegations that a Student violated the Code. Upon receiving such allegations, the Office of Student Conduct & Civility Education (“OSCCE”) conducts a preliminary review of the circumstances and reasonably available information. It does so to inform its decision whether there is sufficient evidence to support a reasonable belief the individual violated the Code. If there is not sufficient evidence,

the University withdraws the charge(s) and takes no further action. If there is sufficient evidence, it proceeds with the disciplinary process described herein.

Students have the right to participate in the disciplinary process and may offer evidence and information consistent with relevant procedures. A Student may appeal the imposition of disciplinary action consistent with this Policy and procedures.

Upon finding that a Student has violated the Code, Towson imposes disciplinary action, including though not necessarily limited to, suspending or expelling the Student. It may also impose other disciplinary obligations upon Students found to have violated the Code (e.g., a meeting a Student must attend or an activity they must complete prior to being allowed to return to campus). As appropriate, the University will take reasonable efforts to impose discipline which effectively encourages and fosters the personal, educational, and social development of those Students found to have violated the Code.

When Students choose to accept admission to Towson, they are expected to maintain a high standard of conduct as outlined by this Code. Because the University establishes high standards for membership in the TU community, its standards of conduct, while falling within the limits of the law, may exceed federal, state, or local requirements.

SCOPE

- The Code applies to all Students, Student Groups, and Student Organizations.
- Each Student shall be responsible for their conduct under the Code for the period of time they meet the definition of Student.
- This Code applies to behavior: (1) occurring in any University facility or on any University property; (2) occurring in connection with any University sponsored, recognized, or approved program, visit, or activity; (3) that adversely affects the University’s pursuit of its mission or policies; or (4) that otherwise threatens the health or safety of any member of the University Community.
- When there are pending criminal or civil charges:
 - The University will pursue its disciplinary process independent of those pending charges, regardless of whether they are dismissed, dropped, or otherwise resolved.
 - The OSCCE Director may approve Interim Administrative Action prior to the conclusion of a criminal or civil case.
 - The OSCCE Director will determine whether to proceed with the disciplinary process or wait for the judicial process to conclude. This decision will be informed by the reasonably available evidence, nature of the charges, potential for harm to the University Community, location of the incident (on- or off-campus), and/or other relevant factors.
- Campus disciplinary actions for allegations of off-campus Event-Related Misconduct may take place regardless of the existence, status, or outcome of any civil or criminal charges in a court of law related to the alleged misconduct.

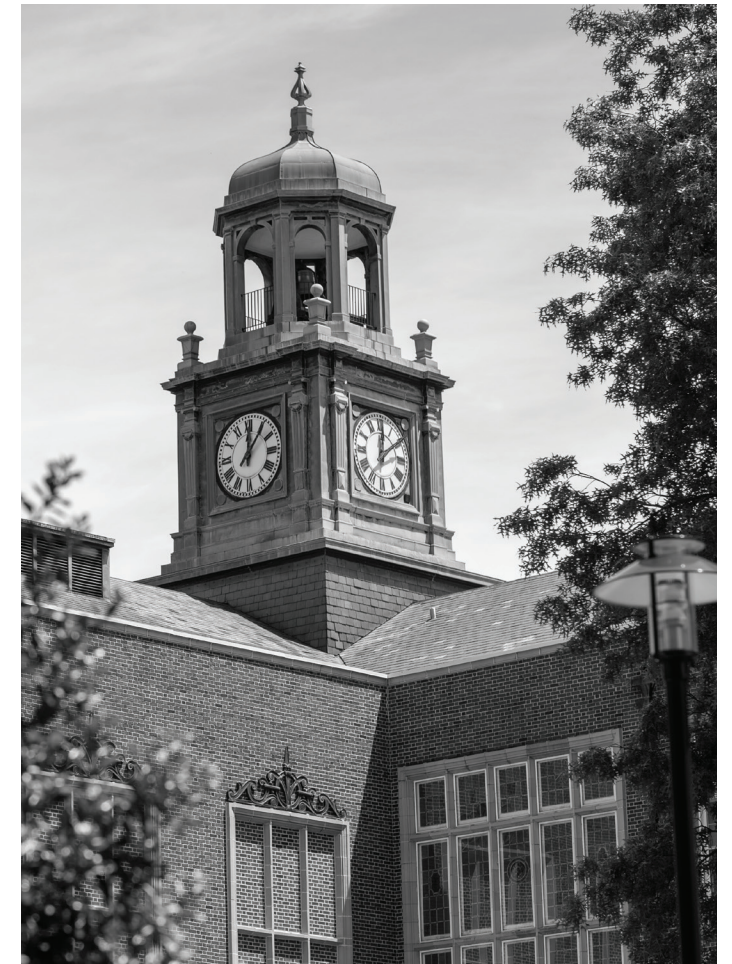
PROHIBITED CONDUCT:

The following misconduct is subject to disciplinary action:

- Intentionally furnishing false or untruthful information to a University Official.
- Forging, altering, possessing, or using instruments of identification or University Official documents with intent to defraud, or to otherwise benefit there from (e.g. a false driver’s license, altered parking pass, falsified medical documents, etc.).
- Disruption or obstruction of teaching, research, administration, disciplinary proceedings, or normal University operations, including University-sponsored activities or events.
- Off-campus conduct that is disorderly and disrupts others in the community.
- Uncooperative behavior and/or failure to comply with reasonable instructions of University Officials acting in performance of their duties.
 - Possession or use of alcoholic beverages by any person under 21 years of age.
 - Providing or otherwise making available an alcoholic beverage to any person under 21 years of age.
 - Consuming alcohol from an open container either on campus property at a location not approved by the University or on public property in an unlawful manner.
 - Public intoxication.
- Possession or use of illegal drugs, unauthorized controlled substances, or drug paraphernalia.
- Sale, distribution (or intent to distribute), and/or manufacture of illegal drugs or controlled substances.
- Possession, sale, and/or distribution (or intent to distribute) of medication not in accordance with a medical doctor’s prescription.
- Causing physical harm to or unwanted physical contact with any person.
- Threats of violence or placing a person in fear of imminent physical injury or danger.
- Endangering conduct that imperils or jeopardizes the health or safety of any person or persons.
- Discrimination against any person. See Definitions.
- Harassment or Cyberbullying of any person. See Definitions.
- Acts that unreasonably invade the privacy of another person.
- Any violation of the Policy on Sexual Misconduct (06-01.60).
- Lewd, obscene, or indecent behavior.
- Intentionally or recklessly damaging, destroying, defacing, or tampering with University, public, or personal property of another.
- Theft of property or services. This includes, but is not limited to, attempted theft, conspiracy to steal, knowing possession of stolen property, misappropriation of another’s property, extortion, blackmail, and embezzlement.
- Unauthorized entry into, presence at, or use of University

property, facilities, systems, or records.

- Engaging in Event-Related Misconduct. See Definitions.
- Violation of published Towson University regulations and policies.
- Violation of state, federal, and/or local laws.
- Violation of the University Policy on Weapons Prohibited (06-01.11).
- Possession of explosives, fireworks, or pyrotechnic paraphernalia on campus.
- Violation of the Policies for On-Campus Housing.
- Violation of the Student Academic Integrity Policy (03-01.00).
- Unauthorized use of the name “Towson University” or the unauthorized use of any University trademark, service mark, logo, or seal for advertising or promotional purposes in a manner that expressly or impliedly indicates the University’s endorsement.
- Retaliation against a person(s) for reporting or alleging misconduct (including violations of University policy or the Code) or participating in any related University process or procedure.
- Violation of any disciplinary sanction imposed by a University Official.



PROCEDURES

A. Reporting

The University encourages prompt reporting of allegations that a Student, Student Group, or Student Organization violated this Code. Reports can be made by any person to OSCCE in person, via phone ((410) 704-2057), or electronically (online reporting form at www.towson.edu/reportit). Allegations of violations occurring within On-Campus Housing may also be referred to the Department of Housing and Residence Life.

Those reporting an allegation are normally expected to serve as a witness and to present relevant evidence during a University Hearing or Conduct Resolution Meeting.

B. Due Process

The purpose of these procedures is to ensure fundamental fairness to Students, including that the University fairly evaluates allegations of a Code violation. Among other things, this means that the Responding Party will receive notice of the charges against them, an opportunity to offer evidence (including identifying witnesses) in support of their position, and a chance to review (in advance) any documents or other information the University intends to consider.

Every Student has the due process right to:

- Notice of the charges against them (including the specific Code violation(s) alleged) and the circumstances surrounding the incident or alleged misconduct;
- Participate in a Accountability Resolution Meeting;
- Participate in a Hearing when (i) the charges allege a violation of the Sexual Misconduct Policy and/or (ii) potential discipline includes Suspension, Expulsion, or Removal from On-Campus Housing;
- Identify and present relevant evidence (including witnesses) in support of their position;
- Review, in advance of a Hearing or the imposition of disciplinary sanction, evidence the University intends to consider;
- Have a Support Person present during interviews, meetings, or Hearings;
- Notice about how to contact OSCCE to ask questions about the process, schedule a Accountability Resolution Meeting, etc.; and
- Appeal a finding of responsibility for a Code violation and/or a disciplinary sanction.

The University will act reasonably to ensure evidence is considered (or not considered) in a manner consistent with basic standards of fundamental fairness. Harmless deviations from the prescribed procedures shall not necessarily invalidate an outcome unless they caused significant prejudice.

C. Disciplinary Meetings and Hearings

OSCCE follows a consistent process based on allegations of a violation of the Code. As described more in the full code online,

this includes, as necessary, a Preliminary Review, Accountability Resolution Meeting, and Hearing. The processes applies to individual Students, Student Groups, and Student Organizations.

D. Disciplinary Procedures for Student Groups and Student Organizations

A Student Group and/or Student Organization may be charged with violations of the Code. A Student Group or Student Organization may be held responsible for violations of the Code resulting from the actions of its members, if the actions: (i) arose out of activities sanctioned by or related to the Student Group or Student Organization; (ii) were encouraged, fostered, or condoned by the Student Group or Student Organization; (iii) were known or should have been known by members of the Student Group or Student Organization; or (iv) were activities that the Student Group or Student Organization could reasonably have prevented.

DISCIPLINARY RECORDS

The University creates a disciplinary record for every enrolled Student. In most cases, the disciplinary record contains no information (i.e., it only records that the University imposed no discipline upon the Student).



FOR ASSISTANCE WITH	CONTACT	FOR THESE SERVICES
ACADEMIC ADVISING	Academic Advising, Retention & Completion Office Cook Library, The Academic Commons Suite 343 410-704-2472 • advising@towson.edu	Information about university policies and requirements; FYE advising for open majors; degree progress review; assistance developing an academic plan; student academic advisers
ADDING/DROPPING COURSES, REGISTRATION, TRANSCRIPTS	Registrar's Office Enrollment Services 223 410-704-2701	Clarification of academic rules; registration information; enrollment verification; maintaining records; issuing transcripts
BILLING QUESTIONS	Student and University Billing Office Enrollment Services 336 410-704-2100	Payment of tuition and fees
CAREER PLANNING; HELP WITH CHOOSING A MAJOR	Career Center University Union 225 410-704-2233 • careercenter@towson.edu	Help choosing a major; learn about careers; find an internship, work-study, part-time job; career fairs; professional development workshops
DIVERSITY, INCLUSION AND EQUITY	Center for Student Diversity University Union 343 410-704-2051 • diversityworks@towson.edu	Women's Center; SAGE Program; African American, LGBT, Latine/x and APIMEDA Student Development programs
EVALUATION OF AP, IB, CLEP AND TRANSFER COURSES	Enrollment Services 7800 York Road, Suite 216 410-704-2113 • admissions@towson.edu	Evaluation of transfer course work
FINANCIAL AID/ SCHOLARSHIPS	Financial Aid Office Enrollment Services 339 410-704-4236 • finaid@towson.edu	Administration of scholarships, grants, loans and work-study programs
HEALTH CONCERNS	Health Center Ward & West 410-704-2466 • healthcenter@towson.edu	Primary health care services; immunizations; HIV testing; birth control; health education programs
INTERNATIONAL STUDENT QUESTIONS	International Student & Scholar Office Psychology Building, Suite 408 410-704-2421 • isso@towson.edu	Help understanding federal government regulations and university policies; advisement on visa issues; assist with transition to life in the United States
LIVING ON CAMPUS	Housing & Residence Life Marshall Hall, Suite 50 410-704-2516 • housing@towson.edu	On-campus housing; residence halls and apartments; off-campus housing listing service
MENTAL HEALTH SERVICES	Counseling Center Ward & West 410-704-2512 • counseling@towson.edu	Confidential individual, group and couples counseling for students experiencing personal difficulty; stress management; homesickness
OBTAINING SERVICES FOR STUDENTS WITH DISABILITIES	Accessibility & Disability Services University Union 146 410-704-2638	Providing note takers; sign language interpreters; extended testing time; access to assistive technology; campus mobility services
PARKING	Parking & Transportation Services University Union Garage 410-704-7275 • upark@towson.edu	Resident student and commuter student parking permits
STUDENT INVOLVEMENT	Student Activities Office University Union 251 410-704-3307	More than 200 student organizations; Campus Activities Board; Student Government Association; community service and leadership opportunities
STUDY ABROAD & AWAY	Study Abroad Office Psychology Building, Suite 408 410-704-2451 • studyabroad@towson.edu	Coordinates study abroad and exchange programs; provides advising and support services to students before, during and following the study abroad experience
TECHNOLOGY QUESTIONS	OTS Student Computing Services Cook Library 35, Towson Run 123, TUNE 206 410-704-5151 • scs@towson.edu	Towson Online Services; TU Webmail; WordPress; virus removal; TU wireless, cable TV; Office 365; LinkedIn Learning; wēpa printing; multimedia equipment checkout and usage
TUTORING	Tutoring & Learning Center Academic Commons, Cook Library 343 410-704-2291 • tlc@towson.edu	Tutorial services; academic coaching; study skills assessment; academic support workshops; study groups/success teams
TRANSFER SUPPORT	Transfer Student Center Enrollment Services, Room 331 410-704-3229 • transfer@towson.edu	Provides resources for students transferring to Towson University from other institutions; services for students at all stages of their undergraduate careers
VA EDUCATIONAL BENEFITS	The Military & Veterans Center Psychology Building 107 410-704-2992	Certifies students for VA educational benefits

A full list of student services and resources is located online at towson.edu/studentlife/services

DIRECTORY OF FREQUENTLY DIALED NUMBERS

Please check towson.edu for current locations/phone numbers.
(All extensions begin with 410-704-XXXX).

CAMPUS LEGEND

AD	Administration Building
BU	Burdick Hall
CA	Center for the Arts
CK	Cook Library
ES	Enrollment Services Building
GS	General Services Building
HH	Hawkins Hall
LH	Lecture Hall Building
LA	College of Liberal Arts Building
LI	Linthicum Hall
MA	Marshall Hall
MC	Media Center
PY	Psychology Building
SC	Science Complex
SM	Smith Hall
ST	Stephens Hall
TA	TU Arena
TC	Towson Center
UU	University Union
VB	Van Bokkelen Hall
WVC	West Village Commons
WW	Ward & West Building
Y2	7400 York Road Building
YR	7800 York Road Building

TUNE	TU in Northeastern Maryland 510 Thomas Run Road Bel Air, Maryland 21015
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DEPARTMENT NAME	EXT.	LOCATION
ACADEMIC ADVISING, RETENTION & COMPLETION OFFICE	2472	CK 343
ACADEMIC STANDARDS AND POLICIES	4351	ES 236
ACADEMIC SUPPORT COORDINATOR AT TUNE	3057	TUNE 202
ACCESSIBILITY & DISABILITY SERVICES	2638	UU146
ACCOUNTING DEPARTMENT	2227	ST 102
ADMISSIONS OFFICE	2113	ES
ART + DESIGN, ART HISTORY, ART EDUCATION	2808	CA 3103
BIOLOGICAL SCIENCES	3042	SC 4101
BUSINESS ADMINISTRATION	3496	ST 301
BUSINESS ANALYTICS AND TECHNOLOGY MANAGEMENT	2783	ST 301
CAMPUS LIFE	2332	UU 232
CAMPUS MINISTRIES	2051	UU 208B
CAMPUS RECREATION SERVICES	2367	BU 150
CAREER CENTER	2233	UU 225
CENTER FOR STUDENT DIVERSITY	2051	UU 313
CHEMISTRY	3058	SC 4301
COMPUTER AND INFORMATION SCIENCES	2633	YR 406
COMMUNICATION STUDIES	3943	MC 203
COUNSELING CENTER	2512	WW
CREDIT FOR PRIOR LEARNING	2471	ES 223
CULTURAL STUDIES	2355	LA 2213
DANCE	2760	CA 1002
DEAF STUDIES		LA 5309
DEVELOPMENTAL EDUCATION/PLACEMENT TEST	2291	CK 524
EARLY CHILDHOOD EDUCATION	2572	HH 019
ECONOMICS	2959	ST 103
ELECTRONIC MEDIA AND FILM	3184	MC 103
ELEMENTARY EDUCATION	2176	PY 105
ENGLISH	2871	LA 4210

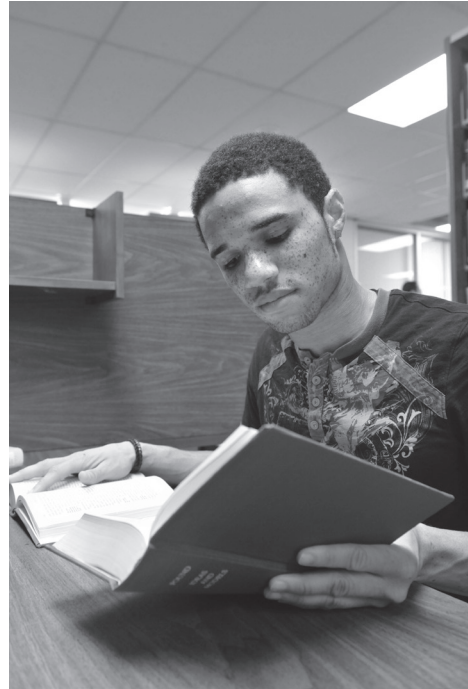
DIRECTORY OF FREQUENTLY DIALED NUMBERS

DEPARTMENT NAME	EXT.	LOCATION
ENVIRONMENTAL SCIENCE AND STUDIES	4920	PY 210
FAMILY STUDIES	5851	LA 2210
FINANCE	2465	ST 314
FINANCIAL AID	4236	ES 339
FOREIGN LANGUAGES	2883	LA 4210
GEOGRAPHY AND ENVIRONMENTAL PLANNING	2973	LA 2210
GRADUATE STUDIES	2078	PY 207
GRADUATION OFFICE	2095	ES 222
HEALTH CENTER	2466	WW
HEALTH SCIENCE	2637	HP 3121C
HEARING & BALANCE CENTER	7300	AD
HISTORY	2923	LA 4210
HONORS COLLEGE	4677	YR 134
HOUSING & RESIDENCE LIFE	2516	MA 50
HUSSMAN CENTER FOR ADULTS WITH AUTISM	4486	Y2
INSTITUTE OF WELL-BEING	7300	YR
INTERDISCIPLINARY STUDIES	2128	LA 2213
INTERNATIONAL STUDENT & SCHOLAR OFFICE	2421	PY 408
INTERNATIONAL STUDIES	7114	LA 3139
KINESIOLOGY	2376	BU 120
LAW AND AMERICAN CIVILIZATION	3586	LA 3210E
LIBRARY (ALBERT S. COOK)	2456	CK
MANAGEMENT	2934	ST 116
MARKETING	3357	ST 123
MASS COMMUNICATION	3431	MC 114
MATHEMATICS	3091	SC 5301
METROPOLITAN STUDIES	5908	LA 2213
MILITARY & VETERANS CENTER	2991	PY 107
MUSIC	2839	CA 3095
NATIONAL STUDENT EXCHANGE	2472	LH
NEW STUDENT PROGRAMS	2309	UU 251
NURSING	2067	HP 5121C
OCCUPATIONAL THERAPY	2762	ES 245
OCCUPATIONAL THERAPY CENTER	7300	Y2
OFFICE OF PUBLIC SAFETY (TUPD)*	2134	PS

DEPARTMENT NAME	EXT.	LOCATION
OTS STUDENT COMPUTING SERVICES	5151	CK35, TR123, HC206
PARKING & TRANSPORTATION SERVICES	7275	UU GARAGE
PHILOSOPHY AND RELIGIOUS STUDIES	2755	LA 4210
PHYSICS, ASTRONOMY AND GEOSCIENCES	3020	SC 3150
POLITICAL SCIENCE	2958	LA 3210
PRE-LAW ADVISING	3350	LA 3241
PSYCHOLOGY	2634	LA 2210
RECORDS, GRADES AND TRANSCRIPTS	2701	ES 223
REGISTRAR	2701	ES 223
REGISTRATION	2701	ES 223
SECONDARY EDUCATION	2562	HH 404
SOCIAL SCIENCES	2659	LA 3347
SOCIOLOGY, ANTH AND CRIMINAL JUSTICE	2852	LA 3210
SPECIAL EDUCATION	4984	PY 307
SPEECH AND LANGUAGE CENTER	7300	Y2
SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY	4153	HP 4149D
STUDENT ACTIVITIES	3307	UU 251
STUDENT AFFAIRS	2055	AD 237
STUDENT AND UNIVERSITY BILLING OFFICE	2100	ES 336
STUDENT GOVERNMENT ASSOCIATION	2711	UU 226
STUDY ABROAD & AWAY	2451	PY 408
THEATRE ARTS	2792	CA 3037
TICKET OFFICE	2244	UU 1ST
TOWSON CENTER/JOHNNY UNITAS* STADIUM	3912	TC
TRANSFER STUDENT CENTER	3229	ES 331
TU IN NORTHEASTERN MARYLAND	8863	TUNE
TU VETERANS BENEFITS OFFICE	3094	PY 107
TUTORING & LEARNING CENTER	2291	CK 343
UNIVERSITY STORE	2665	UU 1ST
UNIVERSITY UNION INFORMATION DESK	4636	UU 2ND
WOMEN'S AND GENDER STUDIES	2660	LA 3210

*POLICE
4444 - Emergency
2134 - Public Safety

Health Professions will be relocated to the Health Professions Building fall 2024.



academic adviser: A trained major department faculty member or professional adviser who provides academic information, guidance and support in an effort to enrich the educational experience of students.

academic department/discipline: A specialized curriculum and major program of study housed within the one of the six undergraduate colleges.

academic warning: A status for students who have a cumulative grade point average below good academic standing. See the undergraduate catalog for more information.

academic year: A period of time in which a student would normally be expected to complete the equivalent of two terms. The academic year at Towson University usually begins with the fall term (late August or early September through mid-December) and ends with the spring term (late January through mid-May). Other terms at Towson include summer trimester and Minimester (during January).

add/drop (change of schedule) period: The days following the start of the term when students may add, drop or swap classes from their original schedule. Dates are determined by the Registrar's Office each term.

Advanced Placement (AP) credit: College credits earned while in high school through advanced placement testing offered through the College Entrance Examination Board in Princeton, New Jersey.

advising (ADV) hold: All students who are not in the First-Year Experience (FYE) advising program and who are not within their last term before graduation are required to meet with the adviser assigned to them by their major department prior to registration for the next fall or spring term. This requirement is enforced with the advising hold, which is indicated by ADV and prevents students from registering. Once the student has completed the advising requirement, their adviser will remove this hold.

attempted units vs. earned units: Attempted units are the number of units a student enrolls in for credit. Earned units are the number of units for which a student receives a passing grade. For example: If a student starts the term with 15 attempted units and fails one three-unit course, the student will have attempted 15 units but earned 12 units.

audit: A grading option that allows a student (with written permission from the instructor) to attend and participate in a class without earning a calculated grade or credit toward graduation. See the undergraduate catalog for detailed information.

Bachelor of Arts degree: Completion of all requirements listed in the designated catalog for the Bachelor of Science degree in addition to completing two language courses at the intermediate level in college or completing at least one course beyond the intermediate level in college.

Bachelor of Science degree: Completion of all requirements listed in the designated catalog including: completion of the online application for graduation, 120 earned units that include course work to satisfy all Core Curriculum requirements, 32 upper-level units (courses numbered 300 and 400), completion of a major with a minimum of 2.0 grade equivalent for all courses applied toward the major, a cumulative GPA of at least 2.0 and completion of at least 30 units in residence at Towson University.

Bachelor of Fine Arts degree: Completion of all requirements listed for the Bachelor of Science degree in addition to the performance

and studio requirements specified by the Department of Dance and the Department of Art + Design, Art History, Art Education.

Bachelor of Music degree: Completion of all requirements listed for the Bachelor of Science degree in addition to the performance and studio requirements specified by the Department of Music.

catalog: College catalogs provide all types of information that parents and students need to know about a school, including the institution's history and philosophy, policies and procedures, accreditation status, courses of study, degrees and certificates offered, graduation requirements, campus map, admission and enrollment procedures, financial aid, and student life activities. Each student is assigned a catalog year based on when they enter Towson University. Towson University uses an electronic undergraduate catalog that can be found online.

class number: The number assigned to each individual class section for the purpose of registering for that particular class and section during registration. A four- or five-digit number in parentheses located to the right of the class name and section number as listed in the online services schedule of classes. The class number links a time, location and instructor to each course.

class vs. course: The word class is used to identify the days/times that a specific course meets (e.g., BIOL 201.001). These specific class meetings are called class sections. The word course is used to identify a common topic or subject area. These courses will share a common course number (e.g., ENGL 102). Each course may have multiple class sections.

Core Curriculum: The university Core Curriculum is arranged to give students an opportunity to take courses in all the critical areas that make up a liberal education. University Core Curriculum requirements include 14 courses from four categories: fundamentals, ways of knowing, writing in a chosen field and perspectives.

course descriptions: Description of the content of the course and any prerequisites needed to enroll in the course. Course descriptions can be found at the end of the online catalog and also by clicking on the course name and number during the online registration process.

credits: See units/credits.

cumulative grade point average: Cumulative grade point average (GPA) refers to the overall grade point average, which includes dividing the number of quality points earned in all courses attempted by the total unit hours in all courses attempted in which a grade has been received.

degree: Awarded to students for the successful completion of a program of study. Baccalaureate or bachelor's degree is the undergraduate degree offered by four-year colleges and universities. The minimum number of earned units required for a bachelor's degree is 120.

degree completion plan: An individualized degree completion plan (IDCP) takes the suggested plan of study for your major/concentration/track and personalizes it for your academic career given your unique needs, goals and aspirations. This plan could help save you time and money by highlighting a more direct route toward degree completion and graduation. All TU students are required to complete an IDCP when they have 45 or more earned credits.

enrollment: Also known as registration. This is the procedure by which students choose classes each term. A student enrolls in courses by logging onto Towson Online Services and adding courses to their schedule.

enrollment appointment: The day and time a student is eligible to begin course registration. Your opportunity to register or change your schedule starts with your enrollment appointment and ends the night before classes begin for the term. Appointments are determined by the number of units a student has earned—the more units earned, the earlier a student can register. The enrollment appointment can be found online on the student dashboard page.

elective: A class that is not specifically required by the major or minor and is not included in the university Core Curriculum.

faculty: People who teach classes at a college. Some colleges differentiate faculty and instructors. Instructors are hired to teach a specific class or classes, while faculty members have contracts with the college that require additional duties beyond teaching (such as research or advising). Faculty members are also referred to as professors.

freshman seminar: A class for first-year students, the seminar focuses on exploration and discovery, introducing students to the academic expectations for college-level work and the intellectual, communication and collaborative skills needed for academic success. The seminar (TSEM 102) is taught by faculty across all disciplines on a variety of topics. Any TSEM 102 course will fulfill the Core Curriculum requirement and must be completed with a grade of C or higher. The freshman seminar cannot be used for major credit. Students can choose which seminar topic to take and should complete this requirement in the first year at TU.

FYE adviser: A first-year experience (FYE) adviser is a faculty or staff member or a professional academic adviser who works specifically with first-year students to help them transition to college and make decisions about their education. Advisers are assigned prior to the first term in college and are selected, when possible, by areas of academic interest. An FYE adviser works with students for their entire first year. The FYE adviser's name and contact information is posted to the online student dashboard page.

FYE advising hold: A negative service indicator (X) found on a student's Towson Online Services account. A negative service indicator can prevent students from registering for classes, changing classes, getting an official transcript or other official university business. The FYE hold will be removed and access to registration restored only after students meet with their academic adviser. Other negative service indicators can be placed by the Health Center, Student and University Billing Office or Admissions Office.

grade point average (GPA): The grade point average (GPA) is a common method used to measure academic performance. The GPA is calculated by dividing the total amount of grade points earned by the total amount of unit hours attempted. A grade point average may range from 0.0 to a 4.0. A student has a grade point average calculated for each college term as well as a cumulative grade point average.

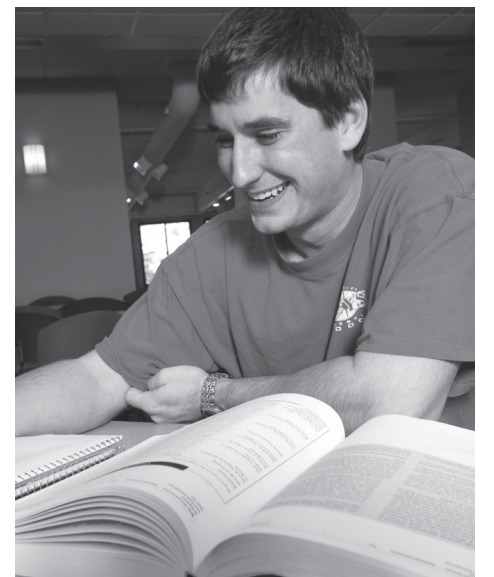
hold: A hold is a negative service indicator (S) placed on a student's account when there is an outstanding student obligation, such as unpaid tuition, immunization records needed, academic advising, unresolved student conduct issues, etc.

Failure to satisfy outstanding obligations may result in the holding of transcripts and may prevent registration for classes for the next term.

Honors College: An enhanced college experience for the most highly qualified and motivated students (as determined by test scores and grades). Entering freshmen are invited to apply for admission to the Honors College. Rising sophomores also may apply. All applicants must meet the Honors College's stringent admission standards. Students must complete 24 units of specific coursework and maintain at least a 3.30 grade point average to remain in good standing in the Honors College. Students in the Honors College enjoy smaller class sizes, priority registration, access to special campus facilities (including honors housing) and merit scholarships. Most students are admitted to the Honors College for their freshman year but continuing and transfer students on the main campus may also apply.

(Honors College classes are not available at off-site locations.)

honors course: Many honors courses are enhanced versions of Core Curriculum requirements but can also be specifically designed to meet the requirements of the Honors College. Honors courses use different course numbers and enrollment can only be accessed by those accepted into the Honors College.





International Baccalaureate (IB) courses: Some high schools participate in a rigorous program of academic study called the International Baccalaureate. If a student scores high enough in IB courses, TU will award the student college-level credits.

individually designed major: Sometimes a student is interested in a major that TU does not offer. The individually designed major (thematic option) gives students an opportunity to put together a program of study based on a major offered at another college or university. It requires a lot of thought and planning but can be a rewarding experience for a student.

interdisciplinary studies major and minor: Majors and minors in this area bring together courses from different academic departments into unique programs. There are four majors and nine minors

in this program. These majors are great for students with a broad range of interests. For example, the interdisciplinary studies major in American studies includes courses in history, anthropology, English, art history, geography, music, philosophy, political science and sociology as well as American studies.

internship: Internships provide students with opportunities to gain real-world experience and build their skills and network of contacts while earning academic credit. Some majors at TU require one or more internships while others encourage their students to do an internship. While most students in internship programs at TU are juniors or seniors, a growing number of freshman and sophomore students are entering internships to explore careers of interest to them.

language proficiency exam (PE exam): Students with strong skills in a language other than English may apply to the department of Languages, Literatures & Cultures to take a challenge exam usually offered in November. Contact the department for a list of language exams, application information and test dates.

major/academic plan: A major, also known as the academic plan in the Towson Online Services system, is an approved set of courses within an academic discipline (e.g., psychology, elementary education or nursing). A student must declare and meet the requirements for the major as stated in their assigned undergraduate catalog. A student must officially declare a major by the time they reach 60 earned units (junior standing).

major concentration: A concentration is a sequential arrangement of courses representing a specialized area of study within a program. A concentration requires a minimum of 25 units and should have enough unique units to distinguish it from the major, track or another concentration. A concentration will appear on the student's transcript as a sub-plan upon graduation.

major track: A track is a sequential arrangement of courses representing a specialized area of study within a major program.

minor: An approved set of courses within a major area of study or a separate, distinct thematic area of study consisting of at least 18 and no more than 30 units. A minimum of 12 units must be upper-level courses (300–400 numbered courses) and no more than 12 units can be taken outside of the minor or thematic discipline. A grade equivalent of 2.0 or higher is required in all courses completed toward the minor.

National Student Exchange: This program allows full-time degree candidates an opportunity to become acquainted with social and educational patterns in other areas of the United States. Through TU's membership in the NSE, students may attend one of the 190 participating schools for a term or a full year. Schools participating in the program include those in 47 states, Puerto Rico, Guam and the Virgin Islands.

open major: A student who has not officially declared a major or who has decided to change from a declared major but does not have a specific replacement.

pass/D or F grading option: The grade of PS (pass) is assigned to a course selected on the pass grading option when students earn a C grade or higher. Students who elect the pass grading option and earn a grade of D+ or lower will have the actual earned grade recorded on the permanent record and used in calculation of the grade point average.

placement test: Test to determine correct level for courses in math, reading, writing and foreign languages.

prerequisite course: A course taken in preparation for another course. For example, ACCT 201 is a prerequisite for ACCT 202. Prerequisite requirements for courses are listed in the undergraduate catalog as well as the class search function in Towson Online Services.

Registrar's Office: The registrar is responsible for maintaining all academic records, including updating records and grades, handling transcripts and assigning enrollment appointment dates.

schedule of classes: A list of courses being taught each term that includes days, times, faculty member names, prerequisites, restrictions, seat limits and seat availability and descriptions. It is either real-time (online) or PDF (updated once a day).

seat permit: Permission from the department offering the course for a student to enroll. The seat permit applies if the course is restricted in some way.

section number: Each class offered during the term is assigned a section number that determines the days and times the class meets and indicates who the instructor is. A course can have many sections or only one.

semester: See term.

screened major: A major that lists conditions under which students are admitted to that major. Not all majors are screened at Towson University. These conditions can include completion of specific courses, attaining a predetermined GPA and completing application materials submitted by published deadlines. Application conditions and procedures

for screened majors are listed within the major department information in the online catalog. Be sure to access the catalog of the year you began to see the requirements you need to complete.

student dashboard: The student dashboard is accessed through the MyTU Student Portal and allows students to search for classes, check grades, pay bills, view financial aid, review transfer credit report, view their unofficial transcript, access Blackboard and more.

syllabus: An outline or overview of the important information about a course. It usually includes the instructor's contact information and office hours, grading policy, recommended or required textbooks for the course, important dates and deadlines, assignments and other course expectations.

term: The time period for which college classes are in session. Towson University's primary terms are the fall and spring terms, which are approximately 16 weeks in length. Other terms include summer trimester, which ranges from five to eight weeks, and Minimester (winter term), which lasts approximately three weeks.

transfer credit: Credit received at another college/university that is then accepted when the student enrolls at Towson University. Most non-developmental courses in which a student receives a D (1.0) or higher are accepted. Courses accepted in a major require a grade of C (2.0) or higher.





transcript: The official permanent academic record of the student. It shows courses attempted and completed, units and grades earned and academic status, including academic honors and suspensions. Unofficial transcripts are also available that include all the above and any terms of warning.

Towson University (TU): TU is organized into six undergraduate colleges (College of Business & Economics, College of Education, College of Fine Arts & Communication, College of Health Professions, College of Liberal Arts, Jess and Mildred Fisher College of Science & Mathematics) as well as the Honors College. Each college is organized into departments. Each department determines requirements for each major and minor offered by the department.

Towson University in Northeastern Maryland (TUNE): Towson University in Northeastern Maryland is a TU facility located in Harford County for students who have completed 60 credits or an associate degree. TUNE offers 10 undergraduate programs of study and is located at 510 Thomas Run Road, Bel Air, MD 21015.

undergraduate: A term used to describe college freshmen, sophomores, juniors and seniors who are pursuing baccalaureate (bachelor's) degrees, associate degrees and certificate programs.

units/credits: Courses taken in college are measured in units, also known as credit hours or credits. To earn one unit, a student must attend a class for one classroom hour each week of the term. Classes are offered in one-to-six unit increments, with most classes being three units.

warning hold: A service indicator placed on a student's record when the cumulative GPA falls below the standard for a student's classification. This hold requires the student to participate in intervention activities. The warning hold does not appear as a permanent part of the official transcript.

withdrawal from a course: Voluntary disenrollment in a course by the student after the add/drop period has ended. A grade of W is recorded on the official transcript; the W grade is not calculated in either the term or the cumulative GPA.

withdrawal from the university: Voluntary disenrollment from the university by the student. Grades of W are recorded on the official transcript from all enrolled courses for the specific term. The W grades are not calculated in either the term or the cumulative GPA.

Accounting*+

Acting*+#

Art + Design

- Ceramics
- Design Studies
- Digital Art + Design*
- Fine Arts
- Graphic Design*
- Illustration*
- Interdisciplinary Object Design
- Metalsmithing & Jewelry
- Painting, Drawing & Printmaking
- Photo Imaging
- Sculpture

Art Education*+

Art History

- Research
- Research/Studio

Biology

- Cell & Molecular Biology
- Ecology, Evolution and Conservation
- Functional Biology of Animals
- Secondary Education/U Teach*+

Business Administration*+

- Business Analytics Economics
- Entrepreneurship
- Finance
- Financial Planning
- Human Resource Management
- International Business
- Investments
- Leadership & Management
- Marketing
- Project Mgmt & Business Analysis

Business Systems & Processes*+

- Chemistry+
- Professional
- Secondary Education/U Teach *

Communication Studies

Computer & Mathematical Sciences

- Computer Science+
- Cyber Operations
- Software Engineering

Cultural Studies

Dance Performance & Choreography*+#

- Pre-K-12 Dance Education

Deaf Studies

Early Childhood Education*+

Early Childhood Education & Special Education*+

- Earth-Space Science
- Secondary Education/U Teach*

Economics

- Financial Economics
- Mathematical Economics

Electronic Media & Film*

- Film & Media Studies
- Film/Video/Digital Media
- Radio/Audio

Elementary Education*+

Early Childhood Education

Elementary Education/Special Education*+

- English
- Literature
- Secondary Education*+
- Writing

Environmental Science & Studies

- Environmental Science
- Environmental Studies

Exercise Science

Family & Human Services

- Introduction to Child Life

Fitness and Wellness Leadership

Foreign Languages

- French
- French Education*+
- Spanish
- Spanish Education*+

Forensic Chemistry+

- DNA
- General Forensic Science
- Trace Evidence/Drug Analysis

Geography & Environmental Planning

Geography & Land Surveying

Geology

Gerontology

Health Care Management+

- Long-Term Health Care

History

- Secondary Education*+

Information Systems

- Business
- Data Analytics
- Interface Design
- Systems

Information Technology

- Data Management
- Network Security

Interdisciplinary Studies

- American Studies
- Animal Behavior
- Asian Studies
- Individually Designed Thematic Option
- Latin American & Latino/a Studies

International Studies

Law & American Civilization

Mass Communication

- Advertising
- Journalism
- Strategic Public Relations & Integrated Communication

Mathematics

- Actuarial Science & Risk Mgmt*
- Applied Mathematics
- Pure Mathematics
- Secondary Education/U Teach*+

Metropolitan Studies

Middle School Education*+

- English
- Mathematics
- Science
- Social Studies

Molecular Biology, Biochemistry & Bioinformatics

- Biochemistry
- Bioinformatics
- Molecular Biology

Music*+#

- Composition
- Guitar
- Jazz/Commercial Music Composition
- Keyboard
- Voice
- Winds, Strings & Percussion

Music Education*+#

- Instrumental
- Vocal/General

Nursing*

Philosophy

Physical Education*+

- Teacher Education

Physics+

- Applied Physics
- Astrophysics
- Computational Physics
- General Physics
- Engineering Dual-Degree
- Secondary Education/U Teach*

Political Science

Psychology

Public Health

Religious Studies

Social Sciences

- Secondary Education*+

Anthropology

Criminal Justice

Sociology

Special Education*+

- Elementary/Middle
- Secondary/Middle: Math
- Secondary/Middle: Science
- Secondary/Adult: English
- Secondary/Adult: Math
- Secondary/Adult: Social Science

Speech-Language Pathology & Audiology*+

Sport Management

Theatre Arts

- Design/Production
- Theatre Studies

Women's & Gender Studies

- Chain Management (M.S.)
- Computer Science (B.A., B.S.) / Computer Science (M.S.)
- English (B.A., B.S.) / Professional Writing (M.S.)
- Family and Human Services (B.A, B.S.) / Child Life, Administration and Family Collaboration (M.S.)
- Family and Human Services (B.A, B.S.) / Leadership in Jewish Education and Communal Service (M.A.)
- Geography and Environmental Planning (B.A., B.S.) / Geography and Environmental Planning (M.A.)
- Marketing Intelligence (B.S./M.S.)
- Mathematics (B.A., B.S.) / Actuarial Science & Predictive Analytics (M.S.)
- Mathematics (B.A., B.S.) / Applied and Industrial Mathematics (M.S.)
- Music (B.M.) / Music (M.M.)
- Physics (B.A., B.S.) / Applied Physics (M.S.)
- Public Health (B.S.) / Health Science (M.S.)
- Women and Gender Studies (B.A., B.S.) / Women and Gender Studies (M.S.)
- Bachelor (selected) / Master of Arts in Teaching (M.A.T.)

PRE-PROFESSIONAL PREPARATION PROGRAMS

- Pre-Athletic Training Advising
- Pre-Law Advising
- Pre-Medical/Pre-Dental Advising
- Pre-Occupational Therapy Advising
- Pre-Pharmacy Advising
- Pre-Physical Therapy Advising
- Pre-Physician Assistant Advising
- Pre-Veterinary Advising

SPECIAL PROGRAMS

- Honors College (Application and admission required)

This list is up to date as of April 2024 and is subject to change.

Majors are shown in bold.

* Screened or competitive major. Admission to the university does not guarantee admission to this major program. Consult the current Undergraduate Catalog at towson.edu/catalog.

+ This program is accredited by a national association.

Audition required
Students can minor in select programs. Check the department web page for more information.

Structured Accelerated Bachelor's to Master's programs are designed for talented students who demonstrate excellent performance in their undergraduate classes.

ACCELERATED BACHELOR'S TO MASTER'S PROGRAMS

- Accounting (B.A., B.S.) / Accounting and Business Advisory Services (M.S.)
- Business Administration (B.A., B.S.) / Supply

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8–8:50	8–9:15	8–8:50	8–9:15	8–8:50
9–9:50	9:30–10:45	9–9:50	9:30–10:45	9–9:50
10–10:50	11–12:15	10–10:50	11–12:15	10–10:50
11–11:50	12:30–1:45	11–11:50	12:30–1:45	11–11:50
12:30–1:45	2–3:15	12:30–1:45	2–3:15	12:30–1:45
2–3:15	3:30–4:45	2–3:15	3:30–4:45	2–3:15
3:30–4:45	5:30–6:15	3:30–4:45	5:30–6:15	3:30–4:45
5–6:15		5–6:15		5–6:15

STUDENT ACADEMIC ADVISERS

Using our experience and training to help you

Hours: Monday–Friday 9 a.m.–4:30 p.m.
no appointment needed

Academic Advising,
Retention & Completion
410-704-2472



Located in the
Academic Commons

Drop-ins
Welcome



Core
Curriculum
Questions



Live chat is available
M–F 9 a.m. – 4:30 p.m.

How to
Change
your Major



Transfer
Credit
Questions

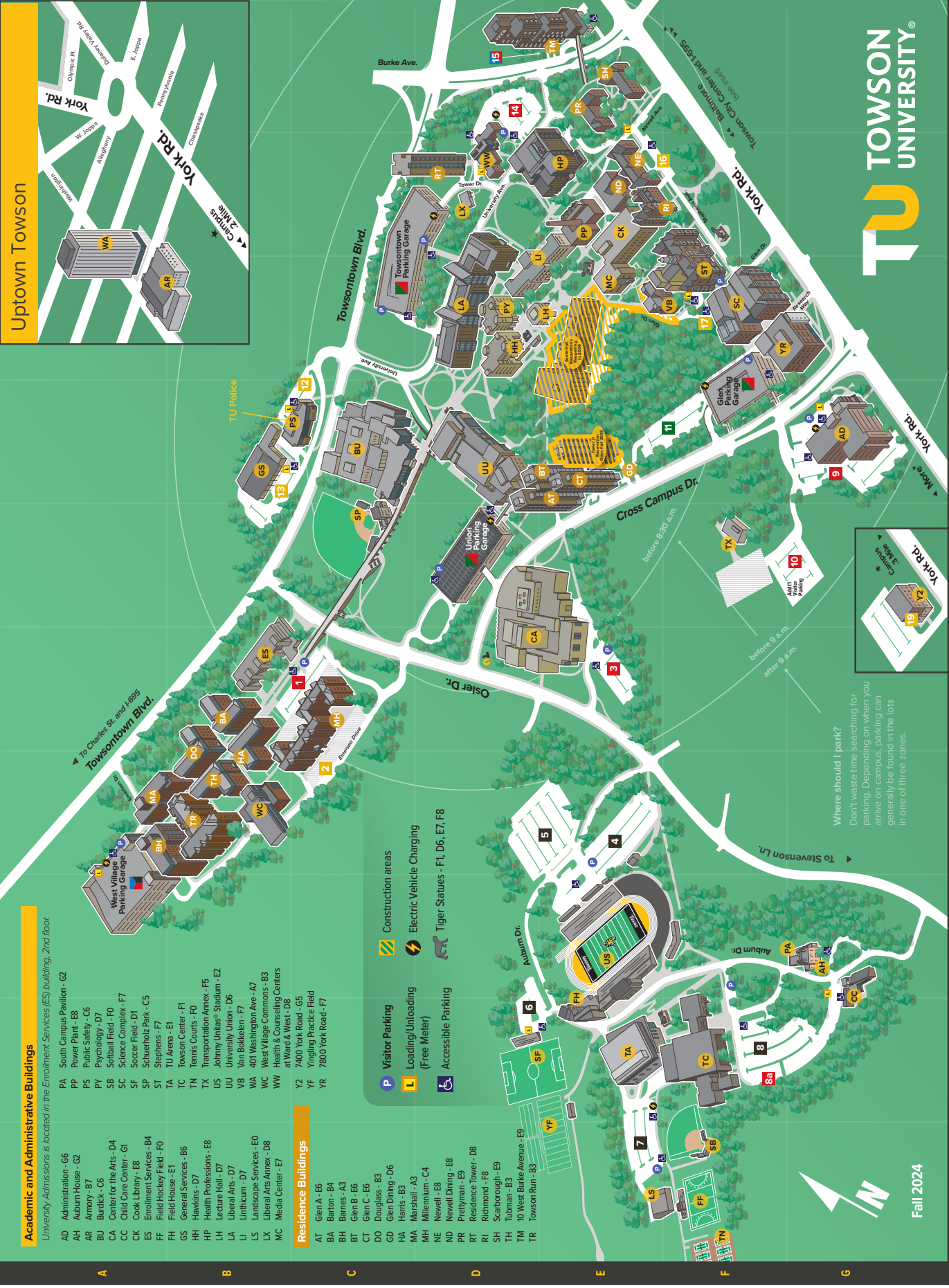


Campus
Referrals



How to
Register
for
Classes





Academic and Administrative Buildings

University Admissions is located in the Enrollment Services (ES) building, 2nd floor.

- AD Administration - G6
- AH Auburn House - G2
- AR Army - B7
- BU Burdick - C6
- CA Center for the Arts - D4
- CC Child Care Center - G1
- CK Cook Library - E8
- ES Enrollment Services - B4
- FF Field Hockey Field - F0
- FH Field House - E1
- GS General Services - B6
- HP Health Professions - E8
- HP Health Professions - E8
- HP Health Professions - E8
- LA Liberal Arts - D7
- LA Liberal Arts - D7
- LS Landscape Services - E0
- LX Liberal Arts Annex - D8
- MC Media Center - E7
- PA South Campus Pavilion - G2
- PP Power Plant - E8
- PS Public Safety - C6
- PY Psychology - D7
- SB Softball Field - F0
- SC Science Complex - F7
- SF Soccer Field - D1
- SP Schuetholz Park - C5
- ST Stephens - F7
- TA TU Arena - E1
- TC Towson Center - F1
- TN Tennis Courts - F0
- TX Transportation Annex - F5
- US Johnny Unitas Stadium - E2
- UU University Union - D6
- UV Van Bokkelen - F7
- WA 401 Washington Ave - A7
- WC West Village Commons - B3
- WW Health & Counseling Centers at Ward & West - D8
- Y2 7400 York Road - G5
- YF Yingling Practice Field
- YR 7800 York Road - F7

Residence Buildings

- AT Glen A - E5
- BA Barton - B4
- BH Barnes - A3
- BT Glen B - E5
- CT Glen C - E5
- DO Douglass - B3
- HA Harris - B3
- HA Marshall - A3
- MH Millennium - C4
- NE Nevel - E8
- ND Nevel Dining - E8
- PR Pretzman - E9
- RT Residence tower - D8
- RI Richmond - F8
- SH Scarborough - E9
- TM Tubman - B3
- TR Towson Run - B3

- Visitor Parking
- Loading/Unloading (Free Meter)
- Accessible Parking
- Construction areas
- Electric Vehicle Charging
- Tiger Statues - F1, D6, E7, F8

Where should I park?
 Don't waste time searching for parking. Depending on when you arrive on campus, parking can generally be found in the lots in one of three zones.

Fall 2024



A 0 1 2 3 4 5 6 7 8 9



The Academic Advising, Retention and Completion Office
Cook Library, The Academic Commons Suite 343
8000 York Road, Towson, MD 21252-0001
410-704-2472 · advising@towson.edu
towson.edu/academicadvising