University of Rochester

Official Bulletin

Undergraduate Studies

2013–2015

Arts, Sciences, and Engineering
School of Arts and Sciences
Edmund A. Hajim School of Engineering and Applied Sciences

Eastman School of Music

School of Medicine and Dentistry

School of Nursing

William E. Simon Graduate School of Business Administration

Margaret Warner Graduate School of Education and Human Development

The information in this bulletin was prepared in the spring of 2013. Provisions of this publication are not to be regarded as a contract between the student and the University. The University reserves the right to make changes in its course offerings, degree requirements, regulations, policies and procedures, and fees and expenses as educational and financial considerations require.

The Undergraduate Studies Bulletin is compiled well in advance of the academic year it covers. Changes in programs, policies, and the academic calendar may occur. All requirements should be verified with departmental advisors or the Office of the University Registrar. Archived versions may be accessed by contacting the Office of the University Registrar.

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General Information

The University of Rochester, founded in 1850, is one of the most innovative of the leading private research universities in the country—and for undergraduates, it’s a university in perfect balance.

Rochester offers the choices and intellectual excitement of a large research university with the intimacy and opportunities for personal involvement of a small liberal arts college. More than 95 percent of classes are taught by faculty, not teaching assistants, and it’s not uncommon for senior faculty to teach introductory courses. There’s no separation between researching and teaching, between faculty’s own professional excellence and the excellence they bring to the classroom.

Rochester students live on a lively, self-contained campus, just minutes from metropolitan Rochester—a dynamic city that offers a mix of commerce, culture, and history.

Rochester balances its innovative spirit and responsiveness to individual needs with a commitment to the lasting values of a classic liberal arts education.

The results of the Rochester experience are self-evident in the track record of its alumni—in their careers and in their personal lives. “To put it simply,” says one student, “Rochester opens doors.”

For many undergraduates, the Rochester experience means surrounding a chosen major with clusters of related courses that contribute to a broad liberal education, or with a minor or two in areas distinct from the major. Others choose double majors or earn certificates in complementary fields. Still others individually design their own interdepartmental programs.

And Rochester students can also benefit from the offerings of other schools and departments. For example, undergraduates can enroll in graduate courses, in classes at the medical school or the business school, or take lessons at the Eastman School of Music; future engineers can diversify their studies with an advanced course in Chaucer.

Rochester’s opportunities are outlined in this publication. They include:

The Rochester Curriculum
Students have the freedom to define their own academic paths, driven by interest and curiosity. At Rochester, we believe that excellence requires freedom.

The Take Five Scholars Program
Cited as one of the more innovative liberal arts programs in the country, undergraduates may apply for a fifth year of courses tuition free to follow their intellectual passion.

The Senior Scholars Program
Selected undergraduates devote at least half of their entire senior year to a creative project, whether in the form of scholarly research, a scientific experiment, or a literary or artistic endeavor.

The Fifth Year in Teaching Program
A limited number of undergraduates pursue a fifth year of study tuition free in a master’s program at the Margaret Warner Graduate School of Education and Human Development to prepare as urban school teachers.

The Guaranteed Rochester Accelerated Degree in Education (GRADE)
A five-year BA/BS + MS education program assures students admitted to the University of Rochester who are interested in becoming educators admission to the Margaret Warner Graduate School of Education and Human Development.

The Kauffman Entrepreneurial Year Program (KEY)
Selected undergraduates devote a tuition-free fifth year to the study or practice of entrepreneurship: transforming an idea into an enterprise that generates value.

The Rochester Early Medical Scholars (REMS) Program
Selected Rochester freshmen receive a conditional acceptance to the University of Rochester’s School of Medicine and Dentistry when they finish the bachelor’s degree. The program frees these students to develop their intellects broadly before they launch into their medical studies.
The Graduate Engineering at Rochester (GEAR) Program
A select number of freshman applicants are given an assurance of admission into one of seven engineering and computer science master’s degree programs at the University of Rochester.

The Bachelor of Arts Degree in Engineering
Recognizing the need for broadly educated decision makers who are well versed in engineering, this program gives a student substantial technological knowledge and competence in at least two areas of engineering while also providing the opportunity for a liberal arts education.

There are approximately 5,300 full-time undergraduates including 500 or so at the Eastman School and 3,100 full-time graduate students at the University. The great majority of classes are small in size, enabling all students to work closely with their teachers. There is a single faculty for all students; some of the most distinguished senior professors teach beginning courses. Reflecting the personal scale of Rochester’s programs, undergraduates are encouraged to work where possible with individual faculty members in the pursuit of original scholarship.

College students must make two major transitions in their first two years. In their first year, they make the important leap from high school to college. As sophomores, they choose their major. The College’s Dean of Freshmen and Dean of Sophomores take special responsibility for those two important years in students’ careers at the University.

Professional advisers also offers support, starting with an orientation program on campus before the beginning of freshman year. They are also available to supply advice on course and major requirements; to help students find paying internships and employment opportunities; and to assist in the development of post-college plans.

Students can’t expect to gain a “Rochester education” simply by studying and attending class. Out-of-class activities—whether they’re intramural sports, political clubs, community service, or movies and concerts—are a major part of undergraduate life.

Arts, Sciences and Engineering

The College
The College is the undergraduate division of Arts, Sciences and Engineering. The majority of University undergraduate students are enrolled in the College, which is the oldest of the University’s academic units. It remains the “home” college for most undergraduates during their studies at Rochester.

School of Arts and Sciences
The School of Arts and Sciences provides undergraduate and graduate degree programs in the humanities, natural and physical sciences, and social sciences. The juxtaposition of these fields enables undergraduate students in the College to draw upon a rich array of learning opportunities, and through the Rochester Curriculum, to engage deeply with areas of interest that may be outside of their intended majors. A number of programs and degree options specifically enable multidisciplinary work: among these are four public health–related majors; African and African-American studies; Digital Media Studies; those that combine interests in music with cognition, linguistics, or engineering and physics; and individualized majors and minors. Certificate programs such as literary translation studies and actuarial studies also have a multidisciplinary approach.

Edmund A. Hajim School of Engineering and Applied Sciences
The Edmund A. Hajim School of Engineering and Applied Sciences enrolls first-year students who express an interest in concentrating in one of the engineering and applied science disciplines. Students may also move into a Hajim School program at any time after their first semester provided they have the appropriate science and mathematics background and have, or can schedule, the necessary prerequisites for their intended majors. The school’s Bachelor of Science programs in biomedical, chemical, electrical and computer, and mechanical engineering are accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org, the national accreditation agency for the engineering profession. The Institute of Optics and the Department of Computer Science, which also offer Bachelor of Science degrees, are internationally known centers for teaching and research. The Bachelor of Science degree in Audio and Music Engineering combines studies in engineering and applied sciences with music and audio production.
to give students a technically rigorous, design-based education in the field of audio, music and sonic engineering. In addition, there are provisions for student-designed programs that can lead to either a Bachelor of Science in interdisciplinary engineering or a Bachelor of Arts degree in engineering science.

Degrees Offered

Degrees are awarded by the University of Rochester in the following subjects, grouped by college or school of the University.

SCHOOL OF ARTS AND SCIENCES

For purposes of the Rochester Curriculum, the distribution area is noted in which each degree program and minor in the College falls. H=Humanities, S=Social Sciences, N=Natural Sciences and Engineering, V=Variable (determined at time of official entrance into the program).

African and African-American Studies (BA)-V
American Sign Language (BA)-H
American Studies (BA)-S
Anthropology (BA)-S
Archaeology, Technology, and Historical Structures (BA)-V
Art and Art History:
Art History (BA)-H
Studio Arts (BA)-H
Bioethics (BA)-H
Biological Sciences (BS), with specialties in:
Biochemistry-N
Cell and Developmental Biology-N
Computational Biology-N (approved as of May 2015, post bulletin initial publish date)
Ecology and Evolutionary Biology-N
Microbiology-N
Molecular Genetics-N
Neuroscience-N
Biology (BA, MS, PhD)-N
Brain and Cognitive Sciences (BA, BS, MA, PhD)-N
Business (BA, BS)-S (approved as of June 2014, post bulletin initial publish date)
Chemistry (BA, BS, MS, PhD)-N
Data Science (BA, BS)-N (approved as of May 2015, post bulletin initial publish date)
Digital Media Studies (BA)-V
Earth and Environmental Sciences:
Environmental Science (BS)-N
Environmental Studies (BA)-N
Geological Sciences (BA, BS, MS, PhD)-N
Geomechanics (BS)-N
East Asian Studies (BA)-V
Economics (BA, MA, PhD)-S
Economics and Business Strategies (BA)-S (The class of 2014 was the last class that could receive this major degree.)
English (BA, MA, PhD)-H
Environmental Health (BS)-N (approved as of February 2015, post bulletin initial publish date)
Epidemiology (BA)-S
Film and Media Studies (BA)-H
Financial Economics (BA)-S
Health, Behavior, and Society (BA)-S
Health Policy (BA)-S
History (BA, MA, PhD)-S
Interdepartmental Studies (BA, MA, MS)-V
International Relations (BA)-S
Linguistics (BA, MA)-S
Literary Translation (MA)
Mathematics (BA, BS, MA, PhD)-N
Mathematics-Applied (BS, MS)-N
Mathematics-Statistics (BA, MA)-N
Modern Languages and Cultures:
Comparative Literature (BA, MA)-H
French (BA, MA)-H
German (BA, MA)-H
Japanese (BA)-H
Russian (BA)-H
Spanish (BA, MA)-H
Music (BA)-H
Philosophy (BA, MA, PhD)-H
Physics (BA, BS, MA, MS, PhD)-N
Physics and Astronomy (BA, BS, PhD)-N
Political Science (BA, MA, PhD)-S
Psychology (BA, MA)-S
Clinical (PhD)
Developmental (PhD)
Social-Personality (PhD)
Religion and Classics:
 Classics (BA)-H
Religion (BA)-H
Russian Studies (BA)-V
Statistics (BA)-N
Women’s Studies (BA)-V

Certificate Programs
(taken in conjunction with a bachelor’s degree)
Actuarial Studies
Biophysics
Biotechnology
Literary Translation Studies
Mathematical Modeling in Political Science and Economics
Medphysics
Polish and Central European Studies
Stage Management
Citation for Achievement in College Leadership

Minors
African and African-American Studies-V
American Sign Language-H
American Studies-S
Anthropology-S
Arabic-H
Archaeology, Technology, and Historical Structures-V
Art History-H
Astronomy-N
Bioethics-H
Biology-N
Brain and Cognitive Sciences-N
Business-S
Chemistry-N
Classics-H
Clinical Psychology-S
Comparative Literature-H
Computational Biology-N (approved as of May 2015, post bulletin initial publish date)
Creative Writing-H
Dance-H

Digital Studies-V
East Asian Studies-V
Economics-S
Economics and Business Strategies-S
English Literature-H
Environmental Geology-N
Epidemiology-S
Film and Media Studies-H
French-H
Geological Sciences-N
German-H
Greek-H
Health, Behavior, and Society-S
Health Policy-S
Health Psychology-S
Hebrew-H (approved as of March 2014, post bulletin initial publish date)
History-S
Interdepartmental Studies-V
International Relations-S
Italian-H
Japanese-H
Jewish Studies-H
Journalism-H
Latin-H
Latin American Studies-H
Legal Studies-V
Linguistics-S
Mathematics-N
Medical Anthropology-S
Medieval and Early Modern Studies-V
Movement Studies-H
Music-H
Music Cognition-N
Music and Linguistics-S
Organizational Psychology-S
Philosophy-H
Physics-N
Political Science-S
Psychology-S
Psychology as a Natural Science-N
Psychology as a Social Science-S
Religion-H
Research in Visual Science-N
Russian-H
Russian Studies-V
Social and Emotional Development-S
Spanish-H
Statistics-N
Studio Arts-H
Sustainability-V
Theater-H
EDMUND A. HAJIM SCHOOL OF ENGINEERING AND APPLIED SCIENCES

For purposes of the Rochester Curriculum, the distribution area is noted in which each degree program and minor in the College falls. H=Humanities, S=Social Sciences, N=Natural Sciences and Engineering, V=Variable (determined at time of official entrance into the program).

Audio and Music Engineering (BS)-N
Biomedical Engineering (BS, MS, PhD)-N
Chemical Engineering (BS, MS, PhD)-N
Computer Science (BA, BS, MS, PhD)-N
Electrical and Computer Engineering (BS)-N
Electrical Engineering (MS, PhD)
Engineering and Applied Science (an Interdepartmental Program) (BS)-N
Engineering Science (an Interdepartmental Program) (BA)-N
Geomechanics (BS)-N
Materials Science (MS, PhD)
Mechanical Engineering (BS, MS, PhD)-N
Optics (BS, MS, PhD)-N
Optical Engineering (BS)-N
Technical Entrepreneurship and Management (joint program with the Simon School) (MS)

Minors
Audio and Music Engineering-N (approved fall 2013, post bulletin initial publish date)
Biomedical Engineering-N
Chemical Engineering-N
Computer Science-N
Electrical and Computer Engineering-N
Environmental Engineering-N
Materials Science-N
Mechanical Engineering-N
Optics-N

EASTMAN SCHOOL OF MUSIC

Applied Music (BM)
Composition (BM, MA, MM, DMA, PhD)
Conducting (MM, DMA)
Early Music, Emphasis in Historical Plucked Instruments (MM, DMA)
Ethnomusicology (MA)

Jazz Studies and Contemporary Media (BM, MM, DMA)
Musical Arts (BM)
Music Education (BM, MA, MM, DMA, PhD)
Music Theory (BM, MA, PhD)
Musicology (MA, PhD)
Opera (MM)
Pedagogy of Music Theory (MA)
Performance and Literature (MM, DMA)
Piano Accompanying and Chamber Music (MM, DMA)

SCHOOL OF MEDICINE AND DENTISTRY

Biochemistry (MS, PhD)
Biophysics (MS, PhD)
Clinical Investigation (MS)
Dental Sciences (MS)
Epidemiology (PhD)
Genetics (MS, PhD)
Health Services Research and Policy (PhD)
Marriage and Family Therapy (MS)
Medical Informatics (MS)
Medical Statistics (MS)
Medicine (MD, MD/MBA)
Microbiology (MS)
Microbiology and Immunology (PhD)
Neurobiology and Anatomy (MS, PhD)
Neuroscience (MS, PhD)
Pathology (MS, PhD)
Pharmacology (MS, PhD)
Physiology (MS, PhD)
Public Health (MPH)
Statistics (MA, PhD)
Toxicology (MS, PhD)
Translational Research (MS)
Translational Biomedical Science (PhD)

SCHOOL OF NURSING

Bachelor Programs:
Nursing—RN to BS
Accelerated Program for Non Nurses:
Nursing (BS)/MS Accelerated Programs for Non Nurses:
Nursing/Adult Nurse Practitioner
Nursing/Adult Nurse Practitioner/Geriatric Nurse Practitioner
Nursing/Care of Children & Families—Pediatric Nurse Practitioner
Nursing/Family Nurse Practitioner
Nursing/Family Psychiatric/Mental Health Nurse Practitioner
RN to BS to MS Programs:
Nursing/Acute Care Nurse Practitioner
Nursing/Adult Nurse Practitioner
Nursing/Adult Nurse Practitioner/Geriatric Nurse Practitioner
Nursing/Care of Children & Families—Pediatric Nurse Practitioner
Nursing/Care of Children & Families—Pediatric Nurse Practitioner/Neonatal, Nurse Practitioner
Nursing/Child and Adolescent Psychiatric/Mental Health Nurse Practitioner
Nursing/Family Nurse Practitioner
Nursing/Family Nurse Practitioner
Nursing/Psychiatric Mental Health Nurse Practitioner (Adult Family)
Nursing/Family Psychiatric/Mental Health Nurse Practitioner

MS Programs:
Acute Care Nurse Practitioner
Adult Nurse Practitioner
Adult Nurse Practitioner/Geriatric Nurse Practitioner
Care of Children & Families—Pediatric Nurse Practitioner
Care of Children & Families—Pediatric Nurse Practitioner/Neonatal, Nurse Practitioner
Child & Adolescent Psychiatric Mental Health Nurse Practitioner
Family Nurse Practitioner
Psychiatric/Mental Health Nurse Practitioner (Adult Family)
Nursing/Family Psychiatric/Mental Health Nurse Practitioner

MS/PhD Programs:
Acute Care Nurse Practitioner/Nursing
Adult Nurse Practitioner/Nursing
Care of Children & Families—Pediatric Nurse Practitioner/Neonatal Nurse, Practitioner/Nursing
Care of Children & Families—Pediatric Nurse Practitioner
Family Nurse Practitioner
Psychiatric/Mental Health Nurse Practitioner/Nursing

DNP Program

PhD Program:
Health Practice Research

WILLIAM E. SIMON SCHOOL OF BUSINESS
Business Administration (MS, MBA, PhD, MBA/MPH, MD/MBA, MS in Finance, and graduate-level certificate programs)

MARGARET WARNER GRADUATE SCHOOL OF EDUCATION AND HUMAN DEVELOPMENT
The list of Warner programs/degrees is presented to give a clear sense of program focus. Technically, some of the programs award degrees in education with a concentration in the specialty areas listed below.

Counseling:
School Counseling (MS)
Mental Health Counseling (MS, EdD)
Counseling and Counselor Education (EdD, PhD)

Educational Policy (MS, PhD)
Health Professions Education (MS)
Higher Education (MS, EdD, PhD)
Human Development (MS, EdD, PhD)
Human Development and Applied Behavior Analysis (MS)
K-12 School Leadership (MS, EdD)

Teaching and Curriculum:
Early Childhood Education (MS)
Elementary/Childhood Education (MS)
Adolescence Education (English, mathematics, science, social studies, foreign languages, or Latin) (MS, MAT)
Inclusive/Special Education (as an additional certification with programs listed above, as well as separate certification as generalist at grades 7-12)
TESOL (Teaching English to Speakers of Other Languages) (MS)
Reading/Literacy (MS)
Teaching and Curriculum (MS, EdD, PhD)

UNIVERSITY-WIDE STUDIES
Combined Bachelor’s Programs:
BA and BS in arts and sciences
BA or BS in arts and sciences and BS or BA in engineering and applied sciences
BA or BS in arts and sciences and BM in music
BS in engineering and applied sciences and BM in music
BA or BS in arts and sciences and BS in nursing

3-2 Programs:
BA and BS in an engineering concentration (for transfer students)
BA or BS plus an MBA
BA or BS plus a master’s in public health
BS and MS in biological sciences—neuroscience
BS and MS in biomedical engineering
BS and MS in chemical engineering
BS and MS in electrical and computer engineering
BS and MS in mechanical engineering
BS and MS in optics

Combined Bachelor’s and MD Degree Program:
BA or BS plus an MD

Concurrent Master’s Programs:
MBA and MS in microbiology

Inter-College Degree Programs:
Genetics (PhD)
Neuroscience (MS, PhD)

### Inventory of Registered Programs

The New York State Education Department has authorized the University of Rochester to offer the undergraduate-level programs which appear in the following inventory. A listing of graduate programs offered at the University may be found in the [Official Bulletin: Graduate Studies](#). Programs offered at the Eastman School of Music may be found in the [Official Bulletin: Eastman School of Music](#).

#### School of Arts & Sciences

<table>
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<th>Program Name</th>
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#### Earth and Environmental Sciences

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<td>10805</td>
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<td>83147</td>
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### Edmund A. Hajim School of Engineering and Applied Sciences

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<thead>
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<th>Program Code</th>
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<th>Degree</th>
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<td>34106</td>
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<td>10673</td>
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### School of Nursing

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<td>RN TO BS Nursing</td>
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**Eastman School of Music**

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<td>19692</td>
<td>1004</td>
<td>Jazz Studies and Contemporary Media</td>
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<td>13890</td>
<td>0832</td>
<td>Music Education</td>
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<td>22428</td>
<td>1004</td>
<td>Musical Arts</td>
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20271 1203.10 | Nursing/Family Nurse Practitioner | BS/MS |
91016 1203.10 | Nursing/Psychiatric/Mental Health Nurse Practitioner | BS/MS |
31862 1203.10 | Nursing/Child & Adolescent Psychiatric Mental Health Nurse Practitioner | BS/MS |
31861 1203.10 | Nursing—Pediatric Nurse Practitioner with Pediatric Behavioral Health | BS/MS |
32667 1203.10 | Nursing/Adult Nurse Practitioner/Geriatric Nurse Practitioner | BS/MS |
33760 1203.00/1203.10 | Nursing/Adult Nurse Practitioner/Geriatric Nurse Practitioner | BS/MS |
34890 1203.10 | Nursing/Family Psychiatric/Mental Health Nurse Practitioner | BS/MS |
Student Services

Athletics and Recreation
The Department of Athletics and Recreation strives to provide vibrant, student-oriented programs that enhance the educational experience and recreational interests of the members of the University community. The department supports the educational mission of the College by providing high-quality instruction and facilities to attract the best students and provide them a meaningful athletic and recreational experience as a part of their overall development.

Twenty-three intercollegiate varsity programs offer a competitive Division III opportunity for 540 student-athletes. The intramural sports program features traditional competition and group fitness classes for over 3,000 participants. The diverse 39 club sports program accommodates approximately 1,100 students. More than 1,300 students, faculty/staff, and community members use the Goergen Athletic Center on a daily basis.

For additional information, call (585) 275-7643.

Auxiliary Services
University policy requires that parking, food, bookstore, and housing services—services that are used selectively and substantially as matters of individual preference—be sustained by the fees and other charges paid by those who use them, including provisions for depreciation, replacement of equipment, and maintenance. Those services, therefore, are self-supporting and not supported by the University’s tuition and other educational income.

Automobiles and Parking
Students may bring automobiles to the University, but should be aware that parking spaces for students in residence on the River Campus are limited. Monday through Friday from 7:30 a.m. to 7 p.m. on-campus parking for students, employees, and visitors is by permit. Commuter students are guaranteed access to parking permits. Resident students may find that the only parking space available to them is in a lot some distance from the campus.

Parking for resident students is offered by lottery to those who pre-register (no freshman parking). Priority is by class year. It is possible that all space may be in use before all resident students have purchased parking permits. Most resident students make use of the shuttle buses between University properties. Free shuttle buses providing service from the more distant lots to the campus run various times weekdays when school is in session.

Vehicles displaying any paid University of Rochester parking permit may park in central campus lots not restricted by posted signs between 4 p.m. and 7:30 a.m. weekdays, and at any time on weekends and University holidays.

For one-day visits to the campus, parking information is available (and permits for the day may be purchased) at the Visitor Information and Parking (VIP) Booth on Wilson Boulevard near Elmwood Avenue.

Wilson Boulevard is a city park road at the edge of the River Campus. Parking on Wilson Boulevard is limited to short-term meters and is not intended for student use.

More information on parking guidelines and shuttle bus schedules may be found on the University’s web page at www.rochester.edu/parking.

Bicycles, Mopeds, Motorcycles, and Scooters
In all but the snowiest of seasons, bikes are a convenient and popular means of getting between University buildings and to nearby shopping areas. Parking permits are required for motorcycles. Parking permits are not required for bicycles. Their use is subject to University regulations. Generally speaking, these vehicles are not permitted in University buildings and may not be locked to trees, lamp standards, railings, or the like.

Intercampus and Public Bus Services
First Transit provides free scheduled shuttle bus service to members of the University community with a University I.D. between River Campus, Medical Center, South Campus, all University apartment buildings, and off-campus parking lots. Free service is provided also between River Campus, the Eastman School of Music Living Center, and stops at selected points along the route.

Regional Transit Service (RTS) will continue to provide regular, full-fare, scheduled service between downtown Rochester and University facilities.

Banking Services
Branches of JPMorgan Chase Bank are located on the River Campus in Todd Union and at the Medical
Center. Each provides full service banking. Check cashing is provided for students who have JPMorgan Chase accounts. Such service also may be provided, up to a $100 maximum, at nominal charge for others with a University identification card. Additionally, ATMs are located throughout the campuses.

ATMs are located throughout River Campus. The ATMs are as follows: JPMorgan Chase Bank in Todd Union and Rush Rhees Library Road, Advantage Federal Credit Union in Wilson Commons and Susan B. Anthony Halls.

ATMs are also located throughout the Medical Center. The ATMs are as follows: JPMorgan Chase Bank at 260 Crittenden Blvd. entrance and SMH lobby, and Advantage Federal Credit Union at north corridor entrance to Kornberg Atrium and Crittenden Blvd. loop entrance.

Campus Post Office
The Campus Post Office is a privately run station of the United States Postal Service that is staffed by University personnel. The USPS contracts the University to sell postage and money orders, and handle special service mail such as Express (Domestic and International), Certified, Registered, and Insured. Another postal service office is located in the University Medical Center.

In order to receive mail and packages on campus, students must have their own post office box. Private carrier companies (UPS, Fed Ex, etc.) can be shipped directly to the students’ CPU box. Please note that packages of any size cannot be sent to individual residence hall rooms. Incoming freshmen will automatically be assigned a CPU box number at orientation. Mail is delivered Monday through Saturday (10 a.m. – 2 p.m.), except on University holidays. Students are notified by email upon receiving a package or piece of special service mail. Perishable items such as flowers or food are always treated with priority.

By taking advantage of the intramural mail system, students can send mail to any University location-postage free. For a nominal fee, students can send or receive faxes at the Campus Post Office, as well as sending packages via UPS or Federal Express. A variety of packaging supplies are also available for purchase.

The box fee for an undergraduate student is $50 ($25 per semester) for the period July 1 through June 30.

Student Identification Cards
The University provides identification cards for all students. They are required for checking out books from the library, cashing checks on campus, and may be required for admission to various campus events, certain facilities, and activities. The card displays the student’s name, an identifying color bar for campus affiliation, and photo. Students at the Medical Center are required to wear identification badges while in the Medical Center. The ID card satisfies hospital code and accreditation requirements for hospital identification. ID cards include a magnetic stripe and a bar code, which serve as keys for authorized admission to residence halls, laboratories, Goergen Athletic Facility and other areas secured by access card readers. The ID card is required by students to make purchases from their Dining Plan contracts, vending machines, and campus convenience stores. In addition, the student ID card is the principal means for identification on campus and it is useful for positive identification elsewhere.

Entering first-year students are photographed during Freshman Orientation and keep their cards through their senior year. Transfer students are photographed early in the fall and spring terms. No charge is made for the initial identification card, but there is a fee for replacement of a lost card. Worn or damaged ID cards may be turned in for a free replacement. Upon turning 21, a student may go to an ID Card Office and exchange an “Under 21” ID card, to include an updated photo and a change in the age designation field to “21 or Over.” There is no charge for this service provided they return the “Under 21” card.

University Intercessors Office
Intercessors provide a personal and confidential resource for students, staff, and faculty who want to talk through a problematic issue and pursue resolution. They may address concerns regarding sexual harassment, racial harassment, and discrimination on the basis of gender, disability, religion, race, ethnicity, gender identity or expression, sexual orientation, national origin, age, veteran status, or any other status protected my law. They are particularly interested in identifying patterns and resolving organizational problems in order to make the campus environment more inclusive and hospitable. The intercessors can be reached at (585) 275-9125.
Security Services

Campus Crime Statistics—In October of each year, University Security Services and Environmental Health and Safety, provide to all students and staff the latest security and fire safety annual reports, incorporated in one document called “Think Safe.” It contains campus security, fire safety, emergency notifications, and personal safety information.

Topics include crime prevention, Security Services authority, fire and crime reporting policies, disciplinary procedures, and other matters of importance related to security and fire safety on campus. "Think Safe" contains crime statistics for the three previous calendar years concerning reported crimes that occurred on campus, and in certain off-campus buildings or property owned or controlled by the University, and on public property within, or immediately adjacent to, and accessible from the campus. Fire statistics are included for on-campus student housing areas. Statistics are reported to the U.S. Department of Education (USDoED) and are available on their web site at http://ope.ed.gov/security/ and on the University's site at www.security.rochester.edu. You can obtain a hard copy of "Think Safe" by contacting University Security Services at (585) 275-3340 or Environmental Health and Safety at (585) 275-3241. University Security services are available 24 hours/day, 7 days/week by calling x5-3333 from any campus phone or by dialing x13 for emergencies. In addition, AT&T and Verizon customers may make a free call to our emergency Communications Center by pressing #413 from their cell phone while in the Rochester area. We are in immediate contact with local police, fire departments, and emergency medical resources.

University Information Technology

The staff of University Information Technology provide IT services and support to enhance students' education. Students at the University of Rochester have access to:

- a high-speed data network accessible from residence halls and across campus;
- University-authenticated wireless that is available at many residence halls, academic buildings, and public locations around campus (www.rochester.edu/it/wireless);
- a mobile app that provides access to many University services, including GPS-activated campus maps and bus locators, course schedules, event calendars, and more (www.rochester.edu/urmobile);
- a large IT Center with an IT Help Desk to answer your IT questions (www.rochester.edu/it/itcenter);
- a University account which is a private key to the University web portal my.rochester.edu and a variety of other online services, including email, the wireless network, printing, public computing facilities, online course registration, online voting, and more (http://myidentity.rochester.edu);
- computer labs equipped with dozens of applications to help complete assignments (www.rochester.edu/it/cts/ctscomputinglabs);
- competitive long-distance rates and discounted cellular phone service;
- two onsite computer stores that offer educational discounts on computers, hardware, software, computer accessories, popular consumer electronics, and other technologies (www.rochester.edu/it/css);
- information about a range of University-wide, collaborative security measures, including student security awareness campaigns and “Security Tips of the Week” (www.rochester.edu/it/security);

Students living in residence halls are provided with high-speed data network connections. On-campus digital telephone service, including free local calling and voicemail service, can be requested, and 24-hour, on-campus directory service is available. For more information about enhanced voicemail, analog adaptors, ADA-compliant services, or TDD equipment, please contact the IT Center at (585) 275-2000 or univithelp@rochester.edu.

Career Center

The center’s philosophy is to emphasize the importance of gaining experience and clarifying goals while still an undergraduate. These experiences include on-campus employment and research activities as well as internships. Reach Funds have, since 1986, facilitated more than 1,500 internship placements nationwide, netting close to $5 million in earnings for participating students and annual stipends in excess of $120,000.
The purpose of all programs of the Career Center is to help students articulate their abilities in the language of prospective employers as well as post-baccalaureate graduate programs. The center recognizes that many first post-commencement positions are not directly related to the titles of particular majors, while it emphasizes a powerful confidence that Rochester students can and do succeed within a variety of pursuits. Employers regularly indicate that the most important traits a candidate can possess, especially among liberal arts graduates, may be the abilities to conduct research, analyze data, and present findings in verbal and written formats independently or as a member of a group. Employers express a desire to identify candidates who can create verbal and behavioral bridges from what they have done to what they can do. Creativity, curiosity, analytical skills, and the ability to articulate are exactly the qualities that University of Rochester students possess and project.

While many Rochester alumni enter the employment market immediately upon graduation, almost three-quarters of recent graduates report that they have enrolled in a graduate program within five years of receiving their bachelor’s degrees. Assistance in applying to professional and graduate school programs is available through the Career Center and is complemented by the specific advising services previously described.

**Gwen M. Greene Career and Internship Center**

This nationally recognized facility is dedicated to providing state-of-the-art career planning, internship and job search coaching, placement services, graduate and professional school advising, and academically linked career counseling that will lead students in the College successfully through and beyond their undergraduate years. Services and resources include the following:

**The Hyman J. V. Goldberg Career Library**

A comprehensive resource center to facilitate goal clarification, expression and attainment specific to internship and post-baccalaureate opportunities. Through interactions with professional resource counselors and Peer Career Advisors, students receive document critiquing, advising, and coaching services; access web resources and use phone and fax capabilities to communicate with prospective employers and graduate schools and to network with alumni.

**Internet Resources**

Increasingly, the center uses web-driven resources and instructs students how to maximize their use. Basic information about services and programs, as well as links to additional University and other sites, can be accessed via [www.rochester.edu/careercenter](http://www.rochester.edu/careercenter). The center uses a state-of-the-art online database which allows students to register for on-campus recruiting, submit résumés for referral to internship and postgraduation employers, view postings, and link to employer websites.

**Off-Campus Recruiting**

Annually, the center hosts general Career and Internship Connection events in New York City, Boston, Chicago, Los Angeles, and Washington, D.C. and Engineering and Technical Career and Internship Connections in New York City and Boston. These events blend the best of career fair and prescreened recruiting offerings, with Rochester students interacting with some of the most selective employers in each city. Each year hundreds of interviews for post-baccalaureate positions and internships are generated through the CIC events. Rochester students annually are selected for the most interviews by employers.

**Reach Funding**

Reach Funds are small stipends available to make unpaid summer internships more financially feasible. Students gain commitments from employers, then complete an application through the Career Center during the spring semester. Funding is distributed on a first-come, first-served basis and is not guaranteed.

**Postgraduate Professional and Graduate School Advising**

For students planning to apply to graduate programs of study. Advising and application process assistance is available through individual appointments as well as annual programs and workshops. The center also refers candidates to a web-based recommendation file service.

**Center for Excellence in Teaching and Learning (CETL)**

Academic effectiveness is a major concern of many students. The following services are offered by the Center for Excellence in Teaching and Learning to help students in the College improve academic performance.

*Course-Specific Support.* Students can participate in weekly peer-led workshops and study groups to
improve problem-solving skills and become more confident when taking exams. These problem-solving group sessions are tailored for specific courses.

**Study Skills.** Individual counseling and group workshops address concerns about preparing for exams, reading effectively, taking notes, managing time, enhancing concentration, and developing academic motivation. In concert with the Office of Minority Student Affairs, CETL also provides a study skills course in both the fall and spring semesters; this course is available to all students.

**Disabilities.** CETL serves students with disabilities by coordinating classroom accommodations and offering transition support and self-advocacy skill development. Students interested in these services are encouraged to request a meeting with a disability support coordinator. Students seeking more information or wishing to make appointments may do so in person, by phone, or by email. The main office of the Center for Excellence in Teaching and Learning is located in 1-154 Dewey Hall, (585) 275-9049. Our email address is cetl@rochester.edu, and our website can be found at www.rochester.edu/college/cetl.

**Office of the Dean of Students**

Matthew Burns,  Dean of Students
Anne-Marie Algier,  Associate Dean of Students
Kyle Orton,  Director, Center for Student Conflict Management
Laura Ballou,  Director, Wilson Commons
Dawn Bruner,  Director, Parent Relations
Glen Cerosaletti,  Assistant Dean of Students and Director, Rochester Center for Community Leadership
Kit Miller, Director,  MK Gandhi Institute for Nonviolence
Monica Smalls,  Director, Fraternity and Sorority Affairs
Michelle Thompson-Taylor,  Director, Intercultural Center

The Office of the Dean of Students provides programs and services that enhance student learning, promote community development, and support the educational goals of the undergraduate and graduate populations in the College. Through collaborative initiatives, the Office of the Dean of Students is dedicated to promoting a strong quality of life for students in both the academic and nonacademic realms. Areas of responsibility are described below.

**Emergency Loan Program**

The Office of the Dean of Students administers an Emergency Loan Program, which provides assistance to students for unexpected expenses. Undergraduate students may borrow up to $150, and graduate students may borrow up to $300.

For more information visit the Office of the Dean of Students.

**Center for Student Conflict Management**

The Center for Student Conflict Management helps students become positive community members during their college experience through three potential avenues: The Care Network, The Conduct System, and Conflict Resolution. We encourage students to review the Standards of Student Conduct at www.rochester.edu/college/dos/conduct.

The CARE Network exists to identify students of concern and to coordinate resources for any student who may be in or heading toward distress. Any member of the University community (faculty, staff, students, and parents) can submit a CARE report for a student of concern at any time. For additional information or to submit a CARE report please visit www.rochester.edu/CARE.

The Conduct System holds students accountable to the campus community through education and restorative practices. To learn more about student conduct and view specific information regarding policies and procedures visit www.rochester.edu/college/cscm/conduct.html.

Conflict Resolution is provided by staff in the Center for Student Conflict Management and is available to any University student who finds themselves in a difficult situation. All of the conflict resolution processes available at the University are voluntary and confidential. To learn more about the conflict resolution processes visit www.rochester.edu/college/cscm/resolution.html.

You can contact staff in the Center for Student Conflict Management at (585) 275-4085 or email us at conflict.management@rochester.edu.

**Fraternity and Sorority Affairs (FSA)**

The University of Rochester understands the role fraternities and sororities play in campus life with 23 percent of the student body being members of the
fraternity and sorority community. Fraternity and Sorority Affairs (FSA) promotes excellence on campus and in the Greater Rochester area through support, advocacy, and advisement of fraternity and sorority members. The fraternities and sororities empower community through creating collaborative networks that are aligned with the mission and values of the College and the Office of the Dean of Students. As educators, Fraternity and Sorority Affairs strengthens the relationship between the College and its recognized fraternities and sororities via a success-driven system rooted in the College. This strong, college-centered program represents efforts to create a framework based upon the College culture that encourages the cultural values, expectations, and practices of fraternities and sororities consistent with the values and academic mission of the College.

For more information about Fraternity and Sorority Affairs and its award-winning community, visit www.rochester.edu/college/fsa.

**Intercultural Center**

The Intercultural Center (ICC) is a new unit operating jointly within the Office of the Dean of Students and the David T. Kearns Center. The vision of the ICC is to work with students, staff and faculty to foster a collaborative environment that celebrates the various cultures represented on campus while providing opportunities for education and dialog on different topics. The ICC works closely with offices across campus to develop resources that complement and supplement curricular offerings, build intercultural competency, and promote and encourage cultural understanding and appreciation among the campus constituents.

For more information about the Intercultural Center, please contact Michelle Thompson-Taylor, Director, at michelle.thompson-taylor@rochester.edu.

**MK Gandhi Institute for Nonviolence**

This nonprofit group works to realize the vision of the historic peacemaker by helping individuals and communities develop the inner resources and practical skills needed to achieve a nonviolent, sustainable, and just world. Located at the University of Rochester since 2007, the organization works with other groups and with students in the areas of nonviolence education and with hands-on community projects focused on restorative justice and sustainable living.

**Parent Relations**

Parent Relations, a unit in the Office of the Dean of Students, helps parents/families understand and support the student experience, learning, and growth. This office provides support and assists in orienting parents/families of students within The College. In addition, we serve as a resource for parents/families throughout their student’s undergraduate career. The goal is to ensure that members of the University of Rochester parent/family community feel informed, valued, and respected.

Parent Relations publishes the *UR Family Newsletter* each semester. This newsletter updates parents and families on campus news and provides information about important on-campus student services. The *UR Family Newsletter* is mailed to students’ home addresses twice a year. In addition, Parent Relations works collaboratively with University Communications and the Parents Program to produce *Parents Buzz*, an e-newsletter for parents. Please visit the website at www.rochester.edu/parents or call (585) 275-5415 for more information.

**Rochester Center for Community Leadership (RCCL)**

Rochester students have historically been active citizens and leaders in both official and unofficial capacities. The Rochester Center for Community Leadership educates students to become engaged citizens and leaders capable of effecting positive social change in their communities. Through sustainable university and community partnerships, the Center develops initiatives that cultivate the skills, experiences and resources necessary to achieve innovative solutions to complex societal issues. The Center envisions a world in which people of diverse backgrounds collaborate to transform their communities. Toward this end, the Center coordinates initiatives in the areas of leadership, civic engagement and community service, connecting students with communities on campus, throughout Rochester, across the country and around the world. It employs a unique model of community leadership that supports the interest-driven nature of the curriculum.

Complete information about all of the center’s programs can be found online at www.rochester.edu/college/rccl.
Wilson Commons Student Activities

Wilson Commons Student Activities enhances the college experience and creates a diverse campus community by supporting over 240 student organizations. The office focuses on helping student leaders achieve their goals by encouraging them to explore and develop their interests and passions through experiential learning outside the classroom. The office provides information about all student organizations, provides resources to student organizations and the University of Rochester community, and assists students in forming new organizations. In addition, the office manages the University’s student union, Wilson Commons, and coordinates major traditional events of the College such as Yellowjacket Weekend, Boar’s Head Dinner, Winterfest, and Senior Week.

Student Government. The Students’ Association or SA, includes all undergraduates and is governed by a student-elected senate, president, and vice president. The senate and its over 75 funded organizations are supported by the student activities fee, which is assessed to all full-time undergraduate students. The SA has several standing committees including the Policy & Review Committee, the Projects & Services Committee, and the Students’ Association Appropriations Committee. The SA exists as a governing body designed to represent the students, to voice their concerns, and to make decisions that directly impact campus life.

Clubs and Organizations. Students can be involved in and attend events sponsored by a wide range of student organizations under the following categories: Academic Honor Societies, Academic Undergraduate Councils, Awareness, Class Councils, Clubs, Club Sports, Community Service, Cultural, Entertainment Programming, Fraternity/Sorority, Hall Councils, Intercollegiate Competition, Performing and Fine Arts, Political, Preprofessional, Publications /Media, Religious, and Special Interest Housing. Information regarding all student organizations, their officers, and their activities is found on Campus Club Connection at ccc.rochester.edu. At the beginning of each semester, students can attend an Activities Fair that showcases the wide variety of student organizations on campus.

Dining Services

University Dining Services satisfies nutritional needs of students by serving outstanding, value-added meals. Unique, chef-inspired menus featuring international dishes, seasonal influences, and fresh ingredients add flavor to the dining choices. All active, full-time students must be enrolled in a meal plan.

Meal Plan Special Services—University of Rochester Dining Services makes every effort to accommodate students’ special dietary requirements and provide a selection of dining options including vegetarian, vegan, and kosher. Students with special dietary needs or food allergies can contact University of Rochester Dining Services at (585) 275-6265.

For more information please visit our website: www.rochester.campusdish.com. Here you can find our daily menus, hours of operation, contact information, important dates and forms, and much more!

Health Services

Primary health care is provided for all full-time University students on a prepaid basis through the Student Health Program. Medical care and health education services are provided by the University Health Service (UHS), and mental health services are provided by the University Counseling Center (UCC). Access to medical and mental health care is provided 24 hours a day, 7 days a week, throughout the calendar year.

Health Plan. All full-time students pay a mandatory health fee that entitles them to use the University Health Service (UHS) and the University Counseling Center (UCC) throughout the academic year and the following summer (September 1 to August 31), as long as they are enrolled on a full-time basis. The mandatory health fee covers visits to UHS primary care providers in the University Health Service (UHS), time-limited individual and couples therapy and yearlong group therapy with UCC mental health professionals, and health education services. In addition to the mandatory health fee, all full-time students must have health insurance. A University-sponsored health insurance plan is available through the University Health Service. This plan provides coverage for diagnostic laboratory tests and X-rays, surgical procedures, hospitalization, prescription medications, and other specific services not covered by the mandatory health fee. Students already covered by health insurance comparable to the University-sponsored plan can waive the fee for health insurance. All non-immigrant international students and their families who are in the United States with them must comply with INS requirements and University policies governing health insurance.
A family insurance plan is available for students who wish to have coverage for themselves and their dependent child(ren).

**Health Insurance Enrollment/Waiver Process.** Each year, all full-time students must inform UHS about their health insurance coverage by completing the online Health Insurance Enrollment/Waiver Process. Students who do not complete this process will automatically be enrolled in the health insurance offered through the University Health Service. Students are financially responsible for fees not covered by their health insurance. Should a student choose to see a private physician or seek care outside UHS without the appropriate referrals, the student assumes responsibility (including financial responsibility) for the health care received.

**University Health Service**

The University Health Service (UHS) provides confidential, high-quality primary health care services for full-time University of Rochester students. The UHS clinical staff includes physicians who are specialists in internal medicine and family medicine, nurse practitioners, and registered nurses. To provide students with more personal and effective interaction, all students are assigned a primary care provider (PCP) at UHS. Students are encouraged to schedule appointments with their PCP.

UHS provides a full range of primary care services, including the treatment of illnesses and injuries, women’s health care, the management of ongoing medical problems, and care and advice for any health concerns. Health education programs and services are provided by the UHS Health Promotion Office.

**Confidentiality.** The relationship between UHS health care providers and their patients is confidential. UHS will not share information about the fact or nature of a student’s visit to UHS without the student’s permission. Notification of others, including parents, is considered the student’s responsibility unless the condition is serious and the student is unable to assume responsibility for informing others. Parental notification and consent will be obtained for students under age 18, as required by law.

**Locations and Hours.** For the convenience of students, UHS has offices on the River Campus, in the Medical Center, and at the Eastman School of Music. The River Campus Office is located in the UHS Building, which is next to Susan B. Anthony Residence Halls. This office is open seven days a week during the academic year and on weekdays during school breaks and summers. The office in the Medical Center is open weekdays throughout the year. The Eastman School of Music office, located in the Eastman Student Living Center, is open weekdays during the academic year while classes are in session. The hours for the three UHS offices are listed on the UHS website (www.rochester.edu/uhs).

**Scheduling an Appointment.** Visits to UHS are by appointment at the UHS offices on the River Campus and in the Medical Center. Students should call the main appointment line at (585) 275-2662 to schedule an appointment. Students at the Eastman School of Music can walk in without an appointment to see the registered nurse. Visits with a physician or nurse practitioner at the Eastman office are by appointment.

**When UHS Is Closed.** UHS provides access to medical care 24 hours a day throughout the year. Whenever UHS offices are closed, a UHS physician is on call and available by phone for urgent concerns that cannot wait until UHS reopens. Unless it is a life-threatening emergency or a serious accident, students should call UHS at (585) 275-2662 before going elsewhere (e.g., the emergency department of a local hospital) for care. In an emergency, students should call Security at x13 or (585) 275-3333 for immediate assistance.

**Health History Forms/Immunization Requirements.** All entering matriculated full-time and part-time students must submit the Health History Form, which includes the student's record of immunizations, prior to the start of classes. New York State law requires all students to provide proof of immunity to measles, mumps, and rubella. Students who fail to comply with the requirements may be withdrawn from the University. Students with questions can contact UHS at hhf@uhs.rochester.edu or (585) 275-0697.

**Health Education.** The UHS Health Promotion Office promotes the wellness of the University community by providing educational programs and activities that encourage the development of a healthy lifestyle and the effective use of health care services. The office provides opportunities for students to become involved in promoting health on campus. Students interested in getting involved and/or wanting to schedule a program are asked to call (585) 273-5775.

**UHS Website.** Located at www.rochester.edu/uhs, the UHS website offers complete information about UHS services, hours, locations, health insurance, announcements, and more. Information on a wide
variety of health topics and links to reputable sites are also available on the UHS website.

**University Counseling Center**

The University Counseling Center (UCC) offers time-limited individual and couples therapy and yearlong group therapy to all students through the mandatory student health fee. UCC therapists have experience in assisting students with a variety of concerns such as anxiety, apprehension about major life decisions, depression, relationship difficulties, family problems, eating concerns, sexual functioning, sexual identity, roommate hassles, and general discomfort about what is happening in the students' life. UCC also offers a variety of therapy groups on topics such as adult children of alcoholics, survivors of sexual abuse, eating disorders, bereavement, and relationship issues.

**Confidentiality.** All contacts with a UCC therapist are confidential. The fact that students are using UCC is not disclosed to any University official or faculty member, or to family, friends, or roommates without permission of the students. Because of the sensitive nature of visits, extreme care is taken to protect the confidentiality of patients’ records. UCC records are separate from UHS medical charts and from Strong Memorial Hospital records.

**Locations and Hours.** UCC is located on the third floor in the University Health Service Building on the River Campus. UCC also has an office in the Eastman Student Living Center at the Eastman School of Music. The office on the River Campus is open weekdays all year. The Eastman School office is open part time during the academic year, while classes are in session. The hours are listed on the UCC website. Appointments for any UCC office can be scheduled by calling (585) 275-3113.

**After-Hours Care.** A mental health professional is on call and available 24 hours a day throughout the year to deal with urgent situations and can be reached at (585) 275-3113 any time of the day or night.

**UCC Website.** Located at [www.rochester.edu/ucc](http://www.rochester.edu/ucc), the UCC website provides information about the services provided and links the readers to other online health care sites. In addition, mental health questions can be addressed to the UCC online resource “Dear Dr. Ana-Lyze.” This site is to be used strictly as an educational tool and in no way attempts to replace formal therapy.

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**Interfaith Chapel**

Distinguished by the diversity of its members, the College welcomes men and women from various faiths practiced by the world’s peoples. The Interfaith Chapel affirms and celebrates a rich mixture of religious expression and heritages by offering a variety of opportunities for religious worship and meditation, social service and personal counseling, and cultural and social events. Chaplains and advisors are available to work with all members of the University community. The director of the Interfaith Chapel works with students, chaplains, and University departments to facilitate and coordinate the many programs carried on within the chapel. Chapel rooms may be reserved for lectures, discussions, or social events.

While there are regular Catholic, Jewish, Muslim, Protestant, Orthodox Christian and Zen Buddhist services run by chaplains, the Chaplain’s Office also helps identify advisors from other religious traditions to actively support and work with other groups. The Interfaith Chapel also offers a variety of interfaith activities, including interfaith scripture study, interfaith dialogue and education events and interfaith service projects. Students can call (585) 275-4321 to learn more about those options. Additional information can be found at [www.rochester.edu/chapel](http://www.rochester.edu/chapel).

**International Services Office**

The International Services Office (ISO) provides a full range of programs and services for over 2,000 international students and 550 scholars from over 100 countries, who study and work at the University each year. The ISO administers the F-1 and J-1 visa programs for the University under specific government regulations. The ISO staff issues immigration documents through the Student Exchange Visitor Information System (SEVIS) and provides advising on immigration requirements and permissions for sponsored individuals.

The ISO acts as the University’s official liaison with the Department of State, foreign and American consulates, the Department of Homeland Security, and local government agencies. Additionally, the office works with members of the University community to advocate for and address various needs of international students and scholars.

The ISO also serves as an information resource to assist internationals in adjusting to the United States, the University, and the Rochester community. Services and programs include: a comprehensive website
Minority Student Affairs

The Office of Minority Student Affairs focuses on enhancing the academic life of minority students. The office actively collaborates with University departments to promote student academic success and retention, and to ensure they successfully negotiate university life. The office’s emphasis on academic success is facilitated by providing such services as student counseling and referrals, promoting educational opportunities, offering workshops and symposia, and broadening the awareness of issues of relevance to minority students in the University community.

The Office of Minority Student Affairs manages two programs for the College:

Early Connection Opportunity (ECO) Program—ECO is a pre-freshman summer residential orientation program designed to offer supplemental academic support in order to assist students in making a successful transition from high school to college. Participating students learn about the attitudes, skills, and social connections that characterize successful University of Rochester students. ECO prepares students for classes, informs them about resources and services available to them, and introduces them to social life on campus.

The Arthur O. Eve Higher Education Opportunity Program (HEOP)—HEOP serves students of diverse racial, ethnic, and cultural backgrounds. It is a program that provides an opportunity for eligible applicants to attend a private four-year institution of high academic standing. The program is designed to assist those students who, because of their economic and educational background, might not consider attending our University. HEOP staff coordinate a variety of academic support, counseling, and financial aid services to enable participating students to successfully complete a degree in 8 to 10 semesters. To be eligible for HEOP, students must be residents of New York State and meet specific academic and economic criteria.

The Office of Minority Student Affairs is located in 310 Morey Hall. For more information, feel free to contact the Office of Minority Affairs at (585) 275-0651 or via email at omsa@mail.rochester.edu. Also, please visit the website at www.rochester.edu/college/OMSA.

Residential Life

The Residential Life Program is designed to enhance students’ academic progress and opportunities for personal growth. As a comprehensive program, the Office for Residential Life and Housing Services provides a dedicated freshman housing program in Susan B. Anthony and Quad residence halls; Upperclass options in traditional residence halls, suites and apartment style halls, fraternity houses, academic living centers and special interest housing programs; graduate and family housing; and an off-campus housing living program that includes newsletters, programming listings and support services for both students and landlords. If it has anything to do with where a student lives, it’s within the Residential Life mission. Visit Residential Life at www.rochester.edu/reslife for more information.

Office of Disability Resources

The coordinator of the Office of Disability Resources works closely with resource coordinators in each school to review medical documentation of a student’s disability and make recommendations for reasonable classroom accommodations. The coordinator also works with the Office for Residential Life, Student Activities, and campus libraries to make arrangements for support services and needed resources. Classroom Accommodations, a Guide for Students with Disabilities, which describes the University’s disability accommodation policy and procedures, is distributed to all students who have accepted admission to the University. Anyone seeking further information about what resources are available should contact the Office of Disability Resources at (585) 275-9125.

Testing

The Testing Office administers national testing programs as noted below, as well as a variety of special exams.

Additional information about testing programs can be obtained in the Testing Office in 312 Lattimore Hall.
The major testing programs administered by this office include:

- Graduate Record Examination (GRE)—subject only
- Law School Admission Test (LSAT)
- Multistate Professional Responsibility Exam (MPRE)

Questions about other national testing programs should be directed to the Testing Office. If the tests in question are not given there, students will be referred to the proper locations.

Writing and Speaking Center
The College Writing and Speaking Center offers a wide variety of writing and speaking support services for undergraduate students of all levels and in all disciplines. Graduate-student writing consultants and undergraduate writing and speaking fellows from the humanities, the social sciences, and the natural and applied sciences staff our office. Our tutors provide individualized feedback and assistance on all types of academic writing and speaking. We invite students to use our services during any stage of the writing process, from brainstorming ideas to polishing a final draft. Similarly, students can visit a speaking fellow at any point as they are developing or practicing a presentation. The College Writing and Speaking Center is located on the ground floor of Rush Rhees Library, G-121. For more information about face-to-face and online tutoring services, please visit our website at writing.rochester.edu or call (585) 273-3577.

Other Schools of the University

Eastman School of Music
Known throughout the world as a major center for the education of professional musicians as well as for the study and creation of music, the Eastman School of Music offers diverse curricula leading to undergraduate and graduate degrees. Students pursuing a Bachelor of Arts degree with a major in music through the College take some of their coursework at the Eastman School. Other University undergraduates, having met the requirements and with permission, may also take applied music lessons or other music courses at Eastman. Some students apply and are admitted both to the College and the Eastman School, and pursue a dual degree program.

School of Medicine and Dentistry
In addition to the programs leading to the MD, MS, MPH, and PhD degrees, the School of Medicine and Dentistry offers unusual opportunities for undergraduates. In the Rochester Early Medical Scholars Program (REMS), a BA/BS-MD program, exceptionally talented students enter the University with a conditional acceptance to the medical school.

School of Nursing
The School of Nursing offers study leading to the Bachelor of Science degree with a major in nursing. Admission to the School of Nursing requires either a registered nurse license or a prior baccalaureate degree in a non-nursing field. The curriculum is designed to be responsive to adult learners, and this has become the focus of the baccalaureate nursing program. The degree programs offered by the school include a Bachelor of Science, an RN to BS or RN to BS to MS program for registered nurses, Master of Science nurse practitioner specialties, MS in leadership in health care systems, CNL, MS and PhD dual-degree programs, Doctor of Nursing Practice, and the Doctor of Philosophy in Health Practice Research. Post-master’s certificate programs are also available.

William E. Simon School of Business
The Simon School of Business offers graduate study in business administration for management careers in the profit and nonprofit sectors. For undergraduates interested in such careers, it also offers a unique opportunity to earn an undergraduate degree and a Master of Business Administration degree (MBA) in five years instead of the usual six. This 3-2 program consists of three years of undergraduate study in another college followed by two years in the Simon School. The school also offers undergraduate courses in management in the areas of accounting, behavioral science in industry, computers and information systems, finance, general business administration, law, marketing, and operations management.

Margaret Warner Graduate School of Education and Human Development
The Margaret Warner Graduate School of Education and Human Development provides a broad range of courses of general interest to educators and those
interested in the many issues related to education, socialization, learning, aging, leadership, and growth. The Warner School offers master's and doctoral degree programs in teaching and curriculum, school leadership, higher education, educational policy, counseling, human development, and health professions education. Undergraduates can take courses in subjects ranging from the history of American education to child development and learning. In most cases, the basic teacher preparation program (leading to NYS Initial Teaching Certification and fulfilling all the academic requirements for Professional Teaching Certification) is offered through 15 months of postgraduate study and is offered at the early childhood and elementary levels and in mathematics, English, Latin, French, Spanish, German, Italian, Chinese, biology, chemistry, physics, earth science, and social studies at the secondary level. Programs for those interested in Teaching English to Speakers of Other Languages (grades K–12), Teaching Students with Disabilities (birth to grade 2, grades 1—6, and grades 7—12, as well as annotation for Teaching Students with Severe and/or Multiple Disabilities), and Reading and Literacies (at either birth to grade 6 or grades 5–12) are also available.

The Warner School also offers combined undergraduate and graduate programs in counseling and human development, designed for qualified University of Rochester undergraduate students planning either to become school counselors or mental health counselors, or to continue with graduate study in counseling psychology, clinical psychology, developmental psychology, or human development. Students begin graduate study toward the Master of Science (MS) degree during their senior year. The master’s program in human development can be completed after one year of postgraduate study. The school counseling program, which leads to New York State certification as a school counselor, takes about two years of postgraduate study. The program in community mental health counseling program, which leads to New York State licensure in mental health counseling also can be completed in about two additional years. Consult with a counselor in the Warner School Admissions Office, (585) 275-3950 or admissions@warner.rochester.edu, for exact requirements for the combined undergraduate and graduate programs in counseling and human development.

The Warner School offers the Guaranteed Rochester Accelerated Degree in Education (GRADE) program, which is a five-year BA/BS + MS education program for undergraduate students admitted to the University of Rochester who are interested in becoming educators (six years if pursuing a specialization in counseling). GRADE students enter the University with an assurance of admission to the Warner School with the Steven Harrison quarter-tuition scholarship for the duration of the program (this offer is contingent on students meeting prerequisites for their selected area of specialization by the time they complete their undergraduate program). The program is designed to offer students a quality liberal arts education while also preparing them to become educators.

Official Publications

Undergraduate Studies
The College
(School of Arts and Sciences, Hajim School of Engineering and Applied Sciences)
Office of Admissions
University of Rochester
P.O. Box 270251
Rochester, New York 14627-0251
(585) 275-3221 or (888) 822-2256
admit@admissions.rochester.edu
www.enrollment.rochester.edu/admissions

Graduate Studies
Office of the University Dean of Graduate Studies
University of Rochester
P.O. Box 270015
Rochester, New York 14627-0015
(585) 275-4279
www.rochester.edu/GradBulletin

Summer and Part-time Studies
The College
Office of Summer and Part-time Studies
University of Rochester
120 Lattimore Hall
P.O. Box 270358
Rochester, New York 14627-0358
(585) 275-2345
www.rochester.edu/osp

Eastman School of Music
Undergraduate and Graduate Studies
Director of Admissions
Eastman School of Music
26 Gibbs Street
Rochester, New York 14604
School of Medicine and Dentistry
Office of Admissions
University of Rochester
School of Medicine and Dentistry
Box 601-A
Rochester, New York 14642-0001
(585) 275-4539
admish@urmc.rochester.edu
www.urmc.rochester.edu/smd

School of Nursing
Office of Student Affairs
University of Rochester
School of Nursing
601 Elmwood Avenue, Box SON
Rochester, New York 14642
(585) 275-2375
SON_Admissions@urmc.rochester.edu
www.son.rochester.edu

William E. Simon School of Business
Rebekah Lewin
Assistant Dean for Admissions and Student Engagement
Simon School of Business
University of Rochester
305 Schlegel Hall
P.O. Box 270107
Rochester, New York 14627-0107
(585) 275-3533
admissions@simon.rochester.edu

Margaret Warner Graduate School of Education and Human Development
Director of Admissions
Margaret Warner Graduate School of Education and Human Development
University of Rochester
LeChase Hall
P.O. Box 270425
Rochester, New York 14627-0425
(585) 275-3950
admissions@warner.rochester.edu
www.warner.rochester.edu

University Campuses
The River Campus is the University’s main campus and the residential setting for College undergraduates. It is also the location of the Margaret Warner Graduate School of Education and Human Development and the William E. Simon Graduate School of Business Administration. On the southern edge of the city, the 114-acre campus is tucked in a bend of the Genesee River. Next door are the University Medical Center and one of Rochester’s many parks.

The Medical Center, adjacent to the River Campus and the site of the School of Medicine and Dentistry and the School of Nursing, has extensive facilities providing an excellent spectrum of patient care and research to support the educational programs. Strong Memorial Hospital (including Golisano Children’s Hospital), with a capacity of 800 beds, is an integral part of the University’s Medical Center and serves as the principal teaching hospital of the School of Medicine and Dentistry and the School of Nursing. The Medical Center also includes the Eastman Institute for Oral Health and the James P. Wilmot Cancer Center, and is affiliated with nearby Highland Hospital.

The Eastman School of Music campus is located in downtown Rochester and linked to the other campuses by free shuttle buses. Opened in 1921 as the University’s first professional school, Eastman presents more than 700 concerts a year, many of them free. Its primary concert venues include Kodak Hall at Eastman Theatre, the performance home for Eastman’s large ensembles as well as the Rochester Philharmonic Orchestra; Kilbourn Hall, Howard Hanson Recital Hall, and Kilian and Caroline Schmitt Organ Recital Hall in the school’s main building; and Hatch Recital Hall in the newest addition to the Eastman campus, the Eastman East Wing. The School’s Sibley Music Library, housed in the Miller Center, has holdings of nearly three-quarters of a million items and is
recognized as one of the foremost music research libraries in the world.

The University's South Campus is located to the southwest of the River Campus and the Medical Center. It is home to Whipple Park, the Laboratory for Laser Energetics; the Center for Optoelectronics and Imaging; the Robert L. Sproull Center for Ultra High Intensity Laser Research; the Alumni and Advancement Center; and the University Facilities and Services Center.

With its permanent collection spanning 50 centuries of world art, the University's Memorial Art Gallery is considered one of the finest regional art museums in the country. Among its treasures are works by such artists as Monet, Cézanne, Matisse, Homer, and Cassatt. The Gallery offers a year-round schedule of exhibitions and tours and events as well as a restaurant and gift shop. A free shuttle bus to other campuses stops one block away.

C. E. K. Mees Observatory is located on Gannett Hill in the Bristol Hills south of Rochester.

Libraries

The River Campus Libraries house more than 3.5 million volumes and have extensive collections of online databases, electronic journals, rare books, and musical scores.

River Campus libraries include

- Rush Rhees (humanities, social sciences, and business),
- Carlson Library (sciences and engineering), and the
- Physics-Optics-Astronomy Library.

Beyond River Campus are Edward G. Miner Library (Medical Center), Sibley Music Library (Eastman School of Music), Charlotte Whitney Allen Library (Memorial Art Gallery), and the library at the Laboratory for Laser Energetics.

Administration

Joel Seligman
President

Bradford C. Berk
CEO, University of Rochester Medical Center; University Senior Vice President for Health Sciences

Paul J. Burgett
Vice President, Senior Advisor to the President, and University Dean

Robert L. Clark
Senior Vice President for Research and Dean, Edmund A. Hajim School of Engineering and Applied Sciences

Steven I. Goldstein
President and CEO, Strong Memorial Hospital and Highland Hospital; Vice President, University of Rochester Medical Center

Peter Lennie
Provost and Robert L. and Mary L. Sproull Dean of the Faculty of Arts, Sciences and Engineering

Bill Murphy
Vice President for Communications

Lamar Murphy
General Secretary and Chief of Staff

Gail Norris
Vice President and General Counsel

Ronald J. Paprocki
Senior Vice President, Administration and Finance; Chief Financial Officer and Treasurer

Douglas W. Phillips
Senior Vice President for Institutional Resources

Peter G. Robinson
Vice President and Chief Operating Officer, University of Rochester Medical Center; Executive Director, Government Relations

Mark B. Taubman
Dean, School of Medicine and Dentistry and University Vice President for Health Sciences

James W. Osterholt
Interim Senior Vice President and Chief Advancement Officer

Student Service Administrators

Peter Lennie, PhD (Cambridge)
Provost
Robert L. & Mary L. Sproull Dean of the Faculty of Arts, Sciences and Engineering

Joanna B. Olmsted, PhD (Yale)
Dean of the School of Arts and Sciences

**Robert Clark, PhD (Virginia Tech)**
Dean of the Edmund A. Hajim School of Engineering and Applied Sciences

**Richard Feldman, PhD (Massachusetts)**
Dean of the College

**Wendi Heinzelman, PhD (MIT)**
Dean of Graduate Studies

**David R. Williams, PhD (California, San Diego)**
Dean for Research

**Thomas DiPiero, PhD (Cornell)**
Dean for Humanities and Interdisciplinary Studies

**Suzanne J. O’Brien, BA (Rochester)**
Associate Dean of the College

**Matthew S. Burns, MA (SUNY Albany)**
Dean of Students

**Marcy Kraus, PhD (New Hampshire)**
Dean of Freshmen and Director of the College Center for Advising Services

**Sean Hanna, PhD (Rochester)**
Dean of Sophomores and Associate Director of the College Center for Advising Services

**Jim Zavislan, PhD (Rochester)**
Associate Dean for Education and New Initiatives, Edmund A. Hajim School of Engineering and Applied Sciences

**Anne-Marie Algier, MA (SUNY Buffalo)**
Associate Dean of Students and Director of Wilson Commons Student Activities

**Beth Anne Olivares, PhD (Fordham)**
Associate Dean for Diversity Initiatives, Director of the Ronald E. McNair Post Baccalaureate Achievement Program and the David T. Kearns Center

**Norman Burnett, MA (Northern Michigan University)**
Assistant Dean and Director of the Office of Minority Student Affairs

**Jacqueline Levine, MA (Rochester)**
Assistant Dean and Director of Study Abroad

**Burton J. Nadler, MA (Stanford)**
Assistant Dean and Director of the Career Center

**Lisa Norwood, MA (Rochester)**
Assistant Dean of the Hajim School of Engineering and Applied Sciences

**Vicki Roth, MA (Minnesota)**
Assistant Dean and Executive Director of the Center for Excellence in Teaching and Learning

**Nancy Speck, BA (American University)**
Assistant Dean for Institutional Research and Registrar

**Steven L. Manly, PhD (Columbia)**
Director of Undergraduate Research

**Deborah Rossen-Knill, PhD (Minnesota)**
Director of the Writing, Speaking, and Argument Program

### University Accreditations

The University of Rochester is accredited by the Middle States Commission on Higher Education, the New York State Board of Regents, and the Association for the Accreditation of Human Research Protection Programs. Programs within the University's Schools and Colleges are accredited by the following agencies:

- Accredited by the Engineering Accreditation Commission of ABET, [http://www.abet.org](http://www.abet.org)
- Accreditation Council on Graduate Medical Education
- American Academy of Microbiology
- American Association for Marriage and Family Therapy
- Commission on Dental Accreditation
- American Psychological Association
- Association for Clinical and Pastoral Education
- Association to Advance Collegiate Schools of Business, International
- Council for Accreditation of Counseling and Related Educational Programs
- Council for Accreditation of Counseling and Related Educational Programs
- Council on Education for Public Health
- Liaison Committee on Medical Education
- National Association of Schools of Music
- National Council for Accreditation of Teacher Education
- Commission on Collegiate Nursing Education
Consortium On Financing Higher Education (COFHE)
Rochester is one of the 31 members of this association of the nation's top private colleges and universities.

Association of American Universities (AAU)
Rochester is one of 62 members of this prestigious organization of the leading public and private research and graduate institutions in the United States and Canada.

Financing an Education

Anticipated Expenses
The cost of attendance comprises the Financial Aid Office's estimates of the direct costs students can expect to pay to the University and the indirect educational costs that they will incur. Direct costs include items such as tuition and fees as well as room and board. Indirect costs, or those costs that do not appear on a student billing statement, include books and supplies, transportation, and personal living expenses.

The estimated cost of attendance for the 2013–2014 academic year is $61,340, of which the direct costs totaled $58,500. Please note that students who commute during the academic year typically have a cost of attendance significantly less than a student who lives on campus due to differences in room and board costs.

Tuition and fees for full-time undergraduates in the College is $45,342 for the 2013–2014 academic year. (Please note that tuition and fees for the Eastman School of Music and the School of Nursing will vary.) A room in a campus residence, double occupancy, is $7,956 per year. The most comprehensive board plan is $5,324 per year. Freshmen incur a one-time charge of $260 for meals and accommodations during orientation.

A mandatory health fee of $492 per year is charged to all full-time students.

All students pay an activity fee, which is established annually by the student government. The fee is $270 for the 2013–2014 academic year. In addition, all resident students pay a social fee of $14 for the academic year.

All students accepted into the Edmund A. Hajim School of Engineering and Applied Sciences become responsible for two years of equipment fees. These fees are normally assessed in the junior and senior years at a rate of $425 each semester.

In addition to fixed costs, undergraduates should expect to pay an average of $1,290 for books, $950 for personal expenses.

The College: Fixed Cost Summary

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$44,580</td>
</tr>
<tr>
<td>Room</td>
<td>$7,956</td>
</tr>
<tr>
<td>Board*</td>
<td>$5,108</td>
</tr>
<tr>
<td>Fees (approximately)</td>
<td>$856</td>
</tr>
<tr>
<td><strong>Total Annual Fixed Cost</strong></td>
<td><strong>$58,500</strong></td>
</tr>
</tbody>
</table>

Payment Options
Undergraduate students are billed on the basis of charges for each semester. The University offers three options for payment of tuition and fees.

1. A Monthly Payment Option consists of four monthly payments for each semester. An administrative fee is charged when this plan is chosen.

2. A Semester Payment Option consists of one payment for each semester.

3. An International Payment Option for students with an international billing address consists of one payment for each semester. Students are billed two months in advance of the due date and payment must be in US dollars and drawn on a U.S. bank.

The students billing statement is viewed online from the student portal: my.rochester.edu under UR ePAY. Students and Authorized Payers receive an email each month when the new billing statement is available. Students can set up individuals (parents, guardians, spouses, or third parties) as Authorized Payers to view and pay their bills online. Students are encouraged to pay their bill online using UR ePAY via electronic check payment. Students are responsible for viewing their billing statement online each month and will not receive a statement in the mail. For more information regarding UR ePAY, visit the bursar's website:
All students are required to sign a payment agreement. All other charges are due in full by the date indicated on the statement. If full payment is not received by the due date, the University assesses a late payment fee of 1 percent of the amount past due. Students who have not returned a Payment Agreement are unable to register for class until the Agreement is submitted and are expected to pay the full amount due before the next due date. Arrangements to have funds available for payment should therefore be made well in advance of each due date. Postdated checks submitted cannot be held for deposit. Students who are delinquent in their payments are not allowed to register for the next semester, receive transcripts, participate in the housing lottery, or receive their diplomas. Students with delinquent balances at the end of a semester may be withdrawn from the University. All prior academic year balances must be paid in full before the start of the next academic year. Students whose past due balance is $5,000 or greater, or who submit a check that is returned by the bank, are subject to cancellation of registration for the current semester and withdrawal from the University unless acceptable arrangements are promptly made.

Financial aid awards to be received by students are used as anticipated credits against charges assessed, following receipt of all proper documentation. Questions concerning financial aid awards, what documentation must be submitted to the University, etc., should be directed to the Financial Aid Office.

A Prepaid Tuition Plan is available that enables incoming first-year students to prepay four years of tuition at the rate in effect during the year of initial enrollment. Enrolled students may join the plan at the beginning of the fall semester, as long as four or more semesters remain in their undergraduate program. The tuition rate charged is the rate in effect at the time they join the plan. More information on this plan and the other payment options is available from the bursar’s office via their website: www.rochester.edu/adminfinance/bursar.

Financial Aid

The Financial Aid Office is here to help students and their families afford the investment of a Rochester education through a combination of different aid programs.

Applying for Financial Aid

Incoming students must complete the CSS PROFILE online at www.collegeboard.com. The University of Rochester school code is 2928, and our priority deadline is February 15 for regular decision applicants (December 1 for early decision applicants). Students may also be required to submit copies of federal tax returns as well as W2 documents to the College Board's IDOC service for review.

In addition, students must submit the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov by February 15. The FAFSA is officially available after January 1. The University of Rochester school code is 002894.

All applicants who are not U.S. citizens or permanent residents should file the International Student Financial Aid Application, available through the Office of Admissions.

Renewing Financial Aid

Students receiving need-based financial aid must file the FAFSA each year. Additional application materials are also required, and students are notified at the beginning of the spring semester each year so that they may complete the application process by May 1. Returning students who do not submit their financial aid application with all supporting documentation by May 1 should be aware that they are not guaranteed full consideration for need-based assistance and may have their aid reduced due to limited funding.

Estimated Family Contribution

The family contribution is based on an analysis of the financial aid application materials provided by each student that takes into consideration income, assets, family size, number of siblings in college, and other variables. As these variables often change from year to year, students must submit application materials each spring to assess the family contribution for the coming academic year.

General Awarding Guidelines

Students receiving merit- and/or need-based University scholarships/grants should be aware that certain restrictions apply:

- Entering freshmen are limited to eight semesters of scholarship/grant assistance; transfer students are eligible for assistance until the original
graduation date determined at the time of admission

• University scholarships/grants require full-time enrollment (at least 12 credits/semester)
• Students must meet Satisfactory Academic Progress requirements
• University scholarships/grants are not available for summer coursework

**Merit-Based Scholarships**

Merit-based scholarship recipients demonstrate outstanding academic achievement, talent, leadership, and potential. The Admissions Office carefully considers students' application for admission when making these decisions. Merit-based scholarships will be included in the calculation of need-based aid. The Admissions section provides additional information on these awards.

**Need-Based Financial Aid Programs**

Demonstrated need is calculated by subtracting a family’s estimated contribution from the cost of attendance. The Financial Aid Office uses demonstrated need to determine eligibility for grants, loans, and work opportunities. While students' financial aid packages are different, the following are some of the most common financial aid programs. Amounts will vary based on students' demonstrated need. Aid cannot disburse to the students' account until at least 10 days prior to the beginning of classes each term.

**Grants**

**Federal Pell Grant.** A federal program designed to assist students whose families demonstrate the highest need.

**Federal Supplemental Educational Opportunity Grant (SEOG).** A joint program between the federal government and the University of Rochester to provide additional funding to students whose families demonstrate the highest need.

**New York State Tuition Aid Program (TAP).** A NYS program based upon a family’s NYS taxable income. This requires a separate application available once the FAFSA has been filed. Our school code is 1015. If the application is not completed, any estimated awards will be lost.

**Loans**

**Federal Perkins Loan.** The Perkins Loan Program is a joint program between the federal government and the University designed to provide low interest loans to assist students whose families demonstrate the highest need.

**Subsidized Federal Direct Loan.** The Direct Loan Program is a federal program designed to provide students demonstrating financial need with a low-interest loan to help cover the cost of education. Maximum annual eligibility is determined by the students' class year standing.

**Work Opportunities**

**Federal Work-Study Program (FWS).** The FWS program is a joint program between the federal government and the University designed to provide opportunities for students to work during the school year to earn money to help cover their educational expenses. Opportunities are available across campus as well as the surrounding community. Students are paid an hourly wage for work performed. There is a special emphasis on community service opportunities.

**University Student Employment.** Campus employment is not limited to the FWS Program. Many students without FWS eligibility work in dozens of different departments on campus.

**Other Financial Resources**

In addition to the merit- and need-based programs offered through the University, there are many other financial resources students and families may wish to pursue. For example, the strength of the candidates who apply to the University often makes our applicants
excellent candidates for outside scholarships. Family employers, local foundations, clubs, and community agencies are excellent sources for scholarship opportunities. In addition, students should take advantage of resources such as their guidance office, local library, and the Internet. The Financial Aid Office’s website includes links to multiple resources: enrollment.rochester.edu/financial.

Many families are also interested in financing a portion of the cost of education through long-term financing options. Additional information regarding these options is available on the Financial Aid Office’s website.

Common programs include the following:

**Unsubsidized Federal Direct Loan.** The Direct Loan Program also offers an unsubsidized version for students whose financial need is met through other resources. The interest on this low-interest educational loan accrues while the students are in school.

**Federal Direct Parent Loan for Undergraduate Students (PLUS).** The PLUS Loan Program allows parents to borrow up to the cost of education minus any other financial aid offered. This loan can be deferred while the students or the borrowers are enrolled at least half time in a degree-seeking program.

**The Rochester Curriculum**

In the American system of education, college is the time in which students' intellectual growth and personal growth coincide—as they gain the ability to make a series of critical choices.

Most of education through the 12th grade, and most of graduate and professional training, is mandated by someone else—a school board, an accrediting agency, the demands of a profession or a career. In America, it is uniquely in the college years that students choose their subjects and thereby sharpen their interests, develop their skills, and focus their goals. Through the freedom of the so-called modular system of education that marks American undergraduate learning, students grow as thinkers and as persons.

The Rochester Curriculum takes the special character of college education seriously and attempts to craft a structure of learning that both respects the students as individual learners and takes full advantage of Rochester’s character as a research university. University researcher/teachers are self-motivated learners, people who every day work to sharpen understanding and create new knowledge. More than any other group in society, a university research faculty knows how to make learning the habit of a lifetime. The basic aim of the Rochester Curriculum is to break down the barriers between the way the faculty learn and the students learn so that students can make not just the content, but also the practice, of disciplined learning their own. The Rochester Curriculum is distinctive among American universities.

Students at Rochester are encouraged to explore a variety of disciplines during their freshman year. As students progress at Rochester, they choose a major, with at least 10 semester courses, in either the humanities, social sciences, or natural sciences (including mathematics and engineering). In addition, students choose a cluster of three related courses in each of the other two main divisions of the liberal arts named above. Students with a major in an accredited program in engineering or in optics only need to select one cluster.

More than 250 authorized clusters exist from which students may choose. Virtually every department and program in the College offers numerous clusters that meet the spirit of the Rochester Curriculum. Complete descriptions can be found on the web at www.rochester.edu/college/CCAS/clusters/. Examples from the humanities include Ethics and Values, Great Books, Great Authors, Sustainability and the Humanities. From the social sciences division, examples include Anthropology of Globalization, African-American History, Medicine in Context. In the natural sciences division, examples include Earth and the Environment, Music Cognition, The Nature of the Universe.

The opportunity exists for students to propose exceptions to already existing clusters, and—with the support of two faculty sponsors—students may also propose individualized interdepartmental divisional clusters. Final approval rests with the Curriculum Committee.

The Rochester Curriculum is simple, flexible, and reflects the true hallmarks of university life and learning—curiosity, competence, and community.

**Curiosity**—The most important discoveries in the history of science, the most enduring works of art and literature, and the most compelling theories of society are the consequences of curiosity—which brings with it scholarly or artistic energy and persistence that won’t let a question rest until it is answered. The freedom
to follow one’s own curiosity is the prime motivator of faculty learning, and it works just as well for undergraduates as it does for faculty. Therefore, there is no restriction on students’ freedom with a system in which they must take required courses to “get them out of the way.” Instead, students take responsibility and build their college education out of their own interests, goals, and aspirations. Broad and free experimentation with ideas and subjects allows them to discover and sharpen their own interests and to learn their own strengths and weaknesses.

*Competence*—For students to understand how a field of learning actually works, they need to spend sufficient time in it to learn its language, become familiar with its artifacts, and experience its logic. The Rochester Curriculum allows them to do so—not just in their major, but also in two other fields across the liberal arts disciplines. A key mark of a Rochester education is a demonstrable competence in the three major realms of thought and analysis and the consequent ability to make informed intellectual connections across fields and disciplines.

*Community*—Curiosity does not thrive in isolation, and Rochester’s researchers do not—indeed, cannot—work alone. Active participation in a community of inquiry and expertise, engagement in a heritage of curiosity, is a fundamental ingredient of the intellectual life in a research culture. By providing the framework for a major and two clusters, the Rochester Curriculum invites students into three different intellectual communities—three different sustained conversations about learning and ideas—during their undergraduate careers.
Policies and Procedures

A list of publications that fully describe all policies and rules pertaining to University programs is contained in the course schedule published before the start of each term and on the University’s website. These publications include, for example, an undergraduate course description handbook, the Official Bulletin: Graduate Studies, the UR Here handbook and the College Dean of Students’ pamphlet entitled Student Discipline: Conduct Standards, Policies, and Procedures, for Undergraduates. Policies and rules for nursing students are listed in the student handbook. Policies and rules for Eastman students are available on Eastman’s Office of the Registrar’s website.

This section of the Undergraduate Bulletin describes policies and procedures relating to the following:

- Academic Policies
- Academic Procedures
- Admissions
- Equal Employment Opportunity
- Family Educational Rights and Privacy Act (FERPA)
- Religious Holidays

Academic Policies

Academic Honesty

As members of an academic community, students and faculty assume certain responsibilities. One of those responsibilities is to engage in honest communication. Academic dishonesty is a serious violation of the trust upon which an academic community depends.

A common form of academic dishonesty is plagiarism. This is the representation of another person’s work as one’s own, or the attempt “to blur the line between one’s own ideas or words and those borrowed from another source.” (Council of Writing Program Administrators, January 2003, wpacouncil.org/node/9. More specifically, the use of an idea, phrase, or other materials from a written or spoken source without acknowledgment in a work for which the student claims authorship. Examples include: the misrepresentation of sources used in a work for which the student claims authorship; the improper use of course materials in a work for which the student claims authorship; the use of papers purchased online and turned in as one’s own work; submission of written work such as laboratory reports, computer programs, or papers, which have been copied from the work of other students, with or without their knowledge and consent. A student can avoid the risk of plagiarism in written work or oral presentations by clearly indicating, either in footnotes or in the paper or presentation itself, the source of any idea or wording that he or she did not produce. Sources must be given regardless of whether the idea, phrase or other material is quoted directly, paraphrased or summarized in the student-writer’s own words.

Cheating provides a second example of academic dishonesty: using unauthorized notes or other study aids or unauthorized technology during an examination; improper storage of prohibited notes, course materials and study aids during an exam such that they are accessible or possible to view; looking at other students’ work during an exam or in an assignment where collaboration is not allowed; obtaining an examination prior to its administration; altering graded work and submitting it for regrading; submitting work done in one class for credit in another without the instructor’s permission; undertaking any activity intended to obtain an unfair advantage over other students.

Students remain responsible for the academic honesty of work submitted in University of Rochester courses, even after the students have received a final course grade. This rule also applies to students who are no longer matriculated at the University of Rochester, including those who have graduated.

Ignorance of these standards will not be considered a valid excuse or defense.

Orientation Honesty Policy Dissemination

During Orientation in the College, students’ premajor advisors introduce students to the nature of academic honesty in the College. At that time, they are handed a written version of the policy and a form acknowledging
that they have received information about academic honesty. Signed acknowledgment forms will be collected by premajor advisors. Transfer students receive their briefing on academic honesty from the College Center for Advising Services.

These Orientation procedures are designed to reinforce the importance of academic honesty.

All students (matriculated and nonmatriculated) enrolled in the College or in College courses must adhere to the College’s academic honesty policy, even if they do not attend Orientation or sign the acknowledgment form.

Class Attendance
Each instructor sets the regulations regarding attendance for each class; many do not make class attendance mandatory. Consistent absence from class, however, may determine whether or not students pass a course. When it is necessary to be absent because of travel or illness, students are expected to make arrangements with instructors for catching up on class work they miss.

Students who are seen at the University Health Service (UHS) for an illness or injury can ask for documentation that verifies the date of the students’ visit(s) to UHS without mention of the reason for the visit. If the UHS determines the students should curtail activities in the coming days or weeks, the provider will give the students written instructions with specific recommendations.

Course Definition
The ordinary unit of undergraduate instruction is the course. Many courses numbered between 100 and 399 carry the equivalent of four hours of credit. Every four-hour course requires approximately one-fourth of the students’ working time for one term. Restrictions concerning prerequisites and approval required are noted in each semester’s schedule of courses and must be observed carefully. In some cases, special forms are required and may be obtained at the Academic Services Counter at 312 Lattimore.

Credit Hour Policy
The ordinary unit of undergraduate instruction in the College is the course, which is defined as consisting of a coherent body of academic material requiring approximately 25% of the working time of the student during one term. Lecture and discussion courses normally meet for three fifty-minute or two seventy-five minute periods each week with the equivalent of a fourth period being made up of enriched independent study, lecture, or discussion. Laboratory courses ordinarily involve four fifty-minute class periods or their equivalent in laboratory sessions each week. For purposes of recording, computing grade averages, and reporting to the State Education Department, each course shall normally be assigned four hours of credit. This definition shall ordinarily apply to all courses in the College numbered between 100 and 399.

1. Partial-credit courses, with the exceptions noted below, may be used to meet degree requirements. These two-credit courses may last for one-half of a semester, or take one-half of the usual course time but last the entire semester. (Partial courses may also carry one credit hour.)

2. Students not majoring in Music shall be permitted to submit for degree credit no more than 16 credits of Applied Music, and no more than 8 credits of vocal or instrumental ensemble on the River Campus. All courses listed in the Undergraduate Bulletin as being taught at the Eastman School shall be awarded credit according to the system used at the Eastman School of Music.

3. Work in Naval Science courses may be credited toward the fulfillment of the requirements of the B.A. or B.S. degree to the maximum extent of five academic courses.

4. A student who passes a course by independent study without registering for it, and who passes an examination in that course, may receive degree credit for it upon petition to the Administrative Committee.

5. No more than three courses in a major or two courses in a minor may be used toward a separate major or minor. Allied field courses used to fulfill the requirements of the major are included in the set of courses subject to this restriction. However, prerequisite courses required for the major and non-departmental ancillary course requirements (such as chemistry for biology majors) are not subject to this restriction.

Enrollment Policy
The normal academic load is 16 credits per semester allowing students to complete 128 credits in eight
semesters. To ensure that students get the full benefit of the residential college experience, students are expected to maintain full-time enrollment (i.e. registering for at least 12 credit hours) during the fall or spring semester for no less than seven semesters. (See table below for policy concerning transfer students.)

Semesters spent on UR study abroad academic year programs that permit continuation of UR financial aid are considered the equivalent of full-time semesters in residence. When the College has contracted for the provision of courses taken elsewhere (e.g. the Rochester Area Colleges Inter-Institutional Agreement), the Dean may waive the transfer credit limit.

Summer and transfer credit (including online courses taken elsewhere), credit for Advanced Placement and International Baccalaureate exams, as well as overload credits earned over the standard 16 per semester, may be applied to meet College requirements. However, the total credit from these sources cannot be used to accelerate by more than one semester.

<table>
<thead>
<tr>
<th>Transfer students admitted as:</th>
<th>need to maintain full-time enrollment for:</th>
</tr>
</thead>
<tbody>
<tr>
<td>First-semester freshmen</td>
<td>seven semesters</td>
</tr>
<tr>
<td>Second-semester freshmen</td>
<td>six semesters</td>
</tr>
<tr>
<td>First-semester sophomores</td>
<td>five semesters</td>
</tr>
<tr>
<td>Second-semester sophomores</td>
<td>four semesters</td>
</tr>
<tr>
<td>First-semester juniors</td>
<td>four semesters</td>
</tr>
</tbody>
</table>

Grading System
The undergraduate grading system for the College is as follows:*  

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Performance Level</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>A–</td>
<td></td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td></td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>Above Average</td>
<td>3.0</td>
</tr>
<tr>
<td>B–</td>
<td></td>
<td>2.7</td>
</tr>
</tbody>
</table>

| C+           | 2.3               |
| C            | Minimum Satisfactory Grade 2.0 |
| C–           | 1.7               |
| D+           | 1.3               |
| D            | 1.0               |
| D–           | Minimum Passing Grade 0.7 |
| E            | Failure           | 0.0          |

*The Hajim School of Engineering and Applied Sciences does not give the grades of D+ and D-.

Grades which carry no grade points:
I—Incomplete
W—Withdraw without effect on the grade point average
P—Pass (mandatory grading system in certain courses)
S—Satisfactory (Satisfactory-Fail option)
F—Failure (Satisfactory-Fail option)

Additionally, in the College, if the instructor in any course regards the written work of the students as deficient by reason of expository style, the grade will be so flagged on the final grade roster. This flag will not become part of the students’ permanent records.

Dean’s List
Following the close of the fall and spring semesters, a list is issued of those students whose academic achievement warrants notation on the Dean’s List.

An overall semester grade point average of 3.4 and completion of 16 or more credit hours, at least 12 of which have normal letter grades (A through E), with no “I” or “N” grades, are required for students to be named to the Dean’s List. (Seniors and students classified as Take Five or KEY need to complete successfully 12 or more credit hours with normal letter grades and no “I” or “N” grades.)

Part-time students can be named to the Dean’s List by achieving a 3.4 grade point average in the immediately preceding semester if they have also completed 16 credit hours with a grade point average of 3.4 during the preceding 24 months (including summer grades). At least 12 of the 16 hours must be completed with normal
letter grades, and the students must have no outstanding “I” or “N” grades.

Probation and Separation
The College regularly reviews the academic progress of registered students and acts to place on probation or separate those not meeting these standards:

- An overall (or cumulative) grade-point standing for all semesters completed of at least 2.0
- A grade point average for the latest semester of at least 2.0
- Acceptance into a major before achieving junior standing and, once accepted, a grade point average of at least 2.0 in the courses submitted for the major.

Usually, the College warns students of impending difficulty by placing them on probation for a semester before considering separation. Students on probation are encouraged to seek advising, tutoring and counseling assistance. Their advisors are notified of students’ academic difficulties, as are the Department of Athletics and Recreation, the Director of Minority Student Affairs, the International Services Office, NROTC, HEOP, and the McNair/Kearns programs, when appropriate. The parents of all students except those who are over 21 years of age or who have declared independence from their parents are also notified. Any student whose enrollment is continued will be considered in good academic standing.

The students’ dean can be asked to review actions on separation. Any request must be made in writing. Reviews are granted only when pertinent new evidence is presented.

Financial aid for students on probationary status is subject to adjustment. Federal and New York state aid recipients must meet standards of satisfactory academic progress in order to remain eligible for these awards. Additional information about these standards is available from the Financial Aid Office.

Grade Reports
Students may view their grades online through UR ACCESSplus at any time. Information available to students includes courses taken, grades received, credit hours earned, and semester and cumulative grade point averages.

For University policy regarding reports to parents, see University Records.

Academic Transcripts
Official academic transcripts, which include a record of the students’ entire undergraduate program, are issued by the registrar’s office to other institutions or prospective employers at the students' written request. The University reserves the right to withhold academic transcripts in the event of an outstanding balance owed the University.

Bachelor’s Degree Cum Laude, Magna Cum Laude, and Summa Cum Laude
The College recognizes outstanding College-wide achievement of its students by awarding these degrees. The dean assigns the levels of award, based on criteria established by the Steering Committee of the Faculty Council.

Bachelor’s Degree with Distinction, High Distinction, and Highest Distinction
The College recognizes quality of performance in a major by awarding the degree with “distinction,” “high distinction,” or “highest distinction.” Each department establishes its own criteria for the varying levels of distinction subject to the approval of the College Curriculum Committee and the Steering Committee of the Faculty Council.

Bachelor’s Degree with Honors
Certain departments in the College offer programs of study leading to the degree “with honors in research.” An honors program requires students to complete a minimum of 12 credit hours in courses designated by the department as “honors courses.” These courses must include at least one advanced course or seminar in the course or courses in which the senior thesis or research project is completed. Specific course requirements for each major may be found in the appropriate departmental section in this bulletin.

Program of Courses
A normal schedule for regularly enrolled students in the College is four 4-credit courses per semester. This permits completion of the 32 courses (128 credit hours) required for graduation in eight semesters. Full-time students are expected to take four years for the degree. A few accelerate. Others occasionally find it necessary to make up work during the summer. Taking extra
credits is not considered a means of speeding up the timetable for attaining a degree, but rather a means for enriching an academic program; there is no additional charge for credits used for this purpose. Only students with a “B” average or better in one semester are permitted to take more than 19 credit hours during the next semester. This is referred to as an “overload.” (An overload consisting of six full courses, or 24 credit hours, is not permitted.) First-semester freshmen are not permitted to take more than 3 credit hours over their four regular courses. For full-time students, fewer than 14 credit hours is termed an “underload,” and enrollment in at least 12 credit hours is required. Both overload and underload programs must be approved by the students’ dean, normally through the College Center for Advising Services.

The enrollment policy in effect for students admitted prior to the fall of 2013 stipulates that if credits in excess of the normal 16 credit hour course load are used for the purpose of accelerated graduation or completion of graduation requirements, a retroactive tuition adjustment will be assessed for those credits that count towards degree requirements. The assessment is generally made in the students' final semester. Additional financial aid resources are not available.

See Enrollment Policy for more information.

**College Course Numbering System**

| 001–099 | Noncredit courses* |
| 100–199 | Introductory courses—usually at the first- and second-year level; no graduate credit |
| 200–299 | Courses at the third- and fourth-year level that may also carry graduate credit |
| 300 | Study abroad |
| 301–399 | Experimental courses, independent courses, courses toward degree with distinction or honors |
| 400–489 | Graduate courses at the master’s level or the first year of graduate study; open to undergraduates by special permission |
| 490–499 | Master-level reading or research courses |
| 500–589 | Advanced or specialized graduate courses—usually at the doctoral level |
| 590–599 | Doctoral-level reading or research courses |

*Noncredit course fees: All persons attending noncredit courses must pay fees as announced for these courses. If they are organized outside the normal academic framework, noncredit courses may not be covered by the usual blanket undergraduate full-time tuition.

**Registration**

Entering students register for their courses online before and during Orientation, scheduled during the week prior to the start of classes. Returning students who have received financial clearance from the bursar may register online during regular registration periods. A person is not considered a student until registered.

Students who have not received financial clearance before the registration periods will forfeit their priority for course selection and lose the opportunity to participate in the room drawing procedure for on-campus housing.

In cases where students settle their accounts after the registration period, the bursar’s office will notify the registrar’s office that the students are cleared for registration. Cleared students may then register and apply for on-campus housing. Should accounts remain unsettled at the end of the term, the bursar’s office will refer such cases to the dean of the students' college for withdrawal for financial reasons.

**Student Conduct**

Students are expected to abide by the rules of the University and its faculties and to conduct themselves in accordance with accepted standards of good citizenship, honesty, and propriety, and with proper regard for the rights of others. The Standards of Student Conduct, which also includes discipline processes and policies, along with policies on academic misconduct can be obtained from the Deans’ offices at the College, Eastman School of Music, and School of Nursing.

**University Records**

The University policy on student records is available to students and their parents through the Office of the University Registrar.

**Reports to Parents**

Federal law permits the University to disclose education records to parents of dependent students. It is the policy of the University to consider all matriculated
undergraduate students dependent until the age of 21 unless they formally declare their independence, either at the time of enrollment or subsequently through application to the dean’s office of their college. The University and Eastman School registrars will release grade information to parents when permitted by law, unless the student objects and/or disclosure would not be in the student’s best interest in the judgment of the College. The College and the Eastman School of Music will generally honor written (not email), signed requests by students to release their grades to parents or other persons specified. Signed, written (not email) grade requests by parents of undergraduates will also generally be honored; however, the College may deny a request if the student objects or if the dean decides that disclosure is not in the student’s best interest or if the student cannot be claimed as a dependent.

Unless otherwise directed, reports concerning dependent students will be sent to the parent(s) or guardian(s) at the address designated on the registration materials at the time of enrollment.

If divorced or separated parents wish to receive individual mailings, the student should so advise the registrar’s office (College and School of Nursing students, Office of the University Registrar; Eastman School students, the Eastman School Registrar).

Notification of a change of address, or of a change in the designation of the parent who is to receive University mailings, should be made by the student to the appropriate registrar’s office.

Transferring within the University

The College

First-year students are admitted directly into the College either to pursue a major in arts and sciences or in engineering and applied sciences and may freely change majors within these areas, provided they have completed, or can schedule, the appropriate prerequisites.

Students considering changing majors should seek assistance from their premajor advisors and advisors in the College Center for Advising Services to help ensure that their first-year courses both explore potential majors and prepare them for each one which might be chosen.

Transferring into the Hajim School

Students with engineering or applied sciences interests may transfer into the Hajim School of Engineering and Applied Sciences from other institutions. If they have had the equivalent of the first two years of science, mathematics, and pre-engineering, such students may enter the school directly and complete their degree requirements in an additional two years. This common pattern is often described as a “2+2” program. Another pattern is for students with a science and mathematics background in a liberal arts college to transfer after three years and then concentrate on engineering courses in order to complete an engineering degree in two more years. Often, on completion of the five years the first institution will confer a BA degree at the same time a BS in engineering is awarded at Rochester. Transfer programs formalized in this way are “3-2” programs. There are established agreements on 2+2 and 3-2 programs with a few regional institutions. However, a number of students with these transfer characteristics are admitted to the school on an individual basis. Course equivalency and credit are determined for each case.

Academic Procedures

Full-time students are subject to the following regulations. Part-time students should check with their college of enrollment for any variations in regulations.

Adjustment of Charges

For students who withdraw or declare inactive status during the first 50 percent of the term, or who change from full time to part time, tuition, room, board, and fees will be adjusted according to the schedule that is posted on the Bursar website: www.rochester.edu/adminfinance/bursar. The period for tuition adjustment will be measured from the beginning of classes to the effective date of the change determined by the appropriate academic dean’s office.

For students withdrawing or declaring inactive status or changing to part-time status for medical reasons, tuition refunds will be calculated after consultation with University Health Service and the appropriate academic dean’s office.

Adjustment of Financial Aid

Financial aid is based upon the total cost of attendance at the University of Rochester. Adjustments to the
cost of attendance due to a change of enrollment status (withdrawal or inactive) could potentially result in a reduction of previously awarded financial aid. The Financial Aid Office will determine the reduction in aid after the date of the change in status has been verified by the dean. Federal regulations require that this calculation be completed within 45 days of notification of the change of status.

Inactive students studying at another institution are not eligible for University funding. A Consortium/Contractual Agreement may allow students to receive a Federal Direct Loan, Federal Pell Grant, and, if attending another New York school, TAP funding. Students must have already completed their application for financial aid and a Consortium/Contractual Agreement before requesting their federal and state funding to be applied to another school’s charges.

Course Changes

Students register for their courses online during registration or at Orientation, as described earlier. They may later change their programs and withdraw from a course, add a course, or drop one course and substitute another. These changes are made online or on a drop-add form that may be obtained from the Center for Advising Services until the deadline for the particular action, as described below.

Students in the College may add independent study courses through the third week, and other courses through the fourth week, with the instructor’s written approval. They may drop them and have them deleted from the record through the fourth week. Students may withdraw from courses through the last day of the 11th week of the semester. For freshmen and sophomores who have not been formally accepted into a major, the authorization of the pre-major advisor is needed for every add, drop, or withdrawal action. Courses from which students have withdrawn will appear on their transcripts with the “grade” of “W.” The advising record will show in addition the week of the semester in which the course was withdrawn.

Students in the Hajim School of Engineering and Applied Sciences may add and/or drop a course during the first four weeks of each semester. The permission of the faculty advisor and the student’s academic department are required for add and drop transactions.

For all students, course changes can be made only if the deadlines are met, if the instructors of the added courses approve, and if the change meets the provisions outlined earlier for overload or underload schedules.

Determination of Student Status

The University retains the right to determine the students’ status within the University. The University has discretionary powers to maintain students’ enrollment, to grant academic grades, to authorize graduation, or to confer any degrees or grant any certificates. Students concede to the University the right to require the students’ withdrawal at any time for any valid reason, including failure to pay the term bill.

Incompletes

A grade of “I” should be given only when there are circumstances beyond the students’ control, such as illness or personal emergency, that prevented the students from finishing the coursework on time. Under no circumstances may the “I” be given for the following situations:

- students who wish to do additional work after the course deadline to improve a grade
- students who wish to redo the coursework in a subsequent semester to improve the current grade.

A form requesting a grade of “Incomplete,” indicating the work outstanding and the deadline for its completion, must be signed by both the students and the instructor and submitted to the College Center for Advising Services. There is a one-semester limit for completion of the course, unless the College permits an extension. (Extensions are routinely granted when students are expected to complete their work by attending the course the next time it is offered, if the course is taught only once a year.)

Once a final grade has been submitted, whether passing or failing, the grade of “I” will be removed from the transcript. The grade of “I,” however, continues to appear on the advising record. The instructor may request a waiver of the recording of the “I” on the advising record when the lateness was created by circumstances unrelated to the students, such as equipment failure in a laboratory.

The students’ failure to submit the form or to complete the work by the deadline will result in an “E” for the course, unless the instructor noted on the form that a different grade should be assigned. The dean of the College shall inform the student of an impending action to change the “I” grade before notifying the registrar.
Repeating a Course

There are times when students wish to demonstrate on their official record that they understand the material better than their grades indicate. Many complex issues are often involved, and students need to be sure that they have considered all of their options before making their decision to repeat a course. For these reasons, students who want to repeat a course need to secure the dean’s approval by meeting with a professional advisor in the College Center for Advising Services. When a course is repeated at Rochester for a grade, both course registrations and both grades appear on the transcript, but only the second (not necessarily the better) grade is used to calculate the grade point average. Credit may be earned for a course only once.

Satisfactory-Fail Option

Undergraduate students in the College are encouraged to venture outside areas of their major, investigate new disciplines, and discover new, perhaps unsuspected, interests. The satisfactory-fail option may reduce anxiety about electing a course in an area in which the student has had little or no prior experience.

Matriculated undergraduate students in the College may elect to take one course per semester up to a maximum of eight courses and receive grades of Satisfactory (S) or Fail (F). The grades “S” and “F” do not affect the cumulative grade point average. They may not elect this option for courses used to fulfill College, major, minor, or cluster requirements.

Instructors assign and submit regular letter grades for students choosing this option, as they are not informed which students have elected the option. The registrar records “S” for letter grades “A” through “D–” or “F” for the letter grade “E” on the students’ permanent record, retaining the letter grades “A” through “E” on file. Students who are interested in conveying maximum information on the transcript to professional and graduate schools should speak to an advisor prior to electing the option.

Students may declare the option by using the online form, or in the College Center for Advising Services, through the 11th week of classes (the same deadline as for withdrawing from courses), and except for first-semester freshmen and transfer students in their first semester who may change or declare the option through the 13th week of the semester, the option may not be changed. The option is not available in summer. Once notified of charges of academic dishonesty, a student may not declare the S/F option. The Board on Academic Honesty may revoke a previously declared S/F as part of a penalty imposed through the established hearing procedure, or in an Academic Dishonesty Short Form Incident Case.

Students planning degrees from the Hajim School of Engineering and Applied Sciences should note that courses taken with the satisfactory-fail option may not be used to fulfill department requirements or cluster courses. These courses may be used to fulfill additional humanities or social sciences requirements or for free electives for an engineering degree. Otherwise, only courses taken beyond those required for a degree may be taken with the option.

Student Complaint Procedure

Both informal and formal procedures exist to resolve student complaints involving harassment, discrimination, and other issues. Information about such procedures can be obtained from the deans’ offices of the College, the Eastman School of Music, and the School of Nursing; from the University Intercessors; or by contacting the University’s Equal Opportunity Compliance Director at 271 Wallis Hall, (585) 275-7814.

Student Petitions

The faculty of the College establishes all degree requirements. The faculty recognizes that there are instances in which interpretations are required and exceptions should be made. The Administrative Committee, comprising both faculty and students, reviews requests for exceptions to faculty regulations.

Students seeking exceptions to regulations submit a written petition to the College Center for Advising Services or their dean’s office for review by the appropriate committee. It is an advantage to discuss the content of the petition with a faculty or academic advisor before submitting the petition. Students are informed in writing of the Committee’s action.

Withdrawal and Inactive Status

Students who contemplate withdrawal from the University should consult an advisor in the College Center for Advising Services or their school’s dean’s office.

Students wishing to spend a semester or more away from the University to work, to travel, or to study at another institution may apply for “inactive” status in the College Center for Advising Services or their
school’s dean’s office. Those students who are placed on inactive status pay a nominal fee and receive registration materials. Housing priority is assigned in accordance with their classification.

Students holding residence hall contracts who withdraw or are withdrawn from the University for any reason should be aware that their residence hall contracts are automatically canceled upon receipt of a withdrawal notice from the appropriate advising offices. Withdrawn students have no further claim to their assigned space. Students who are officially reinstated and who wish to live in the residence halls must submit a new contract, and they are placed on a space-available basis. These conditions also apply to students on Study Abroad or in internship programs, and students going on inactive status who change their plans and request reinstatement for the semester in which they originally had intended to be away.

Admissions

Undergraduate Admission

The University of Rochester welcomes self-directed students who demand the freedom to study what they love. These students appreciate the opportunities available through a major research university, yet want the personalization of a smaller school.

Undergraduates are admitted as freshmen or as transfer students for full-time or part-time study. To obtain additional information, download application forms, and to schedule campus visits and interviews, visit www.enrollment.rochester.edu/admissions or contact the Office of Admissions at: University of Rochester, Office of Admissions, P.O. Box 270251, Rochester, NY 14627-0251, or by calling (585) 275-3221 or (888) 822-2256.

Individual attention is given to each student from the time he or she first becomes interested in the University. A staff of counselors and many faculty members participate in the advising of applicants and review of applications. Admission decisions are based on a student’s high school work, recommendations from instructors and counselors, participation and leadership in school and community life, verbal and analytical skills, outstanding achievements and talents, unique contributions to the residential college environment, and for transfer students, college coursework already completed.

Admissions interviews are recommended for prospective students. Applicants to the University should schedule an interview with an admissions counselor or alumni volunteer by visiting www.enrollment.rochester.edu/admissions.

Recommended Preparation

The University does not expect a specific minimum for high school or college grades or test scores. Students who can grow and learn through Rochester’s academic programs and opportunities do not fit one particular mold, and grades and test scores are not the only indicators of potential success. Therefore, students are evaluated in terms of their individual accomplishments. Rochester requires a secondary school report with recommendation(s) and a transcript showing commitment and achievement. Most applicants complete at least 32 semester units in academic coursework, chiefly English, mathematics, social sciences, laboratory sciences, and foreign languages. Honors, Advanced Placement, or International Baccalaureate courses are expected of students in secondary schools offering these programs.

Current licensure as a registered nurse or a prior baccalaureate degree in a non-nursing field is an admission requirement for all School of Nursing programs.

Visits to the University

The Office of Admissions welcomes families for information sessions, interviews, and campus tours on most weekdays throughout the year, including many holidays. Some weekend options are offered during the spring, summer, and fall.

Prospective students and their families who visit campus find their interactions with counselors, current students, and faculty prove invaluable. Admissions can arrange overnight accommodations on campus for prospective students. Requests to visit campus or to stay overnight should be made at least two weeks in advance.

Students with questions concerning academic departments, student life, or extracurricular activities may contact Admissions or inquire via email at admit@admissions.rochester.edu. Applicants who cannot travel to Rochester may wish to speak with an alumni representative in their area. To schedule an interview, visit www.enrollment.rochester.edu/admissions/events/offcampus.
For information on visiting the School of Nursing, please contact the school’s Student Affairs Office.

**Travel Information**

Rochester is served by many major airlines. The campus can be reached by taxicab from the Greater Rochester International Airport (GRIA) in approximately 10 minutes. The Greyhound and Trailways bus terminal is within walking distance of East Main Street, where Regional Transit Service Bus No. 19 or a taxi may be taken to the River Campus. Transportation to Rochester is also provided by Amtrak trains.

The University's main campus, the River Campus, is located on Wilson Boulevard at Elmwood Avenue.

**Applying to Rochester**

Students may apply to enter Rochester for either the fall or spring semester. Applications should be submitted by October 1 for spring consideration and January 1 for fall. Prospective freshmen wanting an early decision for the following fall should see the instructions below.

The following materials are required before the application review can begin: the Common Application (www.commonapp.org); an official high school transcript showing at least three years of grades; official SAT or ACT scores; the Rochester Application for Freshmen/Transfers; letter of recommendation from a teacher or guidance counselor.

Prospective nursing students should request nursing application forms from the Office of Student Affairs, School of Nursing, Box SON, 601 Elmwood Avenue, Rochester, NY 14642. Admission requirements and application forms for the School of Nursing differ from those of the College.

**College Entrance Examinations**

At the University of Rochester, admission to the College of Arts, Sciences and Engineering is based on a holistic review process that includes a “test-flexible” philosophy. As we seek to enroll a diverse and talented class each year, our review procedures incorporate a variety of factors, including many kinds of academic records.

In addition to submitting a record of courses and grades during secondary school, applicants must show evidence of preparation through examination results. A wide variety of test results can fulfill this requirement, including SAT Reasoning exams, the ACT, two or more results from SAT Subject exams, Advanced Placement, International Baccalaureate, AS- and A-level exams (in UK and Commonwealth countries), Gao Kao (China), and results from many other national secondary exams.

Please note that for International Baccalaureate (IB), submission of test results should come as a signed and dated letter of predicted IB scores from the IBO coordinator on campus. The more detail included, the more helpful the results are to us.

Admission offers made based on predicted IB and A-level results may be revoked in summer if the final results are not a close match for the predicted values.

**Early Decision**

Students who decide that Rochester is their first-choice college may apply for an Early Decision on their applications. If admitted, Early Decision candidates agree to withdraw all other applications and enroll at Rochester.

If the application is completed by November 1, candidates are notified of the admission decision by December 15. Please note that Early Decision candidates should take the SAT I or ACT by October.

If Rochester is a student’s first-choice college, it is to the student’s advantage to apply for Early Decision. Those applicants not admitted Early Decision may be reviewed again as a regular decision applicant.

**Notification of Admission Decision**

An applicant for spring term admission will usually be notified soon after the application is complete. Applicants for the fall semester will be notified by April 1. For fall regular decision admission, Rochester subscribes to the uniform Candidates’ Reply Date, whereby admitted students are not required to notify the University of their decision until May 1.

By that date, students who accept the offer of admission submit a nonrefundable enrollment deposit of $700 or more. The deposit is deducted from the first tuition bill after the start of classes.

Admission decision times for the School of Nursing vary by program.

**Merit Awards**

Merit-based scholarships are invested, without regard for a student’s/family’s financial circumstances, in students who demonstrate outstanding academic
achievement and potential. Applicants to the University of Rochester are considered for merit scholarships when they apply for admission to the College (School of Arts and Sciences, Edmund A. Hajim School of Engineering and Applied Sciences). Some scholarships require applicants to submit additional documents. All applicants desiring merit-based awards should schedule an admission interview.

The following is a partial list of the merit awards offered at the University of Rochester:

- Ahora Scholarship
- Bausch & Lomb Honorary Science Award
- College Bound
- Dean’s Scholarship
- FIRST Robotics Scholarship
- Frederick Douglass and Susan B. Anthony Humanities Award
- Genesee Scholarship
- George Eastman Young Leaders Award
- Harper Scholarship (Martha Matilda Harper)
- Hillside-Rochester Scholarship
- IB Scholarship
- Jackie Robinson Foundation Scholarship
- Lorenzo de Zavala Scholarship
- Meliora Alumni Scholarship
- National Achievement Scholarship
- National Hispanic Scholarship
- National Merit Scholarship
- Navy ROTC Scholarship
- Renaissance Scholarship
- Rochester International Scholarship
- Rochester Pledge for Veterans
- Rochester Promise Scholarship
- Rochester Rotary Oratorical Scholarship
- Rochester Ventures Scholarship
- Rush Rhees Scholarship
- STEP
- 7th Generation Scholarship
- Urban League Scholarship
- Washington Metro Scholarship
- The Wilder Trustee Scholarship
- Wilson IB Scholarship
- Xerox Award for Innovation & Technology
- Youth Orchestra Scholarship

For more detailed information about merit awards at Rochester, please visit [http://enrollment.rochester.edu/financial/undergrads/scholarships.shtm](http://enrollment.rochester.edu/financial/undergrads/scholarships.shtm).

**Engineering and Applied Sciences**

Prospective students interested in exploring any of the degree programs in engineering and applied sciences should indicate this interest on their applications. Because of the structured programs that are typical in engineering and applied sciences, it is essential for prospective majors to consult with faculty in choosing courses and sequences. These students are assigned faculty advisors from the Edmund A. Hajim School of Engineering and Applied Sciences at the beginning of their first year.

**Applying to a Degree Program in Music**

There are two kinds of bachelor’s degree programs in music at the University and, hence, two different application procedures. The College offers, in cooperation with the Eastman School of Music, the Bachelor of Arts (BA) degree with a major in music (see page 98). This liberal arts program, based on the River Campus, includes a combination of academic study, private instruction, and ensemble experience. Although the major is a demanding one (students usually take between one-third and one-half of their courses in music), many music majors also explore beyond the introductory level in one or more nonmusic disciplines, sometimes as a double major. Private instruction on instruments and voice is available to all College students who have sufficient musical preparation to earn collegiate credit for lessons. The required auditions for lessons are arranged through the Department of Music in the College, 207 Todd Union, (585) 275-2828.

The University’s Eastman School of Music offers the Bachelor of Music (BM) degree in applied music, jazz studies and contemporary media (performance
and writing skills), music composition, music theory, music education, and musical arts. Students in these degree programs pursue intensive studies in music performance and academic music subjects comprising approximately three-fourths of the program with the remainder devoted to study in the humanities as well as elective courses. Admission is by audition and is highly selective. The Eastman School is located in downtown Rochester and Eastman students are housed in the Student Living Center across the street from the school. Information on how to apply for a Bachelor of Music degree at the Eastman School of Music is available on the website: www.esm.rochester.edu/apply. The application deadline for the Eastman School of Music is December 1.

Undergraduate Dual Degree Study
A dual degree program, offering study toward the BA or BS degree from the College (School of Arts and Sciences, Hajim School of Engineering and Applied Sciences) in addition to the BM degree from the Eastman School of Music, is available to qualified applicants. The fact that Eastman is a professional school within the University of Rochester makes such combined degree programs possible. Interested students must complete two separate application processes. Admission to the College and Eastman may be based on different criteria and require different application deadlines. Financial aid at the two schools is based on different criteria and policies. This autonomy of admission processes gives each school the latitude to enroll its ideal students.

Once applicants are successfully admitted to Eastman and to the College, they are considered dual degree students of the University. Advisors on each campus are assigned to these students to coordinate the two degree programs. While completing two degrees at the same time can be extremely challenging, about 10–15 students each year choose to pursue this option. For more information, see http://www.esm.rochester.edu/academic-affairs/programs/dual-degree-program/.

School of Nursing
All students admitted to the School of Nursing must hold current licensure as a registered nurse or a prior baccalaureate degree in a non-nursing field. The curriculum is responsive to adult learners, and this is the focus of the baccalaureate program. The School of Nursing has 3+1 agreements with area community colleges for students who need a basic program to become licensed as a registered nurse; the baccalaureate coursework is then completed at the University of Rochester. There are also early acceptance agreements for the Accelerated Program with several colleges and a “7+3” (semester) early acceptance agreements for incoming freshmen.

Applicants should contact the Office of Student Affairs at (585) 275-2375 or visit the website at www.son.rochester.edu for program deadlines and further information.

Accelerated Programs for Non-Nurses
The one-year Accelerated Baccalaureate Program for Non-Nurses (ABPNN) and three-year Accelerated Master’s Program for Non-Nurses (AMPNN) require a prior BA or BS in a non-nursing field, transcripts, a 3.0 GPA preferred, two letters of reference, a professional statement, and students may be invited for an interview. Anatomy and physiology, microbiology, developmental psychology, nutrition, and statistics (minimum grade of C for all) are prerequisite to the program. At the completion of the one-year generalist curriculum, the Bachelor of Science degree is awarded and students are eligible for professional registered licensing examinations. A minimum of 49 credits must be completed through the University of Rochester School of Nursing for the ABPNN. The Accelerated Master’s Program provides education for generalist and specialist (advanced practice) nursing roles and awards the BS and MS degrees. Students are eligible for professional registered licensing examinations and nurse practitioner certification. Students are accepted to a nurse practitioner specialty upon admission to the AMPNN program.

RN to BS Program
For the RN to BS Program (baccalaureate completion program for registered nurses from an associate’s or diploma program), a 3.0 GPA is preferred. Nursing license/registration is required. Transcripts, two letters of reference, and a professional statement are also required.

RN to BS to MS Program
The RN to BS to MS program is an accelerated program for select registered nurses with defined career goals who desire a nurse practitioner master’s degree. Applicants have the same admission requirements as master’s applicants, with the exception of a BS in nursing: RN licensure/registration, two favorable
references, a professional statement, a writing sample, and a statistics course (grade C or above). Applicants must declare a specialty area. An interview is required.

The BS degree is 128 credits. All arts and sciences courses may be transferred in, or challenge examinations are possible. Upon matriculation, 32 nursing credits are awarded automatically for completion of a prior accredited diploma or associate degree nursing program. A minimum of 32 credits must be completed through the University of Rochester School of Nursing.

**Rochester Early Medical Scholars (REMS)**

REMS is an eight-year BA/BS-MD program for exceptionally talented undergraduates. Students enrolled in this program enter the University of Rochester with an assurance of admission to the University’s School of Medicine and Dentistry when they successfully complete their undergraduate degree programs, including GPA and premedical requirements. REMS enrollees work closely with faculty mentors and participate in special seminars and events.

Successful REMS candidates possess a demonstrated interest in medicine and have a superior secondary school record, standardized test scores, and recommendations. In addition, REMS applicants must complete the regular undergraduate admission application (or the Common Application and its supplement) and the special Combined-Admission Programs (CAPS) Application by December 1. Information about the REMS program may be obtained by contacting the REMS Program Coordinator in the Office of Admissions.

**Graduate Engineering at Rochester (GEAR)**

The GEAR program provides selected students with a guarantee of admission into one of the engineering master's programs at the University of Rochester's Edmund A. Hajim School of Engineering and Applied Sciences: biomedical engineering, chemical engineering (alternative energy is offered within the chemical engineering department), computer science, electrical and computer engineering, materials science, mechanical engineering, or optics. GEAR students receive a 50 percent tuition award (75 percent tuition award for students in the class of 2012-2017) in their fifth year of study and may be asked to act as a teaching assistant. To remain eligible, GEAR students are required to maintain a 3.3 GPA (both cumulative and within the major) after first semester freshman year.

Applicants for this program will have demonstrated strong aptitude for engineering throughout their high school academic and co-curricular activities.

**Guaranteed Rochester Accelerated Degree Program (GRADE)**

A five-year BA/BS+MS in education program for students admitted to the University of Rochester who are interested in becoming educators. GRADE students enter the University with an assurance of admission to the Margaret Warner Graduate School of Education and Human Development with the Steven Harrison quarter-tuition scholarship for all five years. The program is designed to offer students a quality liberal arts education while also preparing them to become educators.

**International Students**

The University of Rochester values the diversity of a multicultural campus and encourages international students to apply. The University is able to offer merit-based scholarships annually to highly qualified applicants. International applicants are required to submit the same application materials and take the same entrance tests as U.S. citizens, but will also need to provide proof of financial support.

Because SAT and ACT exams are administered less frequently abroad, and scores take longer to be reported, students are advised to contact the American College Testing Program or the College Entrance Examination Board as soon as they decide to apply to the University. The SAT or ACT should be taken no later than December for fall admission consideration. Because it is often challenging to interpret and evaluate secondary school transcripts from abroad, translations and explanations of grading systems should be submitted. The Ordinary and Advanced Level examinations administered in many countries are strongly recommended when available; the results will be considered both for admission and for placement. All correspondence and applications should be sent by air mail or fax at (585) 461-4595.

Application forms for the SAT may be obtained from secondary schools or the College Entrance Examination Board, P.O. Box 592, Princeton, New Jersey 08540. Application forms for the ACT can be obtained through secondary schools or by writing to the American College Testing Program, P.O. Box 168, Iowa City, Iowa 52240.
Applicants whose native language is not English are strongly urged to submit scores from the Test of English as a Foreign Language (TOEFL). Students are expected to have a firm command of the English language before they apply; no provisional admission is offered whereby a student may come to the University and spend a semester or a year learning English.

For questions about undergraduate international admission to Rochester, please contact the Office of Admissions at admit@admissions.rochester.edu.

All RN applicants intending to earn their baccalaureate degree from the School of Nursing should contact the Commission on Graduates of Foreign Nursing Schools (CGFNS) for information on obtaining a U.S. registered nurse license (www.cgfns.org).

College Credit for Prior Coursework
The University prefers that its entering freshmen take all their courses from Rochester faculty. With the exception of Advanced Placement and International Baccalaureate work, the University normally does not grant college credit for secondary school coursework nor for courses taught in a secondary school by its own faculty for college credit.

Credit may be granted for prior coursework completed with grades of C or better at an accredited college or university. Upon receipt of an official transcript and course descriptions from the college where the student was enrolled, the coursework will be evaluated to determine if it is equivalent to coursework offered through the College at the University of Rochester. Students wishing to receive credit for such college work, or who are now considering taking college courses elsewhere, should ask the College Center for Academic Support, (585) 275-2354, for advice about credit transfer and/or selection of courses.

For students in the School of Nursing, course transfer questions should be directed to the Office of Student Affairs, (585) 275-2375.

Advanced Placement & International Baccalaureate Credit
Entering students may receive course credit and/or higher-level course placement at Rochester through the CEEB Advanced Placement Program. Advanced Placement score reports must be forwarded to the College from the CEEB. Rochester also awards credit for satisfactory scores on the International Baccalaureate (IB) higher level examinations. As soon as these reports are received and reviewed, enrolled students are notified about placement or course credit. This information is used in course selection during Freshman Orientation. Specific questions may be addressed to the College Center for Advising Services, 312 Lattimore Hall, P.O. Box 270402, Rochester, NY 14627, (585) 275-2354.

Transfer Admission
The University of Rochester encourages students who have begun their academic careers at other colleges or universities to continue their educations here on either a full-time or part-time basis. Ordinarily, students who have previously enrolled for at least one semester of full-time study or who have completed a minimum of 8 credit hours at another college after graduation from high school are eligible to apply for transfer admission. Students undertaking college-level coursework as part of their high school programs, or in order to satisfy high school diploma requirements, are eligible to enter as freshmen, although they are welcome to request academic credit for their college work.

Application Procedure
Transfer students may apply for admission to either the fall or spring semester. The recommended deadline for fall consideration is June 1, and for spring, November 1. It is to the student’s advantage to complete an application well in advance of the semester for which he or she is applying. This is especially true if the student is requesting financial aid and/or on-campus housing.

The School of Nursing does not accept undergraduate transfer students. Students must have a prior associate’s degree in nursing OR a prior non-nursing baccalaureate.

Application Materials
In addition to the transfer Common Application, applicants are required to submit Rochester’s Application Supplement for Transfers, all official college transcripts, and at least one letter of recommendation, preferably from a professor. Applicants who have not completed a year of college are also required to submit high school materials. These include: secondary school report, final high school transcript, recommendation from guidance counselor, and official SAT Reasoning or ACT score report(s).

International student applicants who have studied at least a year within the United States are to follow the same application requirements as other applicants. If
student applicants have studied outside of the United States, they are required to submit all documents listed above (officially translated, if the originals are not in English) and some additional requirements. Those additional requirements are World Education Services (WES) course-by-course credit evaluation, college course descriptions, and English proficiency scores from Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS). All applicants who are not U.S. permanent residents must also submit an International Financial Support Form to be considered for admission.

**Academic Review**

Emphasis is placed on the most recent coursework completed at the college level; it is reviewed to determine if students are academically prepared to pursue a degree at the University. Applications from candidates who could enter with more than four semesters of transfer credit are generally reviewed by the department in which a major is planned. A maximum of 64 credit hours is transferable to the University of Rochester degree. After reviewing an application, the Committee on Admissions notifies the candidate of its decision soon after the application is completed.

**Transfer Credit**

Courses taken at another college are evaluated individually for transfer credit and placement. Courses which are judged comparable in level and content to coursework offered at Rochester, and completed with grades of C or better, will transfer for curriculum requirements or for elective credit. When a transfer student applies for a major, the department will designate which transferable courses may be applied toward its requirements.

**Residency Requirement**

The College requires that students complete a minimum of four semesters of full-time study in residence or, for part-time students, the equivalent number of credit hours to be eligible for the bachelor’s degree. Coursework taken at the University prior to admission as a matriculated student does not count toward the residency requirement.

Transfer students are expected to fulfill all requirements set by the College. The School of Nursing programs for RNs require a minimum of 32 nursing credits taken at the University of Rochester. The School of Nursing Accelerated Programs for Non-Nurses require a minimum of 49 nursing credits.

**Housing**

Transfer applicants customarily receive a housing assignment from the Office of Residential Life if their deposit and the University housing contract are received by the specified date each year. Students in need of housing whose application process is completed after all available space has been allocated will be offered assistance in securing alternative housing.

**Campus Visits**

Students who are considering transfer are urged to visit the campus to become familiar with the University community and to obtain answers to their questions about Rochester. Requests for application materials and campus visits should be directed to the University of Rochester, Office of Admissions, P.O. Box 270251, Rochester, NY 14627-0251, telephone (585) 275-3221 or (888) 822-2256. Students who bring copies of their transcripts may obtain an advisory opinion of their probable transfer credits and class standing.

**Financial Aid**

Transfer students in need of financial assistance should file the College Scholarship Service’s (CSS) PROFILE Application and the Free Application for Federal Student Aid (FAFSA). It is recommended that students requesting financial assistance complete the application early.

Transfer applicants should note the University does review all transfer applicants for merit-based scholarships. These scholarships do not take into consideration an applicant’s financial need. They are awarded based upon a holistic review of an applicant’s accomplishments and potential contribution. Scholarship awards generally range from $5,000 to $15,000 per year.

The following is a list of some of the merit awards for transfer students: Transfer Dean’s, Transfer Rush Rhees, Wilder Trustee Scholarship, Meliora Alumni, Phi Theta Kappa, Rochester Promise, Rochester Pledge, and Hillside-Rochester Work Scholarship.

For more information about these grants and merit-based awards, applicants should contact the Office of Admissions at (585) 275-3221.
Readmission

Students who withdraw from the College or are separated for any reason and who wish to re-enter should apply through the College Center for Advising Services. Applications for readmission are reviewed by the dean and other representatives of the College. Students who appear ready to resume their programs are generally approved for readmission, subject to space limitations in departments and residence halls. Applications for readmission should be filed by June 30 for entry in the fall semester, and by November 15 for entry in the spring. Readmission to the School of Nursing is handled through the Office of Student Affairs, (585) 275-2375.

Part-time and Special Students

Part-time nonmatriculated (nondegree) students have an opportunity to try out various programs of study or just enjoy a class for personal enrichment. However, subsequent matriculation as a regular student, if desired, requires application for transfer admission. For details on registering as a nonmatriculated student, visit www.rochester.edu/osp. Matriculated students who wish to change their status from full time to part time, or vice versa, need to inform their dean prior to the first day of classes. Tuition will be adjusted for students who change their time status after classes begin.

For more information about part-time enrollment, please visit the Office of Summer and Part-time Studies, 120 Lattimore Hall, www.rochester.edu/osp, or call (585) 275-2345. Special guidance in planning a program of study in engineering is available from the Hajim School of Engineering and Applied Sciences in Lattimore Hall and in nursing from the School of Nursing in Helen Wood Hall. Part-time students are encouraged to write or call for appointments.

The category special student includes those full-time students who want to pursue coursework not leading to a degree, those who wish to complete professional school prerequisites, and “visiting” students currently enrolled in another college who wish to attend the University for only a term or a year. Students who have graduated from college but are considering a career change to medicine may be interested in the Post-baccalaureate Pre-medical Program; see www.rochester.edu/college/premed. General preprofessional advising is available to special students planning to complete requirements at the University for admission to medical or dental school, law school, or other graduate and health professions programs in the Career Center. Prospective special students are welcome to direct their inquiries to the Office of Transfer Admissions at (585) 275-3221.

Equal Employment Opportunity Statement

The University of Rochester values diversity and is committed to equal opportunity for persons regardless of age, color, disability, ethnicity, gender identity or expression, genetic information, marital status, military/veteran status, national origin, race, religion/creed, sex, sexual orientation, or any other status protected by law. Further, the University complies with all applicable nondiscrimination laws in the administration of its policies, programs, and activities. Questions on compliance should be directed to the particular school or department and/or to the University’s Equal Opportunity Compliance Director.

Equal Opportunity Compliance Director
University of Rochester
P.O. Box 270024
Rochester, NY 14627-0024
Phone: (585) 275-7814

Family Educational Rights and Privacy Act (FERPA)

The University of Rochester complies fully with the provisions of the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g. Under FERPA students have, with certain limited exceptions, the right to inspect and review their educational records and to request the amendment of their records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student’s privacy or other rights. Requests to inspect or review records should be addressed to the registrar, or to the appropriate administrator responsible for the record and will be honored within 45 days. Any student questioning the accuracy of any record may state his or her objection in writing to the University administrator responsible for the record and will be honored within 45 days. Any student questioning the accuracy of any record may state his or her objection in writing to the University administrator responsible for the record, who will notify the student of his or her decision within 45 days of receiving the objection. A student dissatisfied with the administrator’s decision may request a hearing pursuant to federal regulations at 34 C.F.R. Part 99. Students concerned with the University’s compliance with FERPA have the
right to file complaints with the U.S. Department of Education’s Family Compliance Office.

FERPA further requires, again with certain limited exceptions, that the student’s consent must be obtained before disclosing any personally identifiable information in the student’s education records. One such exception is disclosure to parents of dependent students. Another exception is disclosure to school officials with legitimate educational interests, on a “need-to-know” basis, as determined by the administrator responsible for the file. A “school official” includes anyone employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); any person or company acting on behalf of the University (such as an attorney, auditor, or collection agent); any member of the Board of Trustees or other governance/advisory body; and any student 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. Other exceptions are described in the FERPA statute at 20 U.S.C. 1232g and regulations at 34 C.F.R. Part 99.

The University considers the following to be directory information: name, campus address, e-mail address, home address, telephone number, date and place of birth, academic fields of study, current enrollment (full or part time), dates of attendance, photographs, participation in recognized activities and sports, degrees and awards, weight and height of athletic team members, previous educational agencies or institutions attended, and other similar information. The University may publicize or respond to requests for such information at its discretion. However, the use of the records for commercial or political purposes is prohibited unless approved by the appropriate dean.

Currently enrolled students may request that directory information be withheld from disclosure by making a request, in writing, to the appropriate registrar. All requests made on or before September 30 will make it possible to have directory information omitted from printed directories. Requests made after this date should still be forwarded since they will prevent directory information from being released in the future. The University assumes that failure on the part of the student to specifically request the withholding of any directory information indicates approval of disclosure.

**Observance of Religious Holidays**

As provided in New York Education Law Section 224-a, students who choose not to register for classes, attend classes, or take exams on certain days because of their religious beliefs are given an equivalent opportunity to register for classes or to make up the work requirements or exams they miss, without penalties or additional fees. View the calendar of religious holidays at [www.rochester.edu/chapel/holidays.html](http://www.rochester.edu/chapel/holidays.html).
Academics

The College encompasses the School of Arts and Sciences and the Hajim School of Engineering and Applied Sciences, that together enroll the majority of University undergraduate and graduate students. For undergraduates especially, it is a college home at the heart of a nationally respected institution.

The College offers degree programs leading to the Bachelor of Arts and to the Bachelor of Science. In addition, it provides the first three years for students admitted to 3-2 programs offered in conjunction with other schools of the University, and the full course of study for 3-2 programs in computer science, engineering, neuroscience, optics, and applied mathematics.

The Rochester Curriculum

In the American system of education, college is the time in which students' intellectual growth and personal growth coincide—as they gain the ability to make a series of critical choices.

Most of education through the 12th grade, and most of graduate and professional training, is mandated by someone else—a school board, an accrediting agency, the demands of a profession or a career. In America, it is uniquely in the college years that students choose their subjects and thereby sharpen their interests, develop their skills, and focus their goals. Through the freedom of the so-called modular system of education that marks American undergraduate learning, students grow as thinkers and as persons.

The Rochester Curriculum takes the special character of college education seriously and attempts to craft a structure of learning that both respects the students as individual learners and takes full advantage of Rochester’s character as a research university. University researcher/teachers are self-motivated learners, people who every day work to sharpen understanding and create new knowledge. More than any other group in society, a university research faculty knows how to make learning the habit of a lifetime. The basic aim of the Rochester Curriculum is to break down the barriers between the way the faculty learn and the students learn so that students can make not just the content, but also the practice, of disciplined learning their own. The Rochester Curriculum is distinctive among American universities.

Students at Rochester are encouraged to explore a variety of disciplines during their freshman year. As students progress at Rochester, they choose a major, with at least 10 semester courses, in either the humanities, social sciences, or natural sciences (including mathematics and engineering). In addition, students choose a cluster of three related courses in each of the other two main divisions of the liberal arts named above. Students with a major in an accredited program in engineering or in optics only need to select one cluster.

More than 250 authorized clusters exist from which students may choose. Virtually every department and program in the College offers numerous clusters that meet the spirit of the Rochester Curriculum. Complete descriptions can be found on the web at www.rochester.edu/college/CCAS/clusters/. Examples from the humanities include Ethics and Values, Great Books, Great Authors, Sustainability and the Humanities. From the social sciences division, examples include Anthropology of Globalization, African-American History, Medicine in Context. In the natural sciences division, examples include Earth and the Environment, Music Cognition, The Nature of the Universe.

The opportunity exists for students to propose exceptions to already existing clusters, and—with the support of two faculty sponsors—students may also propose individualized interdepartmental divisional clusters. Final approval rests with the Curriculum Committee.

The Rochester Curriculum is simple, flexible, and reflects the true hallmarks of university life and learning—curiosity, competence, and community.

Curiosity—The most important discoveries in the history of science, the most enduring works of art and literature, and the most compelling theories of society are the consequences of curiosity—which brings with it scholarly or artistic energy and persistence that won’t let a question rest until it is answered. The freedom
to follow one’s own curiosity is the prime motivator of faculty learning, and it works just as well for undergraduates as it does for faculty. Therefore, there is no restriction on students’ freedom with a system in which they must take required courses to “get them out of the way.” Instead, students take responsibility and build their college education out of their own interests, goals, and aspirations. Broad and free experimentation with ideas and subjects allows them to discover and sharpen their own interests and to learn their own strengths and weaknesses.

**Competence**—For students to understand how a field of learning actually works, they need to spend sufficient time in it to learn its language, become familiar with its artifacts, and experience its logic. The Rochester Curriculum allows them to do so—not just in their major, but also in two other fields across the liberal arts disciplines. A key mark of a Rochester education is a demonstrable competence in the three major realms of thought and analysis and the consequent ability to make informed intellectual connections across fields and disciplines.

**Community**—Curiosity does not thrive in isolation, and Rochester’s researchers do not—indeed, cannot—work alone. Active participation in a community of inquiry and expertise, engagement in a heritage of curiosity, is a fundamental ingredient of the intellectual life in a research culture. By providing the framework for a major and two clusters, the Rochester Curriculum invites students into three different intellectual communities—three different sustained conversations about learning and ideas—during their undergraduate careers.

**The Writing, Speaking, and Argument Program**

**Information About the Program**

Faculty across the College agree that mastery of the skills of written argument, including critical thinking, problem solving, organization of ideas, and clarity and power of expression, is of enormous importance both in academic work during residence in the College and in the world of work beyond the College. Writing as part of college life is a given, whether by students completing required coursework, by scholars as part of their professional lives, or by those who find in writing a source of discovery and pleasure. Writing is how we know what it is that we know, because our ability to explain a subject clearly and precisely is an ultimate test of having learned it. To help students join Rochester’s community of writers and researchers, the Writing, Speaking, and Argument Program offers writing courses and writing and speaking support services, as well as opportunities to celebrate outstanding writers and their work.

The Writing, Speaking, and Argument Program is home to the Primary Writing Requirement, the College’s first step in drawing students into our community of researchers and writers, the English for Academic Purposes Program (formerly the ESOL Program), and the Writing and Speaking Center, where students can find tutoring services.

**Primary Writing Requirement and Placement**

All students at the University of Rochester, whether incoming freshmen or transfers, must satisfy the Primary Writing Requirement. The majority of students fulfill the requirement by earning a “C” or better in WRT 105, Reasoning and Writing in the College, or WRT 105E, a version of 105 chosen by students who need more support to meet the demands of college-level writing. Students who believe that they are already proficient college writers may petition to substitute a University of Rochester writing-intensive course for WRT 105/105E. The substitute course may not also be used to fulfill the Upper-Level Writing Requirement. Transfer students who have completed a WRT 105/105E-equivalent at another institution and received a B or better may petition to use this course to satisfy the Primary Writing Requirement. For more information on satisfying the Primary Writing Requirement, including instructions on how to access the Writing Placement Survey, please refer to writing.rochester.edu.

Students admitted to the College through the English for Academic Purposes Program fulfill the requirement by earning a grade of “C” or higher in WRT 103, EAPP Critical Reading, Reasoning, and Writing, and WRT 104, EAPP Research, Reading, and Writing. For more information on EAPP placement and courses, please refer to writing.rochester.edu/EAPP.

**Courses**

**WRT 101. EAPP Speaking and Listening I.** Designed to help undergraduate nonnative speakers of English improve their English oral communication and listening skills in preparation for social interactions at the University. Students practice speaking at greater length
and faster speed by developing fluency, grammatical accuracy, complexity of sentence structures, and vocabulary. In addition, students practice listening actively to peers, summarizing, paraphrasing, and repeating key information from native speakers of English. Also covers such techniques as asking follow-up questions, using socialization strategies, adapting to cultural differences, practicing small talk, and making formal and informal introductions. Class work takes place in and out of the classroom with the collaboration of native and nonnative speakers of English in formal and informal settings. Significant class time is devoted to English pronunciation. (Fall)

**WRT 102. EAPP Speaking and Listening II.** Builds upon the lessons from WRT 101, EAPP Speaking and Listening I, and is designed to help undergraduate nonnative speakers of English improve their English oral communication and listening skills in preparation for academic and social interactions. Students practice taking notes, summarizing, repeating, and critiquing key information from recorded lectures and presentations—with an emphasis on the discourse most prevalent in undergraduate university courses. Students also practice communicating in different academic, social, and cultural contexts as they engage in classroom conversation, debates, interviews, speaking to formal audiences, and giving academic presentations in English. Class work takes place in and out of the classroom with the collaboration of native and nonnative speakers of English in formal and informal settings. Class time is devoted to English pronunciation. (Spring)

**WRT 103. EAPP Critical Reading, Reasoning, and Writing.** An introduction to critical reading and writing skills. Lessons center on the analysis of varied readings and on using writing as a tool for critical thinking and reflection. Students are introduced to concepts of rhetorical analysis and the use of logic, as well as the roles of audience and purpose in shaping the organization, style, and argumentative strategies of their own papers. In addition, students build writing fluency and self-expression through freewriting and in-class writing. Collaboration is an important part of learning; therefore, students work together as they learn to critique their own work and the work of their peers. Attention is given to writing beyond the classroom, such as communicating with faculty and others across the College. (Fall)

**WRT 104. EAPP Research, Reading, and Writing.** Extends the critical reading and writing skills learned in WRT 103: EAPP Critical Reading, Reasoning, and Writing to the act of research. Research may include traditional library sources and academic journals, but it may also include primary research such as fieldwork, surveys, and interviews. A variety of texts are analyzed and discussed in preparation for constructing extended argumentative essays and a final research paper. Reading and responding critically to texts are practiced. Students learn how to incorporate source material into research writing and integrate their own ideas with those from other texts. Collaboration is an important part of learning; therefore, students work together as they learn to critique their own work and the work of their peers. Attention is given to writing beyond the classroom, such as communicating with faculty and others across the College. (Spring)

**WRT 105. Reasoning and Writing in the College.** Introduces students to disciplinary writing at the college level through instruction in small sections that focuses on the act of writing. Section topics have ranged from “Adolescence: War or Peace” to “Searching for Whales: Myth, Science, and Ecological Sustainability,” and cover a range of subjects and disciplines. Provides instruction and practice in clear and effective writing and in constructing cogent and compelling arguments, as students draft and revise numerous papers of different forms and lengths. Students consider the roles of audience and purpose in shaping the organization, style, and argumentative strategies of their own papers, while they learn to become critical readers of their writing through peer critiques and revision/editing workshops. (Fall and Spring)

**WRT 105E. Reasoning and Writing in the College.** An extended version of Reasoning and Writing in the College. While WRT 105 and WRT 105E have the same expectations for completion, WRT 105E is intended for students who decide that they need a more supported writing experience to meet the demands of college writing. All sections include an additional class session each week and are taught in computer labs and limited to 10 students. Students who have worked diligently but have not attained a “B-” or better may take an incomplete and sign up for the WRT 105E Extension, a weekly workshop and tutorial that
allows students to raise their final grades and satisfy the Primary Writing Requirement. (Fall and Spring)

**WRT 108. Workshop in Writing.** Offers ongoing practice and instruction in writing and critiquing writing. Guided by a writing center consultant, students plan, draft, and revise their writing; critique each other’s work; assess their own writing; and participate in group sessions on writing issues that the group faces. The semester’s work culminates in a final portfolio that features polished essays and an overall self-assessment. WRT 108 is a 2-credit course, which is graded pass/fail. Prerequisite: WRT 105/WRT 105E or alternative satisfaction of the Primary Writing Requirement. (Spring)

**WRT 245/ENG 285. Advanced Writing and Peer Tutoring.** Prepares sophomores, juniors, and seniors enrolled in five-year programs for work as writing fellows. Facilitates development of a strong, intuitive writer and speaker in order to become a successful reader, listener, and responder in peer-tutoring situations. Ample writing and rewriting experiences, practice in informal and formal speaking, and the critical reading of published essays and student work enhance students’ abilities to become conscious, flexible communicators. Before tutoring on their own, students observe writing fellows and writing center consultants conduct tutoring sessions. On completion of the course with a “B” or better, students should be ready to conduct tutoring sessions as writing fellows. Prerequisite: satisfaction of Primary Writing Requirement and a minimum GPA of 3.0; by application only. (Fall)

**WRT 272/BIO 272W Developing a Professional Biology Writing Portfolio.** Tailor information to multiple audiences while developing a portfolio of professional documents including cover letters and research abstracts. Writing, feedback, self-assessment, and revision. Restricted to biology majors; permission of instructor required for all others. (Fall and Spring)

**WRT 273 Communicating Your Professional Identity.** This interactive course teaches “real life” communication skills and strategies that help students present their best professional selves. Students will explore and articulate their internship and career goals for distinct audiences and purposes as they develop a professional communication portfolio of materials such as resumes, cover letters, electronic communications, technical project abstracts, online profiles (i.e., LinkedIn), and TED Talks. Students will revise and refine their written and spoken work across the semester based on critical feedback from peers, instructors, alumni and potential employers. By the semester’s end, students will have gained extensive experience with the communication skills expected in today’s competitive job market. (Fall and Spring)

**Freshman Offerings**

Students have maximum flexibility in course choice, the ability to start working toward a desired major from the first semester on and the opportunity to build a general foundation according to their own special interests. Assisted by an advisor, students choose an appropriate group of courses (usually four each semester) from the entire range of offerings open to freshmen. Some of these courses lay a basis for a choice of major. Others fulfill basic requirements for graduation and provide the first college-level steps toward a liberal education. New students receive a Freshman Academic Handbook which assists them with their planning.

**Early Connection Opportunity**

The Early Connection Opportunity (ECO) program is designed to assist students in acquiring the attitudes, skills, and social connections necessary to become successful University of Rochester students. The program provides supplemental academic support to selected pre-freshmen during a four-week summer
program. ECO is a residential program that takes place in the month of July. Students admitted through the Higher Education Opportunity Program are required to attend as a condition of admission, and others are invited who we believe would profit from the connections that can be made during this program. Enrollment is limited. No fees, no tuition, and no room and board costs are charged to participating students. Students are responsible for transportation costs to and from Rochester and all other personal expenses.

Model courses in selected areas, such as mathematics, writing, literature, and biology and chemistry are offered. A series of workshops on strategies and tactics to promote academic success and using the University’s computer facilities are also offered. Courses are taught by instructional faculty representing various departments in the University. Upon successful completion of ECO courses students earn 4 credits (the equivalent of one full college course). One or 2 credits may be earned in follow-up courses during the academic year.

**Extra-Departmental Courses**

Each semester the College offers a variety of courses that are unique or interdisciplinary in nature, reflecting the current interests of students and faculty. These courses are listed under the heading CAS in the Registrar’s Course Description/Course Schedule. Expanded descriptions of these and other noncredit professional and personal development courses are available from the Office of Summer and Part-time Studies at [www.rochester.edu/osp](http://www.rochester.edu/osp).

**Edmund A. Hajim School of Engineering & Applied Sciences**

**Administrative Officers**

Peter Lennie, PhD (Rochester) *Robert L. and Mary L. Sproull Dean of the Faculty of Arts, Sciences and Engineering*

Richard Feldman, PhD (Massachusetts) *Dean of the College*

Robert L. Clark, PhD (Virginia Polytechnic Institute and State University) *Dean of the Edmund A. Hajim School of Engineering and Applied Sciences*

James M. Zavislan, PhD (Rochester) *Associate Dean of the Edmund A Hajim School of Engineering and Applied Sciences*

**About**

The College encompasses the disciplines of the School of Arts and Sciences, as well as the departments within the Edmund A. Hajim School of Engineering and Applied Sciences, that together enroll the majority of University undergraduates and graduate students.

The Hajim School of Engineering and Applied Sciences offers degree programs leading to the Bachelor of Arts, Bachelor of Science, Master of Science, and Doctor of Philosophy degrees. Based on the fundamentals of science and engineering, the programs exist in and benefit from a strong liberal arts environment.

The undergraduate program provides education for a lifetime career, not simply training for a specific job. The programs have two main objectives:

1. To prepare students for positions as practicing engineers, scientists, and leaders in industry, government, education, and other areas of society.
2. To prepare students for graduate work leading to professions in medicine, law, and business as well as engineering and science, giving them an understanding of science and technology that will provide a firm foundation for their lifework.

Each program has adopted more specific goals and objectives that are given in the appropriate discipline sections of this bulletin.

The emphasis is on both individual opportunity and collaborative team effort. Students are encouraged to participate in the many active research projects both in the school and through cooperative internships in business and industry. Flexibility in each program makes it possible to incorporate specialized coursework. For instance, engineering students can pursue elective work and undertake research projects in such fields as architecture, environmental studies, and materials science.

In their first year, enrolled students who have expressed interest in engineering or applied sciences majors are assigned Hajim School faculty advisors who counsel interested students on the school’s degree requirements, policies, and procedures. Students formally enter the school at the end of their sophomore year or at any time in their undergraduate tenure that they have satisfied the necessary prerequisites.
Four-year courses of study lead to the Bachelor of Arts degree in computer science and engineering science, the Bachelor of Science degree in audio and music engineering, biomedical engineering, computer science, chemical engineering, electrical and computer engineering, geomechanics, mechanical engineering, optics, optical engineering, or an interdepartmental program in engineering and applied science. The Bachelor of Science degree programs in chemical, biomedical, electrical and computer, and mechanical engineering are accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org. Seniors in these programs are eligible to take the "Fundamentals of Engineering Examination" and are encouraged to do so. This is the first of two examinations leading to professional licensure.

**Requirements for the Degrees of Bachelor of Arts and Bachelor of Sciences**

To ensure that students acquire a broad base of general knowledge, as well as extensive familiarity with at least one area of specialization, the College has established general degree requirements. These requirements are identical for the BA and BS degrees.

**Completion of Eight Semesters of Approved Coursework**

Students are required to complete 128 credit hours (e.g., 32 4-credit courses), with an average grade of “C” or better. No more than 20 courses from a single department may be counted toward the degree. For students not majoring in music, no more than 16 credit hours of applied music instruction and 8 credit hours of River Campus ensemble may be counted toward the degree.

**Completion of the Primary Writing Requirement**

Entering students fulfill the Primary Writing Requirement by earning a "C" or better in WRT 105, Reasoning and Writing in the College, or WRT 105E, an extended version of 105 developed for students whose placement results suggest that they need a more supportive first-year writing experience. WRT 105 and 105E introduce students to academic writing at the college level and provide instruction and practice in writing clear and cogent argumentative essays. Individual sections of 105 and 105E have unique discipline-specific content and themes designed by each instructor. For section titles and descriptions, please visit writing.rochester.edu/courses. We encourage students to choose sections that interest them, whether this interest grows out of a desire to learn more about a favorite subject or to try something new. To be prepared for the upper-level writing requirement in the major, students are expected to satisfy the Primary Writing Requirement by the end of the first year of study. Transfer students are expected to complete the Primary Writing Requirement by the end of their first semester.

Incoming freshmen who believe they are proficient college writers may petition to use a course other than WRT 105 or 105E to satisfy the Primary Writing Requirement. The course must involve a significant writing component, which usually includes several papers across the semester and a substantial research paper. The course used to satisfy the Primary Writing Requirement must be approved by the Writing Program (we recommend preapproval) and may not also be used to satisfy the Upper-Level Writing Requirement. The student must earn a "B" in the alternate course in order to satisfy the Primary Writing Requirement.

**Completion of the Rochester Curriculum**

Satisfactory completion of a major with an average grade of “C” or better. Each major contains an upper-level writing requirement which explicitly incorporates student writing into its curriculum and/or requirements. Students are expected to file their major program after getting it approved by the appropriate faculty advisor in the department or program by the time noted below. The divisional classification of all interdepartmental majors, as noted in the following paragraph, is determined by the students and the faculty committee responsible for the major.

Satisfactory completion, with an average grade of "C" or better, of an approved divisional cluster composed of at least three courses in each of the two divisions outside the area of the major. Each set of courses for the divisional clusters will be in one of the three divisions: humanities; social sciences; or natural sciences, mathematics, and engineering. Students may also construct a program from existing majors and minors, as long as the principle of distribution over the
three divisions is maintained. Students who complete an optics major or engineering major that is professionally accredited need to complete only one divisional cluster outside the area of the major.

Students formally declare their Rochester Curriculum, i.e., their major and two divisional clusters, not later than the beginning of their junior year (by the time 64 credit hours have been taken). Students may alter their program until the final semester of the senior year. The College transcript will reflect the students' three areas of focus.

Departments of the College discourage students from registering for the next course in a continuing science sequence if an appropriate grade level ("C-" or above) has not been achieved in the preceding course. It has been shown that students' success in such a sequence is directly related to performance in the preceding course. Students so advised are asked to seek assistance in their future program planning from the College Center for Academic Support and from their premajor advisors.

**Bachelor of Arts in Engineering Science**

One option for students, especially those who are uncertain about their intended specialization or are interested in a broad introduction to several fields of engineering, is the BA in engineering science. This program provides a strong, technological education for students considering careers in law, medicine, or business, or wishing to delay engineering specialization to the graduate level. The underlying science and mathematics requirements are similar to those needed for most science and engineering majors. The other requirements are the same as those prescribed for liberal arts degrees. As a result, the decision on a wide variety of possible course selections can be made at the beginning of the junior year, later than the usual timing for prospective engineering BS students.

**Requirements for the Degree Bachelor of Science**

In addition to the specific courses stipulated in the degree programs, students must satisfactorily complete the following:

1. Semester hour requirements: The Department of Biomedical Engineering requires a minimum of 130 credit hours; the Department of Chemical Engineering, 132; the Department of Computer Science, 128; the Department of Electrical and Computer Engineering, 128; the Department of Mechanical Engineering, 129; and The Institute of Optics, 130.

2. Writing: Entering students are advised by the College Writing Center in the selection of an appropriate primary writing course. Students should complete this requirement by the end of their first year. The ability to communicate clearly and effectively is extremely important. Each department and program has incorporated a discipline-specific upper-level writing experience into the curriculum, as described in the bulletin sections of each program. Every student must complete the upper-level writing requirements of their degree program.

3. Cluster requirements: Clusters in the areas of humanities and social sciences are an important and integral part of an engineering education, and should be carefully chosen with the help of faculty advisors. Students in Bachelor of Science degree programs in audio and music engineering, biomedical, chemical, electrical and computer, mechanical, or optical engineering, or optics are required to complete one cluster in either the humanities or social sciences and an additional one or two humanities or social sciences courses for distribution requirements. Students completing the Bachelor of Science degree programs in computer science, geomechanics, or the interdepartmental program, or the Bachelor of Arts in computer science or engineering science are required to complete two clusters, one each in the humanities and social sciences.

4. Distribution requirements: Engineering students must take four to six humanities and/or social sciences courses depending on their department's policy. For degree programs accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org, three of these courses must constitute an approved humanities/social sciences cluster (regardless of the classification of the individual courses that make up the cluster). The remaining one or two courses must be classified by the College as humanities and/or social sciences courses.

5. Residency requirement: The intent of the residency requirement is to ensure that graduates have taken a substantial number of the advanced courses required for their major in a timely fashion at the University of Rochester. To qualify for an undergraduate degree, a student must
complete at least four semesters of full-time study, or, for part-time students, the equivalent number of credit hours.

6. Cumulative grade point average: an average of at least 2.0 for all courses taken for credit at the University of Rochester, and an average of at least 2.0 in courses specified by the department or program of major.

7. All students accepted into the Hajim School of Engineering and Applied Sciences become responsible for two full years of equipment fees. These are normally assessed during each semester of the junior and senior years.

**Flexible First Year**

Students intending to pursue an engineering or applied science program are accepted into the College in their first year and are assigned an advisor from the Hajim School faculty. Students choose their engineering and sciences electives in consultation with their faculty advisor. First-year students who have chosen a major field should take the courses recommended for that major as indicated under specific departmental listings. Other students may use the engineering electives to explore options within the engineering fields. It is not necessary to select a major field until the end of the first year because appropriate engineering courses taken in the first year can be used as electives in each program—all required courses can be taken in the last three years.

Students may transfer into the Hajim School of Engineering and Applied Sciences at the University of Rochester at any time, but will find it necessary to satisfy those prerequisites they may be lacking.

**Minors**

The Hajim School of Engineering and Applied Sciences recognizes all minors offered by the College. In addition, the Hajim School of Engineering and Applied Sciences offers minors in biomedical engineering, chemical engineering, computer science, electrical and computer engineering, environmental engineering, materials science, mechanical engineering, and optics. These minors are available to all undergraduates as a way to strengthen their academic program.

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**Academic Calendar**

**Arts, Sciences and Engineering***

*Eastman School of Music and School of Nursing Calendars differ slightly.

**Special Academic Opportunities**

Students taking their entire four years as undergraduates in the College receive extra-ordinarily strong grounding in their chosen fields. But the outstanding graduate and professional schools of the University also offer undergraduates many opportunities to study in advanced and specialized areas. With only a few exceptions, students may count credits for courses in any unit of the University toward the bachelor’s degree in the College. Graduate study in one’s specialty may be taken for credit toward the bachelor’s degree by students whose work in a given area is sufficiently advanced.

**Hajim School of Engineering and Applied Sciences**

The following academic opportunities are available to students in the Hajim School of Engineering and Applied Sciences.

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**Academic Services & Information**

*This section is specifically for undergraduate students in the College.*

**Academic Advising**

In addition to consulting their assigned advisors, all undergraduate students in the College are strongly encouraged to use the services of the College Center for Advising Services throughout their college careers. The professional advisors in this office assist students in arranging their programs, suggesting courses, obtaining faculty advisors, and making the unavoidable paperwork as simple as possible. Questions concerning the Rochester Curriculum (including majors, minors, and clusters), the “Take Five” Scholars Program, the KEY Program, and preparation for the health professions are answered. The University Tutoring Program Office and Orientation Program Office are located in the Center. Immediately adjacent, in 312 Lattimore, the Academic Services Counter serves as a focal point for satisfying quickly many routine academic inquiries, for dropping and adding courses,
for making immediate appointments or walk-in arrangements to see an academic advisor, and for providing fast referrals to other offices.

Edmund A. Hajim School of Engineering and Applied Sciences
The Dean’s Office in 301 Lattimore Hall assists students with course changes, summer school approval, preparation for graduate and professional study, independent study and special courses, and academic petitions.

The Hajim School of Engineering and Applied Sciences assigns faculty advisors to each known prospective engineering and applied sciences student in the first year to provide information about different engineering and applied sciences fields and to help students plan and review course schedules and degree programs. The Dean’s Office coordinates the advising process, and every attempt is made to match advisors with individual interests and needs.

All courses in the school are taught by full-time faculty members with professorial rank or by part-time faculty members with the rank of professor or lecturer. In courses that have more than 25 students, student teaching assistants may aid the professor in supervising laboratory sessions, running regularly scheduled problem sessions, or grading homework.

Other Schools
The Margaret Warner Graduate School of Education and Human Development offers advising and information assistance related to programs in education through its Student Services and through faculty of the school.

For School of Nursing student support services, please contact the school’s Student Affairs Office, (585) 275-2375.

Program Planning
One of the University’s goals is to help undergraduates plan an integrated program of study that will provide intellectual satisfaction and challenge. Program planning with the help of pre-major advisors begins during Orientation and continues throughout the students' academic career at Rochester. Discussions with pre-major and professional staff advisors are useful in working out a schedule of courses for a particular semester as well as an overall plan for future semesters. Many special services designed to assist undergraduate students are described below.

Extra-departmental Courses
Each semester the College offers a small number of courses that are unique or interdisciplinary in nature, reflecting the current interests of students and faculty. These courses are listed under the heading CAS in the online course schedule (CDCS).

Pre-Major Advising
Students interested in degree programs in arts and sciences work extensively with a pre-major advisor until the end of the sophomore year, or earlier if accepted into a major. They consult with their advisors when they register for courses and consider dropping or adding any courses. Upon being admitted to a major, students are assigned a faculty advisor in that area.

Students interested in degree programs in the Hajim School of Engineering and Applied Sciences have faculty advisors from the desired majors assigned to them at the beginning of the first year and are encouraged to consult with them frequently. These faculty members will remain as the students’ advisors until graduation, unless students change majors or are reclassified to another graduating class.

Program Planning Workshops
During Orientation, just prior to the start of classes in the fall, faculty members representing all academic areas in the College are on hand to assist new students in choosing courses and completing their registration. In November and in April, during the registration period, students already enrolled who have financial clearance from the bursar select their courses with the help of their advisors and register online for the following semester. Each semester, just prior to registration, the College Center for Advising Services coordinates advising-related events where students may obtain help in planning programs, clusters, majors, minors, and sorting out the ways in which their academic goals may be fulfilled.

Multidisciplinary Studies Center
The Multidisciplinary Studies Center in 4-209B Dewey Hall is dedicated to advising students on many of the undergraduate programs that do not fit neatly into the College’s departmental structure such as the majors and minors involving public health, and the undergraduate business programs. Other areas include Digital Media
Studies, East Asian Studies, American Studies, and Archaeology, Technology and Historical Structures. Center staff members work closely with the faculty who oversee each program and assist students interested in exploring these unique opportunities. Academic advisors are available for curriculum planning and to answer any inquiries related to multidisciplinary programs, including many of the College's certificate programs.

**University Tutoring Program**

The University Tutoring Program is administered through the College Center for Advising Services. This service offers, through a carefully selected group of tutors, supplementary tutorial assistance to students based on their individual needs. The tutor's role is to help provide the students with a better understanding of the subject and to help discover and remedy the cause of the difficulty.

Students interested in tutorial assistance should apply in 312 Lattimore. Financial help to those students needing it may be arranged upon recommendation of the Financial Aid Office.

Only tutors approved by the University Tutoring Program are paid for their services. Students wanting to become tutors are welcome to apply at that office.

**Study Skills Counseling**

Counselors in the Center for Excellence in Teaching and Learning, Dewey Hall, offer help in study skills and math by talking with students individually and helping them to develop strategies for studying more effectively and efficiently. Tutors in the College Writing Center, Rush Rhees Library, Room G-121, help students to examine their written work, correct problems, and make appropriate revisions.

**Special Academic Opportunities**

Students are encouraged to take courses for which they are qualified wherever the courses are offered at the University of Rochester to fulfill academic goals. Admission to certain courses requires special permission. Usually, this means permission of the instructor, whose permission code is needed, or whose signature is then required on the registration form. Special requirements must be met in the following instances:

**Affiliated Area College Courses.** In the College, students who wish to take a course at one of the area colleges in order to complement their programs of study may obtain information and registration forms at the College Center for Advising Services. Grades received in approved courses are noted on the transcript, but are not used in computing the grade point average. Transfer credit is granted for courses passed with a grade of “C” or better.

**Applied Music Courses at the Eastman School of Music.** Students desiring to enroll in one of these courses should consult the Music Advisor on the River Campus. Application forms for applied music courses are available from the Music Office in Dewey Hall.

**Audited Courses.** If a student plans to participate in class sessions and work without earning a grade for a course, and without earning credit toward a degree, the course may be included in the class schedule at the time of registration. There is no extra cost for matriculated full-time students, but permission of the instructor is necessary. The audited course does not appear on the transcript.

**Graduate Courses.** Qualified undergraduates may, with the written permission of the instructor and the approval of their dean on a drop/add form, register for graduate-level courses. (Graduate courses in the Simon School are normally not available to undergraduates.)

**Honors Seminars.** Special application is required in some cases. Courses and restrictions are listed in the schedule of courses.

**Independent Study Courses.** Formal arrangements must be made with appropriate faculty members for these special reading or research courses. An on-line Independent Studies Form is submitted to the College Center for Advising Services at the beginning of the semester. Students are eligible to apply for one 4-credit-hour independent study course each semester. Independent study courses required specifically for a major are listed under departmental offerings. Supervised Teaching and Internships provide other kinds of independent study.

**Internships.** In the College, these off-campus learning experiences require that arrangements for academic credit be made by the end of the third week of the semester. A maximum of eight hours of credit for Rochester-area internships may count toward the degree. Students who obtain approval from the Internship Committee for work outside the Rochester area may receive as much as a full semester’s credit.
toward their degree. Admission to some programs is highly selective. Questions should be addressed to the College Center for Advising Services in 312 Lattimore Hall.

The Hajim School of Engineering and Applied Sciences cooperates with private industry to provide several internships to selected undergraduates. Interns are paid for their work experience and thus do not receive academic credit. However, written evaluations of the work experience, both by the student and the employer, in some cases, do become part of the intern’s academic record. Students receive information concerning these opportunities as they become available.

**Quest Courses.** These courses, meant primarily for students in their first two years, are shaped by the practices of faculty learning. They embody a research-based pedagogy, and exemplify research as a way of learning. Quest courses can be library-, data-, or laboratory-intensive, and emphasize the skills that benefit the process of investigation. Freshmen, who have priority, are given the opportunity to register for fall courses during Orientation.

**Study Abroad.** Information about the various programs sponsored by the University of Rochester and about other opportunities for study abroad is available in the Center for Study Abroad and Interdepartmental Programs in Dewey Hall.

**Summer School Courses.** Day and evening courses in a variety of fields are offered in several sessions each summer at the University. Grades earned in these courses are calculated into the cumulative grade point average, and credit toward the degree is awarded for courses in which passing grades are earned. Information about the College’s summer sessions is available from the Office of Summer and Part-time Studies in 120 Lattimore Hall. Students also may take advantage of special opportunities to study abroad on one of Rochester’s programs. Credit for summer study at other institutions may require approval from the department offering comparable work at the University of Rochester. Approved summer work at other institutions completed with a grade of “C” or better is recorded in terms of course credit, but the grades are not used in computing the students' cumulative average. Further information and approval forms are available at the College Center for Advising Services.

**Double Majors**

Students enrolled in the College may choose to pursue two majors leading to the Bachelor of Arts degree. In most instances students may do so by fulfilling concurrently the requirements determined by each of the two departments, which would include the upper-level writing requirements for each major, and by receiving written permission from the respective major advisors to pursue a double major in the other area. Questions concerning double majors, including course overlap policies, can be addressed to the College Center for Advising Services and the appropriate major advisors.

**Double Degrees**

Students who plan a program leading to more than one baccalaureate degree, such as the Bachelor of Arts and a Bachelor of Science, are required to meet all requirements for each degree plus an additional 8 credits and to receive approval for pursuit of these degrees from the Administrative Committee of the College. Students who wish to complete work in two areas as part of a single degree need only obtain approval for each major and for the double major (see Double Majors above).

Students interested in pursuing a Bachelor of Music degree offered by the Eastman School of Music while also pursuing a Bachelor of Arts or Bachelor of Science degree offered by the College need to be accepted separately through each office of admissions.

**Minors**

Students may choose to minor in one or more of the several dozen areas available to them. Students are eligible to declare a minor after they have been accepted into a major and before the end of the first semester of their senior year. Course overlap policies apply.

**Abbreviations**

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>AAS</td>
<td>African and African-American Studies</td>
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<td>ACC</td>
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<td>Archeology, Technology, and Historical Structures</td>
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<td>BCD</td>
<td>Biological Sciences: Cell and Developmental Biology</td>
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<td>Brain and Cognitive Sciences</td>
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Rochester, New York 14627-0251
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admit@admissions.rochester.edu
www.enrollment.rochester.edu/admissions

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Summer and Part-time Studies
The College
Office of Summer and Part-time Studies
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120 Lattimore Hall
P.O. Box 270358
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(585) 275-2345
www.rochester.edu/osp

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Director of Admissions

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www.esm.rochester.edu/apply

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