

## **EPC 30-Day Clock Memo**

TO: All Faculty  
FROM: Educational Policies Committee  
SUBJECT: Notice of Curriculum Changes  
DATE: November 22, 2022

**The 30-day review period begins November 22, 2022 and ends December 27, 2022**

---

This notice of Curriculum Changes is published as required by the EPC Manual, which is located in the Faculty Handbook. The following paragraph may be found in Section III, Part VI, Section 3, "Procedures Governing Revision of Curriculum and Degree Requirements":

F: Faculty members must submit objections to proposals in writing to the Chair of EPC via [facgov@plu.edu](mailto:facgov@plu.edu) within 30 days from the date listed on the 30-day Notice of Curriculum Changes distributed by the EPC. Objections received within this 30-day period will suspend approval, pending resolution of the objections. In the event a dispute cannot be resolved, the EPC will make its recommendation to the faculty for action at the next regular faculty meeting.

Complete copies of the proposals may be obtained from the Provost's Office or from Matt Smith, Chair of the Educational Policies Committee for the 2022-23 academic year. In addition, some proposals may be found online in the EPC section of the Office of the Provost Sakai site, to which all PLU faculty should have access.

---

### **Curriculum Changes for Review – Summary**

- **Business** – change minor requirement; course description; prerequisite change
- **Core Curriculum Committee** – revise general education curriculum

### **Curriculum Changes for Information Only – Summary**

- None

## Curriculum Changes for Review

Deletions are indicated by ~~blue strikethrough~~ | Additions are indicated in **blue bold**  
*In general, courses and catalog language sections that are not being changed, are not listed. However, some are included to give context to the proposed changes.*

---

### BUSINESS

Fall 2023

Type 1 & 2 – change minor requirement; course description; prerequisite change

#### Catalog

##### **Specialized Business Minor in Marketing**

*A minimum of 20 semester hours in business including:*

- BUSA 201: Introduction to Business in the Global Environment
- BUSA 308: Principles of Marketing
- BUSA 363: Consumer Behavior
- And, any 8 semester hours from the following:
  - **BUSA 366: Multicultural Marketing**
  - BUSA 460: International Marketing
  - BUSA 467: Marketing Research
  - BUSA 468: Marketing Management

#### Courses

##### BUSA 320: Accounting Information Systems **and Data Analytics**

Study of the flow of accounting information through an enterprise, systems documentation, internal controls, and database applications in accounting.

~~Familiarity with Microsoft Excel is expected.~~ **It also includes data analytics and visualization in Excel, Access, and other data analytic tools.** Prerequisite:

BUSA 201 and 202. (4)

##### BUSA 423: Accounting for Nonprofits and Governmental Entities

Study of fund accounting, including its conceptual basis, its institutional standard setting, framework, and current principles and practices. Prerequisite: BUSA ~~321~~

**202.**

(4)

*Note: the catalog revisions include only those pages where policy and practice changes have been made. These changes will guide the revisions on other pages of the catalog. For example, department references to Gen Ed, element initials next to courses, and so on, will all be updated based on these more substantive changes to policy and practice.*

## Catalog

### General Education Program Information

PLU's General Education Program prepares graduates to ask significant questions, engage relevant knowledge, and wrestle with complex issues. The program is rooted in the classical liberal arts and sciences as understood within the Lutheran educational tradition, and is grounded in an understanding of scientific perspectives, mathematics, languages, and the long-standing traditions of critical discourse about nature, humanity and the world. The array of academic disciplines has developed as a set of lenses through which we view the world. Through exposure to current procedures, methods, and accumulated knowledge of those disciplines, PLU welcomes students into on-going conversations about nature and the human condition. While immersed in these rigorous conversations, students are challenged to think critically, discern and formulate values, express themselves effectively and creatively, interact with others respectfully, and understand the world from various perspectives. By this means, PLU educates students for courageous lives: lives of thoughtful inquiry, service, leadership, and care—for other people, their communities, and the earth.

The following are the specific elements of the PLU General Education Program.

- ~~1. Embracing the Life of the Mind: First-Year Experience Program (4): This program prepares students for successful participation in PLU's distinctive academic and co-curricular culture by promoting critical thought, impassioned inquiry, and effective expression in learning communities that are both supportive and challenging.~~
  - ~~○ Writing Seminar (FW) (4): These seminars focus on writing, thinking, speaking, and reading. Students encounter writing as a way of thinking, of learning, and of discovering and ordering ideas; working with~~

interdisciplinary themes, students practice the various academic conventions of writing.

- Inquiry Seminar (F): These four credit seminars introduce students to the methods and topics of study within a particular academic discipline or field. Students practice the academic skills that are at the center of the General Education Program.
- J-Term: These four credit J-Term courses are a unique opportunity for students to engage in the intensive study of one subject and to participate in the broader co-curriculum of the campus.
- Note: Inquiry and J-Term courses may concurrently fulfill another GenEd and/or major/minor requirement.

2. Engaging Arts and Performance (8): The study and experience of art, music, theatre, communication, and movement engage self-discovery and creativity while cultivating an appreciation for shared traditions of human expression.

- Art, Music, Theatre (AR) (4): The arts celebrate creative expression through an exploration of individual talents, masterworks, and the role of artistic voice in building community and culture. Students are invited to study and/or produce artistic works.
  - Art: provides students with a foundation relating to visual analysis, historical and contemporary cultural inquiry, and exploration of the creative process. We are educating students to have an intricate role in art and society for the 21st Century.
  - Music: brings together students, faculty, and the public to explore, understand, present and appreciate the musical arts in all forms, genres and cultures.
  - Theatre: through a combination of scholarship and practice, the PLU program in Theatre creates opportunities for students to develop a critically reflective appreciation of the enduring challenges of the human condition through text and performance, and to understand the centrality of theatrical performance as a mode of knowing across cultures and societies.
- Physical Activity (PE) (4): Physical activity provides the opportunity to explore, understand, cultivate, and appreciate the values, skills, and abilities that support a commitment to being physically active throughout the lifespan. Participation in these courses encourages the integration of the whole person in body, mind, and spirit.

3. Interpreting Living Traditions for a Humane Future (16): Drawing on the rich traditions of languages and literatures, religion, and philosophy, the Humanities cultivates an intellectual and imaginative connection between a living past and the global challenges of our future. Humanities courses engage the complex traditions that shape the ways we think about and act in the world.

- Literature (LT) (4): Literary study explores how writers from a vast array of cultural traditions have used the creative resources of language—in fiction, poetry, drama, and non-fiction prose—to explore the entire range of human experience. The practice of reading literary texts exercises the imagination, cultivates a capacity for understanding ambiguity and complexity, and instills a sensitivity to the diversities of human existence. Literary study builds skills of analytical and interpretive argument, helping students become creative and critical writers.
  - Philosophy (PH) (4): Philosophy cultivates, through reasoned argument, the individual ability to develop responses to life's deepest questions and most significant decisions. Students engage collectively in a sustained and systematic examination of fundamental concepts about meaning, thought, and action important to human existence.
  - Religion (8): The study of religion at PLU builds on the historic strengths of Lutheran higher education and enhances global perspectives that reflect our commitment to human communities and the world. This discipline engages students in the scholarly study of sacred texts and practices, histories, theologies, and ethics. Students are invited to investigate the historical and cultural relevance and implications of religion for individuals, communities, and the earth. Students take one course in Christian Traditions and one course in Global Religious Traditions.
    - Christian Traditions (RC) (4): examines diverse forms of Christianity within their historical, cultural, and political context.
    - Global Religious Traditions (RG) (4): highlights PLU's commitment to local-global education through analysis of diverse religions, both here and abroad.
  - Language Study: PLU encourages the study of a second language either on campus or through a study away program. Knowledge of a language other than one's own is a hallmark of a well-rounded liberal arts education, a pathway to global citizenship, a relevant skill in the global workplace, and a requirement for many graduate programs.
4. Exploring Nature and Number (12): These courses invite exploration of the natural world around and within us and provide expression of our human inclination to order what we see and to think in quantitative terms.
- Mathematical Reasoning (MR) (4): Study in mathematics sharpens the mind for lifelong service by developing a command of logical argument, abstract reasoning, pattern recognition, and quantitative analysis. The ability to work with quantitative information lies at the heart of informed citizenship in the twenty-first century; it opens the doors to many traditional and new careers; and it enables the individual to navigate in the increasingly complicated quantified world.
  - Natural Sciences, Computer Science, or Mathematics (NS) (4): The universe beyond the earth, the earth itself, living organisms, the details

of molecules, atoms, subatomic particles—all can be awe-inspiring when we have information and know descriptive and mathematical relationships to explain them. To begin to gain an appreciation for this complex world and its relationships, students take one course from the following disciplines:

- ~~Biology: develops an understanding and appreciation for the unity and diversity of life and the integrative nature of biological science.~~
  - ~~Chemistry: involves the study of matter at the atomic and molecular level. Concepts and tools of chemistry are used to study the composition, structure, reactivity, and energy changes of materials in the world around us.~~
  - ~~Computer Science: sharpens the ability to critically analyze problems and to precisely state the logic of their solutions, whether those solutions are embedded in machine code or neuron connections in an organic brain.~~
  - ~~Geosciences: studies the Earth's features, processes, history, human resource use and its impact on the Earth, and geologic hazards and their impact on human societies.~~
  - ~~Math: develops skills of logical argument, abstract reasoning, pattern recognition, and quantitative analysis necessary for wise citizenship in an increasingly quantitative twenty-first century.~~
  - ~~Physics: investigates, at the most fundamental level, the structure of matter and the laws of nature at work in our universe.~~
  - ~~Science and Scientific Method (SM) (4): Scientists make observations and study the observations of others. They imagine explanations for what they observe (create hypotheses) and design experiments or other means to test those explanations. They sharpen and deepen their explanations based on the experimental results. This laboratory-rich course is an invitation to be a scientist for a while—to learn to apply scientific thinking to solve problems.~~
5. ~~Investigating Human Behavior, Culture, and Institutions (SO) (8): The social sciences investigate individual and collective human behavior, and the history, development and variation of human culture and institutions. To assure exposure to a wide variety of social science concepts, theories, and methods, students must select at least two courses chosen from different disciplines.~~
- ~~Anthropology: studies human cultural and biological similarities and differences from prehistory to the present.~~
  - ~~Economics: studies human behavior, institutions, and policies with the objective of using limited resources efficiently.~~
  - ~~History: studies variation and development over time and space within human societies, cultures, and institutions.~~
  - ~~Political Science: studies power relations, within and between societies and other units of human organization.~~

- ~~Psychology: studies mental processes, brain, and behavior, and the relationships among them.~~
  - ~~Social Work: studies the relationships among individuals, families, groups, communities and organizations to facilitate change and promote social justice.~~
  - ~~Sociology & Criminal Justice: studies social structure and social interaction, and the social factors contributing to change in each.~~
- ~~6. Encountering Perspectives on Diversity (8): Study of diversity promotes awareness that different cultural perspectives exist within our own society and around the world. This element of the program offers students critical tools for assessing values within a cultural context. Viewing our own values in the larger comparative context provides an opportunity for introspection that allows students to question values and arrive at informed commitments.~~
- ~~Alternative Perspectives (A): This element of the program creates an awareness and understanding of diversity in the United States, directly addressing issues such as ethnicity, gender, disability, racism, or poverty.~~
  - ~~Cross-Cultural Perspectives (C): This element of the program enhances cross-cultural understandings through examination of other cultures. Students complete four credits from each of the two lines. The A-designated course may concurrently fulfill another GenEd or major/minor requirement. The C-designated course may concurrently fulfill another GenEd or major/minor requirement.~~
- ~~7. Producing and Presenting Culminating Scholarship: Senior Seminar/Project (SR): A substantial project, paper, practicum, or internship that culminates and advances the program of an academic major. The end product must be presented to an open audience and critically evaluated by faculty in the student's field. These credits count in the major.~~

## **1. The PLU Core (15-19)**

### **a. First-Year Experience Program (9)**

- i. **FYEP 101 (FW) (4):** Students will learn strategies for writing, thinking, speaking, and reading. They encounter writing as a way of thinking, of learning, and of discovering and ordering ideas. Working with interdisciplinary themes, students practice the various academic conventions of writing.
- ii. **FYEP 102 (FD) (4):** Students will engage with themes and questions related to Diversity, Justice, and Sustainability, and their intersections, via the methods and topics of a particular discipline or field of study. FYEP 102 is the first course in the PLU Diversity Requirement.

- iii. **PLUS 100 (1):** Students will learn to identify and overcome unforeseen barriers in adjusting to college academic and social life.
    - b. **The Academic Study of Religion (RL) (4):** Students will build skills for critical and empathetic analysis of religious traditions.
    - c. **Fitness and Wellness (FT) (2):** Students will develop skills for lifelong physical and mental wellness.
    - d. **Global Engagement (GE) (4):** Students learn about the factors that shape human experience in transnational, cross-cultural, or non-US contexts. Study away and world language courses with these emphases will also meet this requirement. Global Engagement is the second course in the PLU Diversity Requirement.
- 2. The Distributive Core: Ways of Being and Knowing (24)**
- a. **Creative Expression (CX) (4):** Students will learn artistic processes and evaluate print, visual, and performing arts.
  - b. **Engaging the Natural World (NW) (4):** Students will learn methods to develop and test theories and understandings of the physical and natural phenomena that shape our world. A lab, field experience, or applied component is required.
  - c. **Interpreting Text (IT) (4):** Students will learn to analyze text, examining their constructions and the cultural, social, philosophical, and/or historical contexts from which they stem.
  - d. **Examining Self and Society (ES) (4):** Students will explore methods and models for understanding human behavior within a variety of cultural, social, or structural contexts, both contemporary and historical.
  - e. **Exploring Values and Worldviews (VW) (4):** Students will learn how beliefs and values inform action and shape how individuals and groups interpret reality and human experience.
  - f. **Quantitative Reasoning (QR) (4):** Students will develop skills to interpret quantitative information and use it to create and critique logic and data-driven arguments.
- 3. Integrative Learning (1-4)**
- a. **Culminating Experience (SR) (1-4):** Students will participate in a culminating experience that provides an opportunity to apply what they have learned throughout their time at PLU to a project, activity, or experience defined by their major department. Students will successfully complete one culminating experience course to satisfy their general education graduation requirements.

**Total Program Specific Semester Hours: 48 40-47**



*General education matters for who you are and who you will become. We invite you to see the way in which this program intersects with your major and electives and prepares you for meaningful careers and courageous lives.*

---

## **Supplemental GenEd Program Information**

All students must satisfactorily complete the General Education Program. No course used to satisfy one General Education Program element may be used to satisfy another except for the [Global Engagement Encountering Perspectives on Diversity](#) element.

**Note:** Listed below are further specifications related to particular elements of the General Education Program (GenEd).

- ~~1. Embracing the Life of the Mind: First-Year Experience Program (FW, F) (4):~~
  - ~~○ The Writing Seminar is usually taken in the student's first semester at PLU.~~
  - ~~○ The Inquiry Seminar must be taken in the student's first January Term or first Spring Semester.~~
  - ~~○ Both seminars must be completed during the student's first year at PLU.~~
  - ~~○ Students must take a four semester hour PLU January Term course.~~
  - ~~○ The Writing Seminar, the Inquiry Seminar, and a PLU January Term course must be completed by all students entering PLU as first-year students with fewer than 30 semester hours.~~
  - ~~○ Transfer students are typically not eligible to participate in the First-Year Experience Program regardless of their class standing at matriculation.~~
  - ~~○ In addition to fulfilling an FYEP requirement, the Writing Seminar fulfills the four-hour Writing requirement (WR) required of all PLU students. Students who do not successfully complete the Writing Seminar must take a course designated WR to fulfill the PLU Writing requirement.~~
- ~~2. Engaging Arts and Performance (8):~~
  - ~~○ Arts, Music, Theatre (AR) — four semester hours from arts, music or theatre are required.~~
  - ~~○ Fitness and Wellness (FT) — two different fitness and wellness activity courses, of which one must be FTWL 100.~~
    - ~~■ FTWL 250 may not be used to meet the general education fitness and wellness requirement.~~
- ~~3. Interpreting Living Traditions for a Humane Future (16):~~
  - ~~○ Literature (LT) — four semester hours from English or Languages & Literatures courses designated as meeting the element.~~
  - ~~○ Philosophy (PH) — logic and critical thinking courses do not fulfill this element.~~
  - ~~○ Religion (RC, RG) — students take one course in Christian Traditions and one course in Global Religious Traditions.~~

- ~~Transfer Students and Religion GenEd Element — transfer students entering as juniors or seniors must take four semester hours from Christian Traditions (RC) unless presenting eight transfer semester hours of religion from another regionally-accredited college or university. Global Religious Traditions (RG) courses will not fulfill the General Education Program element in religion if transferring into PLU with a junior or senior standing.~~
4. ~~Exploring Nature and Number (12):~~
    - ~~Mathematical Reasoning (MR) — element may be satisfied by the completion of the equivalent of four years of college preparatory mathematics with grades of C or higher (through mathematical analysis, precalculus, or calculus or equivalent) in high school.~~
    - ~~Natural Sciences (NS) — may or may not have a lab section.~~
    - ~~Scientific Method (SM) — requires a separate lab.~~
    - ~~At least one course taken to fulfill the NS or SM element must be a physical or biological science.~~
  5. ~~Investigating Human Behavior, Culture, and Institutions (8):~~
    - ~~Two Social Sciences (SO) courses must be chosen from different disciplines.~~
  6. ~~Encountering Perspectives on Diversity (8):~~
    - ~~Students must complete four semester hours from Alternative Perspectives and four semester hours from Cross-Cultural Perspectives.~~
    - ~~Alternative Perspectives (A) — course may concurrently fulfill another General Education Program element or major/minor requirement.~~
    - ~~Cross-Cultural (C) — course may concurrently fulfill another General Education Program element or major/minor requirement.~~
    - ~~The Cross-Cultural Perspectives element may be fulfilled by participation in an approved semester-long study away program. Only January term study away courses that carry the C designator fulfill the Cross-Cultural Perspective.~~
    - ~~Transfer Students entering as juniors or seniors must take one Encountering Perspectives on Diversity course (four semester hours) at PLU that can also simultaneously fulfill another GenEd element or major/minor requirement.~~
  7. ~~Producing and Presenting Culminating Scholarship: Senior Seminar/Project (SR):~~
    - ~~With approval of the student's major department, interdisciplinary capstone course such as the Global Studies Research Seminar may fulfill this element.~~

## **The First Year Experience**

- FYEP 101, FYEP 102, PLUS 100, and a PLU January Term course must be completed by all students entering PLU as first-year students with fewer than 30 semester hours.
- Both the FYEP 101 and 102 must be taken in the student's first year at PLU.
- The FYEP 101 is usually taken in the student's first semester at PLU.
- The FYEP 102 may not concurrently count for any other general education requirement, but it may concurrently count for a requirement in a major or minor.
- All first-year students must take a four-semester hour January term course.
- Transfer students are typically not eligible to participate in the First-Year Experience Program regardless of their class standing at matriculation.
- Students who do not successfully complete FYEP 101 must take an approved writing course.
- Students who do not successfully complete FYEP 102 must take an approved diversity course in order to meet the two-course PLU Diversity Education requirement.

## **The Academic Study of Religion**

- All students take four semester hours focused on the Academic Study of Religion (RL).
- The course used to satisfy the RL requirement may not concurrently count for any other general education requirement.
- Transfer students entering as juniors or seniors must take four semester hours from the Academic Study of Religion (RL); this requirement must be completed at PLU and may not be met by courses taken at another university.

## **Fitness and Wellness**

- Fitness and Wellness (FT) – two different fitness and wellness activity courses, of which one must be FTWL 100. FTWL 250 may not be used to meet the general education fitness and wellness requirement.

## **Global Engagement**

- Global Engagement is the second course in the PLU Diversity Requirement.
- Students must complete four semester hours from Global Engagement (GE).

- Some Global Engagement courses may concurrently count toward Ways of Being and Knowing.
- Only approved study away courses will meet the Global Engagement requirement. Approval is indicated by the GE attribute on the course.
- Transfer students entering as juniors or seniors must take four semester hours from Global Engagement (GE); this requirement must be completed at PLU and may not be met by courses taken at another university.

### **Ways of Being and Knowing: The Distributional Core**

- The six Ways of Being and Knowing requirements must be taken from six different program prefixes.
- All students will take one course in the Academic Study of Religion (RL). An additional Religion course--focused on Christian or non-Christian traditions--may be used to satisfy one of the Ways of Being and Knowing.
- Engaging the Natural World (NW) courses require a lab, field experience, or applied learning component.
- If the Mathematics Placement Evaluation shows a student is qualified to take MATH 140 or a higher numbered math course at PLU, that student will have their Quantitative Reasoning (QR) requirement met.

### **The Senior Culminating Experience**

- Students are required to complete at least one senior culminating experience course (SR).
- Senior culminating experience courses may be between one and four semester hours.
- With approval of the student's major department, an interdisciplinary culminating experience course such as the Global Studies Research Seminar may fulfill this element.

---

## **Undergraduate Academic Policies and Procedures**

### **Second Bachelor's Degree Earned**

#### **Second Bachelor's Degree Earned – Simultaneously**

A student may earn two baccalaureate degrees at the same time. For a second bachelor's degree awarded simultaneously, requirements for both degrees in addition to GenEds must be completed prior to any degree being awarded. A minimum of 16 semester hours must be earned in the second degree that are separate from hours applied to the first degree. At least eight of the 16 semester hours that are earned for the second degree must be upper-division hours.

Students must complete all GenEd elements required for each degree. (For example, a student earning a B.A. and B.F.A. must complete the Bachelor of Arts and Bachelor of Science requirement. Though it is not required of the B.F.A., it is a requirement for a B.A.). Students must consult with advisors from both departments in regards to meeting the specific requirements for each major. Students cannot be awarded two degrees within the same discipline. (Example, B.A. and B.S. in Psychology).

### **Second Bachelor's Degree Earned – Returning Students**

Students cannot return to have additional majors or minors posted to their records once they graduate unless they complete an entirely new degree. Students who return to PLU to earn a second bachelor's degree after earning a first bachelor's degree or those who earned their first degree at another institution must meet the following requirements:

- **Current Catalog:**  
Apply for admission through the Office of Admission and acceptance under the current catalog.
- **32 Semester Hours:**  
Earn a minimum of 32 new semester hours that apply to the degree.
- **GenEd Requirement:**  
If the previous degree was earned at PLU, [no additional general education requirements will be added. ~~require the completion of any new GenEd elements.~~](#)
- **96 Semester Hours Maximum:**  
Students who complete a bachelor's degree, [excluding the Bachelor of Applied Science](#), from an accredited college or university before matriculation at PLU will be admitted with senior standing of 90 semester hours. Students may transfer in a maximum of 96 semester hours or 144 quarter hours; of these the maximum transferable from a two-year school is 64 semester or 96 quarter hours. These students will have satisfied all General Education Program elements except for four hours in [The Academic Study of Religion \(RL\) ~~religion \(from Christian Traditions\)~~](#); four hours in [Global Engagement \(GE\) ~~Perspectives on Diversity~~](#); the [Culminating Experience ~~senior seminar~~](#) requirement (SR); and, where appropriate, the Bachelor of Arts and Bachelor of Science requirement.
- **Applied Science Degrees:**  
[Students with a Bachelor of Applied Science degree seeking a second bachelor's with PLU will have a course by course evaluation completed to determine final transfer credit and course applicability.](#)

Second bachelor's degrees will not be awarded for a discipline in which the student has already received a major or degree. (Example: B.S. in chemistry when the student already has a B.A. in chemistry).

### **Determining Degree Requirements**

Students must meet the University's general education requirements as they are stated in the catalog that is current for the semester in which they matriculate at PLU. Students must meet the major and minor requirements as they are stated in the catalog that is current for the semester in which they are accepted into the program, i.e., the semester they are declared as majors/minors by the department chair or dean of the school, as appropriate, showing admission into the major or minor.

### **Time Limits**

An undergraduate student's degree requirements are valid for seven years. The seven-year period begins when a student matriculates and has a PLU transcript record. Students who leave and return to PLU after the seven-year period must re-enter the University and meet the requirements of the most current PLU catalog in order to earn a degree. Students that leave for a semester or longer must complete the University's re-entry process to return.

### **Transfer of Credit**

#### **Transfer of Credit from Other Colleges/Universities**

The Office of the Registrar evaluates all transfer records and provides advising materials designed to assist students in the completion of University requirements. Undergraduate students who attend other regionally accredited colleges or universities may have credits transferred to Pacific Lutheran University according to the following policies and procedures:

- **Official Transcript:**  
An official transcript is required for any course to be transferred to PLU. It is the responsibility of the student to obtain all needed documentation from the other college or university. Transcripts become the property of the University and will not be returned to the student, photocopied for the student, or forwarded to another site. Official transcripts are documents that have appropriate certification (seal/signature) from the other college/university and have been submitted in an official manner (normally sealed by the institution and submitted directly from the institution). Official transcripts are required from all colleges/universities attended.
- **Grade Requirement:**  
Courses completed with a grade of C- or higher at regionally-accredited colleges or universities normally will be accepted for credit as passing grades. Transfer courses are not calculated into

the PLU grade point average. Courses from all other colleges/universities are subject to course-to-course evaluation by the Office of the Registrar. Not all courses offered by other colleges and universities are transferable to PLU. Guidance is available through the **Transfer Equivalency Guides** for community colleges online.

- **96 Semester Hour Maximum:**  
A student may transfer a maximum of 96 semester hours. Of these, the maximum transferable from a two-year school is 64 semester hours. Credits from quarter-hour colleges or universities transfer on a two-thirds equivalency basis. (Example: a five-quarter-hour course transfers as 3.33 semester hours).
- ~~Three~~ **Semester Hours Minimum:**  
Transfer courses must be a minimum of 2.67 ~~three~~ semester hours to fulfill a PLU four-hour general education element requirement. Transfer courses to fulfill any other semester hour General Education Program element (for example, fitness and wellness course) must be a minimum of two-thirds of the PLU hour requirement.
- **Lower-Division Community College Credit Only:**  
All two-year and community college courses transfer as lower-division credit regardless of upper-division equivalency.
- **32-Hour Residency Rule:**  
At least 32 semester hours must be completed in residence at PLU.
- **PLU GPA Restriction:**  
The Pacific Lutheran University grade point average reflects only PLU work. A student's grade point average cannot be improved by repeating a course elsewhere.
- **Unaccredited Schools:**  
Credits from unaccredited schools or non-traditional programs are subject to review by the appropriate academic departments and the Office of the Registrar and are not normally transferable to PLU.
- ~~Senior Standing:~~  
~~Students who complete a bachelor's degree, from an accredited college or university before matriculation at PLU will be admitted with senior standing of 90 semester hours. Students may transfer in a maximum of 96 semester hours or 144 quarter hours; of these the maximum transferable from a two-year school is 64 semester or 96 quarter hours. These students will have satisfied all general education program elements except for four hours in religion (from Christian Traditions); four semester hours in Perspectives on Diversity; the senior seminar requirement (SR); and, where appropriate, the Bachelor of Arts and Bachelor of Science requirement.~~

Students are also subject to any school/division/department policies concerning transfer of courses. Exceptions to academic policies are based on submitted documentation and rationale and are approved by the appropriate officials as indicated on the **Exception to Academic Policy Form**.

### **Evaluation of Credits**

Individual schools and departments determine which courses satisfy major requirements.

- **Transfer of Credits Earned While in High School.**  
The University awards credit to high school students for certain courses completed before high school graduation. The University may award college credit to high school students who have completed courses in approved programs, as described below:
- **Advanced Placement Program (AP):**  
Students who complete advanced placement or credit toward graduation through the examination program of the College Board may receive credit for such courses. Inquiries should be addressed to the Office of the Registrar.
- **International Baccalaureate (IB):**  
~~A maximum of 30 semester hours may be granted for completion of the IB Diploma.~~ The IB Diploma meets 32 semester toward General Education, including: FYEP 101 (4), FYEP 102 (4), Creative Expression (4), Engaging the Natural World (4), Examining Self and Society (4), Exploring Values and Worldviews (4), Interpreting Text (4), and Quantitative Reasoning (4). A maximum of four semester hours per course may be granted for courses identified on an IB Certificate if a grade of 4 or higher is awarded. Students are advised to contact the Office of the Registrar for specific details.
- **Running Start Program:**  
Accepted students who have completed courses under the Washington State Running Start Program are considered first-year students with advanced standing. Students who participate in this program will be awarded college credit in a manner consistent with PLU's policy on transfer of credit from other institutions.
- **Other Programs:**  
Students who have completed college courses while in high school may receive credit in a manner consistent with PLU's policy on transfer of credit from other institutions. The University reserves the right to make decisions on an individual basis.
- ~~Credits earned by Advanced Placement (AP) English, International Baccalaureate (IB) English, or through Washington State's Running Start Program do not satisfy the Writing Seminar element of the First Year Experience Program, though the hours may be used for elective credit. Transfer of credits from other universities' courses must be listed in the official college catalog, be part of the regular~~



~~college curriculum of a regionally accredited college or university, and be posted on an official college or university transcript.~~

- **Admitted students who complete the Direct Transfer Associate degree (DTA)** from an accredited Washington state community college, the Associate of Arts Oregon Transfer degree (AAOT) from an accredited Oregon community college, or the Associate of Arts-Transfer/Associate of Science-Transfer from an accredited California community college before matriculation at PLU will be granted junior standing and will have satisfied all General Education Program elements except for four semester hours in ~~The Academic Study of Religion (RL)-religion (from Christian Traditions)~~; four semester hours in ~~Global Engagement (GE) Perspectives on Diversity~~; the ~~two~~ one to four semester hour senior ~~Culminating Experience seminar~~ requirement (SR); and the Bachelor of Arts and Bachelor of Science requirement.
- **Students admitted to PLU as a transfer student with no more than 15 quarter hours remaining to the completion of an Associate of Arts DTA (AA-DTA) at a Washington State Community or Technical College (CTC)** upon their start at PLU may qualify for reverse transfer benefit. This process will allow students to complete their remaining AA-DTA requirements with appropriate PLU coursework within one academic year from their first term at PLU. Interested students initiate this process within the first term of enrollment. Successful completion of the Reverse Transfer process will award the student the same benefits as completing the AA-DTA prior to enrollment at PLU.
- **Cambridge International Examinations (A-level exams):** A maximum of 30 semester hours may be granted for completion of Cambridge International Examinations. Students must earn a passing grade (C or better) to earn credit. No credit will be awarded for AS-Level or O-Level exams. Students are advised to contact the Office of the Registrar for specific details.

---

## Evaluation of Credits

The Office of the Registrar evaluates all transfer records and provides advising materials designed to assist students to complete the University requirements. These materials include a summary of core requirements completed and the total hours accepted. Individual schools and departments determine which courses satisfy major requirements.

The University awards credit to high school students for certain courses completed before high school graduation. The University may award college credit to high school students who have completed courses in approved programs, as described below.

- **Advanced Placement Program (AP):** Students who complete advanced placement or credit toward graduation through the examination program of the College Board may receive credit for such courses. Inquiries should be addressed to the Office of Admission.
- **International Baccalaureate (IB):** A maximum of ~~30~~32 semester hours may be granted for completion of the IB Diploma. A maximum of four semester hours per course may be granted for courses identified on an IB Certificate if a grade of 4 or higher is awarded. Students are advised to contact the Office of Admission for specific details.
- **Running Start Program:** Accepted students who have completed courses under the Washington State Running Start Program are considered first-year students with advanced standing. Students who participate in this program will be awarded college credit in a manner consistent with PLU's policy on transfer of credit from other institutions.
- **Other Programs:** Students who have completed college courses while in high school may receive credit in a manner consistent with PLU's policy on transfer of credit from other institutions. The University reserves the right to make decisions on an individual basis.
- **Cambridge International Examinations (A-Level exams):** A maximum of 30 semester hours may be granted to completion of Cambridge International Examinations. Students must earn a passing grade (C or better) to earn credit. No credit will be awarded for AS-Level or O-Level exams. Students are advised to contact the Office of Admission for specific details.

### **Transfer of Credits from Other Universities**

Courses must be listed in the official college catalog, be a part of the regular college curriculum of a regionally accredited college or university, and be posted on an official college or university transcript.

- Courses completed with a grade of C- or higher at other regionally-accredited colleges or universities normally will be accepted for graduation credit with passing grades and will not be calculated into the PLU grade point average. Courses from all institutions are subject to course-by-course evaluation.
- A student may transfer a maximum of 96 semester or 144 quarter hours. Of these, the maximum transferable from a two-year school is 64 semester or 96 quarter hours.
- Admitted students who complete the Direct Transfer Associate degree (DTA) from an accredited Washington state community college, the Associate of Arts Oregon Transfer degree (AAOT) from an accredited Oregon community college, or an Associate in Art for Transfer degree (AA-T) or an Associate in Science for Transfer degree (AS-T) from an

accredited California community college before matriculation at PLU will be granted junior standing and will have satisfied all General Education Program elements except for [three requirements: The Academic Study of Religion](#) (four semester hours ~~in religion (from Christian Traditions)~~), [Global Engagement](#) (four semester hours), ~~and the~~ [Culminating Experience \(one to four semester hours\)](#) ~~in Perspectives on Diversity, the two to four semester hour senior seminar requirement,~~ and the Bachelor of Arts and Bachelor of Science requirement.

- Students admitted to PLU as a transfer student with no more than 15 quarter hours remaining to the completion of an Associate of Arts DTA (AA-DTA) at a Washington State Community or Technical College (CTC) upon their start at PLU may qualify for reverse transfer benefit. This process will allow students to complete their remaining AA-DTA requirements with appropriate PLU coursework within one academic year from their first term at PLU. Interested students initiate this process within the first term of enrollment. Successful completion of the Reverse Transfer process will award the student the same benefits as completing the AA-DTA prior to enrollment at PLU.

### **Other Educational Experiences**

Credits earned in non-accredited schools are not transferable. Students who have matriculated at Pacific Lutheran University may petition a department or school to waive a particular requirement on the basis of previous non-accredited course work or may petition a department or school to receive credit by examination.

- The University allows up to 20 semester hours of United States Armed Forces Institute (USAFI)/Defense Activity for Non-Traditional Education Support (DANTES) credit, up to 20 semester hours for military credit, and up to 30 semester hours of College-Level Examination Program (CLEP) credit, providing the total of the three does not exceed 30 semester hours. Official transcripts bearing American Council on Education (ACE) recommendations should be submitted for evaluation.
- For information on the College Level Examination program (CLEP), refer to the Credit by Examination section under Academic Procedures.
- The University does not grant credit for college-level General Equivalency Diploma (GED) tests.
- **Global Assessment Certificate Program (GAC):** A maximum of 30 semester hours may be granted for completion of ACT Education Solutions, Global Assessment Certificate program courses. Only certain courses are eligible for course credit based on faculty assessment. Students must earn a GAC grade point average of 2.60 (equivalent to a B-) or better. This GPA is separate from the GPA required for admission purposes. Students are advised to contact the Office of International Admission for specific details.

## International Honors Program

### **28 semester hours**

The International Honors Program (IHON) provides a select group of entering first-year students a challenging and creative alternative to the General Education Program, which reflects PLU's unique mission and emphasis upon the liberal arts.

~~Consequently, IHON accounts for 32 of the 48 semester hours that are required by the General Education Program. Although just seven courses (28 hours),~~ The program fulfills 24 semester hours of General Education due to the interdisciplinary nature of the program. Accordingly, students who have satisfactorily completed the Honors Program receive credit for the following: ~~Art, Music, Theatre (4); Literature (4); Philosophy (4); Religion (8); Natural Sciences, Computer Science, or Mathematics (4); and Social Sciences (8)~~ Creative Expression (4); Exploring Self and Society (4); Exploring Values and Worldviews (4); Interpreting Text (4); Global Engagement (4); The Academic Study of Religion (4).

International Honors students must complete the remaining ~~16~~ semester hours of the General Education Program prior to graduation from the University: First-Year Experience Program: FYEP 101 (4); FYEP 102 (4); Fitness and Wellness (2); ~~Mathematical Quantitative Reasoning (4); Science and Scientific Method and Exploring the Natural World (4); and Global Engagement Encountering Perspectives on Diversity (Alternative Perspectives and Cross-Cultural Perspectives).~~ Students must also complete four semester hours from each of the Perspectives on Diversity lines and both may concurrently fulfill another GenEd/IHON or major/minor requirement; Senior Seminar/Project the senior Culminating Experience requirement (1-4) ~~(these hours count in the major)~~. For a full description of IHON and for details about applying to the program, go to the **International Honors Program** section of this catalog.

---

## Glossary of Terms

**00:** Undergraduate Non-Matriculated

~~**A:** Alternative Perspectives GenEd Element~~

**AACN:** American Association of Colleges of Nursing

**AACSB:** Association to Advance Collegiate Schools of Business

**AAMFT:** American Association for Marriage and Family Therapy

**AAO:** Affirmative Action Officer AAP: Affirmative Action Plan

**ABET:** Accreditation Board for Engineering and Technology

**ACG:** Academic Competitiveness Grant

**ACT:** American College Test

**ADA:** Americans with Disabilities Act of 1990

**ADMIN:** Administration

**AICE/COOP:** Academic Internships and Cooperative Education

**ANTH:** Anthropology

**AP:** Advanced Placement

**APC:** Academic Program Contract

**API:** Advanced Placement Institute

~~**AR:** Art, Music, and Theatre GenEd Element~~

**ARTD:** Art & Design

**B.A.:** Bachelor of Arts Degree

**B.A.C.:** Bachelor of Arts in Communication

**B.A.E.:** Bachelor of Arts in Education

**B.A.K.:** Bachelor of Arts in Kinesiology

**BA/BS:** Bachelor of Arts and Bachelor of Science requirement

**B.B.A.:** Bachelor of Business Administration

**B.F.A.:** Bachelor of Fine Arts

**B.S.K.:** Bachelor of Science in Kinesiology

**BIOL:** Biology

**B.M.:** Bachelor of Music

**B.M.A.:** Bachelor of Musical Arts

**B.M.E.:** Bachelor of Music Education

**B.S.:** Bachelor of Science

**B.S.N.:** Bachelor of Science in Nursing

**BUSA:** Business

~~**C:** Cross-Cultural GenEd Element~~

**CE:** Continuing Education

**CCNE:** Commission on Collegiate Nursing Education

**CES:** Center for English Studies

**CHEM:** Chemistry

**CHIN:** Chinese

**CHSP:** Chinese Studies

**CLEP:** College Level Examination Program

**CMDA:** Communication, Media, and Design Arts

**CNE:** Continuing Nursing Education

**COM:** Care and Outcomes Manager

**COMA:** Communication

**CR:** Credit Hours

**CREDITS:** Equal Semester Hours

**CRN:** Course Reference Number

**CSCI:** Computer Science

**CX:** [Creative Expression GenEd Element](#)

**DANC:** Dance

**DATA:** Data Science

**DL:** Dean's List

**DTA:** Direct Transfer Agreement from Washington Community College

**ECON:** Economics

**EDUC:** Education

**ELMSN:** Entry-level M.S.N. Program

**ENGL:** English

**ENGR:** Engineering

**ENVT:** Environmental Studies

**EOG:** Educational Opportunity Grant

**EPSY:** Educational Psychology

**ES:** Examining Self and Society GenEd Element

**F:** ~~Freshman Inquiry GenEd Element~~

**FAFSA:** Free Application for Federal Student Aid

**FD:** First-Year Experience DJS Seminar

**FERPA:** Family Educational Rights and Privacy Act

**FNP:** Family Nurse Practitioner

**FR:** Freshman

**FT:** Fitness and Wellness GenEd Element

**FTWL:** Fitness and Wellness

**FW:** ~~Freshman~~ First-Year Experience Writing Seminar

**FREN:** French

**FYEP:** First-Year Experience Program

**GE:** Global Engagement GenEd Element

**GED:** General Equivalency Diploma

**GENED:** General Education Program

**GEOS:** Geosciences

**GLB:** Graham-Leach-Bliley Act

**GLST:** Global Studies

**GMAT:** Graduate Management Admission Test

**GN:** Graduate Non-Matriculated

**GPA:** Grade Point Average, i.e., 2.00

**GR:** Graduate

**GRE:** Graduate Record Exam

**GSRS:** Gender, Sexuality, and Race Studies

**HECB/SAA:** Washington State Higher Education Coordinating Board/State Approving Agency

**HEED:** Health Education

**HGST:** Holocaust and Genocide Studies

**HIPPA:** Health Insurance Portability and Accountability Act

**HISP:** Hispanic Studies

**HIST:** History

**IB:** International Baccalaureate

**IELTS:** International English Language Testing System

**IHON:** International Honors Program

**ILO:** Integrated Learning Objectives

**INOV:** Innovation Studies

**INTERN:** Internship

**IP:** In Progress Grade

**IS:** Independent Study

**IT:** [Interpreting Text GenEd Element](#)

**J-Term:** 4 weeks, January Term

**JR:** Junior

**KINS:** Kinesiology

**LANG:** Languages and Literature

**LPN:** Licensed Practical Nurse

**LT:** [Literature GenEd Element](#)

**LTST:** Latino Studies

**M.A.:** Master of Arts

**M.A.E.:** Master of Arts in Education

**M.B.A.:** Master of Business Administration

**M.F.A.:** Master of Fine Arts

**M.S.:** Master of Science

**M.S.N.:** Master of Science in Nursing

**MR:** [Math Reasoning GenEd Element](#)

**MATH:** Mathematics



**MFTH:** Marriage and Family Therapy

**MILS:** Military Science

**MUSI:** Music

**MW:** Medical Withdrawal

**NA:** Never Attended

**NAIS:** Native American & Indigenous Studies

**Nelnet:** Nelnet Campus Commerce

**NFLP:** Nurse Faculty Loan Program

**NMSQT-PSAT:** National Merit Semi-finalist Qualifying Test-pre-Scholastic Assessment Test

**NSCI:** Natural Sciences, College of

~~**NS:** Natural Sciences, Computer Science or Mathematics GenEd Element~~

**NURS:** Nursing

**NW:** Engaging the Natural World GenEd Element

~~**PH:** Philosophy GenEd Element~~

**PHIL:** Philosophy

**PHYS:** Physics

**PLUMS:** PLU Matching Scholarship

**POLS:** Political Science

**P&PA:** Publishing and Printing Arts

**PSYC:** Psychology

**PET:** Pearson Test of English

**QR:** Quantitative Reasoning GenEd Element

**RAP:** Recruitment, Admission and Progress Committee in Nursing

~~**RC:** Christian Traditions GenEd Element~~

~~**RG:** Global Religious Traditions GenEd Element~~

**RL:** Academic Study of Religion GenEd Element

**ROTC:** Reserve Officer Training Corps

**RN:** Registered Nurse

**RS:** Running Start

**RELI:** Religion

**SA:** Study Away

**SAP:** Satisfactory Academic Progress

**SAT:** Scholastic Assessment Test

**SEOG:** Federal Supplemental Educational Opportunity Grants

~~**SM:** Science and Scientific Method GenEd Element~~

~~**SO:** Social Sciences GenEd Element~~

**SO:** Sophomore

~~**SR:** Senior Culminating Experience Capstone Seminar~~

**SEMESTER HOURS:** Credits are on semester hour basis

**SOCI:** Sociology & Criminal Justice

**SOCW:** Social Work

**SOLU:** Southern Lushootseed

**SP:** Special Project

**SPED:** Special Education

**SR:** Senior and for the Senior ~~Culminating Experience Capstone~~ General Education Element

**STAT:** Statistics

**STEM:** Science, Technology, Engineering and Mathematics

**THEA:** Theatre

**TOEFL:** Test of English as a Foreign Language

~~**VW:** Exploring Values and Worldviews Gen Ed Element~~

**UG:** Undergraduate

**USAFI:** United States Armed Forces Institute

**WAVE:** Washington Award for Vocational Excellence

**WSNG:** Washington State Need Grants