Assigned Time Registration ................................. November 6 - November 10
Web/ACCESS Registration ................................. November 6 - January 3
Open Registration ................................. November 13 - January 3
Classes Begin (Including Medical Center Graduate and Public Health Students) . . . January 4
Registration after Classes Begin ............................. January 4 - January 12
  Last day to drop a course (without paying full tuition and fees)  .................. January 11
  Last day to add a course  ........................................... January 12
Financial Aid Disbursement ................................. January 8
First Tuition & Fees Payment Deadline ............................ January 16
  Minimum payment of 50 percent of tuition and fees due.
  $50 late fee and hold placed on student record after this date.
Martin Luther King, Jr. Holiday ................................. January 15
Final Tuition and Fees Payment Deadline ............................. February 15
  Additional $150 reinstatement fee incurred after this date.
Last Day to Withdraw From a Course with “W” (Undergraduate Only) .......... March 7
Spring Break .......................................................... March 11 - March 17
Last Day to Withdraw From a Course with “W” (Graduate Only) ............... April 25
Last Day of Classes .................................................. April 25
Open Days .................................................................. April 26 - April 27
Final Exams ............................................................... April 28 - May 4
Graduation/Commencement ........................................ May 5
Grades Available on ACCESS ........................................ May 8

NOTE: Deadlines are firm and apply to all students.
# FINAL EXAM SCHEDULE – SPRING 2007

## MONDAY, WEDNESDAY, AND FRIDAY CLASSES

(3 and 4 semester hours)

<table>
<thead>
<tr>
<th>Sections 1A, 5A, 6A</th>
<th>Friday, May 4</th>
<th>8:00 a.m. - 10:30 a.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sections 1B, 5B</td>
<td>Monday, April 30</td>
<td>8:00 a.m. - 10:30 a.m.</td>
</tr>
<tr>
<td>Sections 1C, 5C, 6B</td>
<td>Wednesday, May 2</td>
<td>8:00 a.m. - 10:30 a.m.</td>
</tr>
<tr>
<td>Sections 1D, 5D</td>
<td>Friday, May 4</td>
<td>10:45 a.m. - 1:15 p.m.</td>
</tr>
<tr>
<td>Sections 1E, 5E, 6C</td>
<td>Monday, April 30</td>
<td>10:45 a.m. - 1:15 p.m.</td>
</tr>
<tr>
<td>Sections 1F, 5F</td>
<td>Wednesday, May 2</td>
<td>10:45 a.m. - 1:15 p.m.</td>
</tr>
<tr>
<td>Sections 1G, 6D</td>
<td>Friday, May 4</td>
<td>1:30 p.m. - 4:00 p.m.</td>
</tr>
<tr>
<td>Section 1M</td>
<td>Monday, April 30</td>
<td>1:30 p.m. - 4:00 p.m.</td>
</tr>
</tbody>
</table>

## MONDAY AND WEDNESDAY CLASSES

(3 and 4 semester hours)

<table>
<thead>
<tr>
<th>Sections 3A, 7A</th>
<th>Monday, April 30</th>
<th>4:15 p.m. - 6:45 p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sections 3B, 7B</td>
<td>Wednesday, May 2</td>
<td>4:15 p.m. - 6:45 p.m.</td>
</tr>
<tr>
<td>Sections 3C, 7C</td>
<td>Monday, April 30</td>
<td>7:00 p.m. - 9:30 p.m.</td>
</tr>
<tr>
<td>Section 3D</td>
<td>Wednesday, May 2</td>
<td>7:00 p.m. - 9:30 p.m.</td>
</tr>
</tbody>
</table>

## TUESDAY AND THURSDAY CLASSES

(3 and 4 semester hours)

<table>
<thead>
<tr>
<th>Sections 2A, 1Q</th>
<th>Thursday, May 3</th>
<th>8:00 a.m. - 10:30 a.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sections 2B, 1N</td>
<td>Tuesday, May 1</td>
<td>8:00 a.m. - 10:30 a.m.</td>
</tr>
<tr>
<td>Sections 2C,</td>
<td>Thursday, May 3</td>
<td>10:45 a.m. - 1:15 p.m.</td>
</tr>
<tr>
<td>Sections 2D, DU</td>
<td>Tuesday, May 1</td>
<td>10:45 a.m. - 1:15 p.m.</td>
</tr>
<tr>
<td>Section 2E, 5Q</td>
<td>Thursday, May 3</td>
<td>1:30 p.m. - 4:00 p.m.</td>
</tr>
<tr>
<td>Sections 4A, 8A, 4N</td>
<td>Thursday, May 3</td>
<td>4:15 p.m. - 6:45 p.m.</td>
</tr>
<tr>
<td>Sections 4B, 8B</td>
<td>Tuesday, May 1</td>
<td>4:15 p.m. - 6:45 p.m.</td>
</tr>
<tr>
<td>Sections 4C, 8C</td>
<td>Thursday, May 3</td>
<td>7:00 p.m. - 9:30 p.m.</td>
</tr>
<tr>
<td>Section 4D</td>
<td>Tuesday, May 1</td>
<td>7:00 p.m. - 9:30 p.m.</td>
</tr>
<tr>
<td>Section 5N</td>
<td>Thursday, May 3</td>
<td>1:30 p.m. - 4:00 p.m.</td>
</tr>
</tbody>
</table>

## ONCE-A-WEEK CLASSES

All classes meeting once a week with section codes 7M, 7N, 7P, 7Q and 7R will have their final exam on their regular meeting day from 7:00pm - 9:30pm.

- Saturday Classes: Saturday, April 28
- Sunday Classes: Sunday, April 29
- Monday Classes: Monday, April 30
- Tuesday Classes: Tuesday, May 1
- Wednesday Classes: Wednesday, May 2
- Thursday Classes: Thursday, May 3
- Friday Classes: Friday, May 4

For all other sections, please check with the instructor for exam times.

## MATHEMATICS FINAL EXAM SCHEDULE - SPRING 2007

(4:30 p.m. - 7:00 p.m., Friday, April 27) (7:15 p.m. - 9:45 p.m., Friday, April 27)

- MA 105 1C, 1E, 2A, 2D, 4C
- MA 106 1A, 1D, 1F, 2B, 2E
- MA 107 ET
- MA 109 1B, 2C, 3D
- MA 125
- MA 126 CU, 6C, 6D, 7C
- MA 227
- MA 252 2A, 4B

---

UAB RESERVES THE RIGHT TO CANCEL ANY COURSES SHOULD CIRCUMSTANCES REQUIRE.
IMPORTANT PHONE NUMBERS

Use this list as a quick reference for frequently called campus offices. Most department office hours are 8:00 a.m. - 6:00 p.m., Monday through Thursday, and 8:00 a.m. - 5:00 p.m. Friday.

<table>
<thead>
<tr>
<th>Admissions:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate: 934-8227</td>
<td>Registrar   934-8222</td>
</tr>
<tr>
<td>Undergraduate: 934-8221</td>
<td></td>
</tr>
<tr>
<td>Bookstore: 934-4686</td>
<td>Student Accounting Services 934-3570</td>
</tr>
<tr>
<td>Career Center: 934-4470</td>
<td></td>
</tr>
<tr>
<td>Disability Support Services: 934-4205</td>
<td></td>
</tr>
<tr>
<td>Exception to Academic Policy:</td>
<td></td>
</tr>
<tr>
<td>Graduate: 934-8227</td>
<td>Toll-Free 1-888-255-8734</td>
</tr>
<tr>
<td>Undergraduate: 934-5504</td>
<td></td>
</tr>
<tr>
<td>Financial Aid: 934-8223</td>
<td></td>
</tr>
<tr>
<td>General Studies: 934-6135</td>
<td></td>
</tr>
<tr>
<td>Housing: 934-2092</td>
<td></td>
</tr>
<tr>
<td>New Student Orientation: 975-7999</td>
<td></td>
</tr>
<tr>
<td>Parking: 934-3513</td>
<td></td>
</tr>
<tr>
<td>Placement Testing: 934-5503</td>
<td></td>
</tr>
</tbody>
</table>

HOW DO I REGISTER?

A student must be admitted to UAB before registering. Once you have been admitted, this handy checklist can make the registration process quick and easy. Check off each item as you complete it, and before you know it, you will be ready for your next semester at UAB. You will find more details about each step in this schedule as you go through. Keep reading!

☐ Touch base with your advisor.
☐ Take placement tests if necessary.
☐ Choose your courses.
☐ Check for any prerequisites required for your courses.
☐ Have your CampusCard made
☐ Clear any holds on your account.

☐ If necessary, get appropriate signatures and course approvals.
☐ Register by Web or in person at the appropriate time.
☐ Drop/add courses if necessary.
☐ Get your parking permit if necessary.
☐ Pay your tuition and fees.

GET THE MOST RECENT INFORMATION. GO TO students.uab.edu.
**WHEN DO I REGISTER?**

**ARE YOU A CURRENTLY ENROLLED STUDENT?**

Currently enrolled students register by assignment. If you attended UAB during the last year, you will receive an e-mail announcement with your assigned time to register.

If you are not currently enrolled, you register during the open registration period. Check the following lists of registration dates and times. When you register depends on your class level and the first letter of your last name (remember, your class level is determined by the cumulative number of semester hours of credit you have earned according to your UAB transcript).

These dates and times are the earliest you can register. You can also register any time after your scheduled time until classes begin. However, the "registration after classes begin" period starts the day classes begin for the term. If you register during that period, you must register in person, and a late registration fee of $25 will be charged.

**Monday, November 6**
Regular degree-seeking graduate students

**Tuesday, November 7**
Non-degree graduate students
Seniors (90 or more semester hours of credit earned)

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**Wednesday, November 8**
Juniors (60-89 semester hours of credit earned)

**Thursday, November 9**
Sophomores (30-59 semester hours of credit earned)

**Friday, November 10**
Freshmen (29 or fewer semester hours of credit earned)

Once you know on which day you should register, check the list below to determine what time you should register based on the first letter of your last name.

- STU: 9:00 a.m. - 6:00 p.m.
- VWXYZ: 10:00 a.m. - 6:00 p.m.
- AB: 11:00 a.m. - 6:00 p.m.
- CD: Noon - 6:00 p.m.
- EFG: 1:00 p.m. - 6:00 p.m.
- HI: 2:00 p.m. - 6:00 p.m.
- JKL: 3:00 p.m. - 6:00 p.m.
- MNO: 4:00 p.m. - 6:00 p.m.
- PQR: 5:00 p.m. - 6:00 p.m.

Example: Jane Doe is a senior, so she should register at 12:00 p.m. (noon) on Tuesday, November 7.

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**WHAT IF I’M NOT REGISTERING BY ASSIGNMENT?**

**ARE YOU A PREVIOUSLY ENROLLED STUDENT?**

If you have attended any other college or university since you last enrolled at UAB, or if you have not attended UAB in the past two years, you must apply for readmission. Reestablishment of records takes three to five working days, so you will not be able to register on the day you apply for readmission. Undergraduates should apply at the Undergraduate Admissions office at 260 Hill University Center (934-8221). Graduate students should apply at the Graduate School, 511 Hill University Center (934-8227).

**ARE YOU A NEW STUDENT?**

All new degree-seeking freshmen and transfer students are required to attend new student orientation. The only new students exempt from attending are former UAB students, postbaccalaureate students (PB), and students admitted as temporary (TE) or transient (TR).

New student orientation is designed to assist you in making a smooth transition to a new learning environment. If you are required to attend, you will register for classes as a part of that program. You may not register prior to orientation. In addition to registering, you will meet with your academic advisor and be introduced to the many resources available at UAB. For more information, contact the new student orientation office at 975-7999 or orient@uab.edu.

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**ARE YOU A NON-DEGREE SEEKING STUDENT?**

Undergraduate students classified as transient, temporary, or postbaccalaureate, or those registering only as auditor (no credit work taken) may register only during open registration. Consult the academic calendar on the inside front cover for open registration dates.

---

**REGISTER ON-LINE**

**ACCESS HOURS:**

TO REGISTER—7:00 A.M. TO 6:00 P.M. MONDAY THROUGH SATURDAY AND NOON TO 6:00 P.M. ON SUNDAY DURING REGISTRATION PERIODS.

OTHER INFORMATION—6:00 A.M. TO 11:55 P.M. MONDAY THROUGH FRIDAY, 6:00 A.M. TO 6:00 P.M. SATURDAY, AND NOON TO 6:00 P.M. SUNDAY.

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**CHECK YOUR E-MAIL DAILY FOR IMPORTANT MESSAGES FROM UAB**
A STEP-BY-STEP GUIDE TO REGISTRATION

Use this schedule as your complete guide to registering for classes at UAB. You will find all of the information you need in the order you need it. You can use the simple checklist on page 3 to help you keep track of each step as you go through the process. You must be admitted to UAB before you can register. For information on undergraduate admissions, call 934-8221. For more information on graduate admissions, call 934-8227.

ONE – PREPARE TO REGISTER

Meeting with your academic advisor is an important step in preparing for registration. Your academic advisor will help you select the right courses to fit into your schedule and satisfy your degree requirements. He or she will also help you determine if you need to take a placement test or meet any prerequisites for the courses you choose. Finally, your advisor is there to discuss your interests and goals and help you during the term if you run into any difficulties.

A STEP-BY-STEP GUIDE TO REGISTRATION

Please make sure to have a Blazer ID and valid e-mail address.

PLEASE MAKE SURE TO HAVE A BLAZER ID AND VALID E-MAIL ADDRESS.

Continued on next page
SCHOOL OF HEALTH PROFESSIONS
Administration Health Services (G) - Dr. R. Hernandez ... 934-3113
B.S. in Allied Health (U) - Ms. P. Baker ....................... 934-5173
Clinical Laboratory Sciences (G) - Dr. V. Skrinska ... 934-4863
Clinical Nutrition (G) - Dr. A. Brown ......................... 934-3006
Cytotechnology (U) - Ms. S. Blair .................................. 934-4863
Dietetic Internship (G) - Dr. A. Brown ......................... 934-3006
Health Administration (G) - Ms. R. Hall ....................... 934-1583
Health Informatics (G) - Dr. H. Orthner ........................ 934-3509
Health Information Management (U) - Ms. S. Grostick ... 934-1678
Medical Technology (U) - Dr. V. Skrinska ................. 934-4863
Nuclear Medicine Technology (U) - Ms. A. Steves ......... 934-2004
Nurse Anesthesia (G) - Mr. J. Williams ......................... 934-3209
Nutrition Sciences (G) - Dr. T. Nagy ......................... 934-3859
Occupational Therapy (G) - Dr. B. Moyer .............. ... 934-3568
Physical Therapy (G) - Assigned Advisor ............... 934-3566
Radiation Therapy/Radiologic Sciences (U) - .......... 934-3443
Radiography/Radiologic Sciences (U) - ................. 934-3443
Respiratory Therapy (U) - Ms. S. Perkins .................... 934-3783
Undeclared or General Info. - Mr. B. Harris ............ 934-5963
Undeclared or General Info. - Mr. M. Radden ............. 975-2925

SCHOOL OF NATURAL SCIENCES AND MATHEMATICS
Biology & Undeclared - Ms. K. Angus ......................... 934-6025
Mr. N. Wade .......................................................... 934-8321
Ms. Juanita McMath .............................................. 975-4632
Chemistry - Mr. J. Grimes .................................... 934-7529
Computer & Information Sciences - Mr. J. Faulkner .... 934-2213
Mathematics (G) - Dr. R. Weikard ........................... 934-2154
Mathematics (U) - Dr. J. Hutchison ......................... 934-2154
Physics - Dr. E. Wills .......................................... 934-5347

SCHOOL OF NURSING
All - Assigned Advisor ........................................ 975-7529

SCHOOL OF SOCIAL AND BEHAVIORAL SCIENCES
Freshmen & Sophomores (Non-Psychology) - Mr. K. Hubbard ................. 934-8689
Freshmen & Sophomores (Non-Psychology) - Ms. D. Littleton ... 934-7126
Psychology (L-Z) - Ms. R. McGiboney ...................... 934-8409
Psychology (A-K) - Ms. K. Klyce ................................ 975-9566
American Studies - Dr. A. Millard ......................... 934-5634
Anthropology (U) - Dr. B. Wheatley ......................... 934-3508
Anthropology (G) - Dr. B. Wheatley ......................... 934-3508
Behavioral Neuroscience (G) - Dr. A. Randich .......... 975-5698
Clinical Psychology (G) - Dr. J. Milby ..................... 934-8723
Criminal Justice (U) - Dr. J. Sloan ......................... 934-2069
Criminal Justice (G) - Dr. K. Morgan ...................... 934-2069
Developmental Psychology (G) - Dr. K. Ball ............... 934-3850
Forensic Science - Dr. J. Linville .......................... 934-2069
Gerontology (U) - Dr. P. Baker ............................... 975-5372
History (U) - Ms. M. Armbruster ............................ 934-5634
History (G) - Dr. M. McConnell .............................. 934-5634
International Studies - Dr. N. Zahariadis ................ 934-9680
Political Science - Dr. N. Zahariadis ....................... 934-9680
Pre-Law - Mr. J. Grimes ...................................... 934-8509
Public Administration (G) - Dr. A. Haque ................... 934-9680
Sociology (U) - Dr. P. Drentea .............................. 934-3307
Sociology (G) - Dr. J. Clair .................................. 934-3307
Social Psychology (U) - Dr. W. Cockerham ................ 934-3307
Social Work - Ms. D. Littleton ................................ 934-7126
Women’s Studies - Dr. M. Wilson ......................... 934-3307

DIVISION OF GENERAL STUDIES .......................... 934-6135

Students are advised in the following areas:
  General Studies - Business
  Pre-Nursing
  Pre-Nursing Mobility
  Undeclared

Students are assigned to General Studies advisors according to their last name.

A-B, K - Ms. C. Benion
C-F - Ms. B. Weatherby
G-H - Mr. K. Jerrolds
I, L, M - Ms. S. Jacobsen
J, N-Q - Ms. N. Findley
R, S - Ms. O. Emonina
T-Z - Ms. M. Altiparmak

PRE-HEALTH PROFESSIONS ................................. 934-6135

Pre-Dentistry, Pre-Medicine, Pre-Optometry

Pre-health professions students are encouraged to meet with the pre-health advisor as early as possible in order to ensure an accu-
rate, timely, and competitive application to the professional program of choice. Come by the General Studies office at 318 Hill University
Center or call 934-6135 to schedule an appointment.

ROTC........................................................................ 934-8749, 934-7215,
Army - Major P. McCormick ............................... 934-6135
Air Force - Capt. D. Norton ......................... 726-2859
or visit www.uab.edu/afrotc

TRIO ACADEMIC SERVICES .............................. 934-2729

All - Ms. T. Lyons ............................................. 934-2729

YOU CAN FIND THE CLASS SCHEDULE ON THE WEB.
GO TO students.uab.edu.
DO I NEED TO TAKE A PLACEMENT TEST?

Placement tests are required before you can register for certain courses. If you are uncertain, ask your advisor which test you should take.

Check the placement test schedules below to find out which courses require tests and the dates, times, and locations for testing. You do not need an appointment for a group test, but you should show up at least 15 minutes early. Seating is limited, and tests are given on a first-come, first-served basis. You will not be allowed access to the test site after a testing session starts.

IMPORTANT! YOU NEED TO PRESENT A PICTURE I.D. TO TAKE YOUR PLACEMENT TEST. A PICTURE I.D. CAN BE YOUR DRIVER'S LICENSE, STATE-ISSUED I.D., STUDENT I.D., OR PASSPORT.

The UAB Testing Center is located in HUC 470. If you are not able to take the placement tests at the assigned times, call 934-5503 for the UAB Testing Center. Academic Programs and Policy's Testing Center is a service that helps students schedule appointments for more convenient testing times. If you have an appointment with the Testing Center and cannot make it, be sure to contact the Testing Center to cancel/reschedule at least one hour before your testing time.

ENGLISH PLACEMENT

Students must meet minimum requirements of the English department in order to register for EH 101. ACT scores, SAT scores, and/or English placement scores are used to determine eligibility.

If your scores on the English placement test do not meet the minimum requirements in reading and/or writing, you will be required to take EH 091 and earn a grade of "C" or better to be eligible to enroll in EH 101.

You may take an English placement test at the UAB Testing Center. Call 934-5503 to schedule an appointment.

SPRING ENGLISH PLACEMENT TEST (1 HOUR)

<table>
<thead>
<tr>
<th>Exam Date</th>
<th>Time &amp; Location</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, Nov. 14</td>
<td>9:00 a.m.</td>
<td>HUC Auditorium</td>
</tr>
<tr>
<td>Tuesday, Nov. 28</td>
<td>1:00 p.m.</td>
<td>HUC Auditorium</td>
</tr>
<tr>
<td>Wednesday, Dec. 6</td>
<td>9:00 a.m.</td>
<td>HUC Auditorium</td>
</tr>
<tr>
<td>Wednesday, Dec. 13</td>
<td>9:00 a.m.</td>
<td>HUC Auditorium</td>
</tr>
</tbody>
</table>

PLEASE NOTE: If your first language is NOT English, you may be required to take the English as a Second Language Test (ESL). You must take this test prior to your scheduled orientation. By individual appointment only.

If your first language is NOT English, you must demonstrate proficiency in writing and reading English by taking the ESL placement test. The ESL placement test is administered at the UAB Testing Center, (HUC 470). Please call 934-5503 for an appointment. Based on the test results, students will be placed in ELC 092, Academic Writing for Non-Native English Speakers I, or EH 101, English Composition.

MATH PLACEMENT

Please Note: Scientific calculators may be used when taking the Mathematics Screening tests. Programmable/plug-in calculators, computer algebra systems, and GRAPHING calculators are not acceptable.

You can take placement tests at the times scheduled for group tests, or you can make an appointment to take a test at the UAB Testing Center.

Check with your academic advisor if you have any questions about which test(s) you need to take. Scores more than three (3) years old are no longer valid, and screening tests must be retaken.

SPRING MATHEMATICS TEST

Transfer students with no math credit above the remedial level will be required to take one or more of the following screening tests for initial placement in mathematics:

<table>
<thead>
<tr>
<th>Course</th>
<th>Test Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>MA 102</td>
<td>Advanced Screening Test</td>
</tr>
<tr>
<td>MA 110</td>
<td>Advanced Screening Test</td>
</tr>
<tr>
<td>MA 105</td>
<td>Advanced Screening Test</td>
</tr>
<tr>
<td>MA 107</td>
<td>Advanced Screening Test</td>
</tr>
<tr>
<td>MA 106</td>
<td>Calculus Screening Test, Part I</td>
</tr>
<tr>
<td>MA 109</td>
<td>Calculus Screening Test, Part I</td>
</tr>
<tr>
<td>MA 125</td>
<td>Calculus Screening Test, Parts I &amp; II</td>
</tr>
</tbody>
</table>

Each Math Screening Test may be taken only once. Practice Tests and Study Guides for Math screening tests will be available on the Mathematics Department website www.math.uab.edu

Advanced Tests (1 hour, 15 minutes)
Calculus Screening Test (1 hour for Part I, 1 hour for Part II)

SPRING 2007 MATH PLACEMENT TEST

<table>
<thead>
<tr>
<th>Exam Date</th>
<th>Time &amp; Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, Nov. 14</td>
<td>11:00 a.m.</td>
</tr>
<tr>
<td>Tuesday, Nov. 28</td>
<td>2:30 p.m.</td>
</tr>
<tr>
<td>Wednesday, Dec. 6</td>
<td>11:00 a.m.</td>
</tr>
<tr>
<td>Wednesday, Dec. 13</td>
<td>11:00 a.m.</td>
</tr>
</tbody>
</table>
SPRING 2007 MATH SCREENING FOR ENTERING FRESHMEN

The purpose of the grid is to place you in the appropriate level math course. This is determined through a combination of your ACT math subscore and your high school GPA. You have the option of choosing a lower level course if you need more preparatory work. For example, if your ACT math subscore is 21 and your high school GPA is 3.2, you would place into MA 102, but you would have the option of taking MA 110. An ACT math subscore of 27 places you into MA 125 regardless of your high school GPA. Course descriptions can be found in the undergraduate catalog. Your advisor can help you determine which math class is appropriate for you at orientation.

<table>
<thead>
<tr>
<th>SAT Math Subscore</th>
<th>ACT Math Subscore</th>
<th>High School Core GPA</th>
<th>UAB Math Course</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>If not placed as indicated below</td>
<td></td>
</tr>
<tr>
<td>&gt; = 480</td>
<td>&gt; = 20</td>
<td>&gt; = 2.0</td>
<td>MA 110 Finite Mathematics</td>
</tr>
<tr>
<td>&gt; = 500</td>
<td>&gt; = 21</td>
<td>na</td>
<td></td>
</tr>
<tr>
<td>&gt; = 480</td>
<td>&gt; = 20</td>
<td>&gt; = 2.5</td>
<td>MA 102 Intermediate Algebra</td>
</tr>
<tr>
<td>&gt; = 500</td>
<td>&gt; = 21</td>
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<td></td>
</tr>
<tr>
<td>&gt; = 520</td>
<td>&gt; = 22</td>
<td>&gt; = 3.5</td>
<td>MA 105 Precalculus Algebra</td>
</tr>
<tr>
<td>&gt; = 540</td>
<td>&gt; = 23</td>
<td>&gt; = 3.0</td>
<td>MA 109 Survey of Calculus (Business Majors)</td>
</tr>
<tr>
<td>&gt; = 560</td>
<td>&gt; = 24</td>
<td>&gt; = 2.5</td>
<td></td>
</tr>
<tr>
<td>&gt; = 580</td>
<td>&gt; = 25</td>
<td>na</td>
<td></td>
</tr>
<tr>
<td>&gt; = 560</td>
<td>&gt; = 24</td>
<td>&gt; = 3.5</td>
<td>MA 107 Precalculus Algebra/Trig</td>
</tr>
<tr>
<td>&gt; = 580</td>
<td>&gt; = 25</td>
<td>&gt; = 3.0</td>
<td></td>
</tr>
<tr>
<td>&gt; = 600</td>
<td>&gt; = 26</td>
<td>&gt; = 2.5</td>
<td></td>
</tr>
<tr>
<td>&gt; = 620</td>
<td>&gt; = 27</td>
<td>na</td>
<td></td>
</tr>
<tr>
<td>&gt; = 580</td>
<td>&gt; = 25</td>
<td>&gt; = 3.5</td>
<td>MA 106 Precalculus Trigonometry</td>
</tr>
<tr>
<td>&gt; = 600</td>
<td>&gt; = 26</td>
<td>&gt; = 3.0</td>
<td>MA 125 Calculus I (Requires Trigonometry)</td>
</tr>
<tr>
<td>&gt; = 620</td>
<td>&gt; = 27</td>
<td>na</td>
<td></td>
</tr>
</tbody>
</table>

na means GPA is not applicable
> = means greater than or equal to
FOREIGN LANGUAGE
By individual appointment only.

French Computer Adaptive Test (untimed)
German Computer Adaptive Test (untimed)
Spanish Computer Adaptive Test (untimed)

You do not need the placement test if you have never taken a foreign language and are beginning with 101. However, if you have had one year or more of a foreign language in high school within the last two years, you need to take a placement test in that language before enrolling in the 101-102 sequence. Placement tests are given in French, German and Spanish.

Based on the placement test, you will be placed in 101, 102, or 200 level in the appropriate language. Test results are submitted to the Department of Foreign Languages. Placement tests in foreign languages are administered on-line for Spanish, French and German at the Department of Foreign Languages and Literatures website, http://www.uab.edu/foreignlang/ or contact the UAB Testing Center.

PHYSICS
By individual appointment only.

PH 201 Placement Exam (1 hour)
PH 221 Placement Exam (1 hour)

The prerequisite for the PH 201 sequence (College Physics) or the PH 221 sequence (General Physics) is successful completion of PH 100 or a passing score on the physics placement test. You should take the PH 201 placement test if you intend to enroll in non-calculus-based physics or the PH 221 placement test if you intend to take calculus-based physics. The physics placement examinations are administered by appointment. To schedule an appointment, call 934-5503.

TWO – SELECT YOUR COURSES

Next, go through the course listings and find out what classes are available for you to take this semester. For updated information on courses added, cancelled, or changed since this schedule was printed, go online at students.uab.edu. Your advisor can help you pick out the right classes and fit them into a schedule.

The course listings beginning on page 19 in this schedule are arranged alphabetically by school, then by department. See page 10 for an example.

Courses available in each department are listed with the call number, course prefix and number, course name, section code, credit hours, instructor’s name, meeting times & prerequisites. The campus map on the inside back cover can help you locate the buildings where your classes will be held.
Now that you have worked out a schedule with your advisor, you can begin registering for the courses you have selected. UAB offers several convenient options to make it easy for you. You can register in person or on-line through ACCESS before classes begin. If you must register after the first day of classes, you must do so in person.

You must have a Blazer ID in order to register.
Go to www.uab.edu/blazerid to sign up.

THREE – REGISTER FOR YOUR CLASSES

STEP

Now that you have worked out a schedule with your advisor, you can begin registering for the courses you have selected. UAB offers several convenient options to make it easy for you. You can register in person or on-line through ACCESS before classes begin. If you must register after the first day of classes, you must do so in person.

You must have a Blazer ID in order to register.
Go to www.uab.edu/blazerid to sign up.

REGISTERING ON THE WEB

• Determine your assigned day and time for registering. If you have been admitted and your financial records are clear in the student accounting office, you should receive a card in the mail telling you when you can register. If not, check page 4 in this schedule to determine the earliest time you can register.

• At your assigned time to register, go to students.uab.edu. Click on the blue tab labeled “Academics” and then click on ACCESS in the blue left column. You can also use the Web to register during open registration after your assigned time; however, ACCESS is not available after classes begin. If you have any trouble with the UAB ACCESS registration system, call 934-8222. Remember, the system will not let you register before your assigned date and time.

• Enter your Social Security number (student I.D.) and your personal identification number (PIN) as instructed. Then click PROCEED.

• The first time you use ACCESS, your PIN will be your birth month and day (example: May 6 is entered 0506). You will then see a screen saying, “Welcome to UAB ACCESS. Please change your PIN to another 4-digit number before proceeding.” Enter a four-digit number of your choice in the field provided. The number you enter will be your permanent PIN number for enrollment at UAB. Please don’t lose this number.

• After your PIN number is accepted, you will see the ACCESS main menu. Click REGISTER, and the local address on file for you will appear. If your address has changed, click UPDATE.

• After your address is verified or updated, you will see the class registration screen. To register or add classes, enter the call number in the CALL field. To drop classes, click DROP.

• The schedule you see on the screen should have ENROLLED in the status column for registered classes. Classes you dropped will disappear from the schedule. Double check the schedule to be sure it is correct before you exit the program.

• Click VIEW SCHEDULE

• Print a copy of your schedule.

• You can only register for five classes at a time. If you need more than five, click PROCEED after you have entered your first five classes, then repeat the process for the remaining classes.

• If you are adding a class that has a time conflict with another class, you must first drop the class you do not want. Then click on PROCEED to add the class you want.
<table>
<thead>
<tr>
<th>STUDENT CATEGORY</th>
<th>SIGNATURES REQUIRED (Assigned Time and Open Registration)</th>
<th>SIGNATURES REQUIRED (Registration after classes begin)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHOOL OF EDUCATION STUDENTS</td>
<td>1. School dean if registering for more than 18 semester hours.</td>
<td>1. Department chair. 2. School dean if registering for more than 18 semester hours. 3. Instructor.</td>
</tr>
<tr>
<td>SCHOOL OF ENGINEERING STUDENTS</td>
<td>1. Advisor. 2. School dean if registering for more than 18 semester hours.</td>
<td>1. Advisor. 2. School dean if registering for more than 18 semester hours. 3. Instructor.</td>
</tr>
<tr>
<td>UNDERGRADUATE STUDENTS IN ALL OTHER SCHOOLS</td>
<td>1. School dean if registering for more than 18 semester hours.</td>
<td>1. School dean if registering for more than 18 semester hours. 2. Instructor.</td>
</tr>
<tr>
<td>NON-DEGREE GRADUATE STUDENTS</td>
<td>1. Instructor if courses numbered 500 and above. 2. Graduate school dean if registering for more than 18 semester hours. 3. Deputy dean of School of Medicine and dean of graduate school for medical school courses. 4. Assistant dean for student affairs in the School of Public Health for registration and if registering for more than 18 semester hours.</td>
<td>1. Graduate school dean if registering for more than 18 semester hours. 2. Instructor. 3. Deputy dean of School of Medicine and dean of graduate school for medical school courses.</td>
</tr>
<tr>
<td>DEGREE-SEEKING GRADUATE STUDENTS</td>
<td>1. Graduate school dean if registering for more than 18 semester hours.</td>
<td>1. Advisor. 2. Instructor. 3. Graduate school dean if registering for more than 18 semester hours.</td>
</tr>
<tr>
<td>SCHOOL OF PUBLIC HEALTH</td>
<td>1. Student Affairs Dean in the School of Public Health if registering for more than 18 semester hours. 2. Student Affairs Dean in the School of Public Health if registering as a non-degree seeking student.</td>
<td>1. Instructor. 2. Student Affairs Dean if registering for more than 18 semester hours.</td>
</tr>
</tbody>
</table>

NOTE: IF YOU NEED A SIGNATURE TO REGISTER FOR A CLASS, YOU MAY NOT BE ABLE TO USE ACCESS TO REGISTER BY WEB.
REGISTRATION IN PERSON

- Determine what date and time you are eligible to register. Check page 4 if you’re not sure. You will not be allowed to register before your assigned date and time, although you can register after that date and time.

- Pick up your registration form at your advisor’s office or 207 Hill University Center. Fill out the registration form. Make sure the call number is correct on your form since this information is the key used by the computerized registration system. If the course you want is offered for several different credits, there is a different call number for each number of credit hours.

- Make sure you have all of the signatures you need on your registration form. The chart on page 11 lists all required signatures.

- Take your completed form to the terminal operator.

- After the terminal operator has entered your schedule, wait to be given a copy of your schedule.

- Check to make sure the information is correct before you leave the registration room.

REGISTRATION AFTER CLASSES BEGIN

You should register during assigned or open registration periods. However, if you must register after the first day of regular classes, you can do so during the “registration-after-classes begin” period. The dates for registration after classes begin can be found in the academic calendar in this schedule. The drop and add deadline dates will be strictly enforced.

ADDING/DROPPING COURSES

CAN I ADD A COURSE?

You can add courses at no charge before classes begin. Those schedule changes can be made by Web or in person. However, starting with the first day of regular classes, all registration transactions must be made in person, and a $15 change-of-course fee will be charged for each add/drop form you submit.

To add a course during registration after classes begin, follow these steps:

Pick up an add/drop form at 207 Hill University Center. Undergraduate students use a pink form, and graduate students use a yellow form.

Complete the form listing the course(s) you wish to add.

Check to see what signatures you may need to add those courses. Refer to page 11 in this schedule. The signature of your dean is required if the added courses push your total course load above 18 semester hours.

You can add a course during registration-after-classes begin without the instructor’s signature if the class has not met for the first time and there is space available (some departments are excluded from this policy. Please check the course listings in the class schedule for exceptions). Other signature requirements must be met.

Return your completed add/drop form to 204 Hill University Center. The form will be validated, and you’ll get the white copy back for your records.

CAN I DROP A COURSE?

You can drop courses at no charge before classes begin. Those changes can be made by Web or in person. However, starting with the first day of regular classes a $15 change-of-course fee will be charged for each add/drop form you submit. If you are dropping all of your classes, you will be charged a $30.00 withdrawal fee.

To drop a course during registration after classes begin, follow these steps:

Pick up an add/drop form at 207 Hill University Center. Undergraduate students use a pink form, and graduate students use a yellow form.

Complete the form listing the course(s) you wish to drop. Get the required signatures to drop the course. Degree-seeking graduate students need signatures from their advisor and program director. School of Public Health students need their advisor’s signature.

Return your completed add/drop form to 204 Hill University Center. The form will be validated, and you’ll get the white copy back for your records.

YOU CAN’T DROP A COURSE SIMPLY BY NOT ATTENDING CLASSES. YOU MUST TELL UAB THAT YOU WANT TO DROP A COURSE BY FOLLOWING THIS PROCEDURE.

In extraordinary circumstances, if it is impossible for you to follow normal procedures, you can mail a letter to Registration/Academic Records stating your desire to withdraw. Be sure to include your Social Security number and daytime phone number. If the withdrawal would not violate any

PLEASE KEEP THIS SCHEDULE. REPLACEMENT COPIES ARE LIMITED.
academic rules, your request will be honored, and the date your letter is received in Registration/Academic Records will be your official date of withdrawal. Be sure to contact Registration/Academic Records at 934-8222 before the deadline to withdraw to confirm receipt of your request.

HOW DOES WITHDRAWING AFFECT MY FINANCIAL AID?

Full- or part-time registered students who receive financial aid cannot completely withdraw or reduce their course load unless prior approval is granted by the Financial Aid office and Student Accounting Services. All students must be enrolled at least half-time (6-8 hours undergraduate, 5 hours graduate) to receive any financial aid including loans. Reducing your course load by withdrawing from courses may require repayment of financial aid.

FIRST CLASS ATTENDANCE POLICY

FIRST CLASS ATTENDANCE POLICY:

IF YOU MISS THE FIRST DAY OF A CLASS WITHOUT PRIOR NOTIFICATION, THE INSTRUCTOR HAS THE PREROGATIVE TO DROP YOU FROM THE COURSE. WHETHER YOU ARE DROPPED FROM THE CLASS IS ENTIRELY AT THE DISCRETION OF THE INSTRUCTOR, AND YOU ARE RESPONSIBLE FOR DETERMINING YOUR STATUS IN THE CLASS. BE SURE TO OFFICIALLY DROP FROM ANY CLASSES YOU CAN’T ATTEND.

FOUR – PAY YOUR TUITION AND FEES

At UAB you can pay for your tuition and fees at the time of registration or pay a minimum of 50 percent of tuition and fees by the first payment deadline (see the academic calendar on the inside front cover). The remaining balance must be paid on or before the final payment deadline specified in the academic calendar. Payment must be received by these dates whether you deliver it in person, by mail, or via ACCESS. If you miss these deadlines, there will be additional charges, and you run the risk of being considered in default, which gives UAB the right to take action to collect the debt.

A statement of fees is provided to each student at registration. School, classification, or course changes made after registration may result in additional charges. Credit for financial aid, UAB educational assistance benefits, or payments billed to a third party may not be reflected on your statement of fees. Account balances are available by Web ACCESS.

If you need to clarify the amount due, call Student Accounting Services at 934-3570 or 1-888-255-8734.

Payments can be made with Visa, MasterCard, or Discover via the Web, by mail or in person.

• Pay your account by credit card with Visa, MasterCard or Discover via the Web at www.students.uab.edu.

• Send your payment by mail to UAB Student Accounting Services, 1530 3rd Avenue South, HUC 322, Birmingham, Al. 35233-1150.

• Bring your payment in person to 322 Hill University Center, 1400 University Blvd. You can also use the payment drop box on the first floor of the Hill University Center.

UAB regards its students as responsible adults. By registering, you commit yourself to prompt payment of tuition and fees and you agree to UAB’s published policies.

WHEN TO PAY

Most universities require payment of tuition and fees at registration. UAB gives you this option, but also offers alternatives. You have the option to pay a minimum of 50 percent of tuition and fees due by the first payment deadline and the remaining balance no later than final payment deadline (see the academic calendar on the inside front cover). Payments must be received by these dates, whether paid by web, ACCESS, mail or in person. After those deadlines, your debt to UAB is considered in default, and UAB reserves the right to take immediate action to collect the debt. Additional charges will also be incurred.

YOU CAN ADD OR DROP COURSES USING THE ACCESS SYSTEM ONLINE BEFORE CLASSES BEGIN ONLY. SEE PAGE 12 FOR DETAILS.
HOW TO PAY

Payment by mail should be directed to UAB Student Accounting Services; 1530 3rd Avenue South, HUC 322, Birmingham, Alabama 35233-1150. Payments may be made in person at 322 Hill University Center, 1400 University Boulevard; at the student payment drop box located on the first floor of Hill University Center; or with Visa, MasterCard or Discover through ACCESS on the Web at http://students.uab.edu.

AMOUNT OWED

A statement of fees is provided to each student at registration. Charges shown on that statement are based on the student’s status and courses as of the date of registration. School, classification, or course changes made after registration may result in additional charges. Credit for financial aid, UAB educational assistance benefits, or payments to be billed to a third-party vendor may not be reflected on the statement of fees printed at registration. Account balances are available through Web ACCESS. For information or clarification concerning the amount due, call Student Accounting Services at 934-3570 or 1-888-255-8734.

LATE PAYMENT FEE

If the minimum 50 percent of tuition and fees is not paid on or before the first payment deadline (see academic calendar), a $50 late payment fee will be added to the account balance. Payment date will be the date received in Student Accounting Services.

REINSTATEMENT FEE

If your account balance is not paid in full on or before the final payment deadline (see academic calendar), grades will be withheld, and a $150 reinstatement fee will be added to that account.

ADJUSTMENTS OF TUITION DUE

On the academic calendar for each term, there is a date designated “last day to withdraw from classes without paying full tuition.” The student’s residency status on that day determines the tuition rate incurred for that term. If a student officially withdraws from all courses prior to 5:00 p.m. on that date, all course related tuition and fees will be canceled. However, other fees previously assessed for services provided, fees assessed based on registration commitments and the fee for withdrawal ($30.00) will remain due and payable by the published deadline. (Consult the current term UAB Class Schedule for specific fees.) If a student withdraws after that date, total tuition and fees are due and no refunds can be made (except in cases where a licensed physician certifies that the student is incapable of continuing with the course because of a serious medical condition which arose after the above date). Students withdrawn for disciplinary reasons or for nonpayment of fees are ineligible for refunds or cancellation of charges due.

FINANCIAL AID DISBURSEMENT

Financial aid is normally disbursed beginning the third day of class at 322 Hill University Center. Aid should be ready on that day for any financial aid award for which all necessary paperwork was returned to the Financial Aid Office 45 days prior to the beginning of the term. Mandatory tuition and fees will be deducted from financial aid and refunds will be issued by check or direct deposit. Direct Deposit Forms are available in Student Accounting Services HUC 322. Checks that are not picked up within 10 days of issuance will be mailed to the address of record.

FINANCIAL AID REQUIREMENTS

You must pay your student account balance, including the current term’s charges, at the time a financial aid check is disbursed. When you register for classes, you create a financial obligation to UAB. An application for financial aid neither eliminates this responsibility, nor does it extend published deadlines. You must be registered for the required number of hours for your financial aid to process.

FEES PAID BY OTHER THAN YOU OR YOUR FAMILY

If your tuition and fees are paid by anyone other than you or your family, you should notify the office of Student Accounting Services, Hill University Center room 322. This information is due by the last day of registration.

TUITION PER SEMESTER HOUR CREDIT

For courses taken in schools other than Health Professions, Nursing, or Public Health

<table>
<thead>
<tr>
<th></th>
<th>In-State Students</th>
<th>Out-of-State Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$132.00</td>
<td>$330.00</td>
</tr>
<tr>
<td>Graduate</td>
<td>$170.00</td>
<td>$425.00</td>
</tr>
</tbody>
</table>

For courses taken in the School of Health Professions:

<table>
<thead>
<tr>
<th></th>
<th>In-State Students</th>
<th>Out-of-State Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$160.00</td>
<td>$400.00</td>
</tr>
<tr>
<td>Graduate</td>
<td>$224.00</td>
<td>$560.00</td>
</tr>
</tbody>
</table>

For courses taken in the School of Nursing:

<table>
<thead>
<tr>
<th></th>
<th>In-State Students</th>
<th>Out-of-State Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$146.00</td>
<td>$365.00</td>
</tr>
<tr>
<td>Graduate</td>
<td>$207.00</td>
<td>$518.00</td>
</tr>
</tbody>
</table>

For courses taken in the School of Public Health:

<table>
<thead>
<tr>
<th></th>
<th>In-State Students</th>
<th>Out-of-State Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate</td>
<td>$177.00</td>
<td>$443.00</td>
</tr>
</tbody>
</table>

*For definition of in-state student, see the UAB catalog.

NEED TO CHANGE YOUR ADDRESS OR PHONE NUMBER ON YOUR RECORDS?
COME BY REGISTRATION/ACADEMIC RECORDS,
207 HILL UNIVERSITY CENTER, OR GO ONLINE AT students.uab.edu.

Continued from previous page
CampusCard
It's MUCH MORE than the official UAB ID card - the UAB CampusCard is the key to fun and excitement, services and resources, plus exclusive discounts. With the UAB CampusCard, students can:
- Access UAB athletic and cultural events, the Campus Recreation Center and UAB libraries;
- Enjoy discounts on software purchases at the Blazer Bookstore and tickets to a variety of on-and-off-campus events through the UAB ticket office;
- Make debit-card purchases at the Blazer Bookstore, on-campus dining facilities, and a variety of other locations both on and off campus.

You can have your CampusCard made in the Hill University Center, Room 158, Monday through Thursday from 8:00 a.m. to 6:00 p.m. and on Fridays from 8:00 a.m. to 5:00 p.m.

Fees (CONT.)

<table>
<thead>
<tr>
<th>Fees</th>
<th>PER COURSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laboratory Fee (required for select-ed courses)</td>
<td>$35.00</td>
</tr>
<tr>
<td>A&amp;H, BUS, EDU, GEN, GRD, GS, NUR, HP</td>
<td>$40.00</td>
</tr>
<tr>
<td>EGR</td>
<td>$75.00</td>
</tr>
<tr>
<td>PUH</td>
<td>$53.00</td>
</tr>
<tr>
<td>NSM</td>
<td>$90.00</td>
</tr>
<tr>
<td>SBS</td>
<td>$45.00</td>
</tr>
<tr>
<td>Music Fee</td>
<td></td>
</tr>
<tr>
<td>Group Classes</td>
<td>$35.00</td>
</tr>
<tr>
<td>Private Classes</td>
<td>$50.00</td>
</tr>
<tr>
<td>Online fee (Internet courses)</td>
<td></td>
</tr>
<tr>
<td>A&amp;H, HP, NSM, SBS</td>
<td>$75.00</td>
</tr>
<tr>
<td>PUH</td>
<td>$100.00</td>
</tr>
<tr>
<td>BUS, NUR</td>
<td>$150.00</td>
</tr>
<tr>
<td>EGR, EDU</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

IMPORTANT: You must have a BlazerID for your card to be active. If you have not already done so, you can claim your BlazerID at www.uab.edu/blazerid.
PARKING PERMIT
If you want to park in a UAB lot while you’re on campus, you will need a parking permit. You can get a permit from Parking and Transportation Services at 608 8th Street South. The office is open Monday through Friday from 7:30 a.m. to 5:30 p.m.

HEALTH INSURANCE
If you’re participating in a health-related program, you can sign up for a hospital insurance plan through the student health office. Every student in health-related programs is required to have adequate hospital insurance coverage. If you don’t want UAB’s insurance plan, you will need to present proof of comparable coverage to the student health office or hospital insurance fees will automatically be charged. If you need more information about specific insurance requirements, request the student health brochure at 934-3580.

If you are a graduate student and you already have health insurance, make sure that you have completed a waiver form before you register. See “Student Health Insurance/Student Health Policy” in the graduate school catalog (www.uab.edu/graduate/catalog/8facil.htm) or in the graduate student handbook available from the Graduate School, 511 Hill University Center.

SPECIAL ANNOUNCEMENTS

DEGREE APPLICATIONS
You can apply for your undergraduate degree by picking up a degree application in Registration/Academic Records at 207 Hill University Center. Your form needs to be approved by your major department and by the department granting the degree. Degree applications should be submitted to Registration/Academic Records at least six months prior to degree completion. You must submit your application for degree by the 10th calendar day of the semester in which you plan to graduate. If you need more information about degree applications, call 934-8222.

IMPORTANT INFORMATION FOR GRADUATE STUDENTS PLANNING TO GRADUATE SPRING 2007
If you are planning to receive a graduate degree, please check with the Graduate School, 511 Hill University Center (934-8227), for the application for degree and other necessary forms or visit the Graduate School website at www.uab.edu/graduate.

Application for degrees (approved at the departmental level and received in the Graduate School) should be filed prior to the department granting the degree. Failure to meet these deadlines will require the filing of a new application in subsequent terms.

Public health students applying for a degree must contact Nancy Pinson in the School of Public Health for dates and degree applications.

The graduate application fee is $50 for the initial application, and any reorders will be $25 each.

Master of Science in Nursing students applying for a degree must contact the School of Nursing for dates and applications.

DEADLINES
Last Day to Submit an Application as a Non-Degree Seeking Student: December 29, 2006

Last Day for Graduate Students to Submit Application for Degree with Signatures of the Program Director and Advisor to the Graduate School: January 26, 2007

Last Day for Graduate Students to Defend Thesis/Dissertation: March 30, 2007

Last Date for Submitting Final Version of Thesis/Dissertation to the Graduate School: April 13, 2007

Last Date for Receipt of Final Papers: April 27, 2007

Diploma Date: May 5, 2007

NOTE: Your department may have an earlier deadline. Please check with your advisor or program director.

COURSES OFFERED THROUGH CONSORTIUM
If you are a full-time UAB undergraduate, degree-seeking student in good academic standing, you may take one course per term, with permission, at another BACHE (Birmingham Area Consortium for Higher Education) institution. These include Birmingham-Southern College, Miles College, the University of Montevallo, and Samford University. The course you wish to take should be appropriate to your overall academic program. You’ll be charged UAB tuition rates for the course you take through the BACHE program. Registration forms are available from Registration/Academic Records, 207 Hill University Center. Please make sure that you allow yourself time to have the appropriate forms completed before the term begins at the school of your choice.

MICROSOFT CAMPUS AGREEMENT
The University of Alabama at Birmingham’s Microsoft Campus Agreement Subscription is a centrally administered annual software-licensing program designed for higher education. This agreement covers all currently enrolled students providing them with software at a greatly reduced price. The license covers Office XP, Office 2000 Pro, Windows OS upgrades, Office 2001 and Office v.X for Mac. Students can purchase any of these products at the Blazer Bookstore.

AUDITING A COURSE
You can audit courses with the permission of the instructor and payment of the appropriate fees. However, auditing must be done from the beginning of the course, so sign up early. Audit cannot be dropped for credit, nor can credit be dropped for audit. You won’t be able to register for an audit course by ACCESS because you will need the instructor’s signature. Once the instructor’s requirements are met, the course will appear on your transcript with the notation AU and 0 semester hours credit. Keep in mind that courses taken for audit credit may not be counted toward the hours required for full-time status.
WHAT ELSE DO I NEED TO KNOW?

CAN I GET FINANCIAL AID?

UAB’s financial aid packages (federal aid, loans, work study, grants, and scholarships) enable students from all economic backgrounds to attend UAB.

Financial aid is awarded annually, based on need and merit, and students who wish to receive aid must reapply each year. Only a limited number of grants and scholarships are available each year, so be sure to apply early.

You may be eligible for multiple federal programs, federal direct student loans, and scholarships. For applications and complete details on eligibility requirements, award amounts, terms, and deadline dates, contact Financial Aid. Financial aid applications are available in early January for the following academic year with a priority deadline of April 1.

Once you have submitted your financial aid application, you can check on its progress through the ACCESS system on the internet at students.uab.edu. Click on the Academics tab.

ABOUT STUDENT RECORDS

Pursuant to the Family and Privacy Act of 1974, as amended, section 438 of the General Education Provisions Act, the University of Alabama at Birmingham considers the following information as "directory information": student's name, address, telephone listing, e-mail address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of the athletes, dates of attendance, degrees and awards received, and the most previous educational agency or institution attended by the student.

If you request NOT to have the above information released, YOU MUST SIGN A WAIVER in Registration/Academic Records no later than the 15th day after the first day of registration for the fall or spring semesters. In order to take this information "hold" off your record, you must notify Registration/Academic Records in writing.

IMPORTANT INFORMATION FOR GRADUATING SENIORS

The UAB National Alumni Society is now offering all graduating seniors a discounted first-year membership in the National Alumni Society for $15. Regularly priced at $50, an alumni membership package offers up to $750 worth of benefits annually, including two free football season tickets. Other membership benefits include free UAB on-campus parking, discount travel benefits discounts on important needs such as healthcare insurance, auto and home insurance, loan consolidation, use of UAB libraries, four issues of UAB Magazine, as well as discounted tickets on National Alumni Society’s events, and much more. For more information call 945-3555.

HOW DO I CHANGE MY ADDRESS?

Requests for graduate/undergraduate student address and/or telephone number changes should be made through Registration/Academic Records at 207 Hill University Center, or via the Web at students.uab.edu.

HOW CAN I GET SEVERE WEATHER INFORMATION?

In the event of bad weather involving snow and ice, tune to WBHM (90.3 FM) for announcements regarding university closings.

YOU CAN FIND IMPORTANT POLICIES AND INFORMATION AT THE BACK OF THIS SCHEDULE. SEE PAGE 104
The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review student’s education records within 45 days of the day the University receives a request for access.

Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student’s education records that the student believes are inaccurate or misleading. Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosure of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official has a legitimate educational interest if the official is employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a person serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning the alleged failures by State University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

**FAMILY POLICY COMPLIANCE OFFICE**

U.S. DEPARTMENT OF EDUCATION
600 INDEPENDENCE AVENUE, SW
WASHINGTON, DC 20202-4605

**SEXUAL HARASSMENT POLICY**

**Introduction**

The University of Alabama at Birmingham is firmly committed to providing an environment that is free of discrimination, including sexual harassment. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment or academic evaluation, (2) submission to, or rejection of, such conduct by an individual is used as the basis for employment or academic decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or of creating an intimidating or hostile working or educational environment.

Such behavior may violate federal law and/or give rise to personal liability for the results of such behavior. Consequently, UAB prohibits all forms of sexual harassment and will investigate complaints thoroughly and with the utmost seriousness.

A violation of this policy may result in the taking of disciplinary action up to, and including, discharge.

**Sexual Harassment in the Workplace**

It is a violation of UAB policy for any employee, including faculty, to engage in sexual harassment in the workplace or in work-related situations. Employees who believe that they have been sexually harassed by a supervisor, co-worker, or other employee of UAB should report the incident promptly to the Human Resource Management Relations Office. Only Human Resource Management has the responsibility for coordinating and conducting an investigation of sexual harassment claims in the workplace and also for recommending corrective action to the UAB administration.

**Sexual Harassment in the Instructional Setting**

UAB prohibits sexual harassment of students by the teaching staff or other employees of UAB. For purposes of this policy, the term "teaching staff" means all those who teach at UAB and includes, but is not limited to, full-time faculty, part-time faculty, students functioning in teaching roles (such as graduate assistants), and academic administrators.

A student who believes that he or she has been sexually harassed should report the incident promptly to the Vice President for Student Affairs.

Sexual harassment by a student is considered nonacademic misconduct, and the alleged student offender will be subject to the disciplinary process contained in the Direction: Student Handbook.

**Sexual Harassment—General**

Full and prompt reporting is necessary for effective implementation of this policy, and UAB encourages such reporting. However, UAB’s duty to protect employees and students exists when UAB’s supervisory personnel know, or have reason to know, of unreported sexual harassment. Supervisors therefore are directed to take all appropriate steps to prevent sexual harassment in their areas of responsibility and to take corrective action, including disciplinary action, in response to inappropriate behavior which may constitute sexual harassment even in the absence of a complaint.

This policy seeks to encourage students, staff, and faculty to express freely and responsibly, through established procedure, complaints of sexual harassment. All such complaints shall be treated as confidential information and shall be disclosed only to those with a need to know as part of the investigatory and resolution process. Any act of interference, retaliation, or coercion by a UAB employee against a student or employee for using this policy interferes with such free expression and is itself a violation of this policy.

**Implementation**

This policy will be published regularly in the UAB Reporter and in the class schedule. The policy will be included in revisions of handbooks relating to staff, faculty, and students.

The Vice President for Financial Affairs and Administration is Continued on next page
responsible for implementation of this policy as it relates to sexual harassment in the workplace. The Vice President for Student Affairs is responsible for implementation of this policy as it relates to sexual harassment in the instructional setting.

DRUG-FREE CAMPUS POLICY FOR STUDENTS
UAB’s drug-free campus policy was revised and approved December 14, 1991, and applies to all UAB students. The policy statement and attachments are as follows.

NOTE: See also the following related policies:
Drug-free Workplace Policy; Drug Screening Policy for Student Athletes; School of Medicine "Policy on Impairment and Chemical Substance Abuse"; School of Dentistry "Policy on Impairment and Chemical Substance Abuse"; School of Nursing "Policy on Impairment and Chemical Substance Abuse."

Policy Statement
This policy is applicable to all students enrolled in credit course(s) or degree-granting programs at the University of Alabama at Birmingham and to all students receiving academic credit at UAB (other than for continuing education units) for study in a program in a foreign country conducted by UAB alone or in conjunction with a foreign university.

Unlawful possession, use, manufacture, distribution, or dispensing of illicit drugs, controlled substances, or alcoholic beverages by any UAB student on UAB property or as part of any UAB-sponsored or UAB-sanctioned activity is prohibited. The legal possession, use, or distribution of alcoholic beverages on UAB property or at UAB-sponsored or UAB-sanctioned activities is governed by the UAB General Policy Regarding the Use and Consumption of Alcoholic Beverages and applicable local, state, and federal laws.

In certain situations, the University is required to report the activities prohibited by this policy to appropriate law enforcement authorities. In all cases, the University may report activities prohibited by this policy to appropriate law enforcement authorities if it appears that the activity is a violation of law.

Disciplinary Actions
Violations of this policy constitute nonacademic misconduct and will be subject to established disciplinary action for nonacademic misconduct in accordance with stipulations in the Direction student handbook or other applicable procedures. Violations of this policy by students should be reported to the appropriate student affairs office or other office handling student nonacademic misconduct in the same manner in which other instances of nonacademic misconduct are reported.

In some cases of violation of this policy for unlawful use, a student may be given, at the discretion of the University, the option to participate satisfactorily in an approved drug or alcohol abuse assistance or rehabilitation program in lieu of dismissal. Participation in such an assistance or rehabilitation program is at the expense of the student.

Drug-free Awareness Program
At least annually, UAB shall inform students of the dangers of drug and alcohol abuse on campus, of the existence of this policy statement and its penalties for violations, and of available drug and alcohol counseling, rehabilitation, and assistance through the following activities:
1. Publication, at least annually, of this policy in appropriate student publications and distribution to students in UAB’s foreign programs and to students in programs conducted in conjunction with foreign universities;
2. Inclusion of this policy in future editions of student class schedules and/or registration materials, student handbooks, and student catalogs;
3. Dissemination of this policy and of information at student orientation and assistance programs regarding the dangers of drug and alcohol use and abuse and available rehabilitation programs; and
4. Continuation, and expansion, of the UAB drug and alcohol awareness program which includes sponsorship of the "Alcohol/Drug Awareness Week" and publication of pamphlets and other materials.

Applicability to Other Policies
Other drug-free policies created to cover specific areas of the University may be more restrictive than this policy but may not be less restrictive. At a minimum, other such policies must include, or reference, the provisions of this policy. Violators will be subject to the provisions of the more stringent policy but will not be punished under more than one policy for the same offense.

This policy does not revoke or otherwise interfere with policies in the health professional schools designed to determine whether health care professionals are impaired and to offer rehabilitation, subject to the above provisions.

The wording in the "Non-academic Conduct" section of the Direction Student Handbook which relates to causes of dismissal due to the use, possession, etc. of illicit drugs, controlled substances, or alcoholic beverages references only certain provisions of this more extensive policy. The entire policy is applicable in all cases even if the policy itself is not printed in full.

Attachments
The "Applicable Legal Sanctions," "Drug and Alcohol Use Health Risks," and "Drug and Alcohol Counseling, Treatment, and Rehabilitation Programs" attached to this policy are a part of the policy but may be revised from time to time without affecting the policy itself.

Effective Date and Implementation
This policy is effective immediately upon its being signed by the president [December 14, 1991]. The offices of the appropriate vice presidents are responsible for the development and maintenance of procedures to implement this policy within their areas of responsibility.

In addition to being distributed to students on the UAB campus, this policy will be distributed to students in UAB’s foreign programs and in programs conducted in conjunction with foreign universities. The Vice President for Student Affairs is responsible for all distributions to students covered by this policy.

Attachment A - “Applicable Legal Sanctions.”
Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance (55 Federal Register 33589) 21 U.S.C. 844(a)
First conviction: Up to 1 year imprisonment and fined at least $1,000 but not more than $100,000, or both. After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least $2,500 but not more than $250,000, or both. After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least $5,000 but not more than $250,000, or both. Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to $250,000, or both, if:
Continued from previous page

(a) First conviction and the amount of crack possessed exceeds 5 grams.
(b) Second crack conviction and the amount of crack possessed exceeds 3 grams.
(c) Third or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.
21 U.S.C. 853(a)(2) and 881(a)(7)
Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack.)
21 U.S.C. 881(a)(4)
Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance.
21 U.S.C. 844a
Civil fine up to $10,000 (pending adoption of final regulations).
21 U.S.C. 853a
Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.
18 U.S.C. 922(g)
Ineligible to receive or purchase a firearm.

Miscellaneous
Revocation of certain Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.
Note: See Attachment A.1 for additional Federal drug trafficking penalties and information. These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

Summary of State Penalties and Sanctions
Under Alabama law, the possession, purchase, or consumption of alcoholic beverages by a person under 21 years of age is punishable by a fine of up to $500 and by up to three months in jail. Also under Alabama law, for a first offense, unlawful possession of a controlled substance (that is, illegal drugs) may be punished by imprisonment up to ten years and a $5,000 fine and unlawful distribution of controlled substances may be punished by imprisonment up to 20 years and a $10,000 fine. Subsequent offenses may carry more stringent sentences.

Drug-Free Schools and Communities Act
Illegal drug and alcohol use, consumption, distribution, etc. on college and university campuses also are covered by the provisions of the United States Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226).

Legal Sanctions in Foreign Countries
Students in a program in a foreign country conducted by UAB alone or in conjunction with a foreign university also may be subject to sanctions under foreign law or under the Uniform Code of Military Justice. Although the legal sanctions described in this policy under United States law may not apply to students in a foreign country, UAB will nevertheless hold such students to the same standards as students within the United States and will take the disciplinary actions described in this policy for violations of these standards.

Attachment B - “Drug and Alcohol Use Health Risks,” General
Although there has been recent change in American health habits and societal attitudes toward recreational drug and alcohol use, problems continue to exist and experimentation is starting at an earlier age. An important piece of information to surface in recent years is that even moderate, non-prescribed use of alcohol and non-prescribed use of drugs can have an adverse effect on overall health and well-being. Consider the following facts:
1. Drinking more than one or two alcoholic beverages a week promotes more visible signs of aging;
2. Consuming one and one-half or more alcoholic beverages per day increases the risk of breast cancer;
3. Drinking alcoholic beverages poisons the heart muscle, counteracts the benefits of exercise, increases male impotence, and depresses the body's immune system;
4. Tobacco use is a contributing factor in the development of chronic bronchitis, emphysema, circulatory problems, and coronary disease, as well as being the leading cause of lung cancer;
5. Cocaine use is responsible for kidney damage, stroke, lung and heart diseases, seizures, and intense psychological problems;
6. Many forms of narcotics are highly addictive to users;
7. Marijuana use creates certain dysfunctions related to thinking, learning, and recall; aggravates asthma, bronchitis, and emphysema; contributes to fertility problems; and contributes to the development of lung cancer;
8. The non-prescribed use of tranquilizers, barbiturates, and amphetamines is dangerous and may cause major health problems, including death;
9. Extended drug and/or alcohol use may result in substance dependency and loss of control of an individual's life.

Source: Compiled by UAB Substance Abuse Program from the following resources:

Drug Data: What Everyone Needs to Know about Mood-altering Drugs, Comp Care Publications, Minneapolis.
You Can Stop, Jacquelyn Rogers, Simon & Schuster, N.Y.

Attachment B.1 Alcohol — Effects (55 Federal Register 33591)
Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

Uses and Effects of Controlled Substances
See Attachment B.2 for additional information concerning health risks involved in drug use.
Attachment C - "Drug and Alcohol Counseling, Treatment, and Rehabilitation Programs" December 14, 1991

Student Services
The Campus Assistance Program [Counseling and Wellness Center] is designed to address the following issues: continued longitudinal needs assessments, campus community awareness, enlistment of support from all campus segments, identification of high-risk students, early intervention, development of peer counseling and support groups, and referral to on/off campus resources and treatment facilities when indicated. The following are on-campus programs available to students.

Counseling and Wellness Center
150 Holley-Mears Building
924 19th Street South
934-5816

UAB Mental Health Services - Center for Psychiatric Medicine
1713 Sixth Avenue South
Birmingham, AL 35294-0018
ACCESS line 934-7008

UAB Substance Abuse Program
401 Beacon Parkway West
Birmingham, AL 35209
917-3733

Other non-UAB, off-campus services are available in the Birmingham area and in many of the foreign countries in which UAB conducts programs of study. Such counseling, treatment, and rehabilitation services are too numerous to list here, but anyone needing assistance with locating such off-campus or foreign country services may contact one of the programs listed above or the UAB Center for International Programs [International Scholar and Student Services], as appropriate.
<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>First Offense</th>
<th>Second Offense</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,000 kg or more; or 1,000 or more</td>
<td>Marijuana</td>
<td>Not less than 10 years, not more than life. If death or serious injury, not</td>
<td>Not less than 20 years, not more than life. If death or serious injury, not</td>
</tr>
<tr>
<td>plants</td>
<td>Mixture containing</td>
<td>less than 20 years, not more than life. Fine not more than $4 million</td>
<td>less than 20 years, not more than life. Fine not more than $8 million</td>
</tr>
<tr>
<td></td>
<td>detectable quantity*</td>
<td>individual, $10 million other than individual.</td>
<td>individual, $20 million other than individual.</td>
</tr>
<tr>
<td>100 kg to 1,000 kg; or 100-999 plants</td>
<td>Marijuana</td>
<td>Not less than 5 years, not more than 40 years. If death or serious injury,</td>
<td>Not less than 10 years, not more than life. If death or serious injury, not</td>
</tr>
<tr>
<td></td>
<td>Mixture containing</td>
<td>not less than 20 years, not more than life. Fine not more than $2 million</td>
<td>less than 20 years, not more than life. Fine not more than $4 million</td>
</tr>
<tr>
<td></td>
<td>detectable quantity*</td>
<td>individual, $5 million other than individual.</td>
<td>individual, $10 million other than individual.</td>
</tr>
<tr>
<td>50 to 100 kg</td>
<td>Marijuana</td>
<td>Not more than 20 years. If death or serious injury, not less than 20 years,</td>
<td>Not more than 30 years. If death or serious injury, life. Fine $2 million</td>
</tr>
<tr>
<td>10 to 100 kg</td>
<td>Hashish</td>
<td>not more than life. Fine $1 million individual, $5 million other than</td>
<td>individual, $10 million other than individual.</td>
</tr>
<tr>
<td>1 to 100 kg</td>
<td>Hashish Oil</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50-99 plants</td>
<td>Marijuana</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less than 50 kg</td>
<td>Marijuana</td>
<td>Not more than 5 years. Fine not more than $250,000, $1 million other than</td>
<td>Not more than 10 years. Fine $500,000 individual, $2 million other than</td>
</tr>
<tr>
<td>Less than 10 kg</td>
<td>Hashish</td>
<td>individual.</td>
<td>individual.</td>
</tr>
<tr>
<td>Less than 1 kg</td>
<td>Hashish Oil</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Includes Hashish and Hashish Oil.

(Marijuana is a Schedule I Controlled Sub)
ACADEMIC CONDUCT POLICY

Academic Conduct

All UAB students are expected to read and agree to the UAB Academic Honor Code. The code represents a commitment to integrity in the academic community and a respect for an individual's educational endeavors:

I have read and, by choosing to become a member of the UAB academic community, accept the UAB Academic Honor Code. I understand that violation of this code will result in penalties as severe as expulsion from the University. I promise and confirm that I will not, at any time and under any circumstances, involve myself with abetting, cheating, plagiarism, fabrication, or misrepresentation while enrolled as a student at The University of Alabama at Birmingham.

The UAB Academic Honor Code

The University of Alabama at Birmingham expects all members of its academic community to function according to the highest ethical and professional standards. Students, faculty, and the administration of the institution must be involved to ensure this quality of academic conduct. Academic misconduct undermines the purpose of education. Such behavior is a serious violation of the trust that must exist among faculty and students for a university to nurture intellectual growth and development. Academic misconduct can generally be defined as all acts of dishonesty in an academic or related matter. Academic dishonesty includes, but is not limited to, the following categories of behavior:

ABETTING: helping another student commit an act of academic dishonesty. Allowing someone to copy your quiz answers or use your work as their own are examples of abetting.

CHEATING: use or attempted use of unauthorized materials, information, study aids, the answers of others, or computer-related information.

PLAGIARISM: claiming as your own the ideas, words, data, computer programs, creative compositions, artwork, etc., done by someone else. Examples include improper citation of referenced works, use of commercially available scholarly papers, failure to cite sources, or copying other's ideas.

FABRICATION: presenting as genuine falsified data, citations, or quotations.

MISREPRESENTATION: falsification, alteration, or misstatement of the contents of documents, academic work, or other materials related to academic matters, including work substantially done for one class as work done for another without receiving prior approval from the instructor. Violations of the UAB Academic Honor Code are punishable by a range of penalties from receiving a failing grade on an assignment or examination to an F in the course. Any course grade of F for academic misconduct supersedes any other grade or notation for that class.

Withdrawal from a course while a possible violation of the Academic Honor Code is under review will not preclude the assignment of a course grade that appropriately reflects the student's performance prior to withdrawal.

Procedure for Suspected Violation

In the event of a suspected violation of the Academic Honor Code, the following procedure is followed.

1. Upon reaching the conclusion that academic dishonesty may have occurred and that action is warranted, the instructor should inform the student of the charge as soon as possible. The student has the right to hear the instructor's reasons for making the charge, to inspect all relevant evidence in the instructor's possession, and to respond to the charge. Based on the student's response and all the evidence, the instructor will determine if a penalty is appropriate. If a penalty is deemed appropriate, the instructor informs the student of the action to be taken. If the student is not in agreement with the findings or the penalty, the instructor will provide the student with a written statement of the action taken and the basis for it. A copy of this letter will be sent to the chair of the department.

2. Within two weeks of this notification of a judgment of academic dishonesty, the student may appeal the instructor's decision by letter to the chair of the department or his/her designated representative. The chair, acting expeditiously, should take testimony from the student, the instructor, and all appropriate witnesses and make a decision. If the chair reverses the finding of academic misconduct, the instructor must re-examine the work in question and assign credit without prejudice. In the event that the chair is the instructor in the course, the dean will replace the chair in the appeal process.

3. In those cases where a grade of F is assigned in the course and the student has utilized the appeal process described above (2), the student has two weeks to appeal the decision by letter to the dean of the school responsible for the course. The dean should acknowledge receipt of the student's appeal and inform the student of the course of action within 10 working days of the date the appeal is received in the dean's office. At the dean's discretion, an advisory panel may be appointed to study the appeal and make a recommendation to the dean. However, it is the responsibility and prerogative of the dean alone to make, in a timely manner, the final decision. The decision of the dean is final.

4. In cases where the final decision concerning an academic misconduct charge is an F for the course, a letter to this effect will be sent to the Office of the Associate Provost for Undergraduate Programs and kept on file. The course repeat policy will not apply to course grades resulting from instances of academic misconduct. In these cases, the grades of F received will be computed in the UAB grade point average.

A student who has received the grade of F for two instances of academic misconduct will be expelled from the university. Under certain circumstances, a student may be expelled on the first offense. The student will be duly informed of the pending expulsion and will be provided the opportunity to be heard. The student has two weeks after notification to request in writing a hearing with the Associate Provost for Undergraduate Programs. Students expelled for academic misconduct will have this noted on their transcripts.

In addition, students should consult the policies of the school/program in which they are enrolled to determine school/program guidelines and penalties regarding academic misconduct and suspension for academic misconduct. Schools which suspend a student on the first offense may post this offense on the student's UAB academic record.

A student suspended from a UAB school for academic misconduct will have a hold placed on his/her registration and will not be permitted to enroll in another UAB school without that school's permission. Some UAB programs have policies preventing enrollment of students with past academic misconduct offenses.
STUDENT E-MAIL POLICY

Purpose
UAB provides electronic mail resources in support of its instruction, research, and service activities. The purpose of this policy is to establish the use of electronic mail (e-mail) as one of the official methods for communicating with UAB students.

Official Communications Using E-mail Addresses
In a similar manner as mail distribution of paper communiques to a student's "permanent" address is considered an official method for distributions to students, so also are official e-mail messages sent by UAB to a student's "@UAB.EDU" e-mail address considered an official distribution method.

For purposes of this policy, "official" communiques or e-mails as used here are those established as "official" through other approval mechanisms in place at UAB.

Student Requirements and Responsibilities
Every student enrolled at UAB must have an e-mail address that ends with "@UAB.EDU". Such an e-mail address is required for a student to register for UAB credit courses.

It is the student's responsibility to obtain an official UAB e-mail address in a timely manner from the UAB e-mail registering system (BlazerID World Wide Web site). This will require the student also to have a valid, current, and reliable electronic mailbox through an Internet Service Provider (ISP) or portal, or on a server administered by the student's academic department, or on the central mail service provided by the Office of the Vice President for Information Technology.

It is the student's responsibility to check his or her e-mail regularly for distribution of official UAB communiques. UAB recommends that e-mail be checked at least once a day, when practicable.

UAB is not responsible for lost, rejected, or delayed e-mail forwarded by UAB from a student's "@UAB.EDU" address to off-campus or unsupported e-mail services or providers. Such lost, rejected, or delayed e-mail does not absolve the student from responsibilities associated with an official UAB communiqué sent to the student's official UAB e-mail address ("@UAB.EDU").

If there is a change in a student's e-mail address to which the "@UAB.EDU" alias address is re-directed, it is the student's responsibility to make the changes in the UAB e-mail registering system.

REGISTER BY WEB

ACCESS HOURS:
TO REGISTER—7:00 A.M. TO 6:00 P.M. MONDAY THROUGH SATURDAY AND NOON TO 6:00 P.M. SUNDAY DURING REGISTRATION PERIODS.

OTHER INFORMATION—6:00 A.M. TO 11:55 P.M. MONDAY THROUGH FRIDAY, 6:00 A.M. TO 6:00 P.M. SATURDAY, AND NOON TO 6:00 P.M. SUNDAY.

UAB Responsibilities
UAB will ensure that all students have access to an e-mail account and will provide means for students who do not otherwise have access to e-mail-capable computers to be able to check their e-mail through such mechanisms as computer labs, the UAB libraries, and public terminals.

UAB will provide mechanisms to allow students to request that their e-mail addresses not be published in a similar way that other student directory information is not published. However, unpublished e-mail addresses will be used for sending official UAB communiques to students including communications to a group of students such as a course e-mail list. Students also will be provided mechanisms for requesting that their e-mail addresses not be used for general UAB mailings that are not official communications with students.

UAB is not responsible for the handling or mishandling of students’ e-mail by non-UAB providers or by unofficial (non-@UAB.EDU) e-mail servers.