NEWCOMB-TULANE COLLEGE

Mailing Address
Robert C. Cudd Hall
Tulane University
New Orleans, LA 70118

Telephone Numbers
Phone: (504) 865-5720
Fax: (504) 865-5236
Web: https://college.tulane.edu

Lee Skinner
Ph.D., Emory University
Dean

J. Celeste Lay
Ph.D., University of Maryland, College Park
Sr. Associate Dean of Academic Affairs

Amjad W. Ayoubi
Ph.D., Oklahoma State University
Sr. Associate Dean of Student Advising & Career Development

Introduction
Newcomb-Tulane College has administrative oversight for the full-time undergraduate experience and the common core curriculum. Newcomb-Tulane College comprises all full-time undergraduate programs at the university, including those in architecture, business, liberal arts, public health and tropical medicine, and science and engineering. All prospective undergraduate students apply to Newcomb-Tulane College for admission. A student designates a major no later than the beginning of the fourth semester. After the selection of a major, the student continues to be a Newcomb-Tulane College student as well as a student in the school in which the major resides. For example, a student who majors in cell and molecular biology is in the School of Science and Engineering and Newcomb-Tulane College.

Academic Policies

Course Loads
The normal academic course load for all students is 15 credits to 19 credits per semester. The student who completes 15 credits each semester can meet degree requirements in four years for most but not all degrees. The minimum course load is 12 academic credits per semester. Students must have registered for a minimum of 12 credits by the last day to add classes. An exception to this regulation is made for seniors who, in their final semester, need fewer than 12 credits to graduate.

In any given semester, when registration opens for the next semester, students may register for as many as 19 credits. After the close of a semester, students who have earned a grade-point average of 3.000 or better on 15 letter-graded credits or more during that semester may register for as many as 22 credits in the following semester. After the close of a semester, students who have earned a cumulative grade-point average of 3.500 may register for as many as 25 credits.

Full-time students with a course load of fewer than 14 credits should realize that they cannot qualify for Dean’s List and risk falling behind their class level.

Class Status
Class status is determined by the total number of earned credit hours; credit hours for currently enrolled courses are not included. Credit for coursework taken at another institution is included only after the transfer credit approval process and credit posting are complete.

<table>
<thead>
<tr>
<th>Classification</th>
<th>Earned Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>0-24 earned credit hours</td>
</tr>
<tr>
<td>Sophomores</td>
<td>25-56 earned credit hours</td>
</tr>
</tbody>
</table>
Juniors | 57-86 earned credit hours
Seniors | 87 or more earned credit hours

Course Sequencing
Course at Tulane offerings increase in sophistication and specialty with increasing course number, and usually follow the following conventions:

<table>
<thead>
<tr>
<th>Course number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000-level</td>
<td>Introductory-level undergraduate courses</td>
</tr>
<tr>
<td>2000-level and 3000-level</td>
<td>Intermediate-level undergraduate courses; may require 1000-level prerequisites.</td>
</tr>
<tr>
<td>4000-level</td>
<td>Advanced-level undergraduate courses; may require multiple level prerequisites.</td>
</tr>
<tr>
<td>5000-level</td>
<td>Undergraduate courses: honors thesis courses, courses taken abroad, or courses transcripted via our School of Record relationship with the Council on International Educational Exchange (CIEE).</td>
</tr>
<tr>
<td>6000-level</td>
<td>Introductory-level graduate or advanced-level undergraduate courses; often open to both undergraduate and graduate students; sometimes cross-listed with 3000 or 4000-level courses.</td>
</tr>
<tr>
<td>7000-level</td>
<td>Intermediate-level graduate courses; not open to undergraduates.</td>
</tr>
<tr>
<td>8000-level and 9000-level</td>
<td>Advanced graduate-level courses; often independent graduate study or dissertation research.</td>
</tr>
</tbody>
</table>

Cross-Registration
Students enrolled in Newcomb-Tulane College may register for courses at Loyola University, Dillard University and Xavier University, provided that the same course has not been offered at Tulane University within the past year. Students must be registered for at least nine credits of coursework at Tulane in the semester of Loyola, Dillard or Xavier registration and may not use the Loyola, Dillard or Xavier credits to satisfy core curriculum requirements or school-specific core requirements. Additional restrictions may apply; interested students should contact their Newcomb-Tulane College academic advisor.

Auditing Courses
A student registered for a full-time course load (at least 12 credits) may audit one course per semester in addition to his or her full-time course load without credit after completing formal registration and obtaining approval of the instructor for the course. Although credit is not granted for audited courses, such courses are considered part of the student’s semester course load and are recorded on the student’s permanent record. An audit enrollment that results in an overload is not permitted unless the student is qualified for such an overload. An auditor who is absent excessively will be dropped without record. Students who decide to audit a course after initially attending the course as a grade-seeking student must submit the appropriate grade type change form to the Registrar following the approval of the Newcomb-Tulane College academic advisor.

Grades/Grading Policy
Federal law prohibits the release of grades or other confidential information to third parties, including parents and guardians, unless the student provides the Newcomb-Tulane College dean’s office with written authorization for release of such information. Such a request may be made by the student at any time.

A student’s progress toward graduation is measured not only by credits earned but also by the grade-point average. The grade-point average is determined by dividing the student’s total number of quality points by the total number of quality hours. Graduation requires a 2.000 grade-point average, equivalent to an average grade of C, in all courses as well as in the major.

<table>
<thead>
<tr>
<th>Quality</th>
<th>Grade</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passing</td>
<td>A</td>
<td>4.000</td>
</tr>
<tr>
<td></td>
<td>A-</td>
<td>3.667</td>
</tr>
<tr>
<td></td>
<td>B+</td>
<td>3.333</td>
</tr>
<tr>
<td></td>
<td>B</td>
<td>3.000</td>
</tr>
<tr>
<td></td>
<td>B-</td>
<td>2.667</td>
</tr>
<tr>
<td></td>
<td>C+</td>
<td>2.333</td>
</tr>
<tr>
<td></td>
<td>C</td>
<td>2.000</td>
</tr>
<tr>
<td></td>
<td>C-</td>
<td>1.667</td>
</tr>
</tbody>
</table>
**S**
- Satisfactory; not counted in grade-point average but is counted in earned hours

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>D+</td>
<td>1.333</td>
</tr>
<tr>
<td>D</td>
<td>1.000</td>
</tr>
<tr>
<td>D-</td>
<td>0.667</td>
</tr>
</tbody>
</table>

**Other**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>Unsatisfactory; not counted in grade-point average and is not counted in earned hours</td>
</tr>
<tr>
<td>U</td>
<td>Unofficial withdrawal; counts in grade-point average as a failing grade and earns no quality points</td>
</tr>
<tr>
<td>UW</td>
<td>Withdrawn failing; counts in grade-point average as a failing grade and earns no quality points</td>
</tr>
<tr>
<td>WF</td>
<td>Incomplete; not counted in grade-point average</td>
</tr>
<tr>
<td>IP</td>
<td>In progress; not counted in grade-point average</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawn; not counted in grade-point average</td>
</tr>
</tbody>
</table>

Grades of **WF** are assigned by administrators and are computed in the grade-point average as if they were **Fs**.

In cases where students are suspended or expelled during the semester, **W** or **WF** grades may be assigned at the discretion of Newcomb-Tulane College. A grade of **WF** may be assigned for excessive absence from a course and may be assigned for disciplinary penalties in connection with an honor code or conduct code violation. A student who ceases to attend a class but has not withdrawn officially will receive a **UW**. After the last day to drop without record and before the last day to drop a course, students who drop courses voluntarily will have **W** noted on their transcripts for each course dropped.

**Incomplete Grades**

An incomplete grade, **I**, is given at the discretion of instructors when, in their view, special circumstances prevent a student from completing work assigned during the semester and with the understanding that the remaining work can be completed within 30 days. Incomplete grades also are given when a student’s absence from a final examination has been excused by the Newcomb-Tulane College dean prior to or within one day following the final examination. Incomplete grades must be resolved within 30 days of the end of the semester or they are changed to Fs. The I will remain on the student’s transcript, accompanied by the final course grade. Extensions of the 30-day deadline must be requested in writing by the student and must be approved by the instructor and an Assistant Dean in Academic Advising. Students should contact their academic advisor with any questions.

Extensions are approved only when a student has made an attempt to complete the missing work within the original 30-day period but, in the view of the instructor and Newcomb-Tulane College, has been prevented from completing the work by some special circumstance beyond the student’s control. Extensions must be approved before the 30-day deadline expires; extensions are not approved retroactively.

**IP Grades**

An in-progress grade, **IP**, is used to show progress during the first semester of a year-long honors or capstone course. When the final semester’s grade for the course is awarded, the IP is changed to reflect that grade and grade points are awarded accordingly.

**Satisfactory/Unsatisfactory Option**

Where individual schools permit, students in good standing may elect to take one course on a satisfactory/unsatisfactory (S/U) basis per semester. They may count no more than ten credits from such courses toward degree requirements. The S/U option may not be used to satisfy the writing, foreign language, quantitative or formal reasoning, and laboratory components of the core curriculum, or major or minor requirements. The last date for designating or revoking the S/U option is the deadline for dropping courses. Schools may impose additional limitations on courses that can be taken S/U; please refer to the appropriate school section for more information.

A student electing this option gets academic credit for the course without affecting the grade-point average as long as the work is at the C- level or better. A grade of **U** is not counted in the grade-point average and carries no credit for the course. Students are cautioned that because a grade of **S** is not counted in the grade-point average, it will not count toward the Dean’s List honors or towards the 2.000 grade-point average required for graduation.

**Examinations**

Tulane University administers final examinations according to a published schedule available on the registrar’s website at the beginning of each semester. The university expects students and instructors to follow this schedule. Instructors must give final examinations within the hours set aside in the examination schedule; the instructor determines the length and time of the examination within the schedule.
Misreading or ignorance of the schedule is not sufficient reason for a student's absence or tardiness to a final examination. Students are advised to check the schedule before making travel arrangements; such arrangements are not grounds for excusing a student from a final examination.

Students may be excused from final examinations by the Newcomb-Tulane College dean and the course instructor when there is a serious, incapacitating medical problem or when there is a death in the immediate family. Students who must be absent from the final examination for one of these reasons must contact the Newcomb-Tulane dean's office before or within 24 hours after the examination for approval. A student with an excused absence will receive a grade of I and a make-up examination; a student with an unexcused absence will earn a grade of F in the course. (See school sections for further information.)

Class Attendance
Students are expected to attend all classes unless they are ill or prevented from attending by exceptional circumstances. Instructors may establish policies for attendance and making up missed work in their classes, which are announced at the beginning of the semester. Students who find it necessary to miss class are responsible for obtaining notes on material covered in lectures or other class sessions.

Students are responsible for notifying instructors about absences that result from serious illnesses, injuries, or critical personal problems. Medical recommendations are issued by the Student Health Center in the following instances: illnesses or injuries that involve hospitalization and a partial or complete withdrawal due to medical reasons. In these instances medical information will be released only with the student's written permission.

Instructors are authorized to lower the grades of students who are absent excessively without a satisfactory excuse or do not make up work missed because of absences. Instructors are authorized to lower the grades of students who are absent excessively without a satisfactory excuse or do not make up work missed because of absences. With the approval of the Assistant Dean of Advising (contact: advising@tulane.edu), an instructor may have a student who has excessive absences involuntarily dropped from a course with a WF grade after written warning at any time during the semester.

Leave of Absence
Students who voluntarily leave any school of the university and return to that school within one calendar year will be allowed to continue study under the degree requirements in effect for them at the time they left. Any student returning to the university after more than one calendar year will be required to complete the degree requirements in effect at the time of readmission. Students taking a leave of absence who wish to receive registration materials and to preregister for classes during the priority period may formally file for a leave of absence for up to one year. Students who are allowed a one-year leave of absence are not required to complete a readmission application; however, they should submit a letter-of-intent to resume study at least eight weeks prior to the semester in which they wish to return. Students who leave a school without formal approval for a leave of absence must file an application for readmission with an advisor and will not receive registration materials until after the readmission has been processed. The deadline for applying for a leave of absence is the last day to register or to add courses in the semester after the last regular semester of a student's enrollment. Students who do not return to Tulane University for a particular term and do not request a leave of absence by the deadline for doing so are not eligible to return without applying for readmission.

Before registering at other institutions, students must consult the Newcomb-Tulane College’s policy on transfer of credit and follow the established procedures. Following such study elsewhere, students must submit a transcript from the other institution showing all courses attempted. Students must have satisfactorily completed their academic programs and must obtain statements of continued good standing from the other institution before being allowed to return. Students who take a leave for health reasons may be required to obtain clearance from the Student Health Center before they are allowed to resume study.

Credit Expiration
At the time of readmission, any credit earned at Tulane more than ten years previously would not apply toward the degree. While the credits may be more than ten years old by the time the student completes the Tulane degree, they would still count toward the degree so long as the student had remained continuously enrolled at Tulane. Departments and schools may apply more restrictive rules in evaluating credits to be applied toward a major or professional degree.

Grade Reports
Tulane University attempts to keep its students well-informed of their academic progress throughout their attendance. All official grades as well as temporary midterm grades are available to the student in written report form (for the current term only) and on-line. Instructions for obtaining grades are outlined in the Schedule of Classes at www.registrar.tulane.edu.

Temporary grades are assigned by faculty to first-year students at midterm. For classifications above the first-year level, instructors are encouraged to report unsatisfactory grades (D, F, and U) to both student and the Newcomb-Tulane College academic advisor.

Final grades are assigned in all subjects for all students and become a part of the student’s permanent academic record. Final grades are based on the complete body of a student’s work throughout the semester including the final examination.
Degree Audits
Degree audit reports are available to currently enrolled students through the Gibson portal on an overnight basis by student request. The computerized degree audit matches the courses a student has taken against the College's and schools' general degree requirements as well as the major requirements and indicates which of the requirements are left to be taken. While advisors are available to discuss degree audits with students, it remains the student's responsibility to know the exact requirements for the desired degree as stated in this document and to enroll in the appropriate courses to satisfy those requirements.

Transcripts
Students may order electronic and/or mailed transcripts through the "Order A Transcript" link in the student section of Gibson Online. Alternatively an official transcript of a student's record may be sent to any person or institution upon the student's written instruction. Requests for official transcripts must be sent to the University Registrar. Instructions on the information to include with the request are available on the Registrar’s Office website: www.registrar.tulane.edu. Transcripts may be withheld for unpaid financial accounts with the university.

Changes to Academic Records
No changes to course enrollment status, grades or grade types will be made more than three years after the close of the semester in which the course was offered. This rule places a three year time limit on the retroactive adding or dropping of courses or requesting grade changes.

Retention of Academic Records
Academic records (in electronic storage in Academic Advising) will be retained for eight years from the time of first fall enrollment of that student cohort. For most students, this will mean that their records will be kept for 4 years after graduation (3 years for Architecture students). This restriction does not apply to records kept by the Registrar’s Office; those records are retained permanently.

Dean’s List Policies
Students who have earned a distinguished record in all of their subjects throughout the semester may be recognized on the Dean’s List of Newcomb-Tulane College.

The Newcomb-Tulane College Dean’s List is prepared after each semester and recognizes superior academic achievement. A 3.500 grade-point average is required of first-year students and sophomores and a 3.667 GPA is required of juniors and seniors. To qualify for the Dean’s List, a student must have been enrolled in 14 credits of letter-graded work, excluding courses taken on a satisfactory/unsatisfactory basis.

Quality-of-Work Requirements
Continuation Requirements
Full-time undergraduate students enrolled in Newcomb-Tulane College are degree-seeking students. Those students who are not making satisfactory progress toward a degree are not permitted to remain enrolled at the university.

Students who earn at least 12 credits per full-time semester at Tulane and achieve at least the minimum cumulative grade-point average (GPA) for good standing are considered to be making progress toward the baccalaureate degree and are in academic good standing. Policies that apply to students who do not meet these scholastic standards are described below. Students experiencing academic difficulty are advised to give particular attention to the appropriate paragraphs of the explanation of the quality-of-work rules that are summarized in the tables that follow. Students should note that the standards are based on both total credits earned at Tulane and total earned hours.

Options to Restore Academic Good Standing
At the end of each spring semester students are reviewed for academic progress. Students who are deficient in either credits earned at Tulane or in cumulative GPA are placed on academic probation. They have three options to restore academic good standing:

• Students may remove their deficiency in Tulane Summer School.
• Students who have made more than the minimum required progress to degree (cumulative GPA and Tulane credits earned) but less than that required for good standing may return in the fall on academic probation. Minimum progress is the specific standard a student must meet to be permitted to return to Tulane on academic probation. It is NOT good standing.
• Students who have not made the minimum required progress to degree are required to sit out for a full academic year (and earn no transfer credit) and may return on academic probation no sooner than the following summer.
• Students can return in a fall semester while on probation (either 2 or 3 above) only once. The second time that a student fails to meet continuation standards at the close of a spring semester, he or she must restore good standing by the close of the second summer term or face dismissal from Tulane.

Minimum Credits Earned at Tulane
Students must earn at least 12 credits at Tulane per full-time semester. A deficit in one semester can be made up with a surplus in another semester or with credits earned in summer school at Tulane. Students below this threshold are offered probation if they are lacking no more than 12 credits and their cumulative GPA meets continuation requirements described below. Students who are deficient more than 8 credits are likely to be required to
attend one or more sessions of Tulane Summer School to restore good standing. Those more than 12 credits below the threshold are dismissed for one academic year and are eligible to return the following summer. The credit hour requirements are summarized in the table below.

<table>
<thead>
<tr>
<th>Full-time semesters completed at Tulane</th>
<th>Minimum credits earned at Tulane to be eligible for Probation</th>
<th>Minimum credits earned at Tulane for Good Standing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>&gt;0</td>
<td>12</td>
</tr>
<tr>
<td>2</td>
<td>12</td>
<td>24</td>
</tr>
<tr>
<td>3</td>
<td>24</td>
<td>36</td>
</tr>
<tr>
<td>4</td>
<td>36</td>
<td>48</td>
</tr>
<tr>
<td>5</td>
<td>48</td>
<td>60</td>
</tr>
<tr>
<td>6</td>
<td>60</td>
<td>72</td>
</tr>
<tr>
<td>7</td>
<td>72</td>
<td>84</td>
</tr>
<tr>
<td>8</td>
<td>84</td>
<td>96</td>
</tr>
<tr>
<td>9</td>
<td>96</td>
<td>108</td>
</tr>
<tr>
<td>10</td>
<td>108</td>
<td>120</td>
</tr>
</tbody>
</table>

**Cumulative Grade Point Average (GPA) Requirements**

Minimum Cumulative GPA thresholds are based on the total number of earned hours (EHRS) that a student has accumulated. This includes all AP and IB credits and transfer credit.

There are two thresholds, the minimum for good standing and the minimum to be eligible for probation. Students whose cumulative GPA falls below the minimum required for good standing and at or above the minimum for probation are eligible to return in the fall semester on probation. Students whose cumulative GPA falls below the minimum for probation are dismissed for one academic year.

The minimum cumulative GPA for good standing is 1.500 (0-12 EHRS), 1.750 (13-24 EHRS), 1.850 (25-36 EHRS) and 2.000 (37 or more EHRS). Students at or above the appropriate standard and earning the minimum credits for good standing described above are in academic good standing.

The minimum cumulative GPA to be eligible for probation is 1.000 (0-12 EHRS), 1.250 (13-24 EHRS), 1.500 (25-36 EHRS), 1.750 (37-72 EHRS), 1.800 (73-96 EHRS), and 1.850 (97 or more EHRS). Students at or above this minimum and below the good standing threshold are offered probation.

Students not meeting this minimum are dismissed for one academic year and are eligible to return on academic probation the following summer (or fall). The GPA requirements are summarized in the table below.

<table>
<thead>
<tr>
<th>Total Earned Hours</th>
<th>Minimum Cumulation GPA for Probation</th>
<th>Minimum Cumulation GPA for Good Standing</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 12</td>
<td>1.000</td>
<td>1.500</td>
</tr>
<tr>
<td>13 to 24</td>
<td>1.250</td>
<td>1.750</td>
</tr>
<tr>
<td>25 to 36</td>
<td>1.500</td>
<td>1.850</td>
</tr>
<tr>
<td>37 to 72</td>
<td>1.750</td>
<td>2.000</td>
</tr>
<tr>
<td>73 to 96</td>
<td>1.800</td>
<td>2.000</td>
</tr>
<tr>
<td>97 or more</td>
<td>1.850</td>
<td>2.000</td>
</tr>
</tbody>
</table>

**Probation and Dismissal**

Students who are placed on academic probation or probationary leave of absence are ineligible to obtain a letter of good standing, study at another institution and transfer the credit to Tulane University. Students who have been academically dismissed from Newcomb-Tulane College are not allowed to re-enroll. Academic dismissal is noted permanently on the student's transcript.

**Summer School Attendance**

Students may attend Tulane Summer School for the purpose of enriching their academic programs or accelerating their graduation. Students on academic dismissal at the close of spring semester may attend Tulane Summer School and remedy their deficiencies.

Full credit is given, without special approvals, for Tulane Summer School courses offered by the full-time undergraduate schools at Tulane. Other Tulane Summer School courses may be taken within the nine-credit limit for courses outside the College. Candidates for a degree may count 15 credits of summer work at Tulane among the final 30 credits that must be earned in residence. Students should consult with their academic advisors regarding the proposed Tulane Summer School program during the registration period in the spring.

Students in academic good standing may attend the summer school of any regionally accredited, four-year institution. To ensure that credits earned at another institution will transfer to Tulane, students should consult the "Transferring credit to Tulane University" section of this catalog. Students must obtain prior approval of their choice of institution and proposed summer program no later than the end of the final-examination period in spring semester. Grades earned at other institutions are not computed in the student's grade-point average; therefore, a student cannot make up a grade-
point deficiency at Tulane by attendance at another institution. Students may apply up to six credits of approved coursework from another institution toward the senior residency requirement.

**Transferring Credit to Tulane University**

Transferring credit earned prior to matriculating at Tulane University

Incoming first-year students planning to enroll in courses elsewhere during the summer prior to arriving at Tulane must consult with an academic advisor for approval.

- In order to be considered for approval, college courses taken prior to enrolling in Tulane University, Newcomb-Tulane College requires:
  - The courses were offered by a regionally accredited college or university
  - The courses were listed in the official catalog of the college or university from which the credit was earned
  - The courses were taught by college or university faculty
  - A grade of C or better was earned in each course

Tulane will award up to fifteen credits for dual high school courses if the course credit is listed on high school transcripts, or if the course is taken on a college campus and composed only of high school students. This policy applies to students entering in the catalog year of 2014 or later.

In order to process transfer credit approval requests for college courses taken prior to enrolling in Tulane University:

- A Transfer Credit Approval Form from his or her Newcomb-Tulane College advisor. The advisor will verify the student's eligibility to earn transfer credit and the accreditation of the school at which the student wishes to study.
- An official transcript issued to Tulane University (not a grade report or transcript issued to the student)
- Course descriptions from the college catalogs or brochures that correspond to the courses on the transcript, and other documentation (syllabi, etc.) that the academic department requires for review.

Following submission of these items to Newcomb-Tulane College’s academic advisor, the courses will be evaluated, and if found to be equivalent to Tulane University coursework, the student’s Tulane transcript will be adjusted to reflect the academic credit awarded in transfer. Individual course equivalency for dual high school/associate degree courses will be determined by Tulane departments and programs. All courses are subject to approval, and in some cases courses may not be approved for credit. Grades are not transferred with the credits.

**Transferring Credit Earned after Matriculation at Tulane University**

Continuing or returning students in academic good standing are eligible to apply for transfer credit from other regionally accredited four-year institutions within the United States. Prior approval is necessary in order for currently enrolled students to take course(s) for transfer credit to Tulane University. To be eligible for transfer credit from study-abroad programs, students must have at least a 2.700 cumulative grade-point average at Tulane and obtain approval for the program abroad from the Center for International Studies. The transfer credit policy for the university is as follows.

The currently enrolled student must obtain the catalog description for each course the student wishes to take at another regionally accredited, four-year institution. The Freeman School of Business requires that students also provide a syllabus for each course. Please note that some transfer credits may be denied for applicability to the professional school’s major/minor degree requirements due to professional accreditation standards. The student begins this process with his or her academic advisor. Each course is evaluated by the appropriate school or department at Tulane to determine whether or not it can be applied to a Tulane degree. The institution and program through which the courses were offered must be comparable to the department or program at Tulane awarding the transfer credit. Credit earned at community colleges is not accepted for transfer.

In order to process transfer credit for these courses, the Newcomb-Tulane College requires:

- A grade of C or better in each course, and
- An official transcript issued to Tulane University (not a grade report or transcript issued to the student). Transcripts should be sent to the Academic Advising Center.

Credit for acceptable work is transferred in the amount recorded on the official transcript of the other institution. Credits earned on a pass/fail or satisfactory/unsatisfactory basis do not transfer unless the transcript states that P or S is equivalent to a grade of C or better. Grades are not transferred with the credits; therefore, a student cannot remedy a grade-point deficiency at Tulane by attendance at another institution.

**Transfer Credit and Majors**

No more than half of the credits required for each major may be transfer credits.
Transfer Credit Expiration

No credit earned at another college or university more than ten years previously may be applied to an undergraduate degree at Tulane. This rule would apply to the date when the credit is evaluated. While the credits may be more than ten years old by the time the student completes the Tulane degree, they would still count toward the degree so long as the student had remained continuously enrolled at Tulane.

Retake Course Policy

A course completed with a passing grade of D-, D, or D+ may be repeated. When a course is repeated, both grades are included in the GPA. In order to repeat a course, the student must be enrolled in a full-time course load (a minimum of 12 new hours) in addition to the repeated course. No more than one course may be repeated in any semester. The student will receive credit once for the course, and both grades earned will be used to compute the GPA.

Students may repeat courses in which they have earned an F or WF. If a failed course is a required course, it must be repeated with a passing grade. The initial failure remains on the record and continues to count in the student's cumulative grade-point average. If a course is failed, repeated, and failed again, only the initial failure (F but not WF) is calculated in the grade-point average; however, all subsequent failures remain on the transcript. The grade penalty for a WF is never removed from the GPA.

Commencement Policies and Procedures

A student expecting to receive a degree in May must apply for graduation with their Newcomb-Tulane College's academic advisor by October 1 of the previous year. Students expecting to complete their degree requirements at any other time should consult their academic advisor for appropriate information. The commencement ceremony is held only in May. Students completing degree requirements in August or December may, however, participate in the ceremony held the following May. All graduates who will not attend the commencement ceremony should request with their Newcomb-Tulane academic advisor that their degree be awarded in absentia. All financial obligations to the University must be cleared before the Registrar will release a diploma or a transcript.

Graduation with University Honors

To be eligible for university honors, a student must have completed a minimum of 60 credits (75 for dual degree candidates) while enrolled at Tulane University; this may include enrollment in Tulane's year-long and semester programs abroad and Washington Semester. Only Tulane credits are computed in the cumulative grade-point average for honors candidates. A student completing two degrees may be awarded university honors for both degrees. Eligibility for honors for each degree will be determined by grades earned in all course work counting toward the respective degree.

Scholarly Honors

Students who complete an Honors Thesis for their academic major or majors will graduate "with Honors in" that major or majors. In order to write an Honors Thesis and to receive Scholarly Honors, a student must at the time of graduation have an overall cumulative GPA of 3.400 or higher, and a cumulative major GPA of 3.500 or higher. See the Honors Program for information for details about eligibility for writing an Honors Thesis, as well as the rules, process, and deadlines (http://honors.tulane.edu/content/honors-thesis-0).

Latin Honors

For Students Who Entered Tulane In Fall 2013 Or Later

Latin Honors (cum laude, magna cum laude, and summa cum laude) are awarded to the top 30% of the graduating class based on their overall GPA.

- The top 5% will be awarded their degrees summa cum laude.
- The next 10% will be awarded their degrees magna cum laude.
- The next 15% will be awarded their degrees cum laude.

The standards each year will be set based on the GPA of the previous graduating class, and will be publicized to students in the summer before their graduation year. (August graduates will be recognized according to the standards set in the previous academic year; December graduates will be recognized according the standards of the academic year in progress.)

Currently the standards are the following:

- Summa cum laude = 3.900
- Magna cum laude = 3.800
- Cum laude = 3.600

Policy Changes

The University reserves the right to change any of its rules, courses, regulations, and charges without notice and to make such changes applicable to students already registered as well as to new students. Students should review material provided for them, including their on-line degree audit, and
seek aid and direction from academic advisers, faculty advisers, and deans and. However, each student must accept full responsibility for knowledge of and compliance with the policies of Tulane University and its schools and for the fulfillment of requirements for the course of study selected.

**Withdrawal**

**Voluntary**

A student who has registered for a semester and plans to withdraw from the university must inform their academic advisor. After appropriate action has been completed with Academic Advising, confirmation of withdrawal will be sent to the student. The official date of the withdrawal must be approved by an assistant dean of advising or associate dean of the college and usually is the date of formal notification. The withdrawal date is important for determining possible refunds. Students who officially have withdrawn from the university cannot reside on campus.

**Medical**

A withdrawal from courses for medical reasons requires an official letter of recommendation from a physician in the Student Health Center and the approval of an assistant dean of advising or associate dean in Newcomb-Tulane College. Students seeking a medical withdrawal must report to their academic advisor before going to the health service for an evaluation. Medical withdrawal letters issued by the Student Health Center should be delivered to the dean's office within 48 hours after they are issued. Grades of W are assigned when a student withdraws from one or more courses for medical reasons after the last day to drop without record.

A partial medical withdrawal (from some but not all courses) or incomplete grades in one or more courses may be permitted upon the recommendation of the Student Health Center. Students requesting a partial medical withdrawal must confer with their academic advisor, who will confer with the associate dean of Newcomb-Tulane College, who makes the final decision on this matter. Withdrawals from individual courses for medical reasons after the published deadline for dropping a course will require supporting justification. The deadline for medical withdrawals from all courses is the last day of classes each term. Requests for retroactive medical withdrawals normally are not approved.

The university may require a medical clearance before a student can continue studies in a semester that begins subsequent to administrative action (leave of absence, voluntary withdrawal, extension of I grades, course-load reduction) that has been taken on behalf of the student for medical reasons.

**Required**

A student may be required to withdraw from any course or from the university, temporarily or permanently, for any of the following reasons: possibility of danger to the health of the student or to that of other students if enrollment is continued; refusal to obey regulations; violation of the Honor Code or other serious misconduct; unsatisfactory class attendance; or work below the required scholastic standards.

**Refunds**

The deadlines for the refund of full, three-quarter, one-half, or one-quarter tuition in any semester are listed in the academic calendar. Refunds are recommended by the Newcomb-Tulane College dean in strict accord with the calendar deadlines and only when withdrawals are official. No refunds will be granted after the one-quarter refund deadline.

The established deadlines are applicable under all conditions for withdrawal. University fees, including the student activity fee, are refundable only through the last day to register or add classes.

**Code of Academic Conduct**

This Code applies to all undergraduate students, full-time, and part-time, in Tulane University. The full text and additional information is available at the following websites: http://college.tulane.edu/academic-honesty and https://college.tulane.edu/code-of-academic-conduct. Hard copies are available in the Newcomb-Tulane College Dean's Office.

**Degrees and Requirements**

**Degrees**

Degrees offered in Newcomb-Tulane College expose students to a wide range of thought, fact, and human experience. Such a liberal education broadens students' knowledge and awareness of each of the major areas of human understanding into which the disciplines are divided and prepares students for a constructive role in society and for continued learning that contributes to a productive career and a rewarding personal life.

- Bachelor of Arts (B.A.)
- Bachelor of Fine Arts (B.F.A.)
- Bachelor of Science (B.S.)
- Bachelor of Science in Engineering (B.S.E.)
- Bachelor of Science in Management (B.S.M.)
- Bachelor of Science in Public Health (B.S.P.H.)
Tulane University offers joint-degree programs (undergraduate and graduate) in Business, Law, and Public Health & Tropical Medicine. The undergraduate schools allow qualified students who have completed three years of undergraduate work to begin graduate studies in one of the professional programs. A student who completes the junior year in residence in any of the schools (not on a Tulane year-long study abroad program) and then begins study in one of these professional programs may receive a bachelor’s degree from the respective school after satisfactorily completing one year of full-time professional study.

To enter one of these programs, students are required to be accepted by the professional program and to obtain approval from the Newcomb-Tulane College dean by the end of the sixth semester of study. Joint-degree candidates are required to complete 90 credits in Newcomb-Tulane College during three years of study before starting work in the professional program. Credits earned in divisions outside Newcomb-Tulane College (in Schools of Law,
Advanced Standing and Exemption

Although the university awards placement or credit to students who have earned sufficiently high scores on AP or IB exams, students not in these programs also may have special expertise in a foreign language. Students, who prove proficient in a foreign language through a sufficiently high score on the College Board Achievement Test or on a departmentally administered proficiency exam, are exempted from the competency portion of the foreign language requirement only, with no credit awarded; all students must take at least one foreign language course in that language at Tulane University. Exemption may be given in other departments on an individual basis.

Advanced Placement (AP)/ International Baccalaureate (IB) Credits

Advanced placement or college credit is awarded to students who receive the required scores on the College Board AP exams as established by Tulane University academic departments. It is the student’s responsibility to ensure that an official report of the AP test scores is sent to Tulane University.

When planning their fall schedules, first-year students should not enroll in courses for which AP credit is expected. AP credit does NOT count toward the minimum or maximum course load or toward the minimum number of earned credits required to remain in academic good standing. No more than four credits of English and no more than four credits of a single modern foreign language will be awarded to any student, even if the student has high scores on the language and literature tests.

A complete listing of AP credit and placement for individual subject areas is located at here (http://www.advising.tulane.edu). Questions regarding advanced placement credit should be directed to the Newcomb-Tulane College Academic Advising Center.

In addition, Tulane University also awards credit for scores of 5 or better on higher-level International Baccalaureate exams. For more information about IB credit, please contact the Newcomb-Tulane College dean’s office.

Residency

All degree candidates must have completed a minimum of 60 credits at Tulane University (excluding Tulane study abroad and Washington Semester programs).

Students must complete the last 30 credits of coursework in residence in the College. Students who participate in a Tulane study abroad program or in the Washington Semester program in the senior year are considered to be meeting the senior residency requirement but these credits will not apply toward the 60 credit university residency requirement. Students participating in dual degree physics and engineering programs (Tulane and approved partner universities) are exempted from the senior residency requirement but not the Tulane residency requirement.

At least half of the credits required for each major must be completed at Tulane University.

CLEP

Full-time undergraduate students enrolled in Newcomb-Tulane College may not earn credit toward a degree through the College Level Examination Program (CLEP).

Core Curriculum

The core curriculum (http://tulane.edu/advising/curriculum.cfm) is designed to provide a common academic experience for undergraduates across all schools of the university, the core curriculum ensures the attainment of basic competencies in writing, foreign language, scientific inquiry, cultural knowledge, and interdisciplinary scholarship. Use the links on Core Curriculum webpage (http://tulane.edu/advising/curriculum.cfm) to see how individual school requirements affect the core requirements.

Major Component

A major field of study provides each student the opportunity to explore a single area of inquiry in depth and to gain the self-confidence derived from mastery of a subject. The major must be selected no later than the beginning of a student’s fourth semester of college study. The selection of a major
program also determines the school with which the student will be affiliated. Students may change their majors at any point in their academic careers; students choosing to change their majors should be aware that:

- this action may necessitate a change in school,
- not all previously completed coursework may apply to the newly selected school or major, and
- additional coursework may be necessary to meet the new major requirements

Students who elect to complete more than one major must complete all courses for each major. Students declaring a second major must submit their programs of study to the appropriate dean's office for approval. At least half of the coursework required for each major must be completed at Tulane University. Newcomb-Tulane College students should be aware that obtaining a second major in professional degree programs requires obtaining the professional degree, i.e. B.S.E., B.S.M., B.S.P.H., M.Arch.

**Minor Component**

Undergraduate students may complete one or more minors. The minor is optional and is designed to provide structure to the study of a secondary field of interest chosen by the student. Students who elect to complete the requirements for a minor must earn a grade-point average of at least 2.000 in courses counting toward that minor. No courses counting toward the student’s first minor will count toward the student’s second minor. Individual schools or departments may specify the number of credits allowed on major-minor overlap. Students should consult departmental listings for additional information.

**Self-Designed Majors**

A student with a 3.00 GPA may construct a unique self-designed coordinate major program of study by grouping courses from different academic departments and programs primarily in Liberal Arts. While interdisciplinary in nature, a self-designed major should be focused in the School of Liberal Arts. Self-designed major proposals require a petition to the Committee on Undergraduate Academic Requirements, which may grant approval after a review of the proposal, rationale, and proposed list of courses. Detailed instructions for preparing the proposal can be found here (http://tulane.edu/liberal-arts/upload/Self-Designed-Majors.html).

**Double Majors**

Newcomb-Tulane College students must have a primary major in the Schools of Architecture, Business, Liberal Arts, Public Health and Tropical Medicine, or Science and Engineering. Any student may also pursue a second major. If the second major is not housed in the primary school, the student does not have to complete the school-specific core of the secondary school. Subject to approval by their advisers, students may also pursue a second major in a professional degree program; however, this option requires completing all degree requirements for the second major and obtaining the professional degree, i.e., B.S.E., B.S.M., B.S.P.H, M.Arch. (See Dual Degrees.)

Full-time students may pursue second majors or minors in the School of Continuing Studies only as a voluntary overload. The second majors available are journalism or media arts; the second minors available are journalism, Louisiana studies, graphic design, media arts, telecommunications, Web application development or website development.

**Premedical and Pre-Professional Health Programs**

While undergraduate students are completing the regular baccalaureate curriculum of their choice, they may work concurrently to complete the courses required to enter programs in the health professions, including dentistry, medicine, optometry, osteopathy, podiatry, and veterinary medicine. Preparation for such programs normally includes two semesters each of biology (with laboratory), general chemistry (with laboratory), organic chemistry (with laboratory), and physics (with laboratory). Many schools have additional entrance requirements including mathematics and upper-level science courses. Due to the variations in course requirements imposed by these professions, students should request specific information from schools in their fields of interest or from the health professions adviser.

Students interested in one of these professions may pursue a baccalaureate degree in any discipline. In the first three years, however, they should plan a course of study to meet the basic requirements of the professional school. Students considering a career in medically related fields should begin consulting the health professions adviser early in their undergraduate career to discuss available options in their choice of and preparation for a future profession.

**Creative Premedical Scholars Program**

The Creative Premedical Scholars Program seeks students who want to major in the liberal arts at Tulane and pursue a career in medicine after graduation. Successful applicants receive guaranteed admission to Tulane's School of Medicine and are not required to take the MCAT. Relieved of the pressures that often accompany preparation for the MCAT and applying to medical school, Creative Premedical Scholars are free to invest in a course of study within the humanities, arts, and social sciences.

To be eligible for consideration, applicants must have a 3.6 GPA, complete a minimum of 60 credits of undergraduate coursework, and earn a B- or higher in all of the premedical science course requirements by the end of their sophomore year. The requirements are: one year each of general biology, general chemistry, organic chemistry, and physics, all with laboratories. Courses may be taken during the summer at Tulane or at another institution.
that has been approved by the respective departments for transfer credit. Students accepted into the program are expected to earn a BA or BFA degree in the School of Liberal Arts. Majors in the Business School, School of Science and Engineering, School of Continuing Studies, or School of Public Health are not acceptable, though a student may pursue any minor. Students who have completed more than two years of undergraduate work or have transferred to Tulane from another university are not eligible.

Applications are due in early April of the sophomore year. Applications will be reviewed by the Creative Scholars Nominating Committee and top-ranked students will be invited to interview with the committee at the end of April. The Committee will notify applicants regarding their decision by mid-June. Creative Medical Scholars are expected to carry at least 15 credits per semester. They must also write an Honors thesis (Scholars not in the Honors program will write a thesis in their major department).

For further information please contact the Pre-Health Advisor. http://tulane.edu/advising/prehealth/index.cfm

Prelaw Program

There is no standard prelaw curriculum that must be followed to qualify for admission into law school. A well-rounded education is the best preparation for the study of law, because such an education ensures exposure to a wide variety of ideas and leads to an understanding of the various social, political, economic, and cultural forces that have shaped laws and the societies they govern. Students should develop analytical reasoning and communication skills. Proficiency in writing is essential. Students considering law school are encouraged to begin consulting with the prelaw adviser early in their undergraduate career.

Prelaw Early Acceptance Program

Particularly well-motivated and well-qualified juniors may apply to the Tulane University Law School through the Prelaw Early Acceptance Program. Prelaw Early Acceptance Program candidates complete all requirements of the normal baccalaureate program, but are guaranteed admission to the Law School upon graduation. Students are expected to follow an academically rigorous program while maintaining a high level of academic performance throughout their college careers. Only students who complete all four years of college at Tulane (with the exception of the Tulane study abroad program) are eligible. (This program should not be confused with the 3+3 program, in which Tulane students are accepted to the Law School during the junior year and permitted to enroll at the Law School during what would otherwise be the student’s senior year; receiving the baccalaureate degree after the first year of law school and the law degree after two additional years of law school.)

To be considered for the program, students must provide a Tulane transcript showing normal progress (at least 30 credits per year) for at least five regular, full-time semesters of Tulane coursework, and evidence of in-depth study in at least one area. Students must present a cumulative grade-point average of at least 3.400 and a score on the Law School Admission Test (LSAT) of at least 161. Applications should be submitted between October 1 of the junior year and February 1 of the senior year. The LSAT may be taken anytime between June after the sophomore year and December of the senior year. The earliest point at which the Law School will offer admission occurs after the fall semester of the junior year.

Internships for Academic Credit

Consult the individual schools’ sections of this catalog for information on internships for academic credit within a major or degree program and for policies regarding limitations on internship credit.

A one-credit internship, INTR 1990, is available to students in the College who are seeking opportunities with organizations that require interns to receive credit for their experience. INTR 1990 credit applies toward the degree but does not apply to any specific degree requirements. This course is offered only on a satisfactory/unsatisfactory basis and counts within the credit limit for S/U courses. It may be taken more than once but will count as credit toward the degree only once. Before registering, students must apply for this internship course with the Newcomb-Tulane College Dean’s office.

Co-Operative Education

A co-operative education program is offered for seniors in Chemical Engineering. Consult the School of Science and Engineering for details.

Independent Studies

Many departments and programs offer to a limited number of students with superior scholastic standing creative opportunities for independent study normally under the direction of full-time faculty members. The work may take the form of directed readings, laboratory or library research, or original composition. Instead of traditional class attendance, the student substitutes conferences, as needed, with the director. An independent study is a stand-alone course that may not be added to another course and may not replicate existing courses.

Graduate Work

Students in Newcomb-Tulane College with a grade-point average of at least 3.33 in their major program may register, normally in their senior year, for up to six credits of graduate-level courses, for credit toward a baccalaureate degree. Approvals from the course instructor, advisor, chair of the major department, dean of the College and dean of the school offering the course are required.
Provisional Graduate Credit

A senior who completes all baccalaureate requirements before the end of the senior year and intends to enter a Tulane University graduate program may apply for provisional graduate credit in up to, but not more than, 12 credits of graduate 6000- and 7000-level courses. These courses must be approved by the applicable department beyond the credits needed for the baccalaureate. Graduate credit for such work, if passed with a grade of B or better, will be awarded when the student is admitted to full graduate status in the applicable school, upon recommendation of the department chair and approval of the dean. These provisions do not apply to transfer of credits to or from other graduate institutions.

4+1 Programs

Tulane University has developed "4+1" programs in which students can obtain a master's degree within one year of completing the bachelor's degree. Students who pursue this option take courses in the fifth year at a substantially reduced tuition rate. Fields of study in which these programs are offered include anthropology, art history, classics, biomedical engineering, economics, environmental biology, environmental science, English, French, history, linguistics, statistics, neuroscience, philosophy, physics, psychology, and Spanish and Portuguese. Interested students should contact their academic advisers for more information.

Honors Program

Honors Program

Mailing Address
105 Hébert Hall
Tulane University
New Orleans, LA 70118

Telephone Numbers
Telephone: (504) 865-5517
Web: https://honors.tulane.edu

Charlotte Maheu Vail
Director

Overview

The Honors Program at Tulane offers academically gifted and intellectually curious students of all academic majors unique opportunities for immersion in both multi-disciplinary and specialized scholarship. The Honors Program embraces the ideal of scholarly engagement as a goal for all high achieving students. This foundation is built through close contact with faculty both inside and outside the classroom, and an active, scholarly community of peers. Honors students pursue serious engagement in academic scholarship through coursework, research, residential communities, international study, opportunities for prestigious awards, and the senior honors thesis; this multifaceted experience culminates in the highest quality undergraduate experience at Tulane University. The scholarly achievements and high academic standards of the Honors Program represent a firm commitment to embodying the academic excellence of Newcomb-Tulane College and to teaching students to live a life of meaning and purpose.

Participation and Eligibility

All students invited by the Office of Admission to join the Honors Program are eligible to do so by signing up for one of the Fall semester Honors courses: COLQ 1010 Freshmen Colloquium Seminar (1-3 c.h.), COLQ 1020 Freshman Colloquium (1-3 c.h.) or TIDB (H), Honors Business TIDES (1.5 c.h.). To maintain affiliation with the Honors Program in the Spring semester, students must enroll in the Spring semester course COLQ 1030 Quest for Answers (1.5 c.h.) or the second semester of TIDB (H) (1.5 c.h.). Students in the Newcomb Scholars program may fulfill the second semester Honors requirement with the required Newcomb Scholars seminar, INTU 1000 Hist & Phil of Higher Education (3 c.h.). For more information on Honors courses, see Honors courses (https://honors.tulane.edu/content/courses).

To remain eligible for the Honors Program, students who began the freshman year in Honors must have a GPA of at least 3.6 at the end of the first year. At the end of the sophomore year and in subsequent years, students must maintain a GPA of at least 3.8. Students who were not offered participation in the Honors Program at the start of freshman year may apply for Honors status as soon as the end of the first semester, provided they have a GPA of 3.8 or higher.

Research Colloquium and the Honors Thesis

Through the Honors Colloquium seminar courses, students learn from their professors how to tackle issues and ideas relevant to our lives. Colloquium faculty bring their research into the classroom, introducing students to the latest scholarship. The Honors curriculum encourages students to formulate new questions on existing scholarship and invites them to participate as members of a collaborative academic community even in their first year of study.

After completing the first-year colloquia described above, sophomore Honors students are not required but strongly encouraged to take COLQ 2010 Honors Soph Colloquium (1.5-3 c.h.), either in the fall or spring of the sophomore year. This course introduces students to research opportunities in
their field or fields of interest, and prepares them to begin thinking about scholarly opportunities in the sophomore and junior year (including through the Honors Summer Research Program, field work, REUs, and study abroad) and the Honors Thesis in the senior year.

Junior students who plan to write an Honors Thesis in the senior year are strongly encouraged to take COLQ 4013 Special Topics (1-3 c.h.) in the spring of the junior year.

The culminating experience of the Honors Program is the Honors Thesis, which students write across two semesters in the senior year. The Thesis is an independent research project mentored by two faculty members in the student's major or majors and a third faculty member who represents a different field. Students who complete the Honors Thesis graduate with Departmental Honors in the major or majors in which the thesis is written. (For more information, see Honors Thesis [link].)

A student need not be a member of the Honors Program to complete an Honors Thesis, but must have a minimum GPA of 3.4 overall, and 3.5 in the major or majors in which the thesis is written. At the discretion of the Director of the Honors Program, students may be allowed to begin the thesis with a lower GPA, with the understanding that they must achieve a thesis-eligible GPA by the end of the senior year in order to qualify for Departmental Honors and for their work to count as an Honors Thesis. Students who begin the thesis, but fall below the GPA requirements for thesis eligibility at the end of the year, will (with the approval of their thesis advisors) convert their work to independent studies.

Honors Residential Life Communities
The Honors Program oversees two residential learning communities: Wall Residential College for freshmen, and Weatherhead Hall for sophomores. Both communities are overseen by faculty members in residence. In partnership with Housing and Residence Life, the Honors Program sponsors a variety of co-curricular and social events in both buildings. For example, students in Wall participate in the activities of the Wall Societies, which are led by faculty members who represent a variety of academic disciplines. Programming in Weatherhead includes regular roundtable events in which faculty come to the community to discuss their research or issues of interest to the students; the roundtables are organized in large part by the student community.

Honors Study Abroad
International opportunities play a significant role in the Honors experience at Tulane and do so in a variety of ways. As an undergraduate, Honors students may participate in the Honors Summer in Berlin Program or other travels related to field work, research, or service. Honors students are introduced to graduate study abroad with funding from the Rhodes Trust and Marshall and Mitchell Scholarships, as well as other experiences such as through the US Student Fulbright Program, Peace Corps, Luce Scholarship Program, and Global Health Corps.

Special study abroad opportunities for Honors students include the Honors in Berlin Program, which is designed to offer a rich, multidisciplinary experience for students seeking greater scholarly engagement in a dynamic city that is a fulcrum for the study of politics, history, and science. Taking advantage of Berlin's intellectual culture and unique history, the program offers courses that are meant to be taught in Berlin. Contact the Honors Program for more information.

Funding Opportunities
The Honors Program offers two kinds of funding opportunities: the Honors Summer Research Program and the Jean Danielson Memorial Scholarship Fund.

The Honors Summer Research Program is an opportunity for students to work with a Tulane professor on a scholarly project for six weeks during the summer. Honors freshmen, sophomores, and juniors in all schools are welcome to apply, and it is open to students who have no research experience or who already have some experience with research. Funding includes housing and a stipend, so students can focus on this enhanced academic experience. For more information, see Summer Research Opportunities [link].

The Jean Danielson Memorial Scholarship Fund, named after longtime Tulane faculty member and Honors Program director Dr. Jean Danielson, rewards outstanding Honors students with grants for research-related enrichment opportunities. To honor Dr. Danielson's legacy, the Honors Program invites rising sophomore, junior, and senior honors students who share Dr. Danielson's commitment to living a life of purpose and intellectual vigor to apply for funds for a research or other field experience in the US or abroad. For more information, see The Jean Danielson Scholarship Fund [link].

Nationally Competitive Scholarships
The Honors staff includes a Coordinator for Nationally Competitive Scholarships, Dr. Jennifer Beers, who is responsible for advising students about scholarships, fellowships, and other postgraduate opportunities. The Honors Program coordinates the application process and serves as the campus nominator for scholarships like the Goldwater, Truman, Beinecke, Fulbright, Rhodes, and Marshall. Conversations along these lines can begin as early as freshman year. See Scholarships & Fellowships [link].
Washington Semester Program
The Washington Semester Program
Tulane participates in American University's Washington Semester Program. A small number of students are selected in the fall and spring semesters to participate in one of several tracks within the program: American Politics, Foreign Policy, International Environment and Development, International Law and Organizations, Justice and Law, Peace and Conflict Resolution, and Transforming Communities.

Each of these tracks consists of two seminars, an internship and a research project. Interested students should contact the Center for Global Education.

For more information on the Washington Semester Program, and to apply see https://studyabroad.tulane.edu/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=10135. Applications to participate in the Washington Semester are considered on the same cycle and with the same deadlines as applications to study abroad.

Altman Program
Altman Program in International Studies and Business
Program Description
The Altman Program in International Studies & Business is a special four-year undergraduate program that integrates liberal arts and business disciplines, extensive language instruction, and two study abroad experiences in the developed and developing worlds. Altman Scholars earn two degrees - a Bachelor of Arts from the School of Liberal Arts and a Bachelor of Science in Management from the A. B. Freeman School of Business. Altman Scholars specialize in a region of the world in which their chosen foreign language is spoken, and will be able to combine practical and theoretical knowledge of global economies with deep cultural and linguistic competency. The program admits a cohort of 20 students who are selected before their matriculation at Tulane as freshmen.

Curriculum
The Altman Program combines the curricula of two undergraduate degree programs: the School of Liberal Arts and the A. B. Freeman School of Business. Students may major in finance, management, marketing, or legal studies at the Freeman School and may major in approved social science, area studies or language disciplines within the School of Liberal Arts. The link between the two majors in the schools is the interdisciplinary "Altman Core," the curricular focus of the Altman Program, which includes a common experience every semester, a summer group immersive experience abroad, a junior year abroad experience, and integrative seminars in the senior year.

Specific courses open only to students in this program include a TIDES seminar; ISIB 3010 Introduction to Globalization (3 c.h.); ISIB 1910 Study Abroad Pre-Dep (1 c.h.) ISIB 2020 Special Topics (3 c.h.); ISIB 6010 Approaches to Global Dilemmas (3,4 c.h.); and ISIB 6020 Altman Senior Seminar (1 c.h.).

Newcomb Scholars Program
Newcomb Scholars Program
Program Description
The Newcomb Scholars Program is a unique opportunity for incoming women at Tulane who are interested in an academically enriching and shared four-year experience through undergraduate research, seminars, and experiential learning opportunities.

Credits and grades earned in INTU 1000 Hist & Phil of Higher Education (3 c.h.) and in POLC 3003 Women Leading Change (3 c.h.) will apply toward a degree. Credits and grades earned in INTU 2000 Seeking Knowledge (3 c.h.) and in INTU 4000 Newcomb Research Seminar (3 c.h.) will appear on the Tulane transcript but will not apply toward the 120 credits required for a degree.

Newcomb-Tulane College Academic Programs
Mailing Address
Cudd Hall
Tulane University
6823 St. Charles Avenue
New Orleans, LA 70118

Telephone Number
Telephone: (504) 865-5720

Newcomb-Tulane College Academic Programs office administers the TIDES, Tulane Interdisciplinary Experience Seminar, series for first year students, the Tulane Reading Project, NTC Grants, Sophomore programming as well as College Coffee. Housed in Cudd Hall, the office fosters the academic
experience of all Tulane University students by continuously developing an environment of academic programming and faculty engagement beyond the classroom. To view all of our programs and resources, please visit https://success.tulane.edu/.

Email: tides@tulane.edu

For more information on TIDES, see http://tides.tulane.edu.
For more information on the Reading Project, see https://success.tulane.edu/reading.
For more information on NTC Grants, see https://college.tulane.edu/grants.

**Advising Services**

**Mailing Address**
Advising Services
100 Musafer Hall
Newcomb-Tulane College
Tulane University
New Orleans, LA 70118

**Contact Information**
Telephone: (504) 865-5798
Email: advising@tulane.edu
Website: https://advising.tulane.edu

Sarah Montes
Executive Director of Advising

Advising Services supports Newcomb-Tulane College students in a holistic approach that integrates academic, career and personal advice. Every Newcomb-Tulane College student has a team of advisors to discuss academic plans and career interests.

By utilizing Academic and Career Advising Services, students have the opportunities to:

- Explore and choose majors and minors
- Plan academic and career paths
- Investigate pre-law and pre-health tracks
- Connect with faculty and major advisors
- Find resources and guidance from academic and career advising experts

**Center for Global Education**

**Mailing Address**
6901 Willow Street
New Orleans, LA 70118

**Telephone Numbers**
Telephone: (504) 865-5339
Fax: (504) 862-8765
E-mail: osa@tulane.edu
Web: https://global.tulane.edu/osa (https://global.tulane.edu/osa)

Annie Gibson
Director of Study Abroad Programs

The Center for Global Education comprises the Office of Study Abroad (OSA), Office of International Students and Scholars (OISS) and the Office of English as a Second Language
Office of Study Abroad (OSA)

The OSA maintains a portfolio of high-quality semester and yearlong study abroad programs that have been approved by the Newcomb-Tulane Study Abroad Committee. These programs are open to all qualified undergraduate students pursuing degrees in the Schools of Liberal Arts, Science & Engineering, Architecture, Public Health & Tropical Medicine, and Business.

Tulane University partners with top overseas universities and international institutions to make the highest quality overseas educational experiences available to its students. The range of subject matter reflects the particular opportunities and scholastic strengths available in each location. Language instruction is an integral part of the programs in non-English-speaking countries.

Approved Semester and Yearlong Options

The OSA administers over 120 study abroad programs for undergraduates in Europe, Latin America, Africa, Asia, and Australia. More details are available from the Office of Study Abroad web site.

The OSA currently offers academic-year and semester programs in Argentina, Australia, Botswana, Brazil, Chile, China, Colombia, Costa Rica, Cuba, Czech Republic, Denmark, Egypt, France, Germany, Ghana, Greece, Hungary, India, Ireland, Israel, Italy, Japan, Jordan, Mexico, Morocco, Netherlands, New Zealand, Peru, Poland, Russia, Senegal, Singapore, South Africa, South Korea, Spain, Sweden, Thailand, the United Kingdom, and Uruguay. (This list is subject to change.) These programs are open to all qualified students in the Newcomb-Tulane College who meet specific eligibility requirements.

Independent Scholar Option (ISO)

Students may choose to design their own study abroad experience for a semester or year abroad through the Independent Scholar Option. The ISO offers exceptional juniors and seniors the opportunity to propose a semester or year abroad pursuing a course of study for which there is no equivalent on an existing approved program. Students considering the ISO are required to have a meeting with the director of study abroad to discuss the proposed course of study abroad and the application process.

ISO applicants must have a 3.5 GPA and should demonstrate a high degree of maturity, independence, and preparation.

Credits and Grades

Grades earned abroad will appear on the official transcript but will not be calculated into the cumulative GPA. This policy will not apply to Tulane faculty-led summer programs, or to courses completed in study abroad programs offered through the Freeman School of Business.

Advising for Study Abroad

Newcomb-Tulane undergraduates are encouraged to begin their academic preparation for study abroad as early as their first semester at Tulane. Students may select a program independently or in close consultation with the OSA study abroad advisor, as well as the academic and major advisors. The OSA hosts informational meetings, advising sessions, discussion groups, and panel talks to inform students of their options for studying abroad. In addition, the OSA organizes an annual fall study abroad fair to promote education abroad opportunities. A complete guide to study abroad is available on the OSA web site.

Eligibility and Selection Criteria

At the time of application, all students must present persuasive evidence of the necessary academic and intellectual strength, linguistic skills, and special preparation in the area of the proposed course of study. A compelling argument that the proposed program and destination are appropriate in terms of academic, cultural and personal goals should be clearly articulated in the application essay.

Students must also demonstrate the individual initiative and strong sense of personal responsibility required to complete the program abroad. Students must familiarize themselves with the program-specific GPA and course prerequisites when planning for study abroad. Due to high demand, competition may occur within the various programs because some have a limited number of spaces.

The student’s academic and major advisors must support the application and indicate that the proposed overseas study will advance and not impede progress toward the degree. Applicants are also asked to indicate how they expect to complete graduation requirements. Qualified students may study abroad as early as the freshman year.

Honor Code and Code of Student Conduct

Students who have been found guilty of or have pled guilty to a violation of the Code of Academic Conduct within the past year may not study abroad. If the violation was earlier than the past year, the student may apply to study abroad and the violation will be reviewed as part of the student’s record. Students may not study abroad while on disciplinary probation.

Tuition and Fees

For each semester abroad, participants pay Tulane tuition and the academic support service fee. Airfare, housing, meals, vacation travel, and personal expenses are extra and vary by location.
Financial Aid and Scholarships
For eligible students, all federal financial aid (Pell Grants, Supplemental Educational Opportunity Grants, Perkins Loans, Stafford Loans, and Parent Plus Loans) except for work-study awards can be applied to all Tulane study abroad programs. All Tulane University institutional aid (Dean’s Honor Scholarship, Distinguished Scholars Award, Founders Scholarship, and Tulane Need-Based Scholarship), except for the housing stipends, can be used for participation in Tulane study abroad programs as well. Students must meet with their financial aid advisor to confirm their financial aid status.

There are several scholarships available for study abroad depending on location. Student should visit the OSA web site for a complete list of awards available through the College as well as those available from partner institutions.

Tulane Summer Programs
Undergraduate students can take advantage of a variety of faculty-led summer study abroad programs focused on special topics.

The OSA currently offers short-term summer programs in France, Ireland, Sweden, Germany and Italy. Some of the courses include service-learning and writing-intensive credits.

Other Tulane departments and programs, such as the Center for Public Service and the Stone Center for Latin American Studies, also offer short-term summer study abroad programs. In recent years, programs have been offered in Australia, Brazil, Chile, Costa Rica, Guatemala, India, Malaysia and Mexico.

Costs and application procedures vary by program; visit the OSA web site for a list of available summer programs.

Non-Tulane Study Abroad Programs
To participate in a study abroad program during the academic year that has not been approved by the Tulane Study Abroad Committee, students must apply through the OSA website and work with the Academic Advising Center to transfer credit back to Tulane. Students participating on a non-Tulane semester or summer program must complete the "Non-Tulane Study Abroad" application available on the OSA web site.

ROTC
Tulane University recognizes the need for military officers with a quality education in a variety of academic specialties and highly recommends the Reserve Officer Training Corps programs as one method of meeting this need. The university maintains Air Force, Army, and Naval ROTC units which are part of the School of Science and Engineering. Their programs are open equally to men and women in all schools. Each of the programs provides an opportunity to develop leadership and management abilities, as well as to perform a valuable service to the nation. Individuals who wish to earn a commission and to serve a brief period of active duty, as well as those who are interested in a career of military service, are encouraged to participate.

A maximum of 15 credits from ROTC courses may be applied to a Tulane degree.

Air Force Reserve Officer Training Corps (AFROTC)
Air Force Reserve Officer Training Corps (AFROTC) offers three and four year programs through which students can earn a commission as a Second Lieutenant in the United States Air Force upon graduation. AFROTC is a comprehensive academic and hands-on training program. Students have the unique opportunity to enhance their interpersonal communications, teamwork, leadership, and management skills.

The curriculum is divided into two parts: the General Military Course (GMC) for freshman and sophomores, and the Professional Officer Course (POC) for juniors, seniors, and graduate law or nursing students. GMC students attend a 1-hour class and a 2-hour laboratory each week. POC students attend a 1-hour class and a 2-hour laboratory each week. Cadets compete for and must be selected to attend field training (a four-week session) between their sophomore and junior years.

LLAB cadets are classified into one of four groups with respect to field training attendance and/or commissioning. Initial Military Training (IMT) cadets are part of the General Military Course (GMC) but are not scheduled to attend field training (normally AS1000 cadets). The focus of IMT objectives/activities are to promote the Air Force way of life and help effectively recruit and retain qualified cadets. This time is spent acquainting the cadets with basic Air Force knowledge and skills to help them determine whether they wish to continue with the AFROTC program. Field Training Prep (FTP) cadets are scheduled to attend field training in the upcoming year (normally AS2000 cadets). The FTP objectives provide training to ensure every cadet is mentally and physically prepared for the rigorous field training environment. Intermediate Cadet Leaders (ICL) are cadets returning from field training (normally AS3000 cadets). ICL objectives/activities give cadets the opportunity to further develop the leadership and followership skills learned at field training.

Every cadet position should provide the ICL the opportunity to sharpen their planning, organizational, and communication skills, as well as their ability to effectively use resources to accomplish a mission in a constructive learning environment. Senior Cadet Leaders (SCL) are cadets whose ROTC academic requirements are complete but still have one or more terms of college left to complete. These cadets may hold special duty or regular positions within the cadre corps upon discretion of the Detachment Commander (Det CC) or Commandant of Cadets (COC).
The Naval Reserve Officer Training Corps (NROTC) program at Tulane University offers students the opportunity to earn a commission in the Navy or Marine Corps. Students typically earn a national scholarship out of high school. Students matriculating to Tulane University, who have not already been awarded an NROTC scholarship, may participate in the NROTC College Program and compete for a 3, 2, or 1 year scholarship. These students are selected from applicants each year by the Professor of Naval Science.

NROTC Scholarship Process

The NROTC scholarship board begins accepting applications in April for the following academic year. The deadline for applications is December 31. The scholarship board uses a "rolling" selection process. The board commences reviewing applications in August and continues into the spring. Students aspiring to serve their nation should begin the application process early and provide updates through their fall semester to the closing of the application deadline. The Navy encourages future officers to have backgrounds in STEM majors, but all degrees are accepted.

NROTC Scholarship rewards students with full tuition, university fees, uniforms, a textbook stipend, and a subsistence stipend. Scholarship students participate in paid summer training periods and receive commissions in the Navy or Marine Corps Reserve as Ensigns or Second Lieutenants upon graduation. They have a minimum five-year active duty obligation after commissioning.

NROTC College Program

NROTC College Program students are selected from applicants each year by the Professor of Naval Science. First-year students may apply to participate in the college program at the beginning of their first or second year. College program students compete nationally for a one, two, and three-year NROTC scholarship. During the sophomore year, non-scholarship students compete for "Advanced Standing". "Advanced Standing" guarantees the student a commission in the service upon graduation. Students failing to attain "Advanced Standing" are dismissed from the program. Advanced Standing students participate in one paid summer training period (between the junior and senior years) and receive commissions in the Navy or Marine Corps Reserve upon graduation. They incur a minimum five-year active duty obligation. Advanced Standing students are furnished uniforms and naval science textbooks and a subsistence stipend during their junior and senior years.

NROTC Requirements

Members of the NROTC program are expected to achieve high academic standards minimum of 2.5 GPA, excel at physical training and be of sound moral judgment. All members of the program are required to enroll in Naval Science classes every semester and participate in morning drill and physical training. In addition, Navy Option scholarship recipients are required to take 2 semesters of Calculus and 2 semesters of Physics.

The NROTC Unit sponsors many teams in campus intramural sports and many specialty organizations that represent the unit on campus and throughout Louisiana and the southern United States. If you would like to schedule a visit or have any questions, please call the NROTC Unit, Tulane
SoPA Majors for NTC Students

Majors

- Applied Computing and Technology Major (https://catalog.tulane.edu/professional-advancement/information-technology/applied-computing-technology-major)
- Health and Wellness Major (https://catalog.tulane.edu/professional-advancement/kinesiology/health-wellness-major)