Academic Information

University of Northwestern offers programs leading to master's degrees, bachelor's degrees, associate degrees, and certificates. (Note: Students enrolled in Adult Undergraduate or Graduate Studies programs should refer to the academic information in the College of Graduate, Online, & Adult Learning catalog, which supercedes the information in this section, where applicable.)

Semesters consist of 14.5 weeks of classes followed by a four-day final examination period. Further, each semester is divided into two half-semesters called “quads” (i.e., one-fourth of an academic year), during which most 2-credit courses are offered. Fall semester is subdivided into Quad 1 (first half) and Quad 2 (second half) and spring semester into Quad 3 (first half) and Quad 4 (second half). Each quad has its own deadlines for registering, adding, and withdrawing and its own tuition refund schedule— all based on the number of working days in the session that have elapsed.

Academic Advising

Each degree-seeking student is assigned a faculty advisor. The mission of academic advising at University of Northwestern—St. Paul is to empower students to make informed decisions and to develop and implement academic plans in order to attain their educational, career, and life goals. The advising process involves purposeful interaction and shared responsibilities between students and advisors, while utilizing appropriate tools and resources.

Academic Calendar

The Registrar uses Northwestern-approved principles to develop the annual academic calendar for the Traditional Undergraduate program. The Registrar coordinates with the School of Nursing to determine academic calendar dates that are unique to program needs. The Registrar also coordinates with the College of Graduate, Online, & Adult Learning to have approved principles to develop the Office of Dual Enrollment and the Office of Adult & Graduate Studies academic calendars. Using these approved principles helps to ensure that consistent, accurate, and appropriate calendar information is available to students, faculty, staff, and the community.

Academic Internships & Practicums

University of Northwestern is committed to incorporating experiential education into its curriculum. Most majors offer an academic internship or practicum either as a requirement or as an elective. An academic internship is an opportunity for a student to earn university credit during a structured, out-of-classroom, “real-world” experience. As a result of these applied experiences, students develop professionally and spiritually while exploring their fields of interest and clarifying career goals. In addition, many employers use internships/practicums as “feeder” programs for entry-level roles, which in turn provides higher placement rates for students who have completed one or more experiences during their time at Northwestern.

The student must be of junior or senior standing and meet the written departmental requirements such as minimum GPA, course prerequisites, and faculty supervisor approval. Internship credits required for a University of Northwestern major may not be transferred from another institution unless written prior approval is obtained from the appropriate department chair/assistant dean to allow such a transfer. Tuition charges and eligibility for financial aid will follow established university policy. The university reserves the right to remove any student from an internship at any time. Appeals will follow established university policy for academic or disciplinary probation. Tuition refunds will follow established university policy.

Note: An internship or practicum may be taken more than once and impact the student’s GPA in each case as long as the work of the internship/practicum builds on itself and presents new professional development opportunities.

Attendance

Specific requirements for all courses, including class attendance, unexcused absences, etc. are established by each professor and are included in the syllabus of the course. In registering for a class, the student agrees to such requirements.

Unless previously excused, registered students must be present at the first class session in order to retain their place in a closed class. If a registered student is aware that they will not be able to attend the first class session, they must notify the professor in advance to hold their place in the class. This policy includes students participating in university-sponsored events that are considered excused absences. If a student is registered for a class but does not attend the first day, the instructor of the class may remove the student from the class list. Registered students who have lost their place in a full class may get permission to re-enter the class by having the professor sign a registration permission form, available in the Registrar’s Office and on theROCK.

A student attending a class(es) must be registered for the class(es) either as a registered student or as an auditing student. Exception: co-curricular activities.

Excused absences are defined as those granted by official university action for university-sponsored events, required military service, or verified medical or other emergency. Tests or other gradable events occurring during a student’s excused absence will be rescheduled by the professor.

Students are responsible for making up work missed during excused absences.

Auditing a Course

An admitted student may audit a course without degree-counting credit by registering as an auditor and paying the required fees. A student auditing a course may not replace a student taking the course for credit.

Tuition for an audited course is 20% of the fee required for courses taken for credit. Tuition is charged if the student is not taking a full load (12 credits) excluding the audited course. If the total number of credits exceeds 18, the 20% fee will apply to credits over 18, including the credit value of audited courses.

Approved retirees are allowed to audit courses without a tuition charge. See Employee Handbook for more information.

An audited course is not counted as part of the student’s academic load. A grade of AU is entered on the student’s transcript.
A student auditing a course is not required to complete written assignments or take examinations. Extent and type of participation in the class is at the discretion of the professor.

Auditing is not permitted in physical education activity courses, theatre or dance technique courses, music performance courses, education courses numbered 3000 or above, courses offered in partnership with external organizations, or other courses so indicated in the course schedule at the discretion of the professor and with the approval of the department chair/assistant dean.

A student who is registered for a course and would like to change to an audit registration may do so only up through the posted Last Day to Add, which also coincides with the Last Day to Drop without Transcript Notation deadline.

At no future time may a student request or receive credit for the audited course by any other means than by officially registering for the course for degree-counting credit by the Last Day to Add and doing the required work.

Catalogs
Across all Northwestern venues, the Registrar coordinates with academic administrators, deans, department chairs, program managers/directors, and offices such as Admissions, Financial Aid, Student Life, Student Accounts, etc. that contribute to the production of University of Northwestern catalogs. This team effort helps to ensure that consistent, accurate, and appropriate catalog information is available to students, faculty, staff, and the community.

Classification of Students
A student’s class standing is determined according to the following scale of credits completed:

- **Freshman** ........................................ 0–29 credits
- **Sophomore** .................................... 30–59 credits
- **Junior** .......................................... 60–89 credits
- **Senior** .......................................... 90+ credits

According to policy, class standing for incoming transfer students is based on the number of “transferable” credits accumulated, i.e., total credits in degree-counting courses completed for credit and with grades of C- or higher at all colleges and universities previously attended. Transferable credits are the basis for administering the proportional core curriculum requirement.

Course Load/Overload
The normal academic load is 15–16 credits per semester. The minimum full-time academic load is 12 credits per semester. Courses meet for approximately 700 minutes per credit.

For each hour spent in the classroom, the student should expect to spend two hours in study and preparation of course assignments. This means that a student taking 15 credits will have approximately a 45-hour study week, including class hours.

Registration for more than 18 credits per semester constitutes a course overload.

A cumulative grade point average of

- 3.00 or higher is necessary to carry 19 credits
- 3.25 to carry 20 credits
- 3.50 to carry 21 or more credits.

For new incoming students who have previous college grade point average (GPA), the combined GPA in all previous coursework is the basis for approval or disapproval. New incoming students with no previous college GPA are not permitted to take an overload during their first semester of enrollment.

First-semester freshmen who are Eagle Scholars may register for an overload of up to a total of 20 credits for spring semester of their freshman year before their grade point average has been recorded from their first semester at Northwestern.

Overload restrictions on first semester transfer students are based on the cumulative GPA from the previously attended institution.

Students may petition the Academic Policies Exceptions Committee for approval of exceptions to the course overload rules.

Credit Hour
A credit/semester hour is an amount of work represented by specific learning outcomes and is verified by evidence of student achievement that is an established institutional policy that reasonably approximates not less than

1. one hour (not fewer than 50 minutes) of in-class or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit. This accounts for approximately 700 minutes of in-class or direct faculty instruction and a minimum of 1,400 minutes of out-of-class student work for a total of approximately 2,100 minutes for one semester hour of credit; or the equivalent amount of work over a different amount of time; or
2. at least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by Northwestern, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Diplomas
Diplomas are issued to students if the student has fulfilled all degree requirements and his/her student account balance has been paid in full, including the graduation fee charged to the student’s account the last term the student registers.

If a graduate’s diploma becomes lost or damaged, he/she may request a replacement diploma from and pay a replacement fee to the Registrar’s Office.

Graduating students of Northwestern have the option to select their legal, maiden, or a preferred name to be listed in the Northwestern student information system. This is the name that will be used for diploma purposes. No prefix or suffix relating to a title or credential is allowed to be printed on the diploma (e.g., Mr., Mrs., Miss, Dr., DMD, Esq., etc.). When requesting a new diploma after graduation due to a name change, a completed Name and Contact Information Change form must be submitted by the student, along with appropriate documentation and applicable fees, before a new diploma will be issued.

Directed Studies
Directed study courses are primarily designed to provide additional study opportunities related to the major. Depending upon the level of work needed (e.g. sophomore, junior, etc.), most course numbers for directed studies are 1815, 2815, etc. Course numbers are preceded by the appropriate subject prefix (e.g. ART4815). There is a processing fee. See fees on pages 16.

A maximum of 8 credits in directed study can be applied to major requirements; a maximum of 4 credits can be applied to Bible requirements (within the core curriculum), to a minor, or as electives;
and a maximum of 1 credit per area can be applied to the remaining core curriculum areas. Note: A directed study may be taken more than once and impact the student’s GPA in each case as long as the content of the study is not the same.

To be eligible for a directed study, a student must submit a Directed Study form and have a cumulative GPA of 2.50 or higher. The student is to prepare a proposal outlining the project, including objectives, mode of operation, resources required, and plan for reporting data. The proposal must be approved by the department chair/assistant dean with jurisdiction over the course before the student can register for the directed study.

In cases where a student is requesting a directed study, there is a processing fee. See fees on pages 16.

Final Examinations
TAKING FINAL EXAMINATIONS DURING THE REGULARLY SCHEDULED PERIOD IS CONSIDERED TO BE PART OF THE ACADEMIC RESPONSIBILITY ASSUMED BY THE STUDENT. (SEE PAGE 2 FOR DATES OF FINAL EXAMINATIONS AND STUDY DAY)

If a student has three final examinations scheduled for one day or two finals scheduled at the same time, one of them may be rescheduled within the regular examination week. In case of verified medical emergency, death in the family, required military service, or participation in an approved university-sponsored event, a student will be allowed to reschedule final examinations within the regular examination week. After verifying the professor has been consulted by the student, the Registrar will reschedule the exam at an approved time through the Writing Center. If this is not possible, the student may be permitted to take an incomplete grade and make up the examination during the first two weeks of the following semester.

An unexcused absence from any final examination results in failure on that exam.

A student with exceptional circumstances may submit a petition (Final Examination Deferment form) to the Academic Policies Exceptions Committee to take the final examination at another time. In such a case, the student receives a failure (or zero) for the final examination. If the petition is approved, the student is allowed to complete the exam or alternative assessment through the Office of Academic Achievement before the end of the first two weeks of the next semester. If the petition is denied, the student’s failure to take the final at the scheduled time would be considered an unexcused absence. Special arrangements must be made with the instructor if the student desires to take the exam during the summer.

Graduation Honors – Undergraduate
Honors recognition is based on cumulative grade point average and University of Northwestern credits earned.

<table>
<thead>
<tr>
<th>Honor</th>
<th>GPA Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summa Cum Laude</td>
<td>3.90–4.00</td>
</tr>
<tr>
<td>Magna Cum Laude</td>
<td>3.75–3.89</td>
</tr>
<tr>
<td>Cum Laude</td>
<td>3.65–3.74</td>
</tr>
</tbody>
</table>

Undergraduate students must have completed a minimum of 60 University of Northwestern credits to be eligible for graduation honors listed above. Undergraduate students with 30–59 Northwestern credits and a Northwestern cumulative grade point average of at least 3.90 are recognized as graduating “with distinction.”

Final graduation honors listed on the diploma and the transcript depend on the cumulative GPA at the time of degree completion. This includes coursework taken in all academic programs of the university.

Graduation Requirements
Graduate Studies students should refer to the College of Graduate, Online, & Adult Learning student catalog for graduation requirements and policies.

An undergraduate student seeking a degree or certificate at University of Northwestern is responsible for adhering to the following policies:

1. Matriculated students are required to meet the graduation requirements of the most recently published catalog at the time the chosen degree program is begun. These requirements will be in effect for a period of seven academic years beginning with the term of initial enrollment in the chosen degree program, whether or not enrollment is continuous.

2. Students who do not complete all degree requirements within the seven academic year time frame must meet current requirements as described in the current catalog when continuing or in the most recently published catalog at the time the Re-enrollment form is submitted to the Registrar’s Office. Students have the choice of meeting the core curriculum requirements of the current catalog or according to their original catalog.

3. Students who change their major(s) must meet all requirements for the new major(s) as described in the most recently published catalog at the time the Curriculum Change Request form, Change of Venue form, or Re-enrollment form is submitted to the Registrar’s Office. Students in this situation have the choice of meeting the core curriculum requirements according to the catalog in effect at the time of the major change or according to their original catalog.

4. University of Northwestern reserves the right to change the curriculum if mandated by an outside agency such as the Minnesota Professional Educators Licensing and Standards Board.

5. The cumulative grade point average must be at least 2.00 for all coursework taken in all University of Northwestern academic programs.

6. Academic programs must meet the following minimum credit requirements: bachelor’s degrees, 125 credits; associate degrees, 60 credits; Bible certificate, 30 credits. The exact number of credits needed for degree completion is specified in the description of each academic program. A chart summarizing credit requirements appears on pages 47–48.

7. Residency requirement: For a bachelor’s degree or an associate degree, a minimum of 30 credits must be earned at Northwestern. For a Certificate in Bible, a minimum of 15 credits must be earned at Northwestern.

8. Residency Requirement: A minimum of 50% of major and 50% of minor coursework must be completed from Northwestern. An exception is allowed for majors or minors requiring off-campus study transfer coursework; transfer credits earned at the required off-campus program/institution will not count toward the maximum 50% allowable transfer credits in the major/minor.

9. Courses in a major may not be counted as electives in a minor. The only courses jointly applicable to a major and a minor are those specifically required in both the major and the minor.

10. For all bachelor’s degree programs, to be in compliance with the Minnesota Office of Higher Education, 40 credits must be in 3000- or 4000-level courses. A 1000- or 2000-level transfer course which has departmental approval to meet an upper-level requirement at Northwestern may be counted toward the 40-credit upper-level requirement.

11. Students may participate in the May commencement ceremony only if all degree requirements are met or if it can be demonstrated that remaining credits have been registered for
and may be completed no later than the beginning of the fall semester following commencement.

12. Students may participate in the December commencement ceremony only if all degree requirements are met by the end of fall semester.

13. The Registrar is authorized to make decisions on a student-by-student basis in consultation with appropriate faculty members and administrators. This includes situations in which students with exceptional circumstances request permission to take a small number of degree-completing course credits at another institution.

14. In order for degrees or certificates to be awarded, students must have submitted an application for graduation, passed all required courses, and successfully completed all degree or certificate requirements.

Readmission
Former students who desire to be re-admitted must submit a Re-enrollment form, meet all current admission requirements (including the submission of any outstanding transcripts), and fulfill any outstanding student account financial obligations. Note: The opportunity for re-enrollment is not guaranteed.

Re-enrolling students are allowed to complete their original degree program requirements within a period of seven years from when they first enrolled. For those unable to do so, they must meet the current requirements as described in the current catalog at the time the Re-enrollment form is submitted to the Registrar's Office.

Students eligible for re-enrollment who were previously enrolled in programs that have since been discontinued or substantially revised may be required to comply with the current degree program requirements.

UNW staff will work with re-enrolling military service members, whose service obligations temporarily interrupted their educational plans, to determine best possible solutions.

Students who leave UNW under probationary status may be subject to the same probationary status upon returning to UNW. Students who leave under academic suspension are not eligible for re-enrollment for two consecutive semesters on campus.

See “Graduation Requirements” (page 28) for more information.

Registration for Courses
New students must complete initial class registration by no later than the day before orientation for fall semester and the day of orientation for spring semester. Adding of or changing sections of a semester-long course is scheduled by the Registrar. Selecting courses and planning a schedule are the student’s responsibility. The student should consult the catalog or curriculum chart for academic program requirements. The faculty advisor aids the student with program planning, gives counsel on academic or personal problems, gives clearance, and signs any documents related to course participation. If the advisor is not available, the respective department chair/assistant dean and Registrar are empowered to sign registration forms.

For the following category of courses, the adding of or changing sections of courses must be completed as indicated below:

- Semester-length courses: prior to the second week of classes (prior to the third week of classes if the student obtains the signature of the course instructor)
- Quad 1 and Quad 3 courses: prior to the fourth class day of the semester (prior to the seventh class day of the semester if they obtain the signature of the course instructor)
- Quad 2 and Quad 4 courses: prior to the fourth class day of Quad 2 and Quad 4 respectively (prior to the seventh class day of Quad 2 or Quad 4 if they obtain the signature of the course instructor)
- Courses of less than a half-semester in length: within a proportional length of time
- Summer session/term: as indicated in the summer school schedule

Co-curricular activities, directed studies, internships, missions experience, tutorials, and workshops may be added by the same date as Quad 2 and Quad 4 courses may be added.

Students may elect to have their name placed on the waiting list (if available) for a class if the class is full. They should attend the first session of the class and following sessions if there appears to be a chance that vacancies may occur. Professors may participate in the selection of students from the waiting list if appropriate (e.g., selecting majors before non-majors, juniors and seniors before freshmen and sophomores, etc.)

Students who register during advance registration periods are scheduled registration times according to the following order:

1. Seniors or final-year associate degree students.
2. Juniors
3. Sophomores
4. Freshmen

*Also includes pastoral ministry/M.Div. students in their third year, associate degree students in their second year, Eagle Scholars Honors students, and students with special early registration approval from Disability Services.

Within each of these four groups, an alphabetical sequence is followed, with the starting point rotated from semester to semester.

Further details regarding registration procedures are provided by the Registrar’s Office.

Release of Grades & Transcripts
By provision of the Family Educational Rights and Privacy Act of 1974, as amended, grades and transcripts cannot be issued to a third party without the written consent of the student.

Summer School
As described in the Academic Calendar on page 2, Northwestern’s traditional undergraduate Summer School program consists of variable-length sessions and an extended session. Regular and special topics courses of variable length are offered throughout the summer. The extended session features internship, ministry experience, and foreign travel courses. Reduced tuition rates make Summer School an attractive option for students who wish to accelerate their academic pace or make up credit shortages from the academic year.
Topics Courses

Topics courses are supplementary or elective courses designed to meet specific needs and interests of students. Course descriptions for such courses do not appear in this catalog. Depending upon the level of work (e.g. sophomore, junior, etc.), most course numbers for topics courses are 1805, 2805, 3805, or 4805 for 1–4 credits. Course numbers are preceded by the appropriate subject prefix (e.g. ART4805). Note: A topics course may be taken more than once and impact the student's GPA in each case as long as the content of the course is not the same.

Transcript Services

University of Northwestern – St. Paul transcripts: The Registrar's Office has retained Credentials Solutions to provide online ordering of official electronic and paper transcripts. All financial obligations to the institution (student account balance) must be paid in full before transcripts can be released.

- A paper transcript produced by Northwestern is official as long as it remains in its envelope and the seal is unbroken. This includes a paper transcript issued to a student, with the envelope stamped “Issued to Student.”
- An electronic (PDF) transcript issued to the end recipient is official. An electronic transcript issued to the student is unofficial. A printed copy of an electronic transcript is unofficial.
- For more information or to place a transcript request, please visit unwsp.edu/transcript.

Transcripts from other institutions: Student transcripts that were provided to Northwestern from previously attended institutions become the property of Northwestern. Northwestern does not provide copies of transcripts from other institutions that are part of a Northwestern student's education record. In order to obtain accurate, up-to-date information and ensure that no protocol of the issuing institution is circumvented, a student must contact the originating institution for a copy of that institution's transcript.

Transfer of College Credit to University of Northwestern Undergraduate Programs

The Registrar supervises the evaluation of all transfer credits and the awarding of credit by examination. This involves overseeing decisions made by all Northwestern transcript evaluators. Additionally, the Registrar confers with deans, department chairs/assistant deans, program managers/directors, and the Senior Vice President for Academic Affairs as needed in decisions pertaining to the approval of transfer credits.

Credits (not grades) earned at another institution may be accepted by University of Northwestern subject to review and approval by the Registrar.

The previously attended institution must be recognized by regional, national, professional, or specialized accrediting bodies or, for foreign institutions, be recognized by their country's ministry of education.

For non-accredited institutions or institutions not recognized by their country's ministry of education, the Senior Vice President for Academic Affairs, in consultation with the Registrar, shall determine, through the established credit transfer agreement process, which non-accredited/ non-recognized institutions are to be recognized as acceptable for transfer of credit. If a credit transfer agreement is established, its purpose is for determining transferability and applicability of credits for new incoming UNW students who have previously taken coursework at a non-accredited/non-recognized institution.

Transfer work from non-accredited institutions not recognized by a credit transfer agreement or foreign institutions not recognized by their country's ministry of education will not be accepted.

Transfer work from within the time period of the 5 years preceding the date an institution is accredited or credit transfer agreement is established may also be accepted.

European institutions have standardized units of academic credit under the European Credit Transfer and Accumulation System (ECTS). Since international students may come from Europe to Northwestern and since many Northwestern undergraduate students study abroad at some point during their academic careers, it is important to standardize transfer of credit. Based on information concerning ECTS characteristics and practices at many colleague American institutions, Northwestern has established that one ECTS credit is comparable to one half (0.50) semester credits.

For students who have a transcript from a foreign academic institution (except most institutions in Canada), they need to send an official foreign transcript (along with an English translation of the transcript if not already in English) to a recognized professional credential evaluator. As long as UNW directly receives a professional credential evaluator report that lists all courses taken at the foreign institution, U.S. grade equivalency, and U.S. semester credit equivalency, then the student does not need to provide an additional official foreign transcript to UNW. For information about recognized professional credential evaluators, contact Admissions or the Registrar's Office.

Coursework with grades of C- or higher is considered transferable to Northwestern, but applicability of those credits is dependent upon the student's chosen academic program at Northwestern (some Northwestern academic departments/schools require an even higher grade, such as C).

Credits taken at other institutions considered to be upper level at University of Northwestern will be included in the 40-credit upper-level requirement for graduation.

For purposes of administering the proportional core curriculum requirement, class standing of transfer students is based on the total of transferable credits from all colleges and universities previously attended and credits awarded from Northwestern through credit by exam. Transfer work registered for at another institution and credit by exam taken after initial matriculation (i.e., admitted, enrolled, and attending) are not counted.

In the core curriculum, if a transfer course(s) satisfies the course intent of a particular category, then no additional credits will be required in that category. The total number of credits required for graduation is still a minimum of 125 credits.

University of Northwestern does accept credit from institutions that is based on a test-out or similar exam taken at such institutions as long as the work meets normal transfer requirements, i.e., C- or higher.

University of Northwestern does not accept prior learning credits from other institutions, nor does the traditional undergraduate program award credits for prior learning experiences.

Graduate-level credits from accredited institutions are allowed to apply towards undergraduate requirements. If applied toward the student's major(s) or minor(s), then it is subject to the approval of the department/school whose coursework is to be covered by the transferred credits. If the student goes on to earn a graduate degree at Northwestern, they will not be able to apply that coursework to their graduate degree (the work cannot count towards two different degrees).
Tutorials
“Tutorial” is a term used to describe the way in which a student may independently take a course that is already part of the curriculum, i.e., an existing course is taught to one student. On the proposal form, the student must provide written justification for taking the course independently, and the faculty supervisor must document course objectives, required assignments, and means of evaluation. The proposal must demonstrate that the tutorial will have a level of rigor comparable to the regular course. The supervising faculty member, department chair/assistant dean, and respective college dean must approve the request before the student is permitted to register for the course. In cases where a student is requesting a tutorial, there is a processing fee. See fees on page 16.

Verification of Student Status
Students may obtain enrollment verification after the third week of each semester using theROCK > Student Academics > Traditional Undergraduate > Enrollment Verification. This self-service link allows students to print enrollment verification certificates, view their enrollment history, and view the proofs of enrollment sent on their behalf to student service providers.

The Registrar’s Office will provide written verification of student status (dates of attendance, graduation, academic achievement, etc.) upon written request of the student. Such formal verification is often needed for student loan purposes or for obtaining “good student” auto insurance discounts.

Drop/Withdrawal from a Course
Drops/Withdrawals from a course are not complete until the Drop/Withdrawal/Add form is received in the Registrar’s Office. It is the student’s responsibility to be certain this is done in order to avoid continued registration and a subsequent failing grade in the course.

<table>
<thead>
<tr>
<th>TIME OF DROP/WITHDRAWAL</th>
<th>NOTATION ON TRANSCRIPT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Days 1–6</td>
<td>First 15%</td>
</tr>
<tr>
<td>Days 7–25</td>
<td>16–70%</td>
</tr>
<tr>
<td>After Day 25</td>
<td>After 70% of course</td>
</tr>
</tbody>
</table>

*SPECIFIC DATES ARE LISTED IN THE ACADEMIC CALENDAR ON PAGE 2.

EXCEPTIONS TO THE DROP/WITHDRAWAL DEADLINES MUST BE APPROVED BY THE ACADEMIC POLICIES EXCEPTIONS COMMITTEE.

DROPS/WITHDRAWALS RESULT IN REFUNDS ONLY WHEN THE FOLLOWING ACTIONS OCCUR BY SPECIFIED DEADLINES: TERMINATION OF ENROLLMENT, DROPPING FROM OVERLOAD TO REGULAR FULL-TIME, OR DROPPING FROM REGULAR FULL-TIME TO PART-TIME. (SEE THE REFUND INFORMATION ON PAGE 18.)

DROP/WITHDRAWAL FROM A COURSE MAY RESULT IN REDUCTION OR CANCELLATION OF FINANCIAL AID. STUDENTS SHOULD CONSULT THE FINANCIAL AID OFFICE BEFORE DROPPING BELOW 12 CREDITS.
ACADEMIC STANDARDS

Academic Standards

(Note: Students enrolled in adult undergraduate or graduate studies programs should refer to the academic information in the college of graduate, online, & adult learning catalog, which supersedes the information in this section, where applicable.)

Academic Dishonesty

If it has been determined that a student has been academically dishonest in a course (i.e., cheated, plagiarized), the student may not drop or withdraw from the course.

If a student drops or withdraws from a course before an academic dishonesty decision has been identified and/or a determination has taken place, and if the student is subsequently found guilty of academic dishonesty, the course will be reinstated to allow for the decided disciplinary action to take place (i.e., failing grade, reduced grade).

Academic Probation & Suspension

Students will be placed on academic probation when they are not in good academic standing (see chart on page 35). Academic probation serves as a warning to students that their academic progress is not satisfactory, and that they should take steps to improve their academic performance to avoid academic probation or academic suspension from the university.

A STUDENT, WHILE ON ACADEMIC WARNING, IS STRONGLY ENCOURAGED TO DO THE FOLLOWING:

1. required to attend a strategizing meeting with an Academic Achievement Program Manager and
2. strongly encouraged to take STS0009 Study Strategies.

A student who is not in good standing at the end of two consecutive semesters will be academically suspended for the next two semesters. Suspended students may be allowed to take courses through Northwestern’s Office of Dual Enrollment or during the summer in the traditional undergraduate program. Suspended students may also take courses at other accredited colleges but only the credits from those courses may transfer to Northwestern. The grades from other colleges have no impact upon the student’s Northwestern GPA.

A student who seeks readmission to the university after a period of academic suspension must petition for it by the following dates: October 15, for spring semester readmission or July 15 for fall semester readmission. Evidence must be supplied to support the request and will be examined by the Readmission Review Committee. The best evidence is at least two college-level academic courses completed with grades of B- or above. Appeals of academic suspension should be directed to the Admissions Review Committee. The Registrar should be consulted for appropriate procedures.

Part-time student progression to probation (or to suspension) is determined in proportion to the student’s academic load. As such, a part-time student needs to have accumulated enough credits between one or more semesters (to be equivalent to full-time) before being considered for academic probation or academic suspension.

Academic Warning

Students who are in good academic standing but whose semester grade point average (GPA) is below 2.0 will be placed on academic warning if they return the following semester. Academic Warnings are intended to make students aware that they are in jeopardy of falling into probationary status if improvements are not made.

A student on academic warning must ensure their cumulative GPA remains in good academic standing to avoid being placed on academic probation.

Cheating

Students cheating in coursework or examinations are subject to discipline. Cheating includes such acts as copying another’s work and presenting it as one’s own (or allowing someone else to copy one’s work) and using unfair methods to complete a test (or helping someone to cheat). The standard disciplinary response is an immediate F (failing grade) for the course and the student placed on disciplinary probation. The disciplinary action may be decreased or increased for reasons such as the following:

1. Possibly decreased to failure of assignment:
   a. If work is a minor part of the total grade (less than 5%)
   b. If judged not to be premeditated
2. Recommend to Student Life possible disciplinary suspension:
   a. If a repeated case of cheating at Northwestern
   b. If a flagrant act of cheating (or helping others to cheat)
   c. If the student is proved to have been dishonest or uncooperative at any time during the investigation

Incidents of and appeals regarding academic cheating will be directed to the chair of the ad hoc appeals committee: Registrar for traditional undergraduate courses and the Assistant Dean of the College of Graduate, Online, & Adult Learning for dual enrollment courses.

Plagiarism

Students found plagiarizing are subject to discipline. The most common errors in handling written sources are the following:

- Failure to use quotation marks when quoting
- Failure to make a thorough paraphrase when attempting to put the idea in one’s own words
- Failure to give the source of the information

The standard disciplinary response for substantial plagiarism is an immediate F (failing grade) for the course and having the student placed on disciplinary probation. The disciplinary action may be decreased or increased for reasons such as the following:

1. Possibly decreased to failure of the assignment:
   a. If the work is a minor part of the total grade (less than 5%)
   b. If judged not to be premeditated. However, the professor may require the student to rewrite the paper, while still receiving an F, in order to pass the course
2. Recommend to Student Life possible disciplinary suspension:
   a. If a repeated case of plagiarism at Northwestern
   b. If a flagrant act of plagiarism, such as intentional lifting of 
      large sections of text without documentation, or 
      fabrication of sources
   c. If a student is proved to have been dishonest or 
      uncooperative at any time during the investigation

Incidents of and appeals regarding academic plagiarism will be 
directed to the chair of the ad hoc appeals committee: Registrar 
for traditional undergraduate courses and the Assistant Dean of 
the College of Graduate, Online, & Adult Learning for Dual Enrollment 
courses.

**Academic Appeals**

If a student is the recipient of an academic-related action or course-
related action and wishes to appeal the decision, a typewritten appeal 
must be submitted within 3 weeks of the date in question. (Note: 
For academic appeals regarding Dual Enrollment (DE) online courses, 
please refer to the DE Student Handbook.)

Academic appeals (e.g. probation, suspension, academic requirements, 
charges of cheating, etc.) for traditional undergraduate courses are to 
be submitted to the Registrar, chair of the ad hoc appeals committee.

Course-related appeals (e.g., course grades, class expectations, unfair 
discriminatory actions, etc.) for traditional undergraduate courses are to 
be submitted to the Registrar, chair of the ad hoc appeals committee. However, before an appeal is submitted, the student must 
attempt to resolve the issue by:

1. speaking with the professor or party directly involved with the 
   decision
2. speaking with the department chair/assistant dean, if the issue 
   remains unresolved (In the event that the department chair/ 
   assistant dean is the professor in question, the student should 
   speak with the respective college dean)
3. speaking with the respective college dean, if the issue remains 
   unresolved
4. appealing to the ad hoc appeals committee, if still unresolved

An appeal must include an explanation of the situation and a reason 
for the appeal, and, for appeals not related to academic suspension, it 
must be based upon one or more of the following:

1. The student, in fact, did not commit the act(s) that led to the 
   academic-related or course-related action.
2. The academic-related or course-related action is not appropriate 
   for the act(s) committed.
3. Specified procedures have not been followed in academically 
   disciplining the student.

If an appeal is made, the Registrar will call for an ad hoc appeals 
committee meeting with the committee members composed of faculty.

The decision of the appeals committee serves as a recommendation 
of action to the Registrar. The final decision will be placed in writing 
by the Registrar and communicated to the student in a timely manner. 
The written notification will also inform the student that the decision 
is final with no additional appeal recourse.

**Assessment of Student Learning**

As required by The Higher Learning Commission (hlccommission. 
org, 312-263-0456), University of Northwestern has developed an 
assessment plan for documenting student academic achievement. 
One of the primary elements in the assessment plan is the conducting 
of research on student learning and personal development. Students 
are encouraged to participate fully in such projects whenever invited 
to do so. The results of these assessments will enable the university 
to measure its effectiveness, thereby providing guidance for further 
improvement of instructional and student development programs.
will be handled in accordance with the Non-Discrimination Policy and Harassment: All Unlawful Forms Policy.

The university will respond to reports of Sexual Misconduct promptly and equitably and appropriate action will be taken to take steps to eliminate the misconduct, prevent its recurrence, and address its effects on any individual or the community. All faculty, staff, and students are responsible for maintaining a safe environment for education and work. This includes taking appropriate action to prevent and eliminate Sexual Misconduct.

Questions or concerns about Title IX, sex discrimination, Sexual Harassment, or other forms of Sexual Misconduct may be referred to Northwestern’s Title IX Coordinator:

Kelly Franck
Human Resources Business Partner
Riley Hall: R1605
3003 Snelling Avenue North, St. Paul, MN 55113
651-631-5480
titleIX@unwsp.edu

Questions or concerns may also be referred to the U.S. Department of Education’s Office for Civil Rights:

The Office for Civil Rights
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-1100
Telephone: 800-421-3481
Facsimile: 202-453-6012
TDD#: 800-877-8339
OCR@ed.gov
www.ed.gov/ocr

Questions or concerns regarding the Rehabilitation Act and Title II of the ADA may be referred to:

Pearl Ferrin
Director of Human Resources
Riley Hall: R1705
3003 Snelling Avenue North, St. Paul, MN 55113
651-631-5375
pferrin@unwsp.edu

PRIVACY ACT

University of Northwestern conforms to the requirements of the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended. Detailed information about FERPA and University of Northwestern can be found at unwsp.edu/resources/registrar/FERPA.

FERPA sets out requirements for the protection of student privacy. It deals specifically with the education records of students, affording them certain rights with respect to those records. Students are annually notified of their detailed rights under FERPA in student handbooks and/or other means. FERPA does not apply to records of applicants for admission who are denied acceptance or, if accepted, do not attend an institution.

In keeping with the requirements of FERPA, University of Northwestern hereby designates the following items as Directory Information. The university may disclose any of these items for any purpose at its discretion without prior written consent, unless notified in writing to the contrary by the student. Directory Information includes the student’s name, address, telephone number, e-mail address, digitized image/photograph/video, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (e.g., undergraduate, full-time or part-time, etc.), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, and the most recent previous educational institution attended.

Currently enrolled students may withhold disclosure of information under the provisions of FERPA. To withhold disclosure, a Request to Restrict Information form must be submitted.

Submitting this form will make the directory information confidential until the student requests to lift the restriction. As with all confidential student records, University of Northwestern will release information to designated parties only with the express written consent of the student or as otherwise required by law. Failure of the student to specifically request the withholding of directory information indicates approval of disclosure.

Each student should give careful consideration to the consequences of any decision to withhold directory information. Should the student decide to do this, all future requests for directory information, however legitimate, will be refused. This includes family, friends, prospective employers, credit agencies, and others to whom the student may want this information known. University of Northwestern cannot assume the responsibility to contact the student for subsequent permission to release directory information. Regardless of the effect upon the student, the university assumes no liability for honoring an instruction to withhold directory information.

Further information concerning FERPA may be found at unwsp.edu/ferpa. Questions or concerns may also be referred to the U.S. Department of Education’s Family Policy Compliance Office:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202
E-mail: FERPA@ed.gov
http://www.ed.gov/ferpa

RETENTION & GRADUATION RATES

In compliance with the Student Right-to-Know and Campus Security Act of 1990, University of Northwestern is engaged in an ongoing study of retention and graduation rates.

For the last nine years, the percentages of new freshmen still enrolled at the start of the next academic year have been as follows:

YEAR OF FRESHMAN CLASS AND THE PERCENT STILL ENROLLED AT START OF NEXT ACADEMIC YEAR:

<table>
<thead>
<tr>
<th>Year</th>
<th>Retention Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011 – 2012</td>
<td>80%</td>
</tr>
<tr>
<td>2012 – 2013</td>
<td>80%</td>
</tr>
<tr>
<td>2013 – 2014</td>
<td>83%</td>
</tr>
<tr>
<td>2014 – 2015</td>
<td>82%</td>
</tr>
<tr>
<td>2015 – 2016</td>
<td>83%</td>
</tr>
<tr>
<td>2016 – 2017</td>
<td>77%</td>
</tr>
<tr>
<td>2017 – 2018</td>
<td>82%</td>
</tr>
</tbody>
</table>

The overall graduation rate (i.e., Student Right-to-Know or IPEDS graduation rate) for students who began their studies in fall 2014 was 69%.

SOLOMON AMENDMENT

University of Northwestern must comply with the Solomon Amendment and therefore supplies the following student data upon request from the Department of Defense, military services, and other related federal agencies for the purpose of recruitment and manpower fulfillment:

Student’s name, address, telephone number, age (or year of birth), place of birth, level of education (e.g., freshman, sophomore, or degree awarded for a recent graduate), most recent educational institution attended, and current major(s).

FOR FURTHER INFORMATION OR SPECIFIC QUESTIONS, PLEASE CONTACT THE REGISTRAR.
TITLE II
In October 1998, the United States Congress voiced its concern for the quality of teacher preparation by enacting Title II of the Higher Education Act. Title II authorized federal grant programs that support the efforts of states, institutions of higher education, and their school-district partners to improve the recruitment, preparation, and support of new teachers. Title II legislation also included accountability measures in the form of reporting requirements for institutions and states on teacher preparation and licensing.

As required by Section 207 of Title II, University of Northwestern submitted an institutional report in April 2020, including pass rates of 2018–2019 teacher education graduates and enrolled students on standardized basic skills, pedagogy and content knowledge assessments, and other program characteristics. This information becomes part of a statewide report that compares all teacher preparation programs in Minnesota according to their graduates’ examination scores. In turn, the U.S. Department of Education compiles a national report and issues a “report card” on the quality of teacher preparation in each state.

Title II also requires institutions to disclose summaries of their annual reports to the general public. This information is available at unwsp.edu/student-consumer-info.

Good Academic Standing
The criteria for good academic standing in bachelor’s degree programs are as follows:

<table>
<thead>
<tr>
<th>Cumulative Semester Credits Attempted</th>
<th>Minimum Cumulative GPA Required for Good Standing</th>
</tr>
</thead>
<tbody>
<tr>
<td>0–15</td>
<td>1.600</td>
</tr>
<tr>
<td>16–29</td>
<td>1.700</td>
</tr>
<tr>
<td>30–44</td>
<td>1.800</td>
</tr>
<tr>
<td>45–59</td>
<td>1.900</td>
</tr>
<tr>
<td>60+</td>
<td>2.000</td>
</tr>
</tbody>
</table>

The criteria for good academic standing in associate degree programs are as follows:

<table>
<thead>
<tr>
<th>Cumulative Semester Credits Attempted</th>
<th>Minimum Cumulative GPA Required for Good Standing</th>
</tr>
</thead>
<tbody>
<tr>
<td>0–15</td>
<td>1.600</td>
</tr>
<tr>
<td>16–23</td>
<td>1.700</td>
</tr>
<tr>
<td>24–31</td>
<td>1.800</td>
</tr>
<tr>
<td>32–39</td>
<td>1.900</td>
</tr>
<tr>
<td>40+</td>
<td>2.000</td>
</tr>
</tbody>
</table>

Undergraduate Grading System

GRADE QUALITY GRADE POINTS

<table>
<thead>
<tr>
<th>GRADE</th>
<th>QUALITY</th>
<th>GRADE POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.00</td>
</tr>
<tr>
<td>A-</td>
<td>Excellent</td>
<td>3.67</td>
</tr>
<tr>
<td>B+</td>
<td>Good</td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.00</td>
</tr>
<tr>
<td>C+</td>
<td>Satisfactory</td>
<td>2.67</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2.33</td>
</tr>
<tr>
<td>C-</td>
<td>Unsatisfactory/Not Earned</td>
<td>2.00</td>
</tr>
<tr>
<td>D+</td>
<td>Unsatisfactory</td>
<td>1.67</td>
</tr>
<tr>
<td>D</td>
<td>Poor</td>
<td>1.33</td>
</tr>
<tr>
<td>D-</td>
<td>Poor</td>
<td>1.00</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0.67</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
<td>0.00</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete coursework</td>
<td></td>
</tr>
<tr>
<td>IP</td>
<td>In Progress</td>
<td></td>
</tr>
<tr>
<td>LP</td>
<td>Low Pass (equal to D-, D, D+)</td>
<td></td>
</tr>
<tr>
<td>NC</td>
<td>No Credit</td>
<td></td>
</tr>
<tr>
<td>NR</td>
<td>Not Reported</td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>Pass (minimum of C-)</td>
<td></td>
</tr>
<tr>
<td>S</td>
<td>Satisfactory</td>
<td></td>
</tr>
<tr>
<td>SNE</td>
<td>Satisfactory/Not Earned</td>
<td></td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory</td>
<td></td>
</tr>
<tr>
<td>UNE</td>
<td>Unsatisfactory/Not Earned</td>
<td></td>
</tr>
<tr>
<td>W</td>
<td>Withdraw 16–70% of way through term</td>
<td></td>
</tr>
<tr>
<td>WC</td>
<td>Withdrawal COVID-19</td>
<td></td>
</tr>
<tr>
<td>WW</td>
<td>Waived</td>
<td></td>
</tr>
</tbody>
</table>

GRADE POINT AVERAGE
Credits with grades of A through F contribute to total grade points and are called “quality credits.” The cumulative grade point average (GPA) is the result of dividing total grade points by total quality credits for all courses taken in University of Northwestern academic programs.

W GRADE
When a student withdraws from a course the transcript will reflect a notation of W if the withdrawal occurs during the time frame indicated below:

- Semester-length course: after the second academic week and by no later than the tenth academic week.
- Quad (half-semester) course: after the sixth academic day and by no later than the 25th academic day.
- After that point, the grade earned will be entered on the transcript. (See chart on page 31.)

I GRADE
An I is given only if the instructor is satisfied that there is a valid excuse, such as prolonged illness. Incompletes are given only by pre-arrangement with the instructor and must be removed within ten calendar weeks from the last day of final exams for the quad or semester or the last day of summer session. Failure to do so will result in a failing grade being entered on the transcript.
P/NC & S/U GRADES

1-credit co-curricular courses (exceptions are noted in the Co-curricular Activities section of this catalog), missions experiences courses, and other courses approved by the Academic Policies and Curriculum Committee are graded on a Pass/No Credit basis. A grade of P permits credit without influencing GPA calculations; a grade of NC disallows credit but does not affect grade point average. In courses which are required but carry no credit, the grading system is S (Satisfactory) or U (Unsatisfactory). For the purpose of transfer, a P grade is equivalent to a C- or higher and an NC grade is equivalent to an F.

REPEATING A COURSE

For courses specifically designated as repeatable (e.g., choir), the below information does not apply.

For courses not specifically designated as repeatable, a student may repeat any course no matter the grade earned; however, a student who receives a grade of F in any course is strongly advised to repeat that course as soon as possible. Students on probation will find that this is the most effective way of raising their cumulative grade point averages.

The grade earned for the most recent enrollment will be used in calculating the cumulative GPA. While all previously earned grades remain on the academic record, they are not counted in GPA calculations.

In regards to financial aid and Title IV funding in relation to the repeating of a course, the following applies:

- A failed course may be repeated as many times as needed until passed.
- A previously passed course may only be repeated once.
  - This includes even those courses where a higher grade is required for the major (e.g., minimum of C for Business Core courses, etc.).
  - This does not include courses designated as repeatable (e.g., ensembles, workshops, etc.) as these are not restricted nor limited (unless designated otherwise), and, therefore, a student may repeat these courses as often as needed.
  - If a student finally passes a failed course with a passing grade, he/she may repeat the course one more time to try to achieve a higher grade.
Special Programs

Articulation Agreement in Music

Northwestern has an articulation agreement with Anoka-Ramsey Community College (ARCC) that facilitates credit transfer and provides a smooth transition for a student’s Associate in Fine Arts: Music from ARCC to Northwestern’s Bachelor of Arts degree in Music. Students must complete the entire ARCC program and meet Northwestern’s admission requirements. Students must earn a grade of C- or better for credits to transfer. Students must fulfill the graduation requirements at both institutions. Contact the Office of Admissions at admissions@unwsp.edu for the Program Articulation Table to see which specific courses will transfer.

Credit Transfer Agreements

Northwestern agrees that undergraduate-level credits (as defined by Northwestern’s curriculum) with grades of C- or better or graduate-level credits with grades of C or better (as defined by Northwestern’s curriculum) earned at the following institutions, prior to admittance to Northwestern, are transferable and will be applied, as appropriate, to the student’s chosen academic program at University of Northwestern. Applicability of credits may vary among academic programs based upon catalog requirements. The following list is subject to change.

<table>
<thead>
<tr>
<th>Institution</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ambassador College of Bible &amp; Ministry</td>
<td>Hudson, WI</td>
</tr>
<tr>
<td>CreatED Institute, Black Mountain</td>
<td>NC</td>
</tr>
<tr>
<td>Montana Wilderness School of the Bible</td>
<td>Augusta, MT</td>
</tr>
<tr>
<td>Ravencrest Chalet Bible School</td>
<td>Estes Park, CO</td>
</tr>
<tr>
<td>Timberline Lodge, Winter Park</td>
<td>CO</td>
</tr>
<tr>
<td>Torchbearers Bible School Bodenseehof</td>
<td>Bodensee, Germany</td>
</tr>
<tr>
<td>Village Schools of the Bible</td>
<td>Minnetonka, MN</td>
</tr>
<tr>
<td>YWAM, Newcastle, Australia</td>
<td></td>
</tr>
</tbody>
</table>

Eagle Scholars Honors Program

The mission of University of Northwestern – St. Paul is to provide Christ-centered higher education, equipping students to grow intellectually and spiritually; to serve effectively in their professions; and to give God-honoring leadership in the home, church, community, and world. Believing that God has called His disciples to excellence and to “study to show [themselves] approved,” the Eagle Scholars Honors Program exists to equip Christian students who have notable academic ability. Simply put, Northwestern wants to encourage exceptional students for the Lord’s service and to enhance the general academic environment of the university.

Northwestern’s Honors Program challenges high-ability students to achieve beyond the normal rigors of university coursework. We expect that students will perform at this high level in both the quantity and quality of their academic work. The program provides students with opportunities to learn in a variety of disciplines. The Eagle Scholars Honors Program offers a social network for students and better prepares them for graduate school or the professional world. In addition, the program benefits the larger community of University of Northwestern – St. Paul as these students contribute significantly to their classes, participate in extracurricular activities, and volunteer for various Northwestern ministries.

We anticipate that these students will be a continuing testimony to the Christian call to excellence in scholarly achievement, while they are students at Northwestern and after they graduate.

ROTC

Northwestern students have the opportunity to participate in the Air Force ROTC at the University of St. Thomas or the Army ROTC at the University of Minnesota. Aerospace and military science courses at these two institutions may be applicable to University of Northwestern graduation requirements. Students accepted into these programs are eligible to apply for ROTC Scholarships. (See the Financial Aid section for addresses and telephone numbers.)

Air Force ROTC (AFROTC) is a nationwide program that allows students to pursue commissions (become officers) in the United States Air Force (USAF) while simultaneously attending college. AFROTC classes are held on campus throughout the United States and Puerto Rico. AFROTC consists of four years of Aerospace Studies classes (Foundations of the USAF, Evolution of USAF and Space Power, Air Force Leadership Studies, and National Security Affairs/Preparation for Active Duty) and a corresponding Leadership Laboratory for each year (where students apply leadership skills, demonstrate command and effective communication, develop physical fitness, and practice military customs and courtesies). College students enrolled in the AFROTC program (known as “cadets”) who successfully complete both AFROTC training and college degree requirements will graduate and simultaneously commission as Second Lieutenants in the active duty Air Force.

The AFROTC program is currently offered at University of St. Thomas, which has a crosstown agreement that allows Northwestern students to enroll in AFROTC and become full-fledged cadet participants. For more information on AFROTC course descriptions, please review stthomas.edu/catalog/current/aero/. For more information on the AFROTC program, please review stthomas.edu/afrotc/ or contact the Department of Aerospace Studies at the University of St. Thomas at 651-962-6320.
SPECIAL PROGRAMS

Study Abroad and Off-Campus Programs

Northwestern accepts credits (C- or higher) for undergraduate coursework that admitted students pursue at or through these affiliated programs/institutions, while enrolled as a Northwestern student. Students will need to obtain specific program and academic pre-approval from Northwestern before applying to one of these programs/institutions. Contact the Center for Global Programs at global@unwsp.edu for more information. The below list is subject to change.

**AU SABLE INSTITUTE**

Au Sable Institute is an institution designed to promote Christian environmental stewardship through college courses, certification programs, internships, workshops, and conferences. Supported by the natural settings of the Great Lakes Forest of northern Michigan, participants take courses, engage in scholarship, gain field experience, confer, and develop practical tools for environmental stewardship in programs that take seriously both science and theology.

**API (ACADEMIC PROGRAMS INTERNATIONAL)**

API partners with host universities and local organizations across Asia, Europe, Latin America and the Middle East to offer a diverse set of experiences abroad, including study, intern, work, teach, and volunteer options. Students can choose from short-term, semester-long, and full-academic-year programs that complement a variety of major disciplines.

**CANIL-TWU (CANADA INSTITUTE OF LINGUISTICS AT TRINITY WESTERN UNIVERSITY)**

CanIL, a program of SIL International, formerly known as the Summer Institute of Linguistics, provides a fieldwork approach to linguistics training, research and language development. In its academic programs, hosted by postsecondary institutions, field linguists experienced in minority languages prepare students for language research, literacy development, and translation cross-culturally. SIL International is recognized for its work worldwide on language data and biblical translations.

**CCCU GLOBALED**

University of Northwestern is a member of the CCCU, which provides an array of GlobalEd off-campus study programs to students of its member institutions. GlobalEd offers programs at local host universities worldwide where students can transfer credit from Oxford Summer and Scholars’ Semester at University of Oxford, and the Uganda Studies Program at Uganda Christian University. Additional opportunities where students can earn Northwestern credit are available with the Latin American Studies Program (Costa Rica), Los Angeles Film Studies Center (Los Angeles), Middle East Studies Program (Jordan), and the American Studies Program (Washington, D.C.).

**CEA (CULTURAL EDUCATION ABROAD)**

With destinations in 21 cities across a dozen countries, CEA offers a balance of international academic programs and adventure. Students may choose from standard, hybrid, and multi-site programs. Internships, service learning, and global career development certification are also available in multiple CEA programs.

**DALLAS INTERNATIONAL UNIVERSITY**

The mission of Dallas International University (DIU), as an institution of higher education, is to provide education and research opportunities leading to degrees in applied linguistics, culture studies, and development of languages. SIL International, formerly known as the Summer Institute of Linguistics, founded DIU in order to receive accreditation in the U. S. for its training.

**FOREST SPRINGS CAMP AND CONFERENCE CENTER**

Forest Springs’ mission is to provide programs and facilities in a camping environment with a trained service-oriented staff who use the Word of God to help initiate faith and cultivate maturity in Jesus Christ. As an affiliate member institution, Northwestern students can participate in the LTD program, which prepares participants for effective ministry in Christian camping, or related fields. The program strengthens Christian leadership qualities through classroom instruction, informal discussion, and “hands-on” experiences.

**ISA (INTERNATIONAL STUDIES ABROAD)**

ISA partners with several local universities in 28 different countries across Africa, Asia, Europe, Latin America, Middle East, and the Pacific to offer opportunities for study abroad, internships, and service learning. ISA also facilitates the EuroScholars program, which is a prestigious program designed for talented and highly motivated undergraduate students looking to participate in international research. Included in all ISA programs is the Bridging Cultures Program, which integrates goal setting, intercultural awareness, diversity, and professional development.

**JERUSALEM UNIVERSITY COLLEGE**

Jerusalem University College, also known as the American Institute of Holy Land Studies, is an extension campus in Jerusalem for approximately 85 regionally or professionally accredited Christian universities, colleges, and seminars located throughout the world. JUC programs provide a life-changing opportunity for students to enrich their biblical understanding by study and travel in Israel.

**THE KING’S COLLEGE NYC SEMESTER**

New York City Semester is a visiting students program of The King’s College. The exciting and rigorous program is located in Manhattan’s Financial District. Students will learn from award-winning professors while taking advantage of unparalleled networking opportunities, cultural experiences, and more. Students can choose from three program tracks: Journalism, Business, or Theatre.

**LCC INTERNATIONAL UNIVERSITY**

LCC International University is a nationally and internationally recognized faith-based liberal arts institution in Kraipeda, Lithuania. Students can study a variety of courses to meet general education (core) requirements, as well as upper-division courses in business, English, psychology, communications, international relations, and theology. Northwestern students receive housing with 3 or 4 international roommates, a monthly stipend for food and entertainment, and free use of textbooks. The semester includes group travel to Russia, Latvia, and Estonia.

**SEMINAR IN SPAIN**

Semester in Spain (SIS) is a program of Trinity Christian College located in Seville, Spain. It provides high-quality academic courses in the language, literature, history, and culture of Spain. To accomplish this, the program employs a faculty of highly qualified individuals, all Spanish nationals. Practical learning opportunities through language immersion and excursions complement the academic program.

**STRANMILLIS UNIVERSITY COLLEGE**

Stranmillis University College is a college of Queens University in Belfast, Northern Ireland. Stranmillis is internationally recognized as a center of excellence for teacher education programs and hosts approximately 80 international students each year for a semester of academic classes combined with supervised field experiences in local schools. Study abroad options for UNW students are fall semester only. Early Childhood Education majors complete courses in the ECE Northern Ireland track to fulfill ECE program requirements. Elementary Education majors complete a Global Studies Emphasis, and Christian Ministries majors complete a full semester of concentration courses that includes a field experience in ministry.
STUDENTS INTERNATIONAL
Students International (SI) is a mission and community development organization with operations in various countries, including Costa Rica. SI’s passion is to provide students with opportunities to participate in ministry and service sites that are related to their personal, academic, and vocational interests. In semester-long academic programs, students are mentored by SI full-time staff members as they serve in Costa Rica. SI provides student experiences that are transformative spiritually, academically, vocationally, and personally while simultaneously focusing on Christ-centered ministry through SI’s presence within the San Jose, Costa Rica community.

VERITAS CHRISTIAN STUDY ABROAD
Veritas Christian Study Abroad is a division of ISA. All Veritas programs offer study abroad and mission opportunities for semester and summer terms. Certain programs also offer academic year terms or intensive language programs. The mission of Veritas Christian Study Abroad is to provide college-level study abroad programs at host universities while helping students develop as mission-minded Christian leaders as they learn to live and serve in another culture. Students will receive on-site spiritual support form a Mission Mentor who will help make their time abroad a spiritually challenging and growing experience. The Mission Mentor will also engage students in Christian community through a local church and other ministry opportunities.

Dual Enrollment
The Office of Dual Enrollment (DE) serves both high school and college students, housing a course format that allows students to take Northwestern courses online. Students order textbooks (when they are not provided in electronic format) consistent with traditional undergraduate course practices. Other resources needed to complete courses, including audio and video presentations, are online. DE courses are developed by Northwestern faculty and each online course provides interaction between students and professors. DE follows its own calendar (see page 3).

Current offerings include courses that meet traditional undergraduate core curriculum requirements (see pages 42–43), as well as courses that lead toward a certificate (Certificate in Bible) or degree (Bachelor of Arts in Biblical & Theological Studies; Associate of Arts & Bible; Associate of Arts in Liberal Studies).

Two programs are available for public-, private- and home-schooled high school juniors and seniors. The Early College program allows students to take core curriculum university courses at a reduced cost. These courses may also be applied to the student's high school diploma, if the high school allows. The Postsecondary Enrollment Options (PSEO) program also provides most core curriculum courses. Tuition and most materials for PSEO are funded by the state for Minnesota residents. PSEO courses must be applied to the student's high school transcript.

Since new course offerings are being added each year, students should contact DE for the most up-to-date listing of courses and programs available. While anyone with a high school diploma or its equivalent may take individual courses, those desiring to apply DE courses toward a degree program at University of Northwestern must be admitted to the university according to regular admission criteria. Taking and passing DE courses without being admitted to University of Northwestern does not imply admisssibility to the institution or eligibility to complete a certificate or degree program and does not grant eligibility to participate in co-curricular activities (e.g., collegiate level music, drama, or athletics; See page 12). Contact the Office of Dual Enrollment at 651-631-5300 or toll-free at 888-216-0069, e-mail de@unwsp.edu, or find more information online at unwsp.edu.

Course Numbering and Subject Prefixes
Each course is designated by a three-letter subject prefix and a four-digit course number.

Course Levels
0001–0999 Not applicable to degree requirements
1000–1999 Freshman courses
2000–2999 Sophomore courses
3000–3999 Junior courses
4000–4999 Senior courses
5000–6999 Graduate courses

NOTE: APPLIED MUSIC AND MUSIC ENSEMBLE COURSES HAVE THEIR OWN NUMBERING PATTERNS. SEE PAGES 194–197.

Course Numbering System

<table>
<thead>
<tr>
<th>DIGIT REGULAR COURSES</th>
<th>DIGIT SPECIAL COURSES</th>
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</thead>
<tbody>
<tr>
<td>1st Course Level: 0=Nondegree, 1=FR, 2=SO, 3=JR, 4=SR</td>
<td>1st Course Level: 0=Nondegree, 1=FR, 2=SO, 3=JR, 4=SR</td>
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<tr>
<td>Prerequisite Course Level Required Class Standing: 0=None, 1=FR, 2=SO, 3=JR, 4=SR</td>
<td>2nd Course Types: 6=Practical Experience, 7=Off-Campus Program (in some cases), 8=Topics/Dir Stdy/Honors/Seminar/SR Project/Capstone, 9=Professional Experience</td>
</tr>
<tr>
<td>Content Groupings (vary by department)</td>
<td>3rd Course Subtypes (same for all departments)</td>
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<tr>
<td>Sequential Courses: 1–4</td>
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<tr>
<td>Stand-Alone Courses: 5–9 and 0</td>
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### Course Numbering System Suffixes

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<tr>
<td>D</td>
<td>Dual Licensure Student Teaching (Education)</td>
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<tr>
<td>E</td>
<td>Elementary Student Teaching (Education)</td>
</tr>
<tr>
<td>H</td>
<td>Honors Component (Eagle Scholars) or High School Student Teaching (Education)</td>
</tr>
<tr>
<td>I</td>
<td>Instrumental Field Experience (Education)</td>
</tr>
<tr>
<td>L</td>
<td>Lab (Science) or Field Experience (Education)</td>
</tr>
<tr>
<td>M</td>
<td>Middle School Student Teaching (Education)</td>
</tr>
<tr>
<td>U</td>
<td>Graduate-level Course</td>
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<tr>
<td>V</td>
<td>Vocal Field Experience (Education)</td>
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### Subject Prefixes

<table>
<thead>
<tr>
<th>Prefix</th>
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<td>Animation &amp; Illustration</td>
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<td>ANT</td>
<td>Anthropology</td>
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<td>ARA</td>
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<td>Au Sable Institute</td>
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<td>American Studies Program</td>
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<td>ATH</td>
<td>Athletics / Intercollegiate</td>
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<td>Education</td>
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<td>EGR</td>
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<td>ENG</td>
<td>English</td>
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<td>EPH</td>
<td>Physical Education</td>
</tr>
<tr>
<td>ESL</td>
<td>Teaching English to Speakers of Other Languages</td>
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<td>GEO</td>
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<td>IDS</td>
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<td>JOU</td>
<td>Journalism</td>
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<td>KIN</td>
<td>Kinesiology</td>
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<td>LAF</td>
<td>Los Angeles Film Studies Center</td>
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<td>LAN</td>
<td>Languages and Cultures</td>
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<td>LAS</td>
<td>Latin American Studies Program</td>
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<tr>
<td>MDS</td>
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<td>Media Production</td>
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<td>MES</td>
<td>Middle East Studies</td>
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<td>Management</td>
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<td>Theatre</td>
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<td>World Language Education</td>
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<tr>
<td>YOU</td>
<td>Youth and Emerging Adult</td>
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</table>

A list of planned course offerings (X-chart), available on the registrar's office Confluence Space or in the registrar's office, lists the intended schedule of courses for four years in advance, however, that listing is subject to revision. Classes for which there is insufficient demand are subject to cancellation.
Bachelor’s Degree Programs

This section indicates requirements for all bachelor’s degree programs offered at University of Northwestern: Bachelor of Arts, Bachelor of Science, Bachelor of Music, Bachelor of Music Education and Bachelor of Science in Nursing. Bachelor of Arts programs include a foreign language requirement.

Students in majors offered as Bachelor of Science programs may choose to graduate with a Bachelor of Arts degree if they meet the foreign language requirement. However, students in majors offered only as Bachelor of Arts programs may not elect to graduate with a Bachelor of Science degree.

Students may seek more than one baccalaureate degree but it must be a different degree from the previous one(s) (e.g., Bachelor of Arts versus Bachelor of Science). Additionally, the student must complete a minimum of 30 credits beyond the initial degree in a different major. At least 155 credits are required for graduation with a double degree. All prerequisites, supporting courses and departmental requirements for each major must be completed. The student should confer with the departments in which the majors are sought and with the Registrar. On the issue of double major, see page 46.

Core Curriculum

BECOMING LIKE CHRIST FOR GOD’S GLORY: THE CORE OF THE NORTHWESTERN CURRICULUM

Purpose of the Core Curriculum

The Core Curriculum at University of Northwestern – St. Paul provides a structure through which the educational philosophy of the institution is achieved. Grounding all intellectual inquiry in the truth of the Bible and God as the Ultimate Reality of the universe requires exploration of the following three critical questions, all of which find their answer in Christ.

- What is real? Christ is the foundation of all reality (Col. 1)
- What can we know? Christ is the source of all knowledge (Col. 2)
- How should we live? Christ is our model (Phil. 2)

The Core Curriculum seeks to support students in developing a deep understanding of these truths and in applying them in their lives and within a variety of disciplinary contexts. The transformative process of “becoming like Christ for God’s glory” is at the center of all intellectual inquiry at Northwestern. The Core Curriculum provides a foundation for this inquiry which is later expanded within the specific academic discipline.

What does it mean to “Become like Christ for God’s Glory”?

The Scriptures teach us that the ultimate purpose of all things is the glory of God. Whether in small things like eating or drinking (I Cor. 10:31), or important things like doing good works and living godly lives in our bodies (Matt 5:16, I Cor. 6:20), our adoption through Jesus Christ has the glory of God as its goal (Eph. 1:12). For this reason, near the end of his ministry Jesus prayed, “Father, glorify your name!” (John 12:28). All creation exists to bring glory to God—even nature itself (Ps. 19:1)—and as His children we are called to reflect that glory. But what is the glory of God? When Moses encountered God, he asked to see God’s glory. God’s response was that He would show Moses His goodness, proclaim His sacred Name, and have grace and compassion on whomever He wills (Ex. 33:18-19). Thus, the glory of God is the manifestation of His divine attributes, especially His sovereignty, goodness, grace, and compassion. Furthermore, Jesus told His disciples that the Father is glorified when we bear fruit (John 15:8).

How is it that we are able to bear fruit that leads to the glory of God? We are not able to do this on our own, because apart from Christ we are dead in our trespasses and sins (Eph. 2:1). For this reason, the Gospel calls all people to turn to God in repentance and believe in the Lord Jesus Christ (Acts 20:21), which leads to forgiveness and sanctification (Acts 26:18). After entering into this new life in Christ, we must be filled with the Holy Spirit to develop the Christian virtues known as the fruit of the Spirit (Eph. 5:18 and Gal. 5:22-23). The work of the Holy Spirit and the word of Christ (Col. 3:16) then result in our transformation into the image and likeness of Christ (Rom. 8:29; II Cor. 3:18; Eph. 4:13). Thus, to give God glory is to make the invisible God visible by manifesting the life of Christ through the fruit of the Holy Spirit.

Structure of the Core Curriculum

The structure of the Core Curriculum allows all students to engage in the following areas of learning.

- Foundational Skills: Coursework is designed to provide foundational skills in effective oral and written communication and information literacy, recognizing that these are essential skills across academic disciplines.
Core Curriculum REQUIREMENTS .................................................. 55 cr

University of Northwestern seeks to produce, through completion of core curriculum requirements, a Christlike, Spirit-filled graduate who is broadly educated in terms of a biblical worldview.

**Core Curriculum CATEGORY COURSE LISTINGS**

The below course listing relates to the core curriculum requirements on pages 42, 61 and 131.

BIBLICAL THINKING & LIVING

THEOLOGICAL PHILOSOPHY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BIA5021U</td>
<td>Apologetics</td>
<td>2 cr</td>
</tr>
<tr>
<td>PHI2005</td>
<td>Introduction to Philosophy**</td>
<td>4 cr</td>
</tr>
<tr>
<td>PHI2006</td>
<td>Fundamentals of Logic</td>
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<td>PHI2016</td>
<td>Ethics</td>
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<td>PHI2055</td>
<td>Introduction to Theological Philosophy</td>
<td>2 cr</td>
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<tr>
<td>PHI3011</td>
<td>History of Philosophy: Ancient</td>
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<tr>
<td>PHI3012</td>
<td>History of Philosophy: Medieval</td>
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<td>PHI3013</td>
<td>History of Philosophy: Modern</td>
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<td>PHI3014</td>
<td>History of Philosophy: Contemporary</td>
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<td>PHI3025</td>
<td>Philosophy of Religion</td>
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<td>PHI3026</td>
<td>The Problem of Evil and Suffering</td>
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<tr>
<td>PHI3035</td>
<td>Metaphysics</td>
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<td>PHI3036</td>
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<td>PHI3057</td>
<td>Christian Apologetics</td>
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<tr>
<td>PHI3145</td>
<td>The Nature of Knowledge</td>
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## CULTURAL & GLOBAL ENGAGEMENT

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<td>Cultural Anthropology</td>
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<td>ART3267</td>
<td>Themes in Art History</td>
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<tr>
<td>COM3107</td>
<td>Intercultural Communication</td>
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<td>COM4207</td>
<td>Global Communication and International Relations</td>
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<td>EDU3209</td>
<td>Human Relations in a Cross-Culturally Diverse World</td>
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<tr>
<td>HIS3155</td>
<td>History of East Asia</td>
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<td>HIS3156</td>
<td>History of Russia from Earliest Times to the Present</td>
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<td>HISS3166</td>
<td>History of the Modern Middle East</td>
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<td>ICS3015</td>
<td>Race and Ethnicity in America</td>
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<td>ICS3016</td>
<td>Understanding Islam</td>
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<td>ICS3209</td>
<td>Urban Community Development</td>
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<td>ICS3215</td>
<td>Contemporary Religious Movements</td>
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<td>ICS3225</td>
<td>Culture, Change, and Worldview</td>
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## CREATIVE EXPRESSION

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<td>COM2007</td>
<td>Introduction to Film</td>
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<td>COM2008</td>
<td>Film Appreciation**</td>
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</tr>
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<td>DES1031</td>
<td>Introduction to Layout</td>
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<td>DES2111</td>
<td>Introduction to Graphic Design</td>
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<td>ENG2215</td>
<td>Writer’s Style</td>
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<tr>
<td>ENG2216</td>
<td>Writing of Poetry</td>
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<tr>
<td>ENG2217</td>
<td>Writing of Fiction</td>
<td>2 cr</td>
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<td>Any LIT-prefix course(s)</td>
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<td>MCH3007</td>
<td>History of Music in the Church</td>
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<td>MDS1015</td>
<td>Big Ideas Through the Creative Lens</td>
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<td>MEP1012</td>
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<td>MEP1013</td>
<td>Video Production</td>
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<td>MEP1016</td>
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## SCIENTIFIC & QUANTITATIVE LITERACY

### MATHEMATICS

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<tr>
<td>MAT1006</td>
<td>Mathematics for Elementary School Teachers</td>
<td>4</td>
</tr>
<tr>
<td>MAT1035</td>
<td>Business Math</td>
<td>4</td>
</tr>
<tr>
<td>MAT1126</td>
<td>Prealgebra</td>
<td>4</td>
</tr>
<tr>
<td>MAT2055</td>
<td>Statistics</td>
<td>4</td>
</tr>
<tr>
<td>MAT2121</td>
<td>Calculus and Analytic Geometry I</td>
<td>4</td>
</tr>
<tr>
<td>MAT2122</td>
<td>Calculus and Analytic Geometry II</td>
<td>4</td>
</tr>
<tr>
<td>PSY3208</td>
<td>Statistics for the Social Sciences</td>
<td>2</td>
</tr>
</tbody>
</table>

### NATURAL SCIENCE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO1007/1007L</td>
<td>DNA: The Language of Life</td>
<td>4</td>
</tr>
<tr>
<td>BIO1008/1008L</td>
<td>Microbes and Society</td>
<td>4</td>
</tr>
<tr>
<td>BIO1009/1009L</td>
<td>Concepts of Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIO1011/1011L</td>
<td>Principles of Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO2805</td>
<td>Topics in Biology</td>
<td>2-4</td>
</tr>
<tr>
<td>BIO2825/2821L</td>
<td>Honors Topics in Biology</td>
<td>2-4</td>
</tr>
<tr>
<td>BIO3015/3015L</td>
<td>Field Ornithology</td>
<td>4</td>
</tr>
<tr>
<td>BIO3276/3276L</td>
<td>Field Biology</td>
<td>4</td>
</tr>
<tr>
<td>CHE1006/1006L</td>
<td>Concepts of Chemistry*</td>
<td>5</td>
</tr>
<tr>
<td>CHE1012/1012L</td>
<td>Principles of Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHE1112/1112L</td>
<td>General Chemistry II</td>
<td>5</td>
</tr>
<tr>
<td>PHY1101/1101L</td>
<td>Fundamentals of Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY1102/1102L</td>
<td>Fundamentals of Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHY1201/1201L</td>
<td>Engineering Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY1202/1202L</td>
<td>Engineering Physics II</td>
<td>4</td>
</tr>
<tr>
<td>SCI1006</td>
<td>Creative Explorations of Earth Science</td>
<td>2</td>
</tr>
<tr>
<td>SCI1010/1010L</td>
<td>Environmental Science</td>
<td>4</td>
</tr>
<tr>
<td>SCI1015/1015L</td>
<td>Environmental Science and Sustainability**</td>
<td>5</td>
</tr>
<tr>
<td>SCI1045/1045L</td>
<td>Medicinal Chemistry and the Drug Discovery Process</td>
<td>4</td>
</tr>
<tr>
<td>SCI2108/2108L</td>
<td>Concepts of Astronomy*</td>
<td>5</td>
</tr>
</tbody>
</table>

### SOCIAL SCIENCE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any ANT- ECO-, or GEO-prefix course(s)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COM1005</td>
<td>Introduction to Communication Studies</td>
<td>2 cr</td>
</tr>
<tr>
<td>COM2107</td>
<td>Communication Theory</td>
<td>4 cr</td>
</tr>
<tr>
<td>COM4105</td>
<td>Mass Media and Society</td>
<td>4 cr</td>
</tr>
<tr>
<td>COM4106</td>
<td>Developmental Foundations for Ministry</td>
<td>4 cr</td>
</tr>
<tr>
<td>MIN3046</td>
<td>Human Development for Ministry</td>
<td>4 cr</td>
</tr>
<tr>
<td>POS1005</td>
<td>Introduction to Political Science</td>
<td>4 cr</td>
</tr>
<tr>
<td>POS2005</td>
<td>U.S. National Government</td>
<td>4 cr</td>
</tr>
<tr>
<td>POS3165</td>
<td>Political Thought</td>
<td>4 cr</td>
</tr>
<tr>
<td>POS3205</td>
<td>International Relations since WWII</td>
<td>4 cr</td>
</tr>
<tr>
<td>PSY1005</td>
<td>Introduction to Psychology</td>
<td>4 cr</td>
</tr>
<tr>
<td>PSY2108</td>
<td>Lifespan Psychology</td>
<td>4 cr</td>
</tr>
<tr>
<td>PSY3207</td>
<td>Abnormal Psychology</td>
<td>4 cr</td>
</tr>
<tr>
<td>SOC1035</td>
<td>Introduction to Sociology</td>
<td>4 cr</td>
</tr>
<tr>
<td>SOC2035</td>
<td>Social Problems</td>
<td>4 cr</td>
</tr>
</tbody>
</table>

*See related information on pages 20-21 and 38-39.
**Only offered through dual enrollment.
Proportional Requirements for Transfer Students: Signature Courses within the Core Curriculum

Transfer students who first enroll at Northwestern as sophomores, juniors, or seniors are to fulfill the core curriculum requirement on a proportional basis. For purposes of administering the core curriculum requirement, class standing of transfer students is based on the total of "transferable" credits from all colleges and universities previously attended (see definition on page 30) and credits awarded by University of Northwestern on the basis of examinations taken before matriculation.

Transfer students seeking a bachelor’s degree are required to complete the core curriculum, but the following listing indicates the proportional requirements based on the student’s class standing. Requests for course substitution for BIA, BIB, and Theological Philosophy credits should be submitted to the Chair of the Department of Biblical & Theological Studies. Requests for course substitution of LDR courses should be submitted to the Chair of the Department of Christian Ministries.

<table>
<thead>
<tr>
<th>SOPHOMORE TRANSFER (30–59 transferable credits)</th>
<th>22 cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIA1007  Christian Thinking &amp; Living (or BIB1826 Honors)</td>
<td>2</td>
</tr>
<tr>
<td>BIA1015  Interpreting Scripture (or BIA1827 Honors) or MIN2016 Biblical Interpretation for Study</td>
<td>2</td>
</tr>
<tr>
<td>BIB2005  Survey of the Old Testament (or BIB2827 Honors)</td>
<td>2</td>
</tr>
<tr>
<td>BIB2008  Survey of the New Testament (or BIB2826 Honors)</td>
<td>2</td>
</tr>
<tr>
<td>BIB4360  Systematic Theology (or BIB4825 Honors) or BIB4365 Historical Theology or BIB4460 Biblical Theology (or BIB6312 for Dual Degree B.A./M.Div. program)</td>
<td>4</td>
</tr>
<tr>
<td>Theological Philosophy (see page 42)</td>
<td>2</td>
</tr>
<tr>
<td>LDR1015  Leadership for Transformation (or LDR1825 Honors)</td>
<td>4</td>
</tr>
<tr>
<td>LDR4425  Leading with Courage and Calling (or LDR4825 Honors)</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>JUNIOR TRANSFER (60–89 transferable credits)</th>
<th>16 cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIA1007  Christian Thinking &amp; Living (or BIB1826 Honors)</td>
<td>2</td>
</tr>
<tr>
<td>BIA1015  Interpreting Scripture (or BIA1827 Honors) or MIN2016 Biblical Interpretation for Study</td>
<td>2</td>
</tr>
<tr>
<td>BIB4360  Systematic Theology (or BIB4825 Honors) or BIB4365 Historical Theology or BIB4460 Biblical Theology (or BIB6312 for Dual Degree B.A./M.Div. program)</td>
<td>4</td>
</tr>
<tr>
<td>Theological Philosophy (see page 42)</td>
<td>2</td>
</tr>
<tr>
<td>LDR1015  Leadership for Transformation (or LDR1825 Honors)</td>
<td>4</td>
</tr>
<tr>
<td>LDR4425  Leading with Courage and Calling (or LDR4825 Honors)</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SENIOR TRANSFER (90+ transferable credits)</th>
<th>10–11 cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIA1007  Christian Thinking &amp; Living (or BIB1826 Honors)</td>
<td>2</td>
</tr>
<tr>
<td>BIA1015  Interpreting Scripture (or BIA1827 Honors) or MIN2016 Biblical Interpretation for Study</td>
<td>2</td>
</tr>
<tr>
<td>BIB4360  Systematic Theology (or BIB4825 Honors) or BIB4365 Historical Theology or BIB4460 Biblical Theology (or BIB6312 for Dual Degree B.A./M.Div. program)</td>
<td>4</td>
</tr>
<tr>
<td>LDR4415  The Self-aware Leader</td>
<td>0–1</td>
</tr>
<tr>
<td>LDR4425  Leading with Courage and Calling (or LDR4825 Honors)</td>
<td>2</td>
</tr>
</tbody>
</table>
Certificates, Competencies, Majors, Minors

Students pursuing baccalaureate degree programs must declare a primary academic major (see pages 47–48) and satisfy the appropriate core curriculum requirements (see pages 42–43). At least 50% of the credits for a major must be completed from University of Northwestern.

Bible (Second Major)

Students may earn a “second major” in Bible by completing specific Core Curriculum courses plus 6 additional credits of Bible Exposition for a total of 30 credits. Requirements for the second major in Bible are listed on page 130. This is not a stand-alone major and exists only and explicitly as a second major for current Traditional Undergraduate and Dual Enrollment students.

Transfer students may choose to pursue the second major in Bible, but are required to complete all required courses as listed on page 130. 

Note: A minimum of 50% of major coursework must be completed from Northwestern.

Certificate

A certificate consists of 12-15 credits on a relatively freestanding body of knowledge and skills, therefore, representing the achievement of a well-defined domain.

A minimum of 6 credits in a certificate must be unique to that certificate when compared to a student’s major(s), minor(s), other certificate(s), or core curriculum. For exceptions, see the Registrar.

Competencies

Competencies may be demonstrated in the following areas of the core curriculum. If competencies are successfully established, students must substitute free electives for these credits as needed to reach 125 graduation credits. For BIB2005 and BIB2008, demonstrating competency results in credit for the course.

- FOREIGN LANGUAGE
  Completion of three years of one foreign language during high school, subject to minimum grade standards (i.e., B- average or above), or department exam.
- BIB2005 SURVEY OF THE OLD TESTAMENT
  Score of 71% or above on two departmental examinations (part 1 and part 2), resulting in credit for the course. Exams may only be taken one time each.
- BIB2008 NEW TESTAMENT HISTORY & LITERATURE
  Score of 71% or above on departmental examination, resulting in credit for the course. Exam may only be taken one time.
- COMPETENCY EXAMINATIONS FOR THE FOLLOWING COURSES ARE AVAILABLE THROUGH THE DEPARTMENT OF MUSIC & THEATRE
  Score of 80% or above on departmental examination fulfills the requirement, but does not earn credit.

  MTC1000 MUSIC THEORY FUNDAMENTALS
  MTC1001 MUSIC THEORY I: HARMONIC FOUNDATIONS
  MTC1003 SIGHT SINGING AND EAR TRAINING I
  MTC2004 SIGHT SINGING AND EAR TRAINING II
  MTC2112 MUSIC THEORY II: DIATONIC PRACTICE
  MTC3101 MUSIC THEORY III:
    CHROMATIC AND JAZZ-Pop HARMONY
  MTC3102 MUSIC THEORY IV: PRACTICES AFTER 1875
  MTC3103 SIGHT SINGING AND EAR TRAINING III
  MTC3104 SIGHT SINGING AND EAR TRAINING IV
  MUS1075 INTRODUCTION TO MUSIC

Credits – Jointly Applicable

Credits may be applied to only one category in the core curriculum or in a student’s academic program. Any applicable core curriculum coursework may be applied to a minor. For information on double-counting in more than one academic major, see Multiple Majors (page 46).

Eligibility for Honors Courses

Students with ACT 27/SAT1280 Composite score are eligible to take honors courses.

English & Reading Placement

RDG0009 College Reading Strategies is required of new students with ACT Reading scores of 17 or below (SAT EBRW score of 480 or below or CLT Verbal Reasoning score of 18 or below). If standardized test scores are unavailable and the student’s high school GPA is 2.66 or below, the student will be required to take RDG0009.

New freshmen and transfers may register for English composition courses according to the following guidelines:

<table>
<thead>
<tr>
<th>ACT English</th>
<th>SAT Evidence-Based Reading Test Score</th>
<th>SAT Writing and Language Test Score</th>
<th>English Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>18 &amp; below</td>
<td>500 &amp; below</td>
<td>25 &amp; below</td>
<td>ENG1005</td>
</tr>
<tr>
<td>19-26</td>
<td>510–690</td>
<td>26–32</td>
<td>ENG1105</td>
</tr>
<tr>
<td>27 &amp; above</td>
<td>700 &amp; above</td>
<td>33 &amp; above</td>
<td>ENG1825</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CLT Grammar/ Writing Test Score</th>
<th>High School GPA (if standardized test scores are unavailable)</th>
<th>English Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 &amp; below</td>
<td>2.66 &amp; below</td>
<td>ENG1005</td>
</tr>
<tr>
<td>21 &amp; above</td>
<td>2.67 &amp; above</td>
<td>ENG1105</td>
</tr>
<tr>
<td>—</td>
<td>3.7 &amp; above</td>
<td>ENG1825</td>
</tr>
</tbody>
</table>

Foreign Language

The Bachelor of Arts degree requires foreign language competency through the second semester of college credit (1002-level in modern foreign languages, 2002-level in Greek, Hebrew, or Latin and 30X2-level in other ancient and classical languages). Competency may be achieved by completion of language courses from Northwestern, by transfer of equivalent credits from another college, by means of standardized examinations (AP, IB, CLEP, DANTES), or by way of high school language study.

Northwestern offers beginning-level courses in Chinese, Greek, Hebrew, Latin and Spanish and, when possible, some beginning-level courses in other languages (e.g., Arabic, Russian). A major in Spanish and minors in Ancient and Classical Languages, Chinese Studies, Modern Languages and Spanish are offered.

Transfer credit may be in the above languages or in other recognized foreign languages. In this regard, American Sign Language is considered as an approved foreign language.
Northwestern accepts credits awarded for Minnesota Bilingual and Multilingual Seals and World Language Proficiency Certificates.

- Students must request the credits upon UNW enrollment and within three academic years of graduation from high school.
- Credit for SPA1001 and SPA1002 will be awarded to those who earn the World Language Proficiency Certificate in Spanish. These students qualify to enroll in SPA2101.
- Students who earn the Gold or Platinum Seal in Spanish will earn credit for SPA1001 and SPA1002, plus 4 (Gold) or 8 (Platinum) elective credits. These students qualify to enroll in SPA2101.
- Students who earn the Gold or Platinum Seal in Spanish may take the UNW Spanish Placement Exam to have their elective credits count toward SPA2101 and SPA2102.
- For other languages, including those not offered at UNW (e.g., Hmong), credits earned through a Gold or Platinum Seal or World Language Proficiency Certificate would be awarded on a similar basis: plus 4 (Gold) or 8 (Platinum) elective credits.
- To learn details about Minnesota Bilingual and Multilingual Seals and World Language Proficiency Certificates, see the Minnesota Department of Education's FAQ Bilingual or Multilingual Seal and World Language Certificates found on https://education.mn.gov/MDE/dse/standards/world/.

Completion of three years of one foreign language during high school establishes 1002-level foreign language proficiency, subject to minimum grade standards (i.e., B- average or higher). If competency is demonstrated by high school language study, credits are not awarded, but the student is allowed an equal number of additional elective credits.

Students for whom English is a second language will meet the B.A. foreign language requirement by achieving a minimum grade of C- in ENG1105/1825, ENG2205/2825, and SPE1075/1825. Students who wish to have their English language learning recognized as a second language will submit their request through a Non-Native Speakers of English Verification form to be verified by the ESL Education Coordinator.

SPECIFIC PROGRAM REQUIREMENTS ARE GIVEN ON PAGES 53–141.

Mathematics Placement

Students will register for the mathematics course most appropriate for their respective major(s) (see below listing of majors). Students who do not meet the recommended or required ACT mathematics score are encouraged to seek guidance from their academic advisor.

Accounting, Business Administration, Finance, International Business, Cybersecurity & Information Systems, Marketing: MAT1035 Business Mathematics. Students with ACT mathematics score of 28 or above (SAT mathematics score of 650 or above) may take MAT2121 Calculus and Analytical Geometry I in place of MAT1035.

Biology: MAT2055 or higher

Communication Studies and Public Relations Majors: MAT2055: minimum ACT mathematics score of 18 (SAT mathematics score of 470) or PSY3208: prerequisite of ACT mathematics score of 18 or above (SAT mathematics score of 470 or above) or passing grade in MAT0008

Biochemistry, Computer Science, Mathematics, and Mathematics Education: MAT2121: prerequisite of B- or better in MAT1126 or ACT mathematics score of 26 or above (SAT mathematics score of 610 or above) or achieve passing score on mathematics placement exam

Criminal Justice and Psychology: PSY3208: prerequisite of PSY2108 and ACT mathematics score of 18 or above (SAT mathematics score of 470 or above) or passing grade in MAT0008

Early Childhood Education and Elementary Education: MAT1006: minimum ACT mathematics score of 18 (SAT mathematics score of 470) or successful completion of MAT0008

Engineering: MAT2121: prerequisite of B- or better in MAT1126 or ACT mathematics score of 26 or above (SAT mathematics score of 610 or above) or achieve passing score on mathematics placement exam. If MAT2121 has been fulfilled, then MAT2122.

Health Sciences: MAT2055: minimum ACT mathematics score of 18 (SAT mathematics score of 470)

All other majors: MAT1005 or any other higher-numbered mathematics course(s) which total at least 2 credits and which fulfill the core curriculum outcomes for mathematics. MAT0008 may not be used to satisfy core curriculum mathematics requirement in combination with any other course.

Minor and/or Electives

Development of a minor (minimum of 16 credits) allows the student to pursue concentrated study in an area of special interest. The number of credits of core curriculum coursework applied to the minor is not restricted. A minimum of 50% of the credits in a minor must be unique to that minor when compared to a student’s major(s) or other minor(s). For exceptions, see the Registrar. A minimum of 50% of the coursework in a minor must be completed from University of Northwestern.

Students who add or change a minor(s) must meet all requirements for the new minor(s) as described in the most recently published catalog at the time the Curriculum Change Request form or the Re-enrollment form is submitted to the Registrar’s Office.

Electives are chosen by the student from any course area.

Multiple Majors

A student may graduate with more than one academic major under the following conditions:

1. There must be a minimum of 20 credits unique to each major;
2. All prerequisites, supporting courses and departmental requirements for each major must be completed.

Transitional Admission & Study Strategies

STS0009 Study Strategies is required of all new students admitted into the Transition-to-University Program (see page 14).
### Traditional Undergraduate Credit Requirements

<table>
<thead>
<tr>
<th>BACHELOR’S DEGREES MAJORS</th>
<th>CORE CURRICULUM</th>
<th>MAJOR</th>
<th>ELECTIVES*</th>
<th>FOREIGN LANGUAGE**</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting*</td>
<td>57</td>
<td>70</td>
<td>–</td>
<td>–</td>
<td>127</td>
</tr>
<tr>
<td>Animation &amp; Illustration</td>
<td>55</td>
<td>50</td>
<td>20</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Art</td>
<td>55</td>
<td>43</td>
<td>27</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Biblical &amp; Theological Studies*</td>
<td>55</td>
<td>34</td>
<td>20</td>
<td>16</td>
<td>125</td>
</tr>
<tr>
<td>Biochemistry</td>
<td>55</td>
<td>49–50</td>
<td>20–21</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Biology**</td>
<td>55</td>
<td>49–58</td>
<td>12–21</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Business Administration* **</td>
<td>57</td>
<td>60–62</td>
<td>6–8</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Communication Arts/Literature Education**</td>
<td>57</td>
<td>72–75</td>
<td>–</td>
<td>–</td>
<td>129–132</td>
</tr>
<tr>
<td>Communication Studies</td>
<td>57</td>
<td>40</td>
<td>28</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Computer Science</td>
<td>55</td>
<td>49</td>
<td>21</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Criminal Justice**</td>
<td>57</td>
<td>47–51</td>
<td>17–21</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Cybersecurity &amp; Information Systems**</td>
<td>55</td>
<td>50</td>
<td>20</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Data Analytics</td>
<td>55</td>
<td>49</td>
<td>21</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>59</td>
<td>71</td>
<td>–</td>
<td>–</td>
<td>130</td>
</tr>
<tr>
<td>Elementary Education**</td>
<td>59</td>
<td>68–83</td>
<td>–</td>
<td>–</td>
<td>127–142</td>
</tr>
<tr>
<td>Engineering**</td>
<td>55</td>
<td>80</td>
<td>–</td>
<td>–</td>
<td>135</td>
</tr>
<tr>
<td>English**</td>
<td>55</td>
<td>35–50</td>
<td>18–20</td>
<td>0–16</td>
<td>125</td>
</tr>
<tr>
<td>English as a Second Language Education</td>
<td>57</td>
<td>64</td>
<td>–</td>
<td>8</td>
<td>129</td>
</tr>
<tr>
<td>Environmental Science and Business**</td>
<td>55</td>
<td>49–52</td>
<td>18–21</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Finance**</td>
<td>57</td>
<td>60</td>
<td>8</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Graphic Design</td>
<td>55</td>
<td>50</td>
<td>20</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>55</td>
<td>46–47</td>
<td>23–24</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>History</td>
<td>55</td>
<td>42</td>
<td>28</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Intercultural Studies*</td>
<td>55</td>
<td>47–48</td>
<td>22–23</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>55</td>
<td>48</td>
<td>22</td>
<td>–</td>
<td>125</td>
</tr>
<tr>
<td>International Business*</td>
<td>57</td>
<td>58</td>
<td>–</td>
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## Traditional Undergraduate Credit Requirements (continued)

### Bachelor's Degrees Majors

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<th>Major</th>
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<th>Major</th>
<th>Electives*</th>
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<th>Total</th>
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<td>Physical Education &amp; Health</td>
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<td>Politics, History, and Economics</td>
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<td>–</td>
<td>–</td>
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<td>Theatre**</td>
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<td>20</td>
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<td>Visual Arts Education</td>
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<td>Youth and Emerging Adult Studies**</td>
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### Associate Degrees

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<tbody>
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<td>Associate of Arts in Liberal Studies</td>
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<td>Associate in Applied Science &amp; Bible</td>
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### Certificate Programs

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</tbody>
</table>

---

1. Program is structured to provide a concentration, not a major.
2. For A.A.S.B. core curriculum distribution requirements, see specific program requirements.
3. Competency in reading and composition must be demonstrated. See page 44.

* Electives may increase due to adjustments for proportional core curriculum requirement
# Dual degree program available
** Concentrations, emphases, specializations, tracks, or licensure endorsements available
Academic Program Summary

Bachelor's Degree Programs

Major .................................................... page #

Accounting* ........................................ 100  
Animation & Illustration ............................ 54 
Art ..................................................... 55  
Bible (second major only) .......................... 45  
Biblical & Theological Studies ................. 128–130 
Biochemistry ........................................... 81 
Biology ................................................... 82  
Business Administration* ** ...................... 101–102 
Communication Arts/Literature Education ... 112 
Communication Studies ........................... 57 
Computer Science .................................. 88  
Criminal Justice** ................................... 96 
Cybersecurity & Information Systems** ....... 90 
Data Analytics ........................................ 89 
Early Childhood Education ....................... 113 
Elementary Education** ......................... 114–116 
Engineering** ....................................... 91 
English** .............................................. 63–66  
Environmental Science and Business** ....... 85 
Finance* ** ............................................ 103 
Graphic Design ....................................... 56 
Health Sciences ....................................... 86 
History .................................................. 68 
Interdisciplinary Studies* ** ....................... 135–136 
Intercultural Studies* ** ......................... 135–136 
International Business* ......................... 104 

Kinesiology** ....................................... 94–95 
Marketing* ** ........................................ 105 
Mathematics, Applied .............................. 87  
Mathematics Education ............................ 118 
Media Production** .................................. 58–59 
Ministry* ** ........................................... 137–138 
Music .................................................... 72 
Music, Composition (B.Mus.) .................... 71 
Music Education (B.M.E.)* ** ...................... 74–75, 119–120 
Music—Music Ministry Emphasis .............. 73 
Music Performance (B.Mus.)* ** ................. 76 
Nonprofit Leadership* ............................. 139 
Nursing .................................................. 125–127 
Pastoral Ministry* .................................... 140 
Philosophy ............................................. 130 
Physical Education .................................. 121 
Physical Education and Health ................... 121 
Politics, History, and Economics ............... 69 
Psychology** .......................................... 97 
Public Relations ...................................... 61 
Social Studies Education ......................... 122 
Spanish* ............................................... 78 
Spanish Education* ** ............................. 123 
Theatre* ** ............................................. 77 
Visual Arts Education .............................. 124 
Youth and Emerging Adults Studies* ** ....... 142–143

*Dual Degree Program Available
**Concentrations, Emphases, Specializations, Tracks, or Licensure Endorsements Available

Associate Degree & Certificate Programs

Associate in Applied Science & Bible  
Media Production ................................. 62

Associate of Arts & Bible ......................... 131–132
Associate of Arts in Liberal Studies .......... 93
Certificate in Bible ................................ 133

Note: All majors include required courses designated as having “written communication emphasis” or “oral communication emphasis.” These are identified by the codes “[WCE]” and “[OCE],” respectively, in the list of requirements for each major. Any such course is understood to have the following prerequisites:

- Written communication emphasis — ENG2205 Critical Thinking and Writing or ENG2825 Honors Critical Thinking and Writing;
- Oral communication emphasis — SPE1075 Public Speaking or SPE1825 Honors Public Speaking. Both designations may apply to the same course.
## Minors

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<td>Art</td>
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<td>Bible</td>
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<td>Youth and Emerging Adult Ministry</td>
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### Study Abroad and Off-Campus Programs

Traditional Undergraduate Academic Colleges

The traditional undergraduate curriculum and faculty of University of Northwestern are divided into three Colleges.

College of Arts & Humanities

Dean: Kirk D. Moss, Ph.D.

Department of Art & Design ........................................PAGE 54
  Chair: John A. Printy, MFA

Department of Communication ..................................PAGE 57
  Chair: Mark H. Seignious, M.A.

Department of English & Literature ..........................PAGE 62
  Chair: Heather W. Peterson, Ph.D.

Department of History & Related Fields ..................PAGE 66
  Chair: Matthew L. Miller, Ph.D.

Department of Music & Theatre ...............................PAGE 68
  Chair: Kirk D. Moss, Ph.D.

Department of World Languages .............................PAGE 77
  Chair: Matthew L. Miller, Ph.D.
ACADEMIC COLLEGES

College of Behavioral & Natural Sciences

Dean: Daniel R. Crane, Ph.D.

Department of Biology & Biochemistry                      PAGE 80
  Chair: Joanna R. Klein, Ph.D.

Department of Computing, Data, & Mathematical Sciences     PAGE 86
  Chair: TBD

Department of Engineering                                  PAGE 90
  Chair: Carrie A. Francis, Ph.D.

Department of Interdisciplinary Studies                    PAGE 92
  Chair: Ronald A. Ginn, Ph.D.

Department of Physical Education, Health, & Kinesiology     PAGE 94
  Chair: Bradley D. Ruiter, B.S.

Department of Psychology, Criminal Justice, & Law Enforcement PAGE 96
  Chair: Melissa B. Mork, Psy.D.

College of Professional Studies

Dean: Susan E. Johnson, Ph.D.

School of Business                                        PAGE 99
  Assistant Dean: Jessa A. Nelson, MOL

School of Education                                       PAGE 107
  Assistant Dean: Lara J. Bronson, Ed.D.

School of Nursing                                         PAGE 125
  Assistant Dean: Ginger F. Wolgemuth, Ph.D., R.N.

School of Theology & Ministry

Department of Biblical & Theological Studies              PAGE 128
  Chair: Randy W. Nelson, Ph.D.

Department of Christian Ministries                        PAGE 132
  Chair: Dale L. Lemke, Ph.D.