MESSAGE FROM THE PRESIDENT

To all prospective and continuing graduate students, welcome to Boise State University.

BSU is a resource for the future, both for the State of Idaho and for you, the students, who enroll in its programs. Graduate education at BSU is the essence of vitality, intellectual stimulation, and the excitement of expanding your own talents and abilities.

The campus, bordered by the Boise River greenbelt, is beautifully maintained and provides a relaxed creative environment to promote your personal and intellectual growth. The campus is located within the largest metropolitan area of Idaho and attracts more than one million people annually to its cultural, entertainment, and sporting events.

Boise State is the home of internationally recognized scholars and research activities, award-winning teaching faculty, championship athletic teams, and a student body that is growing in numbers, diversification, and international scope.

I am pleased that you have chosen to join our university community to pursue a graduate education.

My very best wishes for your success.

Charles P. Ruch
President
POLICY STATEMENT CONCERNING CATALOG CONTENTS

The purpose of the Boise State Catalog is to provide current and accurate information about Boise State University for guidance of prospective students, for faculty and administrative officers, for students currently enrolled, and for other education or allied agencies.

Catalogs, bulletins, course and fee schedules, etc., are not to be considered as binding contracts between Boise State University and students. The university and its divisions reserve the right at any time, without advance notice, to: (a) withdraw or cancel classes, courses, and programs; (b) change fee schedules; (c) change the academic calendar; (d) change admission and registration requirements; (e) change the regulations and requirements governing instruction in and graduation from the university and its various divisions; and (f) change any other regulations affecting students. Changes shall go into force whenever the proper authorities so determine, and shall apply not only to prospective students but also to those who are matriculated at the time in the university. When economic and other conditions permit, the university tries to provide advance notice of such changes. In particular, when an instructional program is to be withdrawn, the university will make every reasonable effort to ensure that students who are within two years of completing the graduation requirements, and who are making normal progress toward the completion of those requirements, will have the opportunity to complete the program which is to be withdrawn.

It is the policy of Boise State University to provide equal educational and employment opportunities, services, and benefits to students and employees without regard to race, color, national origin, sex, creed, age or handicap in accordance with Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 799A and 845 of the Public Health Act, and Sections 503 and 504 of the Rehabilitation Act of 1973, where applicable, as enforced by the U.S. Department of Health, Education, and Welfare.

NOTE

The courses contained in this catalog do not preclude or limit the university in its offerings for any semester or session nor do they restrict the university to the time block (semester) represented by the approved academic calendar.

Boise State University attempts to respond to the educational needs and wants of any and all students when expressed. Requests for courses to be offered whenever they are desired will be favorably received providing that a minimum of 12 qualified students enroll in the class and a competent faculty member is available to teach the course.
# Boise State University Catalog — 1994-1995

## Graduate Programs and Course Offerings

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SUMMER SESSION 1994

For Registration Information, see summer Directory of Classes

April 29, Friday
Last day to submit "Admission to Candidacy" form to the Graduate Admissions Office for graduate degree to be awarded in August or December 1994.

May 2, Monday
Last day to mail 1994-95 "Free Application for Federal Student Aid" (FAFSA) for consideration for financial aid for 1994-95.

May 23, Monday
Classes begin for MBA program.

June 1, Wednesday
Fee payment deadline for summer session.

June 6, Monday
Classes begin for 8-week, 10-week and first 5-week sessions (for refund information, refer to summer Directory of Classes).

June 10, Friday
Last day to file "Application for Graduate Degree" with Graduate Admissions for graduate diploma to be awarded August 1994.

July 4, Monday
Independence Day Holiday (school closed).

July 8, Friday
First 5-week session ends.

July 11, Monday
Classes begin for second 5-week session.

July 22, Friday
Last day for final oral and project/thesis or dissertation defense.

July 29, Friday
End of 8-week session.

July 29, Friday
Last day to submit final signed copies (2) of project/thesis or dissertation to Graduate Dean's Office.

August 12, Friday
End of 10-week session and second 5-week session.

FALL SEMESTER 1994

For Registration Information, see fall Directory of Classes

February 1, Tuesday
Last recommended date to mail the "Free Application for Federal Student Aid" (FAFSA) to be considered for 1994-95 need-based scholarships. (The FAFSA is processed by a federal agency and must be received by the BSU Financial Aid Office by March 1.)

February 1, Tuesday
Processing of application forms for fall semester 1994 begins.

March 1, Tuesday
Date by which BSU Scholarship Application must be received in the Financial Aid Office to be considered for 1994-95 merit and need-based scholarships.

March 1, Tuesday
Last recommended date to mail the "Free Application for Federal Student Aid" (FAFSA) and supporting documents for best chance of receiving 1994-95 grants, work-study, loans and waivers of non-resident tuition (The FAFSA is processed by a federal agency and must be received by the BSU Financial Aid Office by April 1). Students applying after this date may not have financial aid available in time to assist with fall fee payment.

April 1, Friday
Date by which all materials must be received in the Financial Aid Office for best chance of receiving 1994-95 grants, work-study, loans and waivers of non-resident tuition. Students whose application materials are received after this date may not have financial aid available in time to assist with fall fee payment.

April 29, Friday
Last day to submit "Admission to Candidacy" form to the Graduate Admissions Office for graduate degree to be awarded in August or December 1994.

June 1, Wednesday
Last day to file required documents to complete federal verification process for campus-based financial aid for 1994-95.

July 1, Friday
Last day for all foreign student application materials to be received for fall semester consideration. Bills will be mailed to students registered for fall semester.

July 8, Friday
Last day for graduate students to submit applications, transcripts and other materials to the Graduate Admissions Office for fall semester. Applications received after this date might not be processed in time to admit students to degree programs.

July 22, Friday
Last day to register or drop/add for fall semester 1994 prior to fee payment deadline.

July 29, Friday
No registration or drop/add services during this period.

August 12, Friday
Fee payment deadline for registered students (payment must be received by 5:00 p.m.). Payment not received by deadline will result in course cancellation.

August 15-22, Mon.-Mon.
Cashier's Office and Deferred Fee Office is closed.

August 18, Thursday
Faculty orientation/meetings.

August 19, Friday
Drop/add for registered and paid students (7:00 a.m. - 7:00 p.m.). Registration for fall semester 1994 reopens, drop/add continues.

August 22-23, Mon.-Tues.
Residence Halls open (11:00 a.m.).

August 25, Thursday
New Student Orientation program.

Classes begin.

August 29, Monday
Last day to register. Last day to add a class except with consent of instructor.

September 2, Friday
Last day to file "Application for Graduate Degree" with Graduate Admissions for graduate diploma to be awarded December 1994.

September 5, Monday
Last day for dropping a class or withdrawing from the University. Last day to drop a class without a "W" appearing on transcript.

September 12, Monday
Last day for student health insurance refund.

September 14, Wednesday
Classes resume.

October 10, Monday
Notification of incompletes from previous semester. Mid-semester grades submitted to Registrar's Office by noon. Last day to file application with department for final master's/doctoral written exam.

October 14, Friday
Last day to submit names for faculty-initiated withdrawal notifications.

October 21, Friday
Second 8-week block begins.

October 24, Monday
Advising for continuing students for spring semester 1995.

November 3-29
Last day to make class changes. Last day for complete withdrawal.

November 4, Friday
Final day for written exam for master's/doctoral degree.

November 5, Saturday
Registration for continuing students for spring semester 1995.

November 7-29
Veterans Day (school in session).

November 11, Friday
Last day for all foreign student application materials to be received for spring semester consideration.

November 15, Tuesday
Last day for final oral and project/thesis or dissertation defense.

November 16, Wednesday
Last day for graduate students to submit applications, transcripts and other materials to the Graduate Admissions Office for spring semester. Applications received after this date may not be processed in time to admit students to degree programs.

November 23, Wednesday
Final day for written exam for master's/doctoral degree.

November 24-27 Thurs.-Sun.
Last day for student health insurance refund.

November 28, Monday
Classes resume.

December 2, Friday
Advising and registration for new and returning students for spring semester 1995.

December 9, Friday
Last day to submit "Admission to Candidacy" form to the Graduate Admissions Office for graduate degree to be awarded in May 1995.

December 13, Tuesday
Last day to submit final signed copies (2) of project/thesis or dissertation to Graduate Dean's Office.

December 14, Wednesday
Classroom instruction ends.

December 15-16, 19-20
Reading/preparation day.

December 16, Wednesday
Final semester examinations (exam schedule listed in fall semester Directory of Classes).

December 21, Wednesday
Residence halls close.

December 23, Friday
Grade reports due to Registrar (noon).
# Spring Semester 1995

**For Registration Information, see spring Directory of Classes**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 23, Wednesday</td>
<td>Last day for graduate students to submit applications, transcripts and other materials to the Graduate Admissions Office for spring semester. Applications received after this date might not be processed in time to admit students to degree programs.</td>
</tr>
<tr>
<td>December 2, Friday</td>
<td>Last day to submit &quot;Admission to Candidacy&quot; form to the Graduate Admissions Office for graduate degree to be awarded in May 1995.</td>
</tr>
<tr>
<td>December 12, Monday</td>
<td>Bills will be mailed to students registered for spring semester.</td>
</tr>
<tr>
<td>December 16, Friday</td>
<td>Last day to register or drop/add for spring semester 1995 prior to fee payment deadline.</td>
</tr>
<tr>
<td>December 19-January 6</td>
<td>No registration or drop/add services during this period.</td>
</tr>
<tr>
<td>January 5, Thursday</td>
<td>Fee payment deadline for registered students (payment must be received by 5:00 p.m.). Payment not received by deadline will result in course cancellation.</td>
</tr>
<tr>
<td>January 5, Friday</td>
<td>Cashier's Office and Deferred Fee Office is closed.</td>
</tr>
<tr>
<td>January 9, Monday</td>
<td>Faculty meetings.</td>
</tr>
<tr>
<td>January 9, Monday</td>
<td>Drop/add for registered and paid students (7:00 a.m. - 7:00 p.m.).</td>
</tr>
<tr>
<td>January 10, Tuesday</td>
<td>Residence halls open (11:00 a.m.).</td>
</tr>
<tr>
<td>January 14, Saturday</td>
<td>Dr. Martin Luther King, Jr./Idaho Human Rights Day Holiday (school closed).</td>
</tr>
<tr>
<td>January 16, Monday</td>
<td>Classes begin.</td>
</tr>
<tr>
<td>January 17, Tuesday</td>
<td>Last day to file &quot;Application for Graduate Degree&quot; with Graduate Admissions for graduate diploma to be awarded May 1995.</td>
</tr>
<tr>
<td>January 20, Friday</td>
<td>Last day to register. Last day to add a class except with consent of instructor.</td>
</tr>
<tr>
<td>January 23, Monday</td>
<td>Last day for refund for dropping a class or withdrawing from the University. Last day to drop a class without a &quot;W&quot; appearing on the transcript.</td>
</tr>
<tr>
<td>January 30, Monday</td>
<td>Last day for student health insurance refund.</td>
</tr>
<tr>
<td>February 1, Wednesday</td>
<td>Last recommended date to mail the &quot;Free Application for Federal Student Aid&quot; (FAFSA) to be considered for 1995-96 need-based scholarships. (The FAFSA is processed by a federal agency and must be received by the BSU Financial Aid Office by March 1.)</td>
</tr>
<tr>
<td>February 1, Wednesday</td>
<td>Processing of admission applications for fall semester 1995 begins.</td>
</tr>
<tr>
<td>February 20, Monday</td>
<td>Presidents Day Holiday (school closed).</td>
</tr>
<tr>
<td>March 1, Wednesday</td>
<td>Date by which &quot;BSU Scholarship Application&quot; must be received by the Financial Aid Office to be considered for 1995-96 merit and need-based scholarships.</td>
</tr>
<tr>
<td>March 1, Wednesday</td>
<td>Last recommended date to mail the &quot;Free Application for Federal Student Aid&quot; (FAFSA) and supporting documents for best chance of receiving 1995-96 grants, work study, loans and waivers of non-resident tuition. (The FAFSA is processed by a federal agency and must be received by the BSU Financial Aid office by April 1.) Students applying after this date may not have financial aid available in time to assist with fall semester fee payment.</td>
</tr>
<tr>
<td>March 10, Friday</td>
<td>Notification of incompetes from previous semester. Mid-semester grades submitted to Registrar's Office by noon. Last day to file application with department for final master's / doctoral written exam.</td>
</tr>
<tr>
<td>March 10, Friday</td>
<td>Last day to submit names for faculty-initiated withdrawal notifications.</td>
</tr>
<tr>
<td>March 10, Friday</td>
<td>Last day to make class changes. Last day for complete withdrawal.</td>
</tr>
<tr>
<td>March 13, Monday</td>
<td>Spring vacation.</td>
</tr>
<tr>
<td>March 24, Friday</td>
<td>Classes resume.</td>
</tr>
<tr>
<td>March 27-April 2 Mon.-Sun.</td>
<td>Date by which all materials must be received by the Financial Aid Office for best chance of receiving 1995-96 grants, work study, loans and waivers of non-resident tuition. Students whose application materials are received after this date may not have financial aid available in time to assist with fall fee payment.</td>
</tr>
<tr>
<td>April 3, Monday</td>
<td>Advising for continuing students for summer/fall 1995.</td>
</tr>
<tr>
<td>April 5-28</td>
<td>Registration for continuing students for summer/fall 1995.</td>
</tr>
<tr>
<td>April 8, Saturday</td>
<td>Final day for written exam for master's / doctoral degree.</td>
</tr>
<tr>
<td>April 14, Friday</td>
<td>Last day for final oral and project/thesis or dissertation defense.</td>
</tr>
<tr>
<td>April 28, Friday</td>
<td>Last day to submit final signed copies (2) of project/thesis or dissertation to Graduate Dean's Office.</td>
</tr>
<tr>
<td>April 28, Friday</td>
<td>Last day to submit &quot;Admission to Candidacy&quot; form to Graduate Admissions Office for graduate degree to be awarded in August or May 1995.</td>
</tr>
<tr>
<td>May 1, Monday</td>
<td>Last date to mail 1994-95 &quot;Free Application for Federal Student Aid&quot; (FAFSA) for consideration for financial aid for 1994-95 (including summer 1995).</td>
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<tr>
<td>May 5, Friday</td>
<td>Classroom instruction ends.</td>
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<tr>
<td>May 8-12 Monday-Friday</td>
<td>Final semester examinations (exam schedule listed in spring semester Directory of Classes).</td>
</tr>
<tr>
<td>May 13, Saturday</td>
<td>Residence halls close.</td>
</tr>
<tr>
<td>May 14, Sunday</td>
<td>Commencement - Pavilion (2:00 p.m.).</td>
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<tr>
<td>May 16, Tuesday</td>
<td>Grade reports due to Registrar (noon).</td>
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# Summer Session 1995

**For Registration Information, see summer Directory of Classes**

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<td>Last day to submit &quot;Admission to Candidacy&quot; form to Graduate Admissions Office for graduate degree to be awarded in August or December 1995.</td>
</tr>
<tr>
<td>May 1, Monday</td>
<td>Last date to mail 1994-95 &quot;Free Application for Federal Student Aid&quot; (FAFSA) for consideration for financial aid for 1994-95 (including summer 1995).</td>
</tr>
<tr>
<td>May 22, Monday</td>
<td>Classes begin for MBA program.</td>
</tr>
<tr>
<td>June 5, Monday</td>
<td>Classes begin for 8-week, 10-week and first 5-week sessions (for refund information, see summer Directory of Classes).</td>
</tr>
<tr>
<td>July 4, Tuesday</td>
<td>Independence Day Holiday (school closed). First 5-week session ends.</td>
</tr>
<tr>
<td>July 7, Friday</td>
<td>Classes begin for second 5-week session.</td>
</tr>
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<td>July 10, Monday</td>
<td>Classroom instruction ends for Nampa Practical Nursing program.</td>
</tr>
<tr>
<td>July 17, Friday</td>
<td>End of 8-week session.</td>
</tr>
<tr>
<td>July 28, Friday</td>
<td>Last day to submit final signed copies (2) of project/thesis or dissertation to Graduate Dean's Office.</td>
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<td>August 11, Friday</td>
<td>End of 10-week session and second 5 week session.</td>
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INFORMATION RESOURCES

University Mailing Address, 1910 University Drive, Boise, Idaho 83725

General Information (208) 385-1011
   Toll-free in Idaho (800)-632-6586
   Toll-free nationwide (800)-824-7017

BSU Bookstore, Student Union Building, 1700 University Drive
   (208) 385-1559

Career Center, 2065 University Drive
   (208) 385-1747

Cashier/Business Office, Administration Building, Room 211, 1910 University Drive
   (208) 385-1212/3699

Cashier/Housing, Administration Building, Room 213, 1910 University Drive
   (208) 385-1594

Continuing Education and Summer Sessions, Library, Room 247, 1865 University Drive
   (208) 385-3706

Counseling and Testing Center, Education Building, Sixth Floor, 2133 University Drive
   (208) 385-1601

Financial Aid, Administration Building, Room 117, 1910 University Drive
   (208) 385-1664

Graduate Admissions, Math-Geoscience Building, Room 141, 2000 University Drive
   (208) 385-3903

Dean, Graduate College and Research, Math-Geoscience Building, Room 140, 2000 University Drive
   (208) 385-3647

New Student Information Center, Northeast Entrance of Student Union Building, 1700 University Drive
   (208) 385-1820

Registrar, Administration Building, Room 102-110, 1910 University Drive
   (208) 385-3486

Student Health Services, 2103 University Drive
   (208) 385-1459

Student Residential Life, Administration Building, Room 214, 1910 University Drive
   (208) 385-3986

Dean of Student Special Services, Administration Building, Room 114, 1910 University Drive
   (208) 385-1583

BOISE STATE UNIVERSITY

ADMINISTRATION

Charles P. Ruch, President, (208) 385-1491
Daryl E. Jones, Provost and Vice President for Academic Affairs, (208) 385-1202
Carol Martin, Associate Vice President for Academic Affairs, (208) 385-4420
Harry E. Neel, Jr., Vice President for Finance and Administration and Bursar, (208) 385-1200
David S. Taylor, Vice President for Student Affairs, (208) 385-1418
Phillip Eastman, Interim Dean, College of Arts and Sciences, (208) 385-1415
William Ruud, Dean, College of Business, (208) 385-1125
Robert D. Barr, Dean, College of Education, (208) 385-1134

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INTRODUCTION

This catalog describes Boise State University’s student policies, services, graduate degree programs, admission requirements, graduation requirements, and other topics of interest to graduate students. Additional information may be found in the brochures, newsletters, flyers, and other materials produced by departments offering graduate programs; to request such information, contact the department chair or the coordinator of the graduate program that interests you.

In addition, you will find much useful information in the BSU Student Handbook, which contains:

- Directory of campus offices
- Academic calendar
- Complete descriptions of services for students
- Information about campus organizations and recreation
- Student policies and procedures

You should consult, as well, the BSU Directory of Classes, which contains:

- Courses offered for the current semester
- Academic calendar and final examination schedule
- Fee schedules and refund policies
- Instructions relating to academic advising, registration procedures, and academic regulations

SYSTEM FOR NUMBERING COURSES

Only courses numbered 500 or higher carry graduate credit, while courses numbered 600 and higher carry graduate credit at the doctoral level. Graduate students may earn graduate credit in courses numbered at the 300 or 400 level. BSU designates such courses with a “G”, as in E-402G, Advanced Technical Communication. Finally, in a course designated with a “G,” any student enrolled for graduate credit is required to complete extra work, beyond that required of students taking the course for undergraduate credit.

NOTE: Your department has the right to limit the number of “G” credits you can count toward a degree offered within the department. In any event, no more than one-third of the credits used to fulfill graduation requirements for a graduate degree program may be in courses at the 300G or 400G level.

Following the number and title of a course is the course code, consisting of three numbers set inside parenthesis, with each number separated from the others with hyphen, as in (3-0-3). The course code specifies how many:

- classroom hours the course requires each week
- laboratory hours, studio hours, field hours, or other special hours the course requires each week
- credits a student earns after successfully completing the course

The following list shows some typical variations of the basic course code:

(3-0-3) A course requiring three classroom hours (3), with no lab, studio, or other special hours (0), carrying three credits (3).
(3-4-5) A course requiring three classroom hours and four laboratory or studio hours, carrying five credits.
(0-4-0) Laboratory hours, with no classroom hours or credits (usually linked to another course that requires the laboratory).
(0-2-1) No classroom hours, but instead two hours per week of studio art or perhaps a fitness activity, carrying one credit.

In addition to the classroom hours, lab hours, and credits, the course code may also specify the academic period in which the course is offered. The following list illustrates these conventions:

(F) Offered only during fall semester.
(S) Offered only during spring semester.
(F,S) Offered during both fall semester and spring semester.
(F/S) Sometimes offered only during fall semester, or only during spring semester, or during both fall and spring.
(F,SU) Offered only during fall semester and summer session.
(S,SU) Offered only during spring semester and summer session.

If none of these indicators appears alongside the code, then the course is offered during fall semester, spring semester, and summer session.

Entries in this catalog may consist of two course numbers with a hyphen in between; the hyphen signifies that the first course is a prerequisite to the second. However, if a comma appears between the two course numbers, then either course may be taken independently of the other.

Other authorized abbreviations are:

PREREQ: Prerequisite: You must take Course A before you may take Course B.
COREQ: Corequisite: You must take both Course A and Course B concurrently.
PERM/INST: You must have the instructor’s permission to take the course.
PERM/CHAIR: You must have the department chair’s permission to take the course (or the permission of the chair’s representative).
UNIVERSITY WIDE COURSE NUMBERS

The following numbers are the same for all graduate programs. These courses may be offered for variable credit. The supervising professor or committee will determine which credits may apply to an individual’s program.

580-589 SELECTED TOPICS Subjects normally offered and studies in one department can be divided into no more than 10 areas. Each area will be assigned one number of the 580-589 group. Although the topics considered in the courses in any one area may vary from semester to semester, repeated use of any one number implies that the topics continue to be selected from the same area.

590 PRACTICUM/INTERNSHIP
(Internships may not be repeated.)

591 PROJECT

592 COLLOQUIUM

593 THESIS

594 EXTENDED CONFERENCE OR WORKSHOP
(Graded A through F OR Pass/Fail.)

595 READINGS AND CONFERENCE

596 DIRECTED RESEARCH Masters’ programs may include directed research credits at the discretion of the graduate student’s supervising professor committee. A student may earn a maximum of 9 semester hours with no more than 6 in a given semester or session.

597 SPECIAL TOPICS These are courses on topics of timely, special or unusual interest not contained in the regular catalog courses of a graduate program. Descriptions for these courses are given in the Directory of Classes published each semester.

598 SEMINAR

599 SHORT TERM CONFERENCE OR WORKSHOP
(Graded A through F OR Pass/Fail.) Generally the 599 number is used for courses meeting 3 weeks or less and the 594 for courses meeting more than 3 weeks. The decision, however, is made by the department or school offering the course.
GRADUATE COLLEGE AND RESEARCH
Room 140, Math/Geoscience Building
(208) 385-3647

OUR MISSION
Boise State University exists to educate people. Our goal is to foster an intellectual atmosphere that produces educated, literate people—people knowledgeable of public affairs, committed to life-long learning, and capable of creative problem solving. To the extent that we attain this goal, the education you receive at BSU will prepare you not only for employment and career advancement, but also for participation in society as an active, informed citizen.

Since its inception, the university has responded to the wide-ranging academic needs of the community, serving Boise and the surrounding area with undergraduate and graduate programs, research, and public service. An urban university, BSU reflects the character and spirit of Boise—Idaho’s center of business and government. In fact, to ensure that BSU’s mission takes its cue from the university’s urban setting, the Idaho State Board of Education has mandated that we place primary emphasis on education in the following areas:

- business and economics
- social sciences
- public affairs
- performing arts
- education
- interdisciplinary studies

At the same time, the university places continuing emphasis on the health professions and the physical and biological sciences, while maintaining basic strengths in the sciences and liberal arts.

OUR HISTORY
In 1932, the Episcopal Church founded Boise Junior College, the first post-secondary school in Idaho’s capital. The Episcopal Church discontinued its sponsorship in 1934, and Boise Junior College became a nonprofit, private corporation, sponsored by the Boise Chamber of Commerce and by the community. In 1939, the State Legislature created a junior-college taxing district; thereafter, the college was supported by local property taxes.

By the end of the 1930s, Boise Junior College boasted an enrollment of 600 students. Originally located at St. Margaret’s Hall, near the present site of St. Luke’s Hospital, the school was moved in 1940 to its present location alongside the Boise River.

In 1965, Boise Junior College was granted four-year status and renamed Boise College. In 1969, the school was brought into the state system of higher education and the Graduate College was established. In 1971, two master’s programs were approved: the Master of Business Administration and the Master of Arts in Elementary Education. In 1974, Boise State College became Boise State University, and in the following year the university established the Master of Public Administration. That same year, the Master of Arts in Education program was expanded to include options in secondary education.

Over the next ten years, graduate student enrollment increased steadily, while the demand for new graduate programs escalated dramatically. In response, the university implemented 18 master’s programs and its first doctoral program, the Doctor of Education in Curriculum and Instruction. Collectively, these programs serve more than 3,000 graduate students—20% of the university’s total enrollment.

During its 62-year history, BSU has operated under the leadership of five presidents:

- Bishop Middleton Barnwell (1932-34)
- Eugene Chaffee (1934-67)
- John Barnes (1967-77)
- Charles P. Ruch (1993-present)

ACCREDITATION
The university is a fully accredited member of the Northwest Association of Schools and Colleges and holds permanent membership on the College Entrance Examination Board and in the College Scholarship Service Assembly. Many of BSU’s academic programs have additional accreditation or approval from one or more of the following organizations:

- American Assembly of Collegiate Schools of Business
- National Council for Accreditation of Teacher Education
- International Association of Counseling Services
- American Council for Construction Education
- National Athletic Trainers Association
- National Association of State Directors of Teacher Education and Certification
- Council on Social Work Education
- National Association of Schools of Music
- American Chemical Society
- National League for Nursing
- Idaho State Board of Nursing
- American Dental Association Commission on Dental Accreditation
- American Medical Association (AMA) Committee on Allied Health Education and Accreditation
STUDENTS

Each semester, BSU enrolls over 15,000 students who come from every county in Idaho, from nearly every state in the nation, and from over 30 foreign countries. The university's urban setting attracts and complements this diverse student body, which includes young adults, senior citizens, working professionals, and traditional students enrolling directly from high school.

Because Boise is the commercial, financial, health care, and governmental center of Idaho, as a BSU student you can reach beyond the classroom for experiences unavailable elsewhere in the state. For instance, you can enhance classroom learning and gain valuable work experience by serving as an intern with the State Legislature or with the state's largest daily newspaper. In addition, you can attend civic and cultural events hosted by BSU, participate in student government, or serve on university committees.

FACULTY

Boise State University's strength lies in its faculty. You'll find that the university attracts faculty who are dedicated to excellence in teaching, creative in generating new knowledge, and generous in using their expertise to solve society's problems. Moreover, the faculty at BSU recognize that high-quality teaching is their primary goal. Most of your classes will be taught by full-time professors, giving you the opportunity to work with some of the West's most respected scientists, artists, researchers, and educators.

The Graduate Faculty consists of full-time faculty members approved by the Graduate Council to teach graduate-level courses, supervise graduate students, and participate in conducting graduate programs. Some part-time faculty members are appointed as members of the Adjunct Graduate Faculty; they are approved by the Graduate Council to teach graduate courses or serve on graduate committees. Of the 360 individuals who make up the Graduate Faculty, 97% possess a terminal degree.

In addition to helping students to learn, BSU faculty assist business, industry, educational institutions, government agencies, professional groups, and others with educational programs and research-and-development efforts. The university also provides assistance to organizations developing training programs aimed at upgrading the techniques, knowledge, and skills of employees.

OUR SETTING

Boise is the largest metropolitan center between Portland, Oregon and Salt Lake City, Utah. Set against a backdrop of Rocky Mountain foothills, Boise is one of the most appealing cities in the West.

A growing city of more than 135,000 people, Boise is the world headquarters to several corporations. These companies represent more than $25 billion in annual sales and employ more than 18,000 people in southwest Idaho. The region enjoys a varied economy, based on agricultural products, government, high technology, construction, tourism, forest products and manufacturing.

Known as the City of Trees, Boise is located in a land of infinite variety. To the south are rich farmlands, a rugged high mountain desert, North America's tallest sand dunes and the famous Birds of Prey Natural Area. To the north, forests, whitewater rivers and mountain lakes provide opportunities for kayaking, fishing, hunting and hiking. Bogus Basin ski resort is just 16 miles from the BSU campus and world-famous Sun Valley is a short three-hour drive.

The Boise Greenbelt, a 19-mile network of parks and riverside paths, runs through campus. Three city parks are within walking distance of BSU. A footbridge spans the Boise River, linking the campus to Julia Davis Park, where the Boise Art Museum, State Historical Museum, Zoo Boise and other facilities are available. An array of outdoor activities—fishing, hiking, skiing, river rafting, golf, tennis, camping—are only a short distance from campus.

The city and campus offer many cultural opportunities such as the Boise Philharmonic, Ballet Idaho, Boise Civic Opera, Idaho Shakespeare Festival, Boise Art Museum, Summerfest and a variety of theater productions. Touring artists frequently perform at the Morrison Center and Pavilion, both on the BSU campus.

Boise's quality of life has been recognized by several national magazines. Money magazine listed Boise as the fourth-best place to live in America in 1991. The rating was based on reader opinions of "quality of life" factors such as health, crime, economy, housing, education, weather, leisure and the arts.

Other publications and their comments about Boise include:

"One of the 15 U.S. super cities."
—Kiplinger's Personal Finance Magazine

"One of the six cities of the '90s."
—USA Today

"One of the 10 best U.S. cities in which to raise children."
—Parenting Magazine

"One of America's safest cities."
—Washington Post

"Bogus Basin, a skier's nirvana, ranks as one of the country's best local ski areas."
—Skiing
A TOUR OF THE CAMPUS

BSU’s 110-acre campus is bordered to the north by the Boise River, to the south by University Drive, to the east by Broadway Avenue, and to the west by Capitol Boulevard. Just a few minutes’ walk from campus is downtown Boise, where you’ll find inviting shops, fine restaurants, and vibrant nightlife. Step across the footbridge spanning the Boise River, and you’re in the open green space of Julia Davis Park, home to the Idaho Historical Museum, the Boise Gallery of Art, and Zoo Boise.

On campus, the Administration Building houses the offices of several student services, including financial aid, registration, student special services, and housing. The Counseling and Testing Center is located in the Education Building, while the Student Health Center and the BSU Career Center are located across University Drive from the main campus.

Thanks to private financial support, the Business Building features computer labs for student use and three electronic classrooms furnished with the latest in teleconferencing equipment. In addition, the Engineering Technology Building contains modern classrooms and laboratories—many equipped with computers—for use in engineering, construction management, and other technical programs. Both the Education Building and the Liberal Arts Building offer comfortable, well-equipped classrooms and computer labs, as do the Math/Geoscience Building and the Public Affairs/Art West Building, both recently renovated.

Other notable features of the campus include the Centennial Amphitheatre—an outdoor venue for lectures, concerts, and plays—and the Morrison Center for the Performing Arts, which houses the music department, the theatre arts department, a 2,000-seat performance hall, a 200-seat recital hall, and a 200-seat theater.

In the Simplot/Micron Instructional Technology Center, BSU is pioneering the use of technology to improve the effectiveness of instruction and to provide learning opportunities at remote locations. For instance, a satellite earth station and an inter-campus microwave system enable students scattered throughout the state to participate in classes conducted on campus.

BSU students also enjoy a contemporary Student Union Building, which provides facilities for social, recreational, and cultural activities. In addition to a computer store, a quick-copy center, and three dining areas, the Student Union Building contains:

- a game room, featuring bowling lanes, pool tables, and video games
- several lounges, ideal for studying or relaxing
- the Outdoor Rental Center, with equipment for winter and summer sports
- the BSU Bookstore, offering books, supplies, and general merchandise
- the Bronco Shop, offering BSU clothing and memorabilia

While at the Student Union Building, you can stop by the Information Desk to pick up tickets for campus programs and community events, or visit the offices of more than 130 recognized student organizations.

The Intramural/Recreation Office and the BSU Child Care Center are located in the BSU Pavilion, Idaho’s largest multi-purpose arena. When not holding fans of Bronco basketball or gymnastics, the Pavilion is the site of concerts, professional sporting events, and family entertainment. Nearby is Bronco Stadium, the largest stadium in the Big Sky Conference, with a seating capacity of 22,500.

THE LIBRARY

The Library and its collections support the curricular and research efforts of the university. The Library’s holdings exceed 1.5 million items, including:

- 353,000 monograph volumes
- 63,000 bound periodicals
- 4,700 current periodicals, newspapers, and other serials
- 124,000 maps
- 153,700 government publications
- 1,090,200 microfilm records

You can use Catalyst—the Library’s computer network—to quickly and thoroughly search the Library’s holdings. You can also log-on to Catalyst from most of the campus computer labs and from off-campus.

Curriculum Resource Center: Located on the Library’s second floor, the Curriculum Resource Center houses print and non-print materials for elementary and secondary education, juvenile and young-adult books, and non-print materials for college-level instruction.

Documents and Maps: The Library is a depository for selected United States, Canadian, and Idaho state publications. In addition, the Library owns a small collection of publications produced by Ada County and the City of Boise. While covering a wide array of subjects, the map collection emphasizes Idaho, the Northwest, the United States, and Canada.

Reference Department: Located on the first floor, the Reference Department contains a large collection of indexes, handbooks, literature guides, encyclopedias,
dictionaries, and other reference volumes. In addition, the Reference Department offers several computer databases on CD-ROM, with workstations and printers available for student use. Finally, the Reference Department provides basic and advanced bibliographic service and assistance in using the Library.

**Special Collections:** Located on the second floor, Special Collections contains manuscript collections, rare books, and the university archives. In addition to housing the papers of Sen. Len B. Jordan and Sen. Frank Church, Special Collections maintains the Frank Church Room, in which memorabilia from the Senator's career are displayed.

For more information about the Library, call 385-1816.

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**COMPUTER RESOURCES**

Through the Center for Data Processing, the university provides student access to the university's computer resources. The center assists in operating the computer labs maintained by various departments or colleges. Many of BSU's offices and computer labs are connected to the campus fiber-optic network, allowing users to tap into the Campus-Wide Information System or gain access to the Internet, BITNET, and other networks.

For more information about BSU's computer resources, call the Center for Data Processing at (208) 385-1433 or your graduate program coordinator.

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**ATHLETICS AND RECREATION**

Within the intercollegiate athletic program at Boise State University, qualified students engage in outstanding competition with other universities and colleges of the Big Sky Conference, the PAC-10 Athletic Conference, and Division IAA of the National Collegiate Athletic Association (NCAA). The university fields intercollegiate teams in football, basketball, track, wrestling, tennis, cross-country, golf, gymnastics, and volleyball.

BSU's four indoor recreational facilities—the Pavilion Auxiliary Gym, the Main Gym, the Boas Tennis Center, and the PE Annex—contain two gymnasiums, a swimming pool, two weight rooms, five racquetball courts, six indoor tennis courts, and an indoor jogging track. Outdoor recreation facilities include playing fields and tennis courts, and a popular intramural program offers league and tournament play in softball, tennis, touch football, and basketball.
Graduate Degrees Offered

Doctor of Education, Ed.D.
Master of Arts, M.A.
Master of Business Administration, M.B.A.
Master of Fine Arts, M.F.A.
Master of Music, M.M.
Master of Public Administration, M.P.A.
Master of Physical Education, M.P.E.
Master of Science, M.S.
Master of Social Work, M.S.W.

Graduate Degree Programs and Program Coordinators

Doctor of Education in Curriculum and Instruction
  Phyllis J. Edmundson, Ed.D.
Master of Science in Accounting, Taxation
  David F. Groebner, Ph.D.
Master of Business Administration
  David F. Groebner, Ph.D.
Master of Arts in Communication
  Robert R. Boren, Ph.D.
Master of Arts in Education,
  Art, Heather Hanlon, Ed.D.
  Curriculum and Instruction, Thel Pearson, Ph.D.
  Early Childhood, Thel Pearson, Ph.D.
  Reading, Thel Pearson, Ph.D.
  Special Education, Thel Pearson, Ph.D.
Master of Science in Education,
  Earth Science, Monte D. Wilson, Ph.D.
  Educational Technology, Thel Pearson, Ph.D.
  Mathematics, Thel Pearson, Ph.D.
Master of Arts in English
  Dale K. Boyer, Ph.D.
Master of Science in Exercise and Sport Studies
  Ross Vaughn, Ph.D.
Master of Science in Geology
  Claude Spinosa, Ph.D.
Master of Science in Geophysics
  John R. Pelton, Ph.D.
Master of Arts in History
  Michael Zirinsky, Ph.D.
Master of Science in Instructional & Performance Technology
  David Cox, Ph.D.
Master of Arts/Science in Interdisciplinary Studies
  Thel Pearson, Ph.D.

Master of Music,
  Music Education
  Jeanne M. Belfy, Ph.D.
Master of Physical Education in Athletic Administration
  Glenn R. Potter, Ed.D.
Master of Public Administration,
  General Public Administration
  Environmental and Natural Resources Administration
  James B. Weatherby, Ph.D.
Master of Science in Raptor Biology
  Marc J. Bechar, Ph.D.
Master of Arts in School Counseling
  James Nicholson, Ph.D.
Master of Social Work
  Juanita Hepler, Ph.D.
Master of Arts in Technical Communication
  Mike Markel, Ph.D.
Master of Fine Arts, Visual Arts
  David Oravez, M.F.A.
Summer Fest at the BSU
Centennial Amphitheatre

Keith Stein Blue Thunder
Marching Band

Impromptu performance
GENERAL POLICIES GOVERNING GRADUATE STUDY AT BSU

Graduate Admissions Office
Room 141, Math/Geoscience Building
(208) 385-3903

APPLICATION DEADLINES

You are strongly encouraged to submit all graduate application materials seven to nine months in advance of the date that you plan to enroll, but applications will be accepted anytime before the deadline dates listed below. Deadlines for non-degree-seeking students are published in the current academic calendar. Deadlines for all applicants seeking admission as degree-seeking students are as follows:

- Fall Semester 1994: July 27, 1994
- Spring Semester 1995: November 23, 1994
- Summer Sessions: One week before classroom instruction begins

These deadlines are strictly enforced. Therefore, you must ensure that the Graduate Admissions Office receives all of your application materials before the admissions deadline. If you fail to do so, you may still be admitted to the university; however, you will be admitted as a non-degree-seeking student. You will be limited to taking no more than seven credits per semester, and you will be ineligible for full financial aid.

NOTE: You should apply for some types of financial aid—such as assistantships and fellowships—when you apply for admission. For further information, see the chair of the department offering the financial aid, or see the coordinator of the graduate program within that department. Most deadlines for applying for financial aid are March 1 or earlier, and are noted in the chapter entitled "Financial Aid for Graduate Students."

GENERAL ADMISSION POLICIES

To be admitted to the Graduate College, you must hold at least a bachelor’s degree and you must have a cumulative grade-point average of at least 2.75 on a 4.00-point scale for all undergraduate credits.

In addition, if you have attended another institution as a graduate degree seeking student but did not complete the degree, you must demonstrate that you departed that institution in good academic standing in order to be eligible for admission to a graduate degree program at BSU.

If you are admitted, you will initially be admitted with unclassified status, which indicates that you have been admitted to the Graduate College but have not yet been admitted to a graduate degree program. You retain this unclassified status until you have been accepted into a graduate degree program, and you may take classes while awaiting acceptance.

When you are admitted to a graduate degree program, your status changes to either regular or provisional. Regular status indicates that you have been accepted with full graduate standing. Provisional status establishes a probationary period, during which you must meet stipulated requirements for regular status. Ordinarily, by the time you have completed 12 credits of approved study, your department will decide whether to admit you with regular status.

NOTE: If you take classes as an unclassified student, you may count toward a graduate degree no more than nine credits earned in those classes. If you are accepted into a graduate degree program, your department will decide which credits, if any, they will accept from your work as an unclassified student.

You can obtain further information about admission to the Graduate College from the Graduate Admissions Office, which provides counseling services to applicants. The Graduate Admissions staff evaluates all transcripts submitted by applicants and verifies that all requirements for admission have been met. However, please note that admission requirements vary from one graduate program to another; for example, one program may require you to take the Graduate Record Exam (GRE), while another program may require that you submit a portfolio of recent work. To ensure that you’ve satisfied all admission requirements, consult the catalog description of the graduate program to which you are applying.

NOTE: All documents received by BSU in conjunction with an application for admission become the property of Boise State University. These documents will be duplicated only for use in advising at BSU. Moreover, the original documents will neither be returned to the applicant nor forwarded to any individual unaffiliated with BSU or forwarded to any other agency, organization, college, or university.

APPLYING AS A DEGREE-SEEKING STUDENT

To apply for admission as a degree-seeking student, complete the following steps before the deadline specified in "Application Deadlines," above.

1. Submit an application for admission to the Graduate Admissions Office, along with the $15.00 application fee (non-refundable).
2. Request official transcripts from each educational institution you have attended beyond high school. Instruct the institutions to send the transcripts directly to the Graduate Admissions Office, Room 141, Math/Geoscience Building, Boise State University, 1910 University Drive, Boise, ID 83725.

3. Take any predictive exam, such as the Graduate Record Exam (GRE), required by the program to which you are applying. Ensure that the results of these exams are forwarded to the Graduate Admissions Office. For information about specific program requirements, see the program descriptions in this catalog.

4. Submit all letters of recommendation and other materials required by the program to which you are applying.

After completing the steps listed above, you are eligible for admission to the Graduate College. Completing the steps, however, does not ensure that you will be admitted. You must still meet any grade-point average (GPA) requirement stipulated by the program to which you are applying, and you must be recommended for admission by the coordinator of the graduate program to which you are applying. Finally, you are officially admitted to the graduate program only after receiving written notification from the Graduate Dean.

**APPLYING AS A NON-DEGREE-SEEKER STUDENT**

You may apply for admission as a non-degree-seeking student if you meet the following criteria:

- You have earned a bachelor's degree or a higher degree from an accredited institution.
- Your grade-point average is at least 2.75 on a 4.00-point scale.

To apply for admission as a non-degree-seeking student, complete the following steps before the deadline specified in the current academic calendar.

1. Submit an application for admission to the Graduate Admissions Office, along with the $15.00 application fee (non-refundable).

2. Request an official transcript from the institution that granted your bachelor's degree or higher degree. Instruct the institution to send the transcript directly to the Graduate Admissions Office, Room 141, Math/Geoscience Building, Boise State University, 1910 University Drive, Boise, ID 83725.

**APPLYING FOR ADMISSION AS AN INTERNATIONAL GRADUATE STUDENT**

Boise State University welcomes applications from qualified students from around the world. The requirements described below apply to all applicants holding citizenship in a country other than the United States.

You must apply for admission as a graduate student if you have earned— from an accredited institution—the equivalent of a U.S. 4-year bachelor's degree or a higher degree— even if you plan to enroll in an undergraduate program.

To apply for admission to BSU, complete the following steps before the deadline specified in the current academic calendar.

1. Submit a completed Foreign Student Graduate Application to the Graduate Admissions Office, along with the $30.00 application fee (non-refundable).

2. Request official transcripts and proof of graduation from each educational institution you have attended beyond high school or the equivalent of high school. Instruct the educational institutions to send the transcripts directly to the BSU Foreign Students Admissions Office, Room 107, Administration Building, Boise State University, Boise, ID 83725.

   If written in a language other than English, these documents must be accompanied by an English translation. If the institutions cannot submit these documents directly to the BSU Foreign Students Admissions Office, you may substitute (1) true copies of official academic records and (2) proof of graduation. The true copies must be certified by an official of the institution.

3. Take the Test of English as a Foreign Language (TOEFL). Ensure that the results of these exams are forwarded to the Graduate Admissions Office, Room 141, Math/Geoscience Building, Boise State University, Boise, ID 83725. For applicants to graduate degree programs, BSU requires a minimum TOEFL score of 550.

4. Take the Graduate Record Exam (GRE) or any other predictive exam required by the program to which you are applying. Ensure that the results of these exams are forwarded to the Graduate Admissions Office, Room 141, Math/Geoscience Building, Boise State University, Boise, ID 83725. For information about specific program requirements, see the program descriptions in this catalog.

5. Submit all letters of recommendation and other materials required by the program to which you are applying.

6. Submit documentation sufficient to demonstrate that you have financial resources to cover one calendar year of living expenses, tuition, and fees. Send the documentation to the Graduate Admissions Office, Room 141, Math/Geoscience Building, Boise State University, Boise, ID 83725.
After you have met all of the requirements for admission, the Foreign Student Services Coordinator will issue you a I-20 form, which you will need to obtain an F-1 student visa. For more information, please contact the Foreign Student Admissions Office, Boise State University, 1910 University Drive, Boise, ID 83725. Phone: (208) 385-1757.

NOTE: All full-time students must be covered by health insurance. Your student fees cover the cost of participating in BSU’s health-insurance plan. However, you may not be required to participate in the plan if you are already covered by a health-insurance policy offering coverage equal to (or exceeding) the coverage provided by BSU’s health-insurance plan. To receive an exemption from this requirement, you must submit proof of insurance within the first 10 working days of the semester.

SENIORS TAKING GRADUATE COURSES FOR GRADUATE CREDIT

If you are a BSU senior, you may enroll in a graduate course and have the credits recorded on your transcript as graduate credits. However, you must first secure approval from both the chair of the department offering the course and the dean of the Graduate College. Finally, you must demonstrate that the graduate credits will not interfere with your ability to graduate during that academic year.

Any credits you earn in this fashion may be counted toward an undergraduate degree, or they may be applied toward a graduate degree at Boise State University, but not both. You determine how the credits are to be used before you enroll in the graduate course. Please note that courses in the M.B.A. program are excluded from this policy.

If you wish to take graduate courses for graduate credit, contact the Registrar’s Office, Room 102, Administration Building.

YOUR SUPERVISORY COMMITTEE

Once you are admitted with regular status to a graduate program, your department will assign you a supervisory committee, consisting of your advisor and two or more faculty members. In some programs, you will be assigned an advisor in lieu of a supervisory committee. Your supervisory committee or advisor will work with you to establish a program of study, direct your thesis or final project, and administer your final examinations.

If you are admitted with provisional status, you will be assigned a temporary advisor, who will help you to create a tentative program of study. In addition, your advisor will assist you in satisfying the requirements of the provisional admission. Once you have satisfied the requirements, your department may recommend to the dean of the Graduate College that the university admit you with regular status.

YOUR RIGHTS AND RESPONSIBILITIES

BSU challenges its students to reach their highest levels of performance, encourages them to excel in academics and sports, and invites them to participate in the many cultural and social activities available at the university. At the same time, BSU expects students to conduct themselves in a manner compatible with the university’s function as an institution of higher education. Therefore, we have published this catalog and the BSU Student Handbook to acquaint you with your rights and responsibilities as a student. In the BSU Student Handbook, for instance, you’ll find the Student Bill of Rights and the Code of Conduct, along with information on:

- fees
- health insurance
- parking
- services for students
- student organizations
- university committees
- civic and cultural events
- academic regulations
- university policies and procedures governing sanctions, judicial procedures, and hearing boards

Each student is requested to be familiar with the information in the BSU Student Handbook. You can obtain a copy from the Office of the Dean of Student Special Services, Room 114, Administration Building, 1910 University Drive, Boise, ID 83725. The telephone number is (208) 385-1583.

ACADEMIC POLICIES

The following section addresses BSU policies and procedures governing:

- acceptable academic performance
- course repeat policy
- minimum number of credits required for graduate degrees
- residence requirements
- transferring credits
- challenging required courses

Many other academic policies and procedures are described or defined elsewhere in this catalog, most notably in “Student Records, Registration, and Grades.”

Acceptable Academic Performance: BSU expects all graduate students to strive toward—and attain—academic excellence. If your academic performance is unsatisfactory, you may be withdrawn from the degree program by the Dean of the Graduate College, acting on the recommendation of your department.

To be eligible to receive a degree from the Graduate College, you must have a grade-point average (GPA) of
3.00 (B) or better in all graduate work specific to your program of study. You must receive a grade of A or B in a 300G- or 400G-level course in order to count those credits toward your graduate degree. Finally, you cannot count grades below C to meet any requirement of a graduate degree program.

If you are seeking a graduate degree and you earn a cumulative GPA of less than 3.00 for two consecutive semesters, you will be withdrawn from the graduate program and academically disqualified for any further graduate level work.

Course Repeat Policy: If you receive a final grade of D in a 500- or 600-level course required for your graduate degree, you may attempt to improve the grade by repeating the course only one time. If that attempt is unsuccessful, you will be withdrawn from the graduate program and academically disqualified for any further graduate level work.

If you receive a final grade of F in a 500- or 600-level course required for your graduate degree, you cannot retake the course. You will be withdrawn from the graduate program and academically disqualified for any further graduate level work.

Minimum Number of Credits Required for Graduate Degree: Before awarding you a master’s degree, BSU requires you to complete at least 30 semester credits of graduate course work approved by your supervisory committee or advisor. Some programs may require more than 30 credits. For the doctorate, a minimum of 66 semester credits beyond the master’s is required.

Residence Requirements: To obtain a master’s degree, you must complete at least 21 semester credits of approved graduate work at the university campus. For the doctorate, residency is required for the summer and Fall semesters of the first year of the program. Your department may elect to accept, for residence credits, some or all graduate work completed in an inter-institutional cooperative graduate program.

Transferring Credits: You can transfer up to nine graduate semester credits taken at other institutions and apply those credits toward a graduate degree. However, the courses must be consistent with the program of study planned by you and your supervisory committee or advisor. In addition, you must have taken the courses at an accredited institution and must have received—a grade no lower than B.

In general, the university discourages graduate students from transferring credits earned for extension courses. Though some departments may elect to accept extension credits after conducting a detailed examination of each course. No correspondence course credits or experiential portfolio credits will be accepted for graduate credit.

Finally, you cannot transfer credits used to satisfy requirements for a graduate degree you received from another institution.

Challenging Required Courses: If a graduate student requests the opportunity to challenge a course in a graduate degree program, the department offering the course will decide whether to grant that opportunity. For interdisciplinary courses, the decision will be made by the college officer in charge of the graduate degree program to which the course applies.

GRADUATE DEGREE PROGRAMS: GENERAL REQUIREMENTS

Admission to the Graduate College is the first step toward your graduate degree, but you must also be granted admission to a graduate degree program. Admission requirements vary from one graduate program to another. For more information about the requirements of a particular graduate degree program, consult the catalog description of the program to which you are applying.

The sections below define general policies and procedures governing:

- admission to a graduate degree program
- time limits for completion of degree requirements
- credit limits for directed research and pass/fail courses
- credit limits for undergraduate courses taken for graduate credit
- foreign-language requirements
- applying for candidacy
- applying for a graduate degree
- thesis and final-project requirements
- final-examination requirements

Admission to a Graduate Degree Program: Once you have been granted regular or provisional status (as described in “General Admission Policies,” above), you will work with your supervisory committee or advisor to complete a Program Development Form. The form is available from your supervisory committee, your advisor or the chair of your department. It is your responsibility to ensure that you complete the form in the first academic period (fall semester, spring semester, or summer session) in which you take classes as a regular or provisional student. Once you’ve completed the form, your supervisory committee or advisor will file it with the Graduate Admissions Office.

NOTE: When you complete the Program Development Form, list on it any of the following types of classes, if you intend to count toward your degree the credits you’ve earned in those classes.

- courses in which you earned credits you wish now to transfer to BSU
Foreign-Language Requirements: Each department offering a graduate degree program establishes the foreign-language requirement for that program. If your department has a foreign-language requirement, you will need to demonstrate a reading knowledge of that foreign language. Ordinarily, you would do so either by translating documents or by taking a standard exam.

Project, Thesis, and Dissertation Requirements: Each department offering a graduate degree program determines the program's requirements for a thesis, project, or dissertation. There are, however, some requirements common to all:

- A student who has met all graduate degree credit requirements except for completion of a directed research, project, thesis, or dissertation, is required to register for at least one credit of 591 Project, 593 Thesis, 596 Directed Research, or 693 Dissertation in each semester until the work is completed.
- The final version of the manuscript must be reviewed by your supervisory committee or advisor and by the Office of the Dean of the Graduate College.
- Two copies of the work to be retained by the University must be printed on 25% cotton, 20 lb. bond paper.
- Your project, thesis, or dissertation must be submitted and approved by the Dean of the Graduate College at least three weeks before commencement.

A manual compiled by the Graduate Dean will assist you in preparing your thesis, project, or dissertation to meet the standards required for submission to the Graduate College. You may obtain a copy of Standards for Preparation of Theses and Projects in the Graduate College in the BSU Bookstore.

Final Examination Requirements: To take a final examination, you must first be admitted to candidacy (as described above). Departments and academic units that offer graduate degrees have substantial latitude in establishing requirements for final examinations. In some departments, for instance, students may be required to write a thesis, take a final written examination, and take a final oral examination. Another department may only require a thesis and oral defense, while yet another may require students to complete a portfolio of creative work.

If your department requires neither a thesis nor a final project, you still may have to take one or more final examinations—either written, oral, or both. Your department administers these examinations, according to a schedule that the Graduate College establishes once each summer session and once each semester. Your department will also administer any final examinations it requires in defense of a thesis, project, or dissertation, again according to the schedule established by the Graduate College.

If your department requires a final examination, the dean of the Graduate College may appoint an additional member to the committee that administers the exami-
nation. This additional member may be from outside your department or college.

NOTE: A student who fails a final examination defense of thesis, project, or dissertation will be withdrawn from the graduate degree program, unless the chair of the examination committee submits a written recommendation to the Dean of the Graduate College, proposing that the student be allowed to take another examination. With the Dean's approval, the student may retake all or part of the examination. However, at least three months must elapse between the first examination and the second. Any student failing the second examination will be withdrawn from the graduate degree program.

Please note that you must take any required final examination at least three weeks before commencement; the academic calendar lists final examination dates for the current academic year. To apply to take a final examination, contact the dean's office overseeing your department.

Credit Limits Applicable to Undergraduate Courses Taken for Graduate Credit: Ordinarily, you are able to earn graduate credits only in those courses numbered at the 500 level or above; courses below the 500 level carry undergraduate credit. However, a "G" designation applied to 300- or 400-level courses, signifies that students in those courses may choose to earn either undergraduate or graduate credit. In order to earn graduate credit, you must complete extra work beyond what's required of students earning undergraduate credits.

Your department has the authority to accept some, none, or all of the credits you earn in "G" designated courses. In any event, no more than one-third of the credits required for your graduate degree may carry a "G" designation.

Credit Limits for Pass/Fail Courses and Directed Research: You may apply toward a graduate degree no more than six credits earned in pass/fail courses. Likewise, you may apply toward a graduate degree no more than nine credits you've earned by completing directed research. No more than six directed-research credits may be earned in one semester. Finally, your supervisory committee or advisor has the authority to accept some, none, or all of your directed-research credits (within the limits specified above). Therefore, we encourage you to discuss directed-research credits with your supervisory committee or advisor, to determine if the credits can be applied toward your degree.

NOTE: If you are pursuing an M.B.A., you may apply toward your degree no more than three credits earned by completing an internship or directed research.

Applying for Your Graduate Degree
The last step in completing your graduate degree program is to apply for your graduate degree.

You must apply for your graduate degree before the deadline established for the semester in which you will graduate. Deadlines for spring and fall semester are published in the current academic calendar.

To apply for your graduate degree, complete the following steps before the deadline.

1. Consult with your supervisory committee or advisor to ensure that you have satisfied all requirements for your graduate degree.

2. Pay any outstanding balances you may have with the university (for example, tuition, fees, library fines, or parking tickets).

3. Submit the Application for Graduate Degree form—along with the $10.00 diploma fee—to the Graduate Admissions Office, Room 141, Math/Geoscience Building. The application is available in the Graduate Admissions Office.
For information regarding your admission status and other graduate forms:
Graduate Admissions
Room 141, Math/Geoscience Building
(208) 385-3903

For information regarding transcripts and grades:
Registrar’s Office
Room 102, Administration Building
(208) 385-3486

**STUDENT RECORDS**

The Graduate Admissions Office maintains a permanent file for each student who has applied for admission to the Graduate College; your file will contain your application for admission, official transcripts, test scores, and any correspondence related to that application. Another file at the Registrar’s Office contains your permanent transcript record and all materials that document that transcript record. And, your faculty advisor will maintain a file of advising records, grades sheets, and correspondence—more information about you.

In general, you have the right to review the documents that constitute your official record, and you have the right to request copies of those documents. If you request copies, BSU will provide them in a timely and efficient manner.

The following sections provide more detail about your official record at BSU, about your rights and responsibilities regarding that record, and about BSU policies and procedures governing the information your record contains. Other publications discussing these matters include the BSU Administrative Handbook and the BSU Student Handbook.

**Transcript Records:** The Registrar’s Office makes every effort to ensure that transcript records are up to date, accurate, and true. However, if you become aware of an error or omission in your transcript records, send copies of the disputed documents—along with a detailed description of the error or omission—to the Registrar’s Office, Room 102, Administration Building, Boise State University, 1910 University Drive, Boise, ID 83725. The telephone number is (208) 385-3486.

**Confidentiality and Privacy:** Following the guidelines established by the Family Rights and Privacy Act of 1974, the university strives to protect your personal privacy and the confidentiality of your official student record. This section generally describes BSU’s policy on confidentiality and privacy, as defined by BSU Policy 4205-D of the BSU Administrative Handbook.

Most of the information in your student record is considered confidential, with the following exceptions:
- your name
- your local telephone number
- your major field of study
- the dates you attended BSU
- your academic standing in your class
- your enrollment status (for example, whether you’re a full-time student or a part-time student)
- the type of any degree you’ve earned from BSU and the date on which you received it

The information listed above is considered public information, with few controls over its dissemination. If you wish to limit public access to this information, you should notify the university that you want the information treated as confidential. To do so, check the PRIVACY box on your registration form. Once your registration is processed, the university will treat this information as confidential, until you instruct the university to do otherwise.

In discharging their official duties, BSU employees may read, review, photocopy, and distribute (within the university) any information contained in your student record. Before distributing confidential information outside the university, BSU faculty and staff must first secure your written permission to do so.

**Verification of Your Enrollment Status:** Every day, BSU fields phone calls or letters from people wanting to verify an individual’s enrollment status. Requests for verification often come from such businesses as employment agencies, insurance companies, and banks. For example, a bank that offers free checking accounts to full-time students may request verification of your enrollment status before it lets you open such an account.

Your enrollment status is public information unless you have notified the university that you want it to be treated as confidential (see Confidentiality and Privacy, above). In responding to inquiries from outside the university, BSU calculates your enrollment status according to Table 1, below.

<table>
<thead>
<tr>
<th>Number of Credits (currently enrolled)</th>
<th>Enrollment Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 or More</td>
<td>Full-Time</td>
</tr>
<tr>
<td>6 to 8</td>
<td>Three-Quarter-Time</td>
</tr>
<tr>
<td>4 to 5</td>
<td>Half-Time</td>
</tr>
<tr>
<td>3 or Fewer</td>
<td>Less than Half-Time</td>
</tr>
</tbody>
</table>

Table 1: Schedule Used to Determine Enrollment Status (in Response to Outside Inquiries)
NOTE: If you are receiving benefits under the G.I. Bill, you should contact the local Veteran's Services Offices to determine your enrollment status.

Name or Address Changes: Immediately inform the Registrar's Office of any change in your name or address. Whenever policy calls for the Registrar's Office to send written notification to a student, that obligation is fulfilled when the Registrar's Office mails the notification to the student's last address on record.

REGISTRATION POLICIES AND PROCEDURES

Shortly after you have been admitted to a graduate-degree program, your department will assign a member of the faculty to serve as your academic advisor. If you register for eight or more credits, you must obtain the advisor's signature on your registration form.

NOTE: Your registration is considered final and official only after you have paid all tuition, fees, and other charges.

Registration is held at the beginning of each semester and at the beginning of summer sessions. It consists of two distinct processes: priority registration and open registration. Each offers students the opportunity to select courses well before classroom instruction begins.

For more information about registration, please consult the current BSU Directory of Classes.

Priority Registration: If you are a continuing student, you may register during priority registration, which is held in April (for the upcoming summer sessions and fall semester) and held again in November (for the upcoming spring semester). For exact dates, consult the current academic calendar.

Students register by appointment during priority registration, according to a schedule established by the Registrar’s Office. The Registrar’s Office assigns appointment times according to academic standing and alphabetic rotation.

If you are a new or returning student seeking a graduate degree, you register during a second installment of priority registration, held during the summer (for the upcoming fall semester) and again in December (for the upcoming spring semester). As was the case with continuing students, you register during an appointment assigned to you by the Registrar’s Office. Your appointment time is determined by the date on which the Registrar’s Office received your application for admission, with the earliest applicants receiving the earliest registration appointments.

Open Registration: Open registration begins the day after the fee-payment deadline and runs through the first week of classroom instruction. If you registered during priority registration but missed the fee-payment deadline, you must attend open registration and register again. Also attending open registration will be any continuing, new, and returning students who were unable to register during priority registration.

Late Registration: If you fail to register during priority or open registration, or you miss the deadline for paying fees, then it's unlikely that you will be able to register for the current semester. Late registrations require approval from the University Appeals Committee, which grants approval only under extreme extenuating circumstances.

Credit Courses and Audit Courses: If you register under audit status, you have a seat in the class, but you will receive neither credit for the course nor a final grade. Some instructors won't require you to attend class regularly, complete assigned work, take tests, or otherwise participate in the class. On the other hand, the instructor can require of you everything that is required of students who take the course for credit. Therefore, before registering under audit status, discuss your plans with the instructor.

In any of the classes in which you are enrolled, you can change the course status from credit to audit or from audit to credit—up until the deadline specified in the current calendar. Please note that if you change the status from credit to audit, or from audit to credit, your instructor still defines the requirements for successfully completing the class. If you fail to meet those requirements under audit course status, your instructor may withdraw you from the class with a faculty-initiated withdrawal; you will no longer have a seat in the class, and you will receive a final grade of W. If you fail to meet the instructor's requirements under credit course status, your instructor may enter whatever grade is most appropriate to your work in the class, including a grade of F.

To change the course status, obtain a Drop/Add slip from the Registrar’s Office, Room 102, Administration Building.

Adding Classes and Dropping Classes: Whether you are adding a class or dropping a class, you must do so before the deadline for registration changes. Before dropping or adding classes, please carefully read the following sections of this chapter, which describe the general policies governing adding or dropping classes. Specific instructions for adding and dropping courses are published in the BSU Directory of Classes, as is the deadline for making such changes.

NOTE: Drop/Add forms may be obtained from the Registrar’s Office, Room 102, Administration Building. You are responsible for obtaining the form, filling it out, obtaining any necessary signatures, and returning the form to the Registrar’s Office for processing. A Drop/Add form takes effect only when it has been fully processed by the Registrar’s Office.
Early in the semester, you have a limited amount of time to add classes to your schedule without first obtaining the instructor’s permission. Specifically, you have from the end of priority registration for continuing students, until the end of open registration. Of course, there has to be a seat available in the class before you can add the class to your schedule.

You may continue to add classes after open registration ends, up until the deadline for registration changes. However, you first need to obtain the instructor’s signature, indicating permission to join the class. Some instructors will refuse to grant that permission, particularly if your late entry would prevent you from benefiting fully from the class, or prevent other students in the class from doing so.

You may drop classes from your schedule, without the instructor’s permission, at any time before the deadline for registration changes (as specified in the current academic calendar). If you drop a class before the tenth day of the semester, the class will not appear on your transcripts. However, if you drop a class after the tenth day, your transcript will contain a grade of W for that class.

NOTE: If you intend to drop a class in which you have been issued university property, return the property before dropping the class. If you fail to do so, the Registrar’s Office will place a hold on your official record, then reinstate you in the class.

Faculty-Initiated Withdrawal: An instructor can withdraw a student from a class if either of the following conditions is present:

- The student fails to attend class regularly.
- The student has not satisfied the entrance requirements for the class.

To withdraw a student for irregular attendance, the instructor submits a Faculty-Initiated Withdrawal form to the Office of the Vice President for Student Affairs. To withdraw a student for failing to satisfy entrance requirements, the instructor submits the form to the Registrar’s Office. Once the form is processed, the student is notified of the faculty-initiated withdrawal, either by the instructor or the student’s department. All faculty-initiated withdrawals must be received in the appropriate office (either Student Affairs or the Registrar’s Office) no later than two weeks before the deadline for registration changes (as specified in the current academic calendar).

Complete Withdrawal: Completely withdrawing from the university is the process by which a student formally drops all classes. You may request a complete withdrawal at any time up until the deadline for registration changes. Of course, at any point in the semester you could simply stop attending classes, but you would receive a final grade of F in all of your classes. If, on the other hand, you completely withdraw from the university, you receive a W for all classes dropped after the tenth day of the semester. Any classes dropped on or before the tenth day do not appear on your transcripts. Once you have withdrawn completely from the university, you cannot petition to register for classes in the same semester.

To begin the process, go to the Office of Student Special Services, Room 114, Administration Building, and request a complete withdrawal. If you are hospitalized, out of the area, or otherwise physically unable to come to the university, you may begin the process by telephone or by mail.

Administrative Withdrawal: An administrative withdrawal is the process by which BSU formally withdraws a student from the university, usually without the student’s consent or cooperation. In performing its function as an institution of higher learning, BSU may administratively withdraw any student who interferes with the university’s ability to perform that function. In addition, students may be administratively withdrawn for a variety of other reasons, including the following:

- falsifying or omitting required information on a graduate admissions application or other university record or document
- failure to submit all required graduate admissions materials within two semesters
- failing to pay tuition, fees, library fines, overdue loans, housing accounts, or other such charges
- failing to respond to an official summons issued by the university
- exhibiting behavior that constitutes a clear and present danger to themselves or to others

Grades

Boise State University uses a 4.0 grading scale. Table 2 lists the letter grades and grading codes that instructors use to document their evaluation of your work and to document your status in the class. In addition, Table 2 defines the meaning of each letter grade or grading code and specifies the number of quality points that correspond to each grade. Quality points are used to determine your grade-point average (GPA).
Incompletes: Instructors can enter a grade code of I—for incomplete—if both of the following conditions are present:

- Your work has been satisfactory up to the last three weeks of the semester.
- Extenuating circumstances make it impossible for you to complete the course.

If you receive an incomplete, you must make up the work by mid-semester of your next semester of attendance. You may ask the instructor to extend this deadline or ask the instructor to change the incomplete to a final grade of W. At any time, the instructor may change the grade of incomplete to a letter grade or to a grade of W. A grade of incomplete is excluded from GPA calculations until you receive a final grade in the course.

Computing Grade-Point Average (GPA)

For each student, Boise State University calculates and documents three types of grade-point average (GPA):

- overall cumulative GPA
- BSU GPA
- semester GPA

In calculating your overall cumulative GPA, BSU uses all courses you have taken at the university and any you have transferred from other post-secondary institutions—but only if those courses have been graded with a final grade of A, B, C, D, or F (or the variations in between, as in A-, B+, C-). If you have repeated a course, only the last grade you received is used in calculating your GPA.

Each of the three types of GPA is calculated with the same formula: total quality points you’ve earned divided by the total number of credits you’ve attempted. The quotient of that division is your GPA. In calculating semester GPA, the formula uses only the quality points earned and credits attempted that semester. For BSU GPA, the formula uses only quality points earned and credits attempted at BSU.

GPA calculations exclude credits for:

- pass/fail courses in which you received a final grade of P
- courses that you registered for but later dropped from your schedule, even though the course may appear on your transcript with a final grade of W
- courses you took under audit status (AUD)

Three codes—I, for incomplete; IP, for in progress; and NR, for no record—have no effect on your GPA. You earn no credit or quality points in the course until the grade codes are replaced by a letter grade.

### Table 2. Letter Grades and Grade Codes

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Distinguished work: 4 quality points per credit hour.</td>
</tr>
<tr>
<td>B</td>
<td>Superior work: 3 quality points per credit hour.</td>
</tr>
<tr>
<td>C</td>
<td>Average work: 2 quality points per credit hour.</td>
</tr>
<tr>
<td>D</td>
<td>Pass but below average work: 1 quality point per credit hour.</td>
</tr>
<tr>
<td>F</td>
<td>Failure: 0 quality points per credit hour.</td>
</tr>
</tbody>
</table>

Grade Codes

- F: Pass: Credit earned but no quality points. No effect on GPA. Satisfactory work of C or higher.
- I: Incomplete: No credit or quality points earned until grade is assigned.
- W: Withdrawal: No credit or quality points earned.
- AUD: Audit: No credit or quality points earned.
- NR: No record: No credit or quality points earned until a grade is assigned.
- IP: In Progress: No credit or quality points earned until final grade is assigned. Used for thesis, project, and dissertation work in progress.
Direct questions about tuition and fees to:
Cashier's/Bursar's Office
(208) 385-3699/4068

Direct questions about student loans to:
Student Loan Office
(208) 385-3951

Deadlines for Paying Tuition, Fees, and Other Charges

Tuition and fees are the principal costs of attending BSU, though you may also have to pay such additional charges as workshop fees, fines, or penalties. You are expected to pay all tuition, fees, and other charges by the deadline specified in the current academic calendar. If you register after the deadline specified in the calendar, you will be expected to pay all tuition, fees, and all other charges when you register. You may pay with cash, check, Visa, or MasterCard.

NOTE: Special fees cannot be refunded after the first day of class. When a class requires a special fee, the amount of the fee is noted in the BSU Directory of Classes.

Deferred Payment of Tuition, Fees, and Other Charges: Ordinarily, students are expected to pay all tuition, fees, and other charges on or before the deadline specified in the current academic calendar. But if unusual or extenuating circumstances prevent you from paying on time, you may be able to postpone paying some of what you owe. However, you must be registered for six credits or more, and you must have no delinquent or past-due accounts with the university.

When you defer payment, you agree to pay the full tuition and fees, and service charges at the time that you register. You agree, as well, to pay at least 40% of the amount you owe for tuition and fees. You agree to pay a service charge based on the dollar amount of your deferred payment, as shown in Table 3, below. Finally, you agree to abide by the policies and procedures defined in this chapter of the catalog.

When you defer payment of tuition and fees, you agree to pay the tuition, fees, and service charges in two equal payments. For fall semester, the first payment is usually due around the first of October; the second payment, around the first of November. For spring semester, the first payment is due around the first of March; the second payment, around the first of April.

NOTE: If your account becomes delinquent, the university will cancel your registration. In addition, you’ll have to pay an $8.00 late charge, and you will forfeit any opportunity to defer payment at some later time.

Determining Tuition and Fees

For the purpose of determining tuition and fees, BSU has established that eight credits or more per semester constitute full-time enrollment and you are required to pay the full tuition and fees shown in Table 4, below. In determining whether you have reached or exceeded the 8-credit limit, BSU counts all credit hours on your registration form, including credit hours under audit status and credit hours for courses you are repeating. Credits for special workshops are not counted in the 8-credit total, as explained below.

<table>
<thead>
<tr>
<th>Table 4. Full Graduate Tuition and Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
</tr>
<tr>
<td>Idaho Resident</td>
</tr>
<tr>
<td>New Non-Resident</td>
</tr>
<tr>
<td>Returning Non-Resident</td>
</tr>
<tr>
<td>Enrolled Spring 1992</td>
</tr>
</tbody>
</table>

Bear in mind, though, that paying full tuition and fees doesn’t necessarily make you a full-time student; the university determines if you’re a full-time student according to the policies defined in “Student Records, Registration, and Grades.” See, for instance, Verification of Enrollment Status.

NOTE: Tuition, fees, and other charges are subject to change at any time by the State Board of Education, acting as the Board of Trustees for Boise State University.

Other Fees and Charges

If you enroll for fewer than eight credits, your fees are calculated according to the schedule shown in the following Table 5. Among the fees listed in Table 5 are an application processing fee, music fees, and an overload fee. You pay the application processing fee once when you first apply for admission to BSU. You pay the music fee if you register for private music lessons, and you pay the overload fee whenever you enroll for more than 19 credits in a single semester.
Music fees are refundable, if you drop the class within the first 7 days of classroom instruction (see “Refund Policy,” below). Application fees and overload fees are non-refundable.

<table>
<thead>
<tr>
<th>Table 5: Credit Hour Fees (Graduate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-time fees (7 or fewer credit hours)</td>
</tr>
<tr>
<td>Summer</td>
</tr>
<tr>
<td>Application Processing Fee (non-refundable)</td>
</tr>
<tr>
<td>Overload Fee (one-time, non-refundable)</td>
</tr>
</tbody>
</table>

Music Performance Fees:
(For all private music lessons)
2 credits ........................................... $80 per semester
4 credits ........................................... $150 per semester

Special Workshop Fees: A course is considered a special workshop if it meets both of the following criteria:
1. The funds for the course come from some source other than the university general budget.
2. The course is not among the courses regularly offered by the university.

Special workshops are noted as such in the BSU Directory of Classes. Special workshops are excluded when BSU determines whether or not you are to pay full tuition and fee.

Senior Citizen Rate: To attend BSU, Idaho residents who are at least 60 years old pay $5.00 per credit hour and a $20.00 registration fee. To register at the senior citizen rate, request a Senior Citizen’s Waiver form from the Cashier’s Office, Room 121, Administration Building, Boise State University, 1910 University Drive, Boise, ID 83725. Fill it out according to the instructions. When you pay your registration charges, you will need to show your driver’s license, birth certificate, or other proof of your age to the cashier.

REFUND POLICY
If you withdraw from BSU on or before the tenth day of classroom instruction, you are entitled to a full refund of the money you paid to register (less a $10.00 processing fee). No refunds for private music lessons can be granted after the first 7 days of classroom instruction. If you withdraw after these deadlines, you will receive no refund. Refund checks are usually issued three to four weeks after the date of withdrawal from the university.

NOTE: In determining whether you met the deadline and are eligible for a refund, BSU considers only the date on
which you applied for a refund—not the date on which you stopped attending class. Please note, also, that registering late has no effect on refund deadlines; BSU cannot extend the deadlines to take into account a late registration. You must completely withdraw from the university and apply for your refund no later than the tenth day of classroom instruction.

This general refund policy applies to full- and part-time students regularly enrolled at the time of the withdrawal. However, the policy may not necessarily govern refunds for short courses, workshops, and Continuing Education classes. Because refund policies for such classes may vary, you should direct requests for refunds to the academic unit, agency, or organization offering the class.

In some circumstances, a student may be expecting a full refund of tuition and fees, yet receive less than the amount paid to BSU. If the student owes money to the university, that money will be deducted from the refund before it is issued. Similarly, BSU will take a deduction from the refund check if the student used financial aid to pay all or part of room-and-board costs, tuition, or registration charges. In such cases, BSU reimburses the government agency or other organization that furnished the financial aid. Any balance that remains is forwarded to the student.

**Insurance Coverage**

All students enrolled for eight or more credit hours (full-time students) are automatically covered by BSU’s health-insurance plan. In fact, participation in the plan is mandatory for all full-time students—unless you provide written proof that you are already covered by a policy that offers coverage that equals or exceeds the coverage provided by BSU’s health plan. If you’re already sufficiently covered, then you’re entitled to a refund of the insurance fee included in your registration charges.

For information about refund policies and procedures, contact the student health insurance representative of the Associated Students of Boise State University, Student Insurance Advocate Offices, Room 218, Student Union Building.

For students participating in BSU’s plan, coverage begins on the first day of classroom instruction or on the day that the premium is paid (if later than the first day of instruction). Coverage remains in effect through the fall semester and ends on the first day of the spring semester. Coverage during spring semester continues through August of that year. Students covered by the plan are insured 24 hours a day, at home or at school, while traveling, and during all vacation periods within the policy period.

Coverage is available for the dependents of students covered by the policy. Also eligible to participate are part-time students who pay less than full-time fees, if they enroll for at least three credit hours each semester.

**NOTE:** All full-time students may obtain medical assistance or services at Student Health Service, 2103 University Drive, Boise, ID 83725. Student Health Service has no connection to the insurance program covering BSU students.

**Idaho Residency Requirements**

When you are first admitted to BSU, the university classifies you as either a resident student or a non-resident student, then uses this classification to determine your tuition and fees. This section briefly answers two of the most frequently asked questions about residency requirements and provides you with the legal definition of an Idaho resident as stated in Section 33-37717 of the Idaho Code.

**Q:** What determines my residency status, at least for the purpose of calculating tuition and fees, when I first enter the university?

**A:** Your status is determined by your state of legal residence at the time you first applied for admission. If you were a legal resident of Idaho when you first applied for admission, then you’re considered a resident student. If you were not a legal resident of Idaho when you first applied, then you’re considered a non-resident student. These designations apply only to calculations of tuition and fees.

**Q:** Can I appeal BSU’s decision to classify me as a non-resident?

**A:** Yes. To do so, obtain an appeal affidavit from the Finance and Administration Offices, Room 208, Administration Building. Complete the form and submit it according to the instructions provided.

**Legal Definition of an Idaho Resident Student:**

Section 33-3717, Idaho Code, specifies that a resident student shall be:

1. Any student who has one or more parent or court-appointed guardians who are domiciled in the State of Idaho. Domicile, in the case of a parent or guardian, means that individual’s true, fixed and permanent home and place of habitation. It is the place where that individual intends to remain and to which that individual expects to return when that individual leaves without intending to establish a new domicile elsewhere. To qualify under this section, the parent, parents or guardian must have maintained a bona fide domicile in the state of Idaho for at least one year prior to the opening day of the term for which the student matriculates.

*Also see page 18.
2. Any student who receives less than 50 percent of his/her support from parents or legal guardians who are not residents of the state for voting purposes and who has continuously resided in the state of Idaho for 132 months next preceding the opening day of the period of instruction during which he/she proposes to attend the college or university and who has in fact established a bona fide domicile in this state primarily for purposes other than educational.

B. Subject to subsection three of this section, any student who is a graduate of an accredited secondary school in the state of Idaho and who matriculates at a college or university in the state of Idaho during the term immediately following such graduation regardless of the residence of his/her parent or guardian.

C. The spouse of a person who is classified, or who is eligible for classification, as a resident of the state of Idaho for the purposes of attending a college or university.

D. A member of the armed forces of the United States, stationed in the state of Idaho on military orders.

E. A student whose parent or guardian is a member of the armed forces stationed in the state of Idaho on military orders and who receives 50 percent or more of support from parents or legal guardians. The student, while in continuous attendance, shall not lose residence status when his/her parent is transferred on military orders.

F. A person separated, under honorable conditions, from the United States armed forces after at least two years of service, who at the time of separation designates the state of Idaho as the intended domicile or who lists Idaho as the home of record in service and enters a college or university in the state of Idaho within one year of the date of separation.

G. Any individual who has been domiciled in the state of Idaho, has qualified and would otherwise be qualified under the provisions of this statute and who is away from the state for a period of less than one calendar year and has not established legal residence elsewhere provided a 12-month period of continuous residence has been established immediately prior to departure.

3. A "nonresident student" shall mean any student who does not qualify as a "resident student" under the provisions of subsection two of this section, and shall include:

A. A student attending an institution in this state with the aid of financial assistance provided by another state or governmental unit or agency therefore, such nonresidence continuing for one (1) year after the completion of the semester for which such assistance is last provided.

B. A person who is not a citizen of the United States of America, who does not have a permanent or temporary resident status or does not have "refugee-parolee" or "conditional entrant" status with the United States Immigration and Naturalization Service or is not otherwise permanently residing in the United States under color of the law and who does not also meet and comply with all applicable requirements of this section.

4. The establishment of a new domicile in Idaho by a person formerly domiciled in another state has occurred if such a person is physically present in Idaho primarily for purposes other than educational and can show satisfactory proof that such person is without a present intention to return to such other state or to acquire a domicile at some other place outside of Idaho. Institutions determining whether a student is domiciled in the state of Idaho primarily for purposes other than educational shall consider, but shall not be limited to the following factions:

A. Registration and payment of Idaho taxes or fees on a motor vehicle, mobile home, travel trailer or other item of personal property for which state registration and the payment of a state tax or fee is required.

B. Filing of Idaho state income tax returns.

C. Permanent full-time employment or the hourly equivalent thereof in the state of Idaho.

D. Registration to vote for state elected officials in Idaho at a general election.
ASSISTANTSHIPS AND FELLOWSHIPS

Graduate students at BSU may apply for a wide variety of financial aid, drawn from an equally wide variety of sources. You should investigate any financial aid that seems appropriate to your circumstances, beginning with financial aid available from your department, your graduate-degree program, or the Graduate College.

Departments award assistantships and fellowships with a total value of $6,500 to $12,000 (including a stipend and a waiver of fees). In addition, non-resident tuition is waived for any non-resident student who receives an assistantship or fellowship award. You may obtain an application for an assistantship from the Graduate College, MG-140, or the department in which you are applying.

Graduate assistants and research assistants are expected to provide 15 to 20 hours of service per week to the university, while fellowship and scholarship recipients have no such service requirements.

If you are awarded a BSU assistantship or fellowship, you are required to enroll full-time in a graduate-degree program, maintain at least a 3.00 grade-point average, and make satisfactory progress toward your degree. If an assistant, you must receive satisfactory performance reviews each semester, in order to be eligible for reappointment.

When you accept a graduate assistantship, research assistantship, scholarship, or fellowship, you enter into an agreement with the Graduate College, one that both parties are expected to honor throughout the next year. If you accept an award before April 15, but change your mind about accepting, you may resign your appointment at any time through April 15. Your resignation must be in writing. After April 15, your acceptance of the award commits you to that appointment.

NOTE: Students who withdraw from the university, or who are dismissed from their degree program, forfeit their appointment or award.

Deadline for Departmental Aid: Because awards are generally made by March 15 for the following fall semester, you should apply for these awards when you apply for admission to the Graduate College—no later than March 1. If your application is received by the department after March 1, it may not be considered until the following year.

NOTE: Financial aid is available only to degree- or certificate-seeking students who are admitted to the university.

OTHER FINANCIAL AID

If you are seeking any financial aid other than the assistantships and fellowships discussed above, you must submit the following documentation:

- **Free Application for Federal Student Aid (FAFSA).** The FAFSA is required of anyone applying for need-based aid. The forms are available from the Financial Aid Office in January. Submit the form directly to the processing agency, no later than February 1.

- **Financial Aid Transcript.** You must submit a financial aid transcript from all post-secondary institutions you've attended—regardless of whether you received financial aid at those institutions.

In addition, the Financial Aid Office may require supporting documents before processing your financial aid application. If so, the Financial Aid Office will notify you that they need supporting documents. Documents typically requested include tax returns, proof of citizenship, proof of veteran’s benefits, and permissions to release private records.

NOTE: To increase your chances of receiving aid, you should mail all necessary forms and supporting documentation no later than March 1. Applications received after April 1, the priority deadline, may not be considered in time to be notified of an award until after registration for fall semester. Students registered for fall semester must meet the April 1 deadline to have aid available for midsummer billing.

In considering applications for financial aid, the Financial Aid Office makes every effort to ensure that resources available through the university are distributed fairly. If funds remain after distribution, applicants will be considered on a first-come, first-serve basis as long as the funds last. To determine need, the Financial Aid Office uses a formula furnished by the federal government.

The following section describes a sampling of financial-aid programs for which BSU students may be eligible. Since different types of aid carry different obligations, we strongly recommend that you discuss your options with a financial aid counselor. To make an appointment with a counselor, call (208) 385-1664.
Federal Perkins National Direct Student Loans (Perkins Loans): Perkins Loans are long-term, low-interest loans awarded to both undergraduate and graduate students who show exceptional financial need. You must repay these loans to the university according to a schedule established by federal law. Typically, you begin repaying your loan six or nine months after graduation or after your enrollment drops below six credits. Table 6, below, shows estimated repayment schedules for typical Perkins Loan amounts.

Table 6: Estimated Repayment Schedule for Federal Perkins Loans (Based on 5% interest rate)

<table>
<thead>
<tr>
<th>Loan Amount</th>
<th>Number of Payments</th>
<th>Amount of Payments</th>
<th>Total Interest</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,000.00</td>
<td>36</td>
<td>$30.00*</td>
<td>$78.85</td>
<td>$1,078.85</td>
</tr>
<tr>
<td>$2,000.00</td>
<td>72</td>
<td>$42.42</td>
<td>1,090.40</td>
<td>5,090.40</td>
</tr>
<tr>
<td>$6,000.00</td>
<td>120</td>
<td>63.63</td>
<td>1,635.60</td>
<td>7,635.60</td>
</tr>
<tr>
<td>$8,000.00</td>
<td>120</td>
<td>84.85</td>
<td>2,182.00</td>
<td>10,182.00</td>
</tr>
<tr>
<td>$10,000.00</td>
<td>120</td>
<td>106.06</td>
<td>2,727.20</td>
<td>12,727.20</td>
</tr>
</tbody>
</table>

*Final payment will be slightly less. Figures provided by the Student Loan Fund of Idaho.

NOTE: Your actual payment obligations may differ from these examples, which are presented here only to illustrate a typical repayment plan.

Federal Stafford Loans (Stafford Loans): Stafford Loans are need-based, long-term loans available to undergraduate and graduate students who show financial need. They usually carry a moderate rate of interest and are negotiated through your personal bank, credit union, savings and loan, or other participating lender. To apply, obtain an application from the Financial Aid Office, Room 117, Administration Building.

NOTE: If the registrar has classified you as a non-resident student, you should complete loan forms appropriate to your legal state of residence.

BSU accepts and processes Stafford Loan applications throughout the year. If you are awarded a Stafford Loan, you must attend a debt-management workshop before you can receive a check. Also, the Stafford Loan commits you to participating in an exit interview when you graduate or withdraw from the university.

You are expected to begin repaying the loan six months after graduation or six months after you have dropped below six credit hours. Table 7, below, shows estimated repayment schedules for typical Stafford Loans. Your actual debt and repayment plan may not match any of these examples; they are presented here merely to show typical loan amounts and repayment plans.

Federal Work Study Program (FWS): This program gives undergraduate and graduate students the opportunity to earn money to pay for a portion of their educational expenses. Checks are paid directly to the student, who is responsible for paying outstanding debts. FWS aid is awarded to selected undergraduate and graduate students who show financial need.

Atwell J. Perry College Work Study Program: This work-study program operates much like the Federal Work Study Program, giving undergraduate and graduate students the opportunity to earn money to pay for a portion of their educational expenses. Only Idaho residents are eligible.

Waivers of Nonresident Tuition: These waivers are available to a limited number of undergraduate and graduate students. You must be considered an out-of-state resident for tuition purposes, have good academic records, and show financial need.

BSU Student Employment Program: This program has limited funds available for undergraduate and graduate students who wish to work to pay a portion of their educational expenses. To be eligible, you must be unable to qualify for work study.

Scholarships: BSU awards a variety of scholarships, some based on academic achievement, others based on special skills or on financial need. Boise State University Scholarships, produced by the Financial Aid Office, lists all of the scholarships available at BSU. If you’re interested in any of these scholarships, complete the BSU Application for Scholarship and send it to the Financial Aid Office by April 1. Some need-based scholarships require that you submit the FAFSA, as well. If so, submit the FAFSA to the FAFSA processor, as directed on the form, no later than February 1 to ensure that BSU receives it by March 1. You can obtain the brochure, the application, and the FAFSA from the Financial Aid Office, Room 117, Administration Building.

Short-Term Loans: These loans are available to students with a minimum GPA of 3.00 who experience an
emergency during an academic term. Recipients are expected to repay the loan within 90 days.

**Financial Aid for the Summer Session:** The university has limited financial aid available for the summer session. If you need financial aid for the summer session, consult with the Financial Aid Office as soon as the summer Directory of Classes is available. Please note, also, that your FAFSA must be on file by May 1.

**Financial Aid for International Students:** In order to be granted student visas, international students must demonstrate that they have enough money for one calendar year of university attendance. If you encounter financial difficulties, contact the international-student advisor. The advisor's office is in the Foreign Students Admissions Office, Room 107, Administration Building.

**Disbursing Funds**

In May, the Financial Aid Office begins mailing award notices to scholarship recipients. Need-based aid, such as loans and work-study money, is awarded as it is processed. During fall semester, if your registration fees are paid, you can pick up a check for the remaining funds about one week before the start of classes. During spring semester, you can pay your spring registration fees with previously-awarded aid. The balance of your aid will be available about one week before the start of classes, if your registration fees are paid. Other checks will be ready about two weeks after the award letter is mailed.

Checks may be picked up until two weeks after the close of classes. All checks are disbursed from Room 209, Administration Building. In both fall and spring semester, Stafford Loan checks can only be disbursed from the first day of classroom instruction to the last day of classroom instruction, with exceptions to this policy made only through special arrangements with your lender.

**Change in Enrollment Status:** Some financial aid obligates you to remain enrolled for a certain number of credits throughout the semester. If you fall below that number, you may have to pay back some or all of the financial aid you received. Likewise, if you withdraw from BSU after receiving financial aid, you may have to pay back some or all of that financial aid. The amount you pay back is determined by the week in which you withdraw, as illustrated below:

<table>
<thead>
<tr>
<th>Week</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>100%</td>
</tr>
<tr>
<td>2 - 4</td>
<td>75%</td>
</tr>
<tr>
<td>5 - 7</td>
<td>50%</td>
</tr>
<tr>
<td>8 - 10</td>
<td>25%</td>
</tr>
</tbody>
</table>

No repayment is required if you withdraw after the tenth week, though the change may affect your ability to maintain reasonable academic progress.

**Reasonable Academic Progress**

Students applying for or receiving financial aid must make reasonable academic progress at the university. Your academic progress is considered reasonable if you:

- Enroll for the purpose of obtaining a degree or certificate.
- Maintain good academic standing (that is, you cannot be on probation or fail required courses in your discipline).
- Complete your degree requirements within the maximum time allowed, which for purposes of determining reasonable academic progress is three years for a master’s degree and six years for a doctorate.
- Progress toward your degree at or beyond the minimum rate of 5 credits per semester.

**Credit Information and Requirements:** In general, you must be enrolled in five credits per semester to be eligible for financial aid under the policy of reasonable academic progress. The following can be used to establish that you are making reasonable academic progress:

- Credits for courses you are taking for the first time. Such credits are classified as new credits; the course may be either a graded course or pass/fail.
- Credits for courses you're repeating after receiving a grade of F.

The following cannot be used to establish that you are making reasonable academic progress:

- Credits for courses in which you receive a grade of F
- Credits received for repeating courses in which you originally received a grade of C or D
- Credits for courses in which you have an incomplete
- Course withdrawals and complete withdrawals after the tenth day of classes
- Audits recorded as credits attempted, but not completed

**Reasonable Academic Progress Review:** The university reviews all financial-aid files annually. If you are not making reasonable academic progress (as defined by this policy) you will be ineligible for financial aid until you are once again making reasonable academic progress.
Appeals: If the university declares you ineligible for failing to make reasonable academic progress, you have the right to file a written appeal for temporary exemption from this policy. In filing an appeal, you must document any extenuating circumstances that prevented you from making reasonable academic progress. If your appeal is granted, the exemption from this policy will remain in effect for only a short time, usually no longer than one semester. Appeal forms may be obtained from the Financial Aid Office. Appeals may be submitted up to the tenth week of the semester but will not be considered thereafter. Finally, you cannot file an appeal in one semester for an action brought about in the previous semester.

Reinstatement: Before reinstating your financial-aid eligibility, the university must certify that you are now making reasonable academic progress. At the very least, you must no longer be on academic probation and you must have no credit deficiencies.
Request applications and information from:
Student Residential Life
Room 214, Administration Building
(208) 385-3986

Return completed applications and security deposits to:
The Housing Cashier
Room 213, Administration Building
(208) 385-3420

HOUSING ON CAMPUS AND ELSEWHERE

BSU student housing consists of four residence halls located on campus and four apartment complexes within walking distance from campus. This section of the catalog contains brief descriptions of the student housing available through the Office of Student Residential Life. In addition, this section generally describes some of the policies and procedures of student housing and provides cost information for:
- room and meal plan options for the residence halls
- rental rates for university apartments for married students and students with families

Finally, this section notes the assistance BSU provides to students seeking off-campus housing.

NOTE: If you wish to live in university housing while attending BSU, you must submit at least two applications: one for housing and another for admission to the Graduate College. If you apply for housing, the Office of Student Residential Life may accept your application for housing, process the application, and accept payment from you for housing. However, none of those actions constitutes acceptance or approval of your application for admission to the Graduate College. Likewise, being accepted for admission into the Graduate College does not mean that your application for housing has been accepted and approved.

UNIVERSITY RESIDENCE HALLS

Altogether, the four on-campus residence halls accommodate more than 750 students. Of those students, most are undergraduate students living in Chaffee Hall or J. B. Barnes Towers, each of which accommodates 300 residents.

Chaffee Hall is divided into two separate 3-story units; enclosed corridors connect the units to a common area containing a lounge, office, and recreational facility. Each floor has a small informal lounge, study room, bathrooms, and laundry facilities. Chaffee also houses one of the university’s computer labs.

J. B. Barnes Towers consists of six residential floors: the bottom two floors are men-only, the top two floors are women-only, and the two floors in between are coed. The carpeted and air-conditioned residence hall is equipped with study lounges, laundry facilities, and a computer lab. Four students occupy each room; each room has its own bathroom.

Women-only Driscoll Hall and its coed neighbor, Morrison Hall, are nearly identical in design: each hall contains 52 single and 15 double rooms, arranged into suites housing 8 to 12 students. Applicants requesting housing in Morrison Hall are given priority if they are upper-division students, over the age of 21, or both. Perhaps because of this policy, Morrison Hall has become the residence hall preferred by graduate students living on campus.

Cost Information: If the Office of Student Residential Life accepts your application for housing in one of the residence halls, your contract covers room and board for one academic year, as well as the costs of local telephone service, hookup to cable TV, and state sales tax. Housing prices also include a non-refundable fee of $25.00 to cover the expense of programs and special events held in the residence halls. Table 8, below, lists prices for housing in the residence halls, along with the meal options available.

NOTE: Students frequently ask about reduced rates for housing without a meal option. Unfortunately, the economics of on-campus housing require BSU to base its charges on both room and board. If you apply for on-campus housing, you must select one of the three meal options shown in Table 8.

### Table 8. Residence Hall Prices for 1993-1994

<table>
<thead>
<tr>
<th>Meal Options and 1993-1994 Prices</th>
<th>Double Room</th>
<th>Single Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1 19 meals per week (3 meals each weekday and 2 meals on Sat. and Sun.)</td>
<td>$3240.00</td>
<td>$3600.00</td>
</tr>
<tr>
<td>Option 2 Any 15 meals of the 19 meals available</td>
<td>$3138.00</td>
<td>$3578.00</td>
</tr>
<tr>
<td>Option 3 Any 10 meals of the 19 meals available</td>
<td>$2986.00</td>
<td>$3426.00</td>
</tr>
</tbody>
</table>

Please note that Table 8 defines the three meal options in terms of "meals per week." When you pay your bill for housing, you pay for the meals specified in the option you've selected. However, at the end of the year the university cannot give you a refund for any meals you paid for but did not eat. Likewise, the university cannot give you...
a refund at the end of a week for any meals you didn’t eat, nor can you carry over uneaten meals from one week to the next.

NOTE: All room and board prices and other charges are subject to change at any time by the State Board of Education, acting as Trustees for Boise State University.

Rules and Regulations: Together, this catalog and its counterpart for undergraduates, the Boise State University Catalog, establish many of the rules and regulations governing all students. In addition to the Catalog, rules and regulations are defined in the BSU Student Handbook, the Residence Hall Contract, and the Residence Hall Handbook. Housing contracts issued by the Office of Student Residential Life incorporate all of these rules and regulations, by reference.

Housing Preferences: If your application for housing is accepted, BSU will assign you to a particular room in one of the four residence halls. In doing so, BSU will make every effort to accommodate the preferences you’ve indicated on the application. However, priority is given to returning students over new, and to the earliest application out of all applications received (based on the date we receive the application and the date we receive the deposit). If you have a roommate preference, the two of you should arrange for your applications to arrive at about the same time, so you’ll be about equal in priority. In any event, you should apply for housing as soon as possible, so that you can better your chances of receiving the accommodations you prefer. Finally, please note that the preferences indicated on a housing contract are not themselves contractually binding, though they will be honored whenever possible.

Applying for On-Campus Housing: To apply for housing in one of the residence halls, request an application from the Office of Admissions Counseling, Boise State University, 1910 University Drive, Boise, ID 83725. To request an application by telephone, call (208) 385-1401. When the application arrives, complete it according to the instructions and return it to BSU.

UNIVERSITY APARTMENTS

Married students and single students with children may apply to rent apartments in one of the complexes operated by BSU: University Courts, University Heights, University Manor, and University Park. Over 200 apartments are available, all within walking distance from the campus. University Courts consists of one-bedroom units (small and large), two-bedroom units, and three-bedroom units, all of them carpeted and equipped with stoves and refrigerators. Coin-operated laundry facilities are located on site, and all utilities except electricity are provided. University Heights and University Manor consist of one-bedroom and two-bedroom apartments, fully carpeted and equipped with stoves and refrigerators. All utilities are provided. University Park consists of two-bedroom and three-bedroom units. All utilities except electricity are provided.

Eligibility: All BSU apartments are reserved for full-fee paying or matriculated married students and full-fee paying or matriculated single students with children. Occasionally, single students without children are allowed to rent one-bedroom apartments, but only if the apartments are not needed by student families.

Cost Information: Table 9 contains 1993-1994 monthly rental rates for units in the four apartment complexes operated by BSU.

Table 9. Monthly Rental Rates for University Apartments.

<table>
<thead>
<tr>
<th>Rental Rates Per Month (1993-94 Prices):</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Courts</td>
</tr>
<tr>
<td>Small One Bedroom</td>
</tr>
<tr>
<td>Large One Bedroom</td>
</tr>
<tr>
<td>Two Bedroom</td>
</tr>
<tr>
<td>Three Bedroom</td>
</tr>
<tr>
<td>University Heights</td>
</tr>
<tr>
<td>One Bedroom</td>
</tr>
<tr>
<td>Two Bedroom</td>
</tr>
<tr>
<td>University Manor</td>
</tr>
<tr>
<td>One Bedroom</td>
</tr>
<tr>
<td>Two Bedroom</td>
</tr>
<tr>
<td>University Park</td>
</tr>
<tr>
<td>Two Bedroom Unfurnished</td>
</tr>
<tr>
<td>Three Bedroom Unfurnished</td>
</tr>
<tr>
<td>*Remodeled apartments rent at a higher rate than shown in Table 9.</td>
</tr>
</tbody>
</table>

NOTE: All rental rates and other charges are subject to change at any time by the State Board of Education, acting as Trustees for Boise State University.

Applying to Rent an Apartment: To apply, request an application form from the Office of Student Residential Life, Room 214, Administration Building, Boise State University, Boise, ID 83725. After completing the application, return it to the Office of Student Residential Life, along with a check or money order for $50.00. If your application is accepted, BSU will keep the $50.00 as a damage deposit, partially refundable when you move from the apartment.

BSU will notify you when an apartment is ready. When you move in, you must sign a lease that requires you to rent the apartment until the end of the month after the month in which you move into the apartment. Finally, you must pay a security deposit equal to one month’s rent (minus the $50.00 you enclosed with your application).

When you move out from the apartment, BSU returns the security deposit, after first deducting a $25.00 processing
fee. If no damage is present, BSU refunds the balance of your damage deposit; if damage is present, some or all of your deposit may be applied to the cost of repairing the damage.

**Off-Campus Student Housing**

To assist students in locating off-campus housing, the Office of Student Residential Life maintains lists of houses and apartments available for rent or lease from private parties. The university does not inspect any of the listed property, and it does not verify the accuracy of the listings. Consequently, we can assume no responsibility for the consequences of using these lists to locate suitable housing; that responsibility lies solely with the student. In any event, the university recommends that you put in writing any agreement you reach with a landlord or property owner, specifying the obligations and expectations of each party.

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**Fair-Housing Notice**

Boise State University is an equal-opportunity institution and offers its living accommodations without regard to race, color, national origin, or handicap (as provided for in Title VI and Title IX and Sections 503 and 504 of the Rehabilitation Act of 1973). As a matter of policy, assignments to university housing facilities are made without reference to race, color, national origin, or handicap. Furthermore, BSU accepts listings of off-campus, privately-owned accommodations with the understanding that the accommodations are operated in a manner consistent with BSU policies on fair housing.
Skiing at Bogus Basin

NCAA Basketball Championships
BSU Pavilion

Rafting the Payette River
Questions about student services may be directed to:
The Vice President for Student Affairs
Room 208, Administration Building
(208) 385-1418

ACADEMIC

The Writing Center: At the Writing Center, you can receive free one-to-one consultation on your writing, in any subject. The center is open six days a week, with hours ranging from early morning to early evening. Summer hours may vary. BSU faculty, staff, and students are welcome to use the center.

To make the best use of the Writing Center, please make an appointment ahead of time. During busy times in the semester, the appointment chart fills up two to three days in advance. Bring a draft of your paper and, if possible, a copy of the assignment. If you don’t have a full draft because you aren’t sure how to begin or how to complete it, the Writing Center can still help.

Writing Center, Room 220, Liberal Arts Building
(208) 385-1298.

Test Preparation: Assisting students to prepare for graduate school is the focus of three short courses offered by BSU Continuing Education. The non-credit courses cover the following examinations:

- Graduate Records Exam (GRE)
- Graduate Management Admissions Test (GMAT)
- Law School Admissions Test (LSAT)

Continuing Education, Room 247, Library, (208) 385-3492.

Career Center: The Career Center offers advising, career planning, and employment assistance to students and alumni. Among other services, the center assists students in identifying and making career choices. Available to students are two automated career-guidance systems—the Idaho Career Information System and SIGI PLUS—and a resource library of career-oriented publications. The center maintains placement files for graduating students and, upon request from students, forwards copies of the files to potential employers. For both graduating students and alumni, the center arranges campus interviews with employers from business, industry, government, school districts, and graduate schools.

Career Center, 2065 University Drive, (208) 385-1747.

FAMILY AND HEALTH

University Child Care Center: Located in the northeast corner of the Pavilion, the University Child Care Center provides care for children 2-1/2 to 5 years old. Accredited by the National Academy of Early Childhood Programs and licensed by the City of Boise, the center’s services are available to faculty, staff, and students (both full-time and part-time). Half-day care is provided on a space-available basis. The center provides an educational development program for the total child. Staffed with early childhood educators, the program enables BSU students majoring in psychology and child-care studies to work directly with children.

Child Care Center, NE corner of BSU Pavilion, (208) 385-3979.

Student Health Service: At no additional cost beyond the general fee paid at registration, full-time students may visit Student Health Service for outpatient medical care. Student Health Service is equipped to address more than 90% of the average student’s health-care needs, and will gladly make referrals when tests or procedures are beyond the scope of the clinic’s facilities and staffing. Directly across from Public Affairs/Arts West Building, the clinic is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, whenever classes are in session.

Student Health Services, 2103 University Drive, Boise, ID 83725

Counseling and Testing Center: The center’s primary purpose is to help students become more effective in dealing with concerns that influence their pursuit of personal and academic goals. At no charge to students enrolled for six or more credit hours, the Counseling and Testing Center offers a wide range of services provided by staff psychologists, counselors, supervised counseling and social work interns, and paraprofessionals. Services range from individual counseling and crisis intervention to workshops and seminars aimed at enhancing the overall learning environment at Boise State University.

In particular, the center assists students in resolving such matters as: interpersonal conflicts, test anxiety, stress-related problems, depression, marital and pre-marital difficulties, academic and career decision making, and personal social/ Emotional adjustment problems. The Center also administers many standardized tests, including CLEP, NTE, LSAT, GRE, GMAT, MAT and others.

To make an appointment, call between 8 a.m. and 5 p.m., Monday through Friday.

Counseling and Testing Center, Room 605, Education Building, (208) 385-1601.
OTHER STUDENT SERVICES

Student Special Services Office: Located in the Administration Building, the Student Special Services Office seeks to expand and develop university accommodations, thereby encouraging students with disabilities to pursue their educational objectives in the most equitable and independent manner possible. Among the services provided are:

- information and orientation to the university
- registration assistance, interpreter services, and note-taker services
- tutorial assistance

In addition, a limited amount of equipment is available for temporary use by disabled students, including a TDD, tape recorders, modified computer terminals, and FM hearing systems. Other equipment is available at the BSU Library, including a Vantage Eric-W, Braille typewriter, Braille dictionary, and a Talking Books player.

Working through the Student Special Services Office, the BSU Minority Assistance Coordinator serves as an advocate in matters concerning student support programs and assists in developing additional services that encourage students to stay in school. A primary objective is to provide opportunities for interaction that promote awareness, understanding, and cooperation among students, faculty, staff, and the community, as well as to encourage appreciation for a diverse population.

The Student Special Services Office also assists student organizations as they develop, implement, and coordinate ethnic/diverse programs, working with various groups at different time but generally collaborating with the Organization of Students of African Descent, Organization de Estudiantes Latino-Americanos, Barrier Busters, and Native American Student Association.

Minority Assistance Coordinator, Student Special Services, Room 114, Administration Building (208) 385-1583.

Assistance to International Students: The Foreign Student Services Coordinator and the Assistant the Dean of Admissions serve as advisors to all international students, assisting with immigration regulations, visas, academic advising, orientation, and registration.

NOTE: As soon as possible after arriving in Boise, new international students must report to the Foreign Student Admissions Office, which serves as a central source of information for all registered international students.

Foreign Student Admissions Office, Room 107, Administration Building, (208) 385-1757.

Women's Center: Established as a "point of entry" where students' concerns can be handled directly or referred to the appropriate university office or community agency, the Women's Center provides support services and resources to enhance the quality of student life and promote academic success. Services include support groups, workshops, brown-bag lunches, a baby-sitting co-op, mentoring, a resource lending library, and information referrals. In addition, the center develops and promotes educational programming about the contributions, achievements, and concerns of women.

Women's Center, SUB Annex I, 1605 University Drive, (208) 385-4259.

Veterans' Services: Located in the Administration Building, the Office of Veterans' Affairs provides counseling assistance to all of Idaho's Armed Forces veterans, reservists, National Guard members and their dependents. Peer counselors assist student veterans with admission requirements, Veterans Administration Educational benefits, Reserve Educational programs, individual educational goals, and family and personal difficulties. Veteran tutorial and work-study programs are also coordinated through the Office of Veterans Affairs.

Veterans' Services, Room 111, Administration Building, (208) 385-1679.
SUMMER SESSION / WEEKEND UNIVERSITY

A full complement of programs, courses, and services is offered through the Division of Continuing Education, including graduate, undergraduate, and non-credit programs in several time blocks during the summer: two 5-week blocks, an 8-week session, and a 10-week session. Complementing the summer session is Weekend University, in which academic classes are offered during weekend hours to allow students more flexibility in scheduling. Classes are held on Friday evenings and in two time-blocks on Saturdays.

IDAHO EDUCATIONAL PUBLIC TELEVISION

KAID-TV

Each semester, BSU students stay home and earn credits through a mix of televised lectures and textbook readings. Telecourses satisfy BSU core requirements and requirements for elective credits (though letter-graded and core courses require some on-campus attendance).

MASTER OF SCIENCE IN INSTRUCTIONAL AND PERFORMANCE TECHNOLOGY

(DISTANCE OPTION)

Qualified candidates may now earn a Master of Science in a unique, non-residential course of study, one that uses satellite technology to deliver time- and location-flexible instruction to students thousands of miles from campus. Most students involved with the program are preparing for careers in instructional design, job-performance improvement, human resources, training, and training management.

ITFS (INTERACTIVE TELEVISION FOR STUDENTS)

Using one-way video and two-way audio, BSU faculty broadcast live, interactive classes to locations throughout Idaho, including Canyon County Campus, Mountain Home AFB, the Len B. Jordan Building in downtown Boise, and numerous corporations in the Treasure Valley. From these locations, students watch the broadcast on monitors and talk with the on-campus class through an open phone line.

OFF-CAMPUS CENTERS

At several locations in southwest Idaho, the Division of Continuing Education offers a wide range of academic courses, primarily in the evening. Advising, registration, book sales, and library services are available at the off-campus centers, and most locations serve as receiving sites for ITFS classes broadcast from the Boise campus. The off-campus locations are:

- Canyon County Campus
  2407 Caldwell Boulevard, Nampa, ID 83651
  (208) 467-5707 or (208) 385-4704

- Centennial High School
  4600 E. McMillan, Meridian, ID 83642
  (208) 385-3492

- Southwest Boise Campus at Gowen Field
  Building 665, Room 26, Boise, ID 83709
  (208) 389-5884 or (208) 385-3293

- McCall/Donnelly High School
  McCall, ID 83638
  (208) 634-3957 or (208) 385-3492

- Mountain Home Air Force Base
  Building 2426, 635 Falcon St., Mountain Home, ID 83648-5115
  (208) 828-6746 or (208) 385-3293

IN-SERVICE PROGRAM FOR TEACHERS

Meeting the needs of educators in the 10 southwest counties of Idaho and Eastern Oregon, BSU's In-Service Program enables teachers to earn the credits required for recertification and salary advances. The program coordinator works closely with regional school districts, the Idaho State Department of Education, and the BSU College of Education to ensure that all course requests meet accreditation guidelines established by the Northwest Association, Commission of Colleges. Most of the in-service classes are conducted off campus, frequently outside of Boise. For more information, call (208) 385-3191.

CORPORATE RELATIONS PROGRAM

Established by BSU's Division of Continuing Education in response to the needs of local corporations, the Corporate Relations Program provides a variety of services for local corporations, including educational programming, on-site registration, on-site courses, and assistance with billing procedures. For more information, call (208) 385-1689.
CERTIFICATE PROGRAMS
From time to time, the Division of Continuing Education works with representatives of business, industry, government, medicine, and the schools to develop credit and non-credit programs leading to a certificate of completion. Currently offered is the Addictions Counselor Training Program, developed in association with the Idaho Alcohol and Drug Counselor Education Project.

INTERNATIONAL PROGRAMS/STUDIES ABROAD
Academic travel opportunities to a variety of countries are offered through the BSU International Programs/Studies Abroad Program. Students and faculty may spend a semester or a year in such places as London, Avignon, Cologne, Santiago, and Tokyo. Summer campuses are located in Spain, Mexico, England, Canada, and Japan. Staying in local homes, studying a balanced curriculum, and making frequent field trips creates a rich cultural and academic experience for BSU students, who receive BSU credit for studies in these programs (scholarships are available). In addition, several short-term study tours to locations in Europe, the United States, and Asia are offered at various times of the year. For more information about Studies Abroad, call (208) 385-3652. For more information about study tours, call (208) 385-3295.