

# UNDERGRADUATE EDUCATION

## STATEMENT OF PURPOSE

A student with a bachelor's degree should be able to comprehend written and spoken communications — from simple narrative to scholarly exposition, novels, and poetry — and should be able to use and apply abstractions, principles, ideas, or theories to concrete situations. Content as well as form is important to a baccalaureate education. The student should have broad familiarity with the social sciences, humanities, sciences, mathematics, and English. In addition, the University of Illinois at Springfield mandates a special understanding of public affairs in the broadest and most humanistic sense.

The student receiving a bachelor's degree will —

1. Be able to recognize significant terminology, facts, theories, issues, findings, abstractions, universals, principles, and generalizations within a discipline; as well as have a familiarity with ways of organizing, studying, judging, and criticizing relevant knowledge in a chosen field, including methods of inquiry, patterns of organization, and standards of judgment.

2. Be able to use the relevant knowledge within a discipline through reading, interpreting, and evaluating the appropriate literature; analyzing data; under-

standing implications; and formulating and defending conclusions.

3. Demonstrate a mastery of appropriate skills within a chosen discipline and an ability to apply such knowledge and skills, and demonstrate an ability to apply abstractions in concrete situations.


## UNDERGRADUATE ADMISSION

Undergraduate admission to the University of Illinois at Springfield includes a limited number of highly qualified first-year students (the Capital Scholars Program) and to transfer students who have earned 45 or more transferable semester hours at community colleges or other regionally accredited institutions of higher learning. In addition, the campus offers alternative admissions, a senior learners program, and special admission for students not seeking a degree. You will find each of these admission options discussed in detail below, along with other important admission requirements. Write to the Office of Admissions and Records, University of Illinois at Springfield, One University Plaza, MS SAB 20, Springfield, IL 62703-5407, to request an application form, or submit one online from the website at [www.uis.edu](http://www.uis.edu). The toll free number is (888) 977-4847.

**Please note:** Admission to UIS does not constitute entry into a particular degree program. Some programs have special entrance requirements; others have limited enrollments. You should check program descriptions in this catalog to learn of special requirements, prerequisite course work, and/or enrollment limits.

## CAPITAL SCHOLARS PROGRAM

The Capital Scholars Program provides academically well-prepared high school graduates a unique opportunity to develop creative thinking, problem solving, and leadership skills through a high-quality education based in the liberal arts. The integrated core curriculum features interdisciplinary and collaborative learning and is designed to develop your talents through small classes that provide lively exchange between students and teachers. You will learn actively, applying your skills to real community concerns. The Capital Scholars Program works in combination with any of UIS' majors to create an exceptional four-year baccalaureate experience. The academic experience is enhanced through the living-learning experience in Lincoln Residence Hall, where all first- and second-year Capital Scholars live. In living together, students



have the chance to build a close-knit community that promotes the development of each student's talents and skills.

You may apply for admission to the Capital Scholars Program if you are a current high school senior or high school graduate with 12 or fewer hours of college credit and have demonstrated high academic achievement and a potential for creativity and leadership. (Credit earned in advanced placement courses does not count toward the 12-hour limit.) You will be expected to have excellent written and oral communication skills. The Capital Scholars Program is a challenging intellectual experience; in applying to the program, you are expressing your desire to be a part of this challenge. Illinois or U.S. residency is not a requirement for admission.

To be considered for admission, you must have completed 15 units (one unit = one year's study in the subject) of high school work from among the following categories:

- four units of English emphasizing written and oral communications and literature
- three units of social studies emphasizing history and government
- three units of mathematics including introductory through advanced algebra, geometry, and trigonome-

try, or fundamentals of computer programming (four units recommended)

- three units of laboratory science (four units recommended)
- two units of a foreign language (four units recommended)

Admission to the Capital Scholars Program is competitive and selective and is based on an overall evaluation of your high school coursework/grades, class rank, grade-point average, SAT or ACT scores, writing sample, and letters of recommendation from two teachers or others acquainted with your academic work, and creative and leadership potential. A personal or telephone interview with a member of the admissions committee (made up of faculty and administrators) may also be a component of the admission process.

Specific information on the Capital Scholars Program is available in the program section of this catalog and through the program's website at [www.uis.edu/capitalscholars](http://www.uis.edu/capitalscholars). You may also contact the program directly at [cap@uis.edu](mailto:cap@uis.edu) or (217) 206-7246. The Office of Admissions and Records can provide applications and information on application deadlines for the program.

## UNDERGRADUATE TRANSFER ADMISSION

Undergraduate students other than Capital Scholars may apply for **transfer admission**. You may be admitted to UIS as a transfer student if you have earned 45 or more transferable (remedial or developmental courses are not accepted) semester hours and a cumulative grade-point average of 2.00 or higher on a 4.00 scale from a regionally accredited institution, and completed three semester hours of college-level English composition with a minimum grade of C. Those who have earned an associate of arts or associate of science degree from a regionally accredited Illinois community college or other regionally accredited institution may be admitted to UIS as a **junior** if they have a cumulative grade-point average of 2.00 or higher on a 4.00 scale and have completed three semester hours of college-level English composition with a minimum grade of C. You may be granted advanced standing as a senior if you transfer with 30 semester hours of upper-division credit beyond the 60 hours required for junior status. Only transfer credit hours with a grade of C or better are acceptable for advanced standing. Students entering as seniors must complete a minimum of 30 semester hours at UIS and must complete all program and campus degree requirements to graduate.

## General Education Requirements for Transfer Students

Accredited U.S. colleges and universities consider it very important that their graduates complete not only a major, but also receive a broad, well-rounded general education. To ensure this educational breadth, institutions generally require completion of courses in several disciplines or areas – usually English, mathematics, natural science, social science, and humanities. This course work constitutes the institution's general education requirement.

You are encouraged to complete your required general education course work before admission to the University of Illinois at Springfield. As a transfer student, you may satisfy this requirement in advance of enrolling at UIS in two ways:

- Complete the requirements of the Illinois Articulation Initiative Core Curriculum. (See page 36.)
- Have completed the requirements for an associate of arts or associate of science degree from a regionally accredited institution of higher learning at some time before the introduction of the Illinois Articulation Initiative Core Curriculum in the summer of 1998. Graduates of Illinois community colleges holding these degrees are considered to have met all general education requirements at the transferring institu-

tions. Requests for exceptions should be directed to the Office of Admissions and Records.

If you decide to transfer to UIS *before* completing your general education requirements in one of the two ways above, you will be subject to UIS' general education requirements. In any event, for all students except Capital Scholars, the minimum general education requirement for admission to UIS is the completion of three semester hours of English composition with a grade of C or better. Remedial or developmental courses are not applicable to admission requirements.

The general education requirement at UIS consists of 39 semester hours, distributed as shown below.


English (two courses, one of which is in composition, with a grade of C or better)	At least 6 semester hours
Humanities (two courses)	At least 6 semester hours
Social Science (two courses)	At least 6 semester hours
Math (one course)	At least 3 semester hours
Science (two courses, one with lab)	At least 6 semester hours
General education electives (additional courses from any of the above areas)	At least 12 semester hours

**Online Course Admission** Students who choose to pursue their studies online, in whole or in part, are held to the same admission standards and must meet the same requirements as those students who attend class on campus. If you have questions, call the Office of Admissions and Records at (217) 206-4847, or visit the UIS website at [www.uis.edu](http://www.uis.edu). A list of online course offerings is available at the web site and also in any current course schedule.

**International Student Admission** (See page 34.)

## ALTERNATIVE ADMISSION

Alternative admission at the junior level is available for mature students who have extensive life/work learning (a minimum of 12-15 years beyond high school) that may be considered in lieu of the traditional classroom learning during the first and second years of college. The admissions committee will provide an individual assessment of your eligibility for this option based on 1) a written narrative providing a review of learning through life experience; 2) three letters of recommendation that reinforce the demonstrated skills, work experiences, and other learning



experiences; and 3) demonstration of competency in the areas of general education plus 12 elective hours of general education. You can earn these 12 hours by either completing the required courses in general education or by achieving an appropriate score on the College Level Examination Program (CLEP) tests. You must also submit official transcripts from all colleges or universities where you attempted/earned credit. You will be expected to participate in undergraduate assessment activities. Contact a UIS admissions counselor for additional information.

### **SENIOR LEARNERS ADMISSION**

The senior learners program is open to you if you have reached your 62nd birthday by the relevant registration day. There are two options.

For non-degree credit, you can audit courses of special interest as a senior learner and enjoy campus library privileges for \$10 per term, plus parking fees. In addition, senior learners are responsible for all course-related fees, including online course fees. This program does not offer academic credit and does not require graded tests or papers. To register, contact the Office of Admissions and Records.

For degree credit, there is a tuition waiver pro-

gram available for persons 65 or older with incomes of less than \$12,000 per year. This program allows you to earn undergraduate or graduate credit by paying only UIS fees; tuition is waived. You must meet regular class expectations to earn academic credit. This program must be arranged through the financial assistance office.

### **UNDERGRADUATE NON-DEGREE ADMISSION**

The University of Illinois at Springfield encourages interested persons to enroll for individual courses. The non-degree category permits registration in individual courses without the regular admissions procedures and without a commitment to a particular degree program. A non-degree student may be someone who has not received a college degree but has noticed a course of particular interest, someone who wants to take a particular course for a career update, someone curious about an area which he/she did not have the opportunity to study in his/her earlier college work, or someone thinking about returning to school for a degree but who is not ready to make that commitment or is unsure as to what area of study to pursue.

Non-degree seeking students are not required to file all documents necessary for admission to a degree

program. A non-degree student will be asked for clarification of his/her educational intent before exceeding 16 semester hours as an undergraduate or 12 semester hours as a graduate. Non-degree students are subject to the same probation and suspension policies as degree-seeking students.

Students who later choose to become a candidate in a degree program will be required to meet all admission requirements. With the degree program's approval, up to 16 semester hours for undergraduates or 12 semester hours for graduates taken as a non-degree student may count toward the degree. **Please note:** Some programs do not allow hours taken as a non-degree student to be counted toward their degrees. In addition, non-degree students typically are not eligible for financial assistance.

### **INTERNATIONAL STUDENT ADMISSION**

The campus seeks to maintain a cosmopolitan atmosphere consistent with its focus on literacy, public affairs, problem solving, and lifelong learning. To that end, the University of Illinois at Springfield admits international transfer students whose academic preparation is equivalent to at least 45 semester hours of U.S. college-level credit and whose educational and

personal goals indicate they will be successful in completing the UIS curriculum.

For undergraduate admission as an international student, you must have completed the equivalent of 45 semester hours of college or university course work with an average of C or above. If your previous course work did not include general education requirements (See page 33), you may have to take them as part of the graduation requirements for your degree from UIS. If so, these courses may extend the credit hours required for your bachelor's degree. Your intended degree program may also have other requirements for admission of international students. Refer to the program section of this catalog for information.

If you are not a U.S. citizen, you must have a tuberculin skin test done at the Campus Health Service before registering and, if the test is positive, you must also have a chest x-ray. If you have been treated for tuberculosis disease or infection, you must provide medical records, which must be accompanied by a certified English translation. *There are no exemptions from this requirement.*

For maximum consideration, you should plan to have your application to UIS by the following dates: June 1 for the fall semester, November 1 for the spring sem-

ter, and April 1 for the summer session. For further information, contact the Office of Admissions and Records, University of Illinois at Springfield, One University Plaza, MS SAB 20, Springfield, IL 62703-5407, phone toll-free (888) 977-4847, or e-mail [admissions@uis.edu](mailto:admissions@uis.edu).

### **ENGLISH LANGUAGE PROFICIENCY**

Applicants whose native language is not English must submit official international TOEFL scores. A score of not less than 500 (paper based) or 173 (computer based) will fulfill the English proficiency requirement for undergraduate admission. If you have earned an associate's degree in the United States with a GPA of 2.00 or better on a 4.00 scale, you are not required to submit international TOEFL scores. If you fail to meet this English language requirement, you may enroll at an ESL Language Center. Proficiency certification by ESL meets the English language requirement for admission.

If your native language is not English and you have not earned an associate of arts or associate of science degree in the U.S., you will be required to take an English proficiency test on campus the week before registration. This requirement applies to all students — U.S. citizens, resident aliens, and nonresident aliens

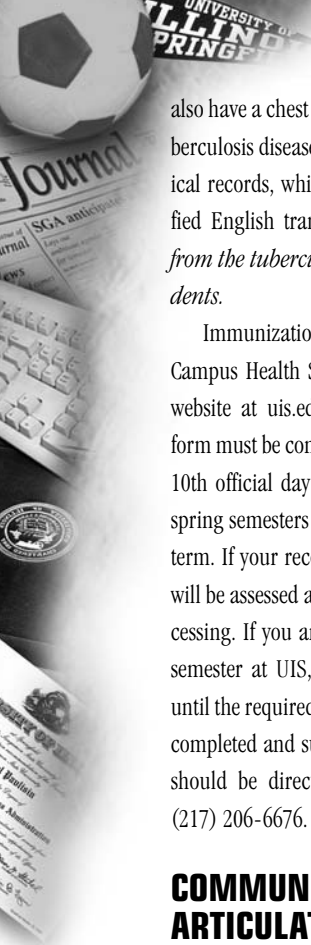
alike. Test results do not affect your admission to UIS but will be used to determine your need for an English as a Second Language class.

If you need to satisfy UIS' English composition requirement, you must take UNI 490 Writing/Speaking for International Students during your first term of attendance. This course will not count toward your UIS degree.

### **IMMUNIZATION REQUIREMENT**

Illinois law, Public Act 85-1315, requires that everyone entering a four-year public or private institution of higher education provide proof of immunity to measles, mumps, rubella, diphtheria, and tetanus. You are exempt from this requirement if you were born before 1957, are taking online classes *only*, or are registered *only* for classes outside Sangamon County. You may request an exemption based on religious grounds by providing documentation to that effect. Medical exemptions require documentation by a physician describing the contraindication and the date the exemption is expected to end.

If you are not a U.S. citizen, you must have a tuberculin skin test done at the Campus Health Service before registering and, if the test is positive, you must



also have a chest x-ray. If you have been treated for tuberculosis disease or infection, you must provide medical records, which must be accompanied by a certified English translation. *There are no exemptions from the tuberculin skin test for international students.*

Immunization forms may be obtained from the Campus Health Service or downloaded from the UIS website at [uis.edu/~hlthserv/chs1/default.htm](http://uis.edu/~hlthserv/chs1/default.htm). The form must be complete and on file before 5 p.m. on the 10th official day of the semester during the fall and spring semesters or the 5th official day of the summer term. If your record is not complete by that date, you will be assessed a non-refundable \$25 fee for late processing. If you are not in compliance by your second semester at UIS, you will not be allowed to register until the required immunization information has been completed and submitted. Questions about this policy should be directed to the Campus Health Service, (217) 206-6676.

## **COMMUNITY COLLEGE ARTICULATION AND TRANSFER**

The University of Illinois at Springfield is vitally concerned about the time it takes you to complete your bac-

calaureate degree. Loss of credit when you transfer from your lower-division school to UIS could extend that time. Since the majority of UIS' undergraduate students are transfer students, UIS has invested considerable effort to ensure that you have the best chance of transferring all your credit hours. This assurance comes through 1) the campus' participation in the Illinois Articulation Initiative and 2) its development of two-plus-two agreements and other articulation agreements with community colleges and lower-division schools.

### **ILLINOIS ARTICULATION INITIATIVE**

The University of Illinois at Springfield is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement designed to allow you to transfer your general education credit, as well as credit earned in select majors, between participating institutions. The campus has participated in IAI since the summer of 1998.

The IAI General Education Core Curriculum is a package of lower-division general education courses that you can transfer from one participating school to another to fulfill the lower-division general education requirement at your new (transfer) school. To complete the core curriculum package,

you must take at least 12 to 13 courses (37 to 41 semester credits) in five fields or categories. Completion of the entire IAI General Education Core Curriculum satisfies your lower-division general education requirement for a bachelor's degree at UIS. (See page 33.)

It is in your best interest to complete the IAI general education as a package *before* transferring to UIS. If you do not complete the entire package before transferring to UIS and you do not have an A.A. or A.S. degree earned before the introduction of the IAI, you will be subject to UIS' general education requirements. UIS will work with you to transfer the courses you have taken, but the campus cannot guarantee that all your credit will transfer when applied to the UIS requirement.

UIS also participates in certain of IAI's Baccalaureate Majors Recommendations. This means that you may be able to transfer courses in your major (such as art, biology, or business) between participating institutions without loss of credit. Contact an academic adviser for additional information about IAI and read about IAI at [www.iTransfer.org](http://www.iTransfer.org). The website contains a powerful search tool to help you find and match IAI courses at participating schools and a helpful transfer student planning worksheet.