

# The Bulletin

BULLETIN OF TUFTS UNIVERSITY 2018-2019

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President, 2011–present

### **Lawrence S. Bacow**

President, 2001–2011

Emeritus, 2011–present

### **John DiBiaggio**

President, 1992–2001

Emeritus, 2001–present

### **Jean Mayer**

President, 1976–1992

Chancellor, 1992–1993

### **Burton Crosby Hallowell**

President, 1967–1976

### **Leonard Chapin Mead**

Acting President, 1966–1967

### **Nils Yngve Wessell**

Acting President, 1953

President, 1953–1966

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President, 1938–1952

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Acting President, 1937–1938

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President, 1920–1937

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President, 1906–1912

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#### **Capen**

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President, 1853–1861

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## School of Arts and Sciences

COLLEGE OF LIBERAL ARTS

GRADUATE SCHOOL OF ARTS AND SCIENCES

## School of Engineering

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# About Tufts University

International, student-centered, Tufts University is dedicated to academic rigor and interdisciplinary research that addresses the most critical issues facing our world. Rooted in the best traditions of learning and scholarship, Tufts is committed to educating tomorrow's global leaders in all disciplines and fields through innovation in its teaching and research.

Since its founding in 1852 by members of the Universalist Church, Tufts has grown from a small liberal arts college into a nonsectarian university of approximately 10,800 students on four campuses. The trustees of Tufts College voted to make Tufts coeducational in 1892, and the first women were graduated in 1896. Although women applied to Tufts almost immediately after its founding in 1852, they were denied admission until the 1890s. With the founding of Jackson College for Women in 1910—named for Cornelia Maria Jackson, the benefactor who did the most to promote women's education at Tufts—women's education gained security at the institution.

At Tufts, creating excellence in education is forged through a philosophy that is forward-thinking, imaginative, and responsive to the fast-paced evolution of technology, politics, the sciences, our global society, and the arts.

## **Our Schools**

The largest division of the university is the Faculty of Arts, Sciences, and Engineering. This division comprises the College of Liberal Arts, the School of Engineering, the Graduate School of Arts and Sciences, the College of Special Studies, and Summer Session. The university's graduate and professional schools are the Fletcher School of Law and Diplomacy, the School of Medicine, the School of Dental Medicine, the Cummings School of Veterinary Medicine, the Gerald J. and Dorothy R. Friedman School of Nutrition Science and Policy, and the Sackler School of Graduate Biomedical Sciences.

The schools are located on Tufts' campuses in Medford/Somerville, Boston, and North Grafton, Massachusetts. Students may also study at the Tufts European Center, located in an eleventh-century monastery in Talloires, France. Tufts is also affiliated with the New England Conservatory of Music, providing joint graduate and undergraduate programs and flexible cross-registration.

## **The Undergraduate Experience**

Undergraduate study is on Tufts' Medford/Somerville campus, situated on a hill about five miles northwest of Boston. It is a tranquil New England setting within easy access by subway and bus to the cultural, social, and entertainment resources of Boston and Cambridge.

Tufts is a student-centered institution, where support for students' personal and academic development is embedded into the organization and ethos of the university. The Faculty of Arts, Sciences, and Engineering is committed to scholarship of the highest order and teaching of exacting quality, while equally dedicated to providing a friendly, open, and intellectually rich and stimulating environment. This environment is one of the reasons Tufts is one of the most highly competitive universities in the country.

Tufts has programs abroad in Britain, Chile, China, France, Germany, Ghana, Hong Kong, Japan, and Spain. More than 40 percent of undergraduates choose to spend their junior year abroad to add a strong international dimension to their education. This experience adds to the international flavor of the Tufts campus when they return for their senior year.

More than 98 percent of enrolling students expect to pursue graduate or professional studies, and annually Tufts students are the recipients of such prestigious academic awards as Fulbright, Truman, Goldwater, and Beinecke scholarships and fellowships.

### **Accreditation of Tufts University**

Tufts University is a privately endowed institution founded in 1852 and has been accredited by the New England Association of Schools and Colleges (NEASC) and Commission on Institutions of Higher Education (CIHE) since 1929, and its accreditation by NEASC encompasses the entire institution. Tufts underwent a comprehensive evaluation in March 2013 and was accredited by the Commission in September 2013. The NEASC accepted The University's Fifth Year interim report in May 2018. NEASC establishes and maintains high standards of educational excellence through self-evaluation and peer review. Institutions demonstrating that they meet these standards are accredited and thus members of NEASC. The CIHE, recognized by the U.S. Department of Education, is one of seven accrediting commissions that provide accreditation regionally.

Some programs and degrees at Tufts have been accredited by additional specialist agencies:

- B.A./M.A. in Art History, accredited by the National Association of Schools of Art and Design's Commission on Accreditation.
- B.S. in Biomedical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Chemistry, accredited by the American Chemical Society.
- B.S. in Chemical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Civil Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Computer Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Electrical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Environmental Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Mechanical Engineering, accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.
- B.S. in Computer Science, accredited by the Computing Accreditation Commission of ABET, <http://www.abet.org>.
- M.A. and Ed.S. in School Psychology, accredited by the National Association of School Psychologists and the Massachusetts Department of Elementary and Secondary Education.
- B.S. in Early Childhood Licensure, accredited by the MA Department of Elementary and Secondary Education.
- Studio Art Certificate (post-baccalaureate), accredited by the National Association of Schools of Art and Design's Commission on Accreditation.
- Studio Art Diploma, accredited by the National Association of Schools of Art and Design's Commission on Accreditation.
- M.A.T. in Art Education (grades PreK–8 and 5–12), accredited by the Massachusetts Department of Elementary and Secondary Education.

- M.A.T. in Art Education, accredited by the National Association of Schools of Art and Design’s Commission on Accreditation.
- M.A. in Art History and Museum Studies, accredited by the National association of Schools of Art and Design’s Commission on Accreditation.
- M.A. in German with Teacher Licensure, accredited by the Massachusetts Department of Elementary and Secondary Education.
- M.A.T. in Early Childhood Education, accredited by the Massachusetts Department of Elementary and Secondary Education.
- M.A.T. in Elementary STEM, accredited by the Massachusetts Department of Elementary and Secondary Education.
- M.A.T. in Middle and High School, accredited by the Massachusetts Department of Elementary and Secondary Education.
- B.F.A., M.F.A. (offered with the School of the Museum of Fine Arts, Boston), accredited by the National Association of Schools of Art and Design’s Commission on Accreditation.
- Professional Entry Level Master’s Degree in Occupational Therapy, accredited by the Accreditation Council for Occupational Therapy of the American Occupational Therapy Association.
- M.A. in Urban and Environmental Policy and Planning, accredited by the Planning Accreditation Board.
- Dental Education, accredited by the Commission on Dental Accreditation of the American Dental Association.
- Medical Education, accredited by the Liaison Committee on Medical Education of the American Medical Association and the Association of American Medical Colleges.
- Master of Public Health, accredited by the Council on Education for Public Health.
- Physician Assistant Program (Master of Medical Science), accredited by the Accreditation Review Commission on Education for the Physician Assistant.
- Doctor of Veterinary Medicine, accredited by American Veterinary Medical Association.

The Tufts University Police Department has been accredited by the Massachusetts Police Accreditation Commission.

### **Recent Changes to Academic Program**

In April 2015, the faculty of the Schools of Arts & Sciences and Engineering voted to change the system of credit granted per course and the total number of credits required for graduation. In June 2018, the Schools of Arts & Sciences and Engineering adopted the semester-hour system—used by most universities in the United States. In the past, Tufts used a system in which 1 course was generally awarded 1 credit. In the new system, most courses are assigned 3 credits, many are assigned 4 credits, and a few are assigned 5 or more credits. The former “partial credit” courses have been assigned 1 or 2 credits. Students are now required to earn a minimum of 120 credits for the baccalaureate degree (though some degree programs may require more credits) and a minimum of 30 credits for the master’s degree (though some degree programs may require more credits), in addition to meeting all other degree requirements. Students who matriculated prior to the implementation of the new credit system will see a change in the way in which course credits appear, but Tufts will make every effort to keep degree requirements consistent with information provided in the Bulletin of the student’s year of matriculation. For students who matriculated prior to September 2018, the University has developed a petition process for students who, upon reaching their scheduled graduation dates, believe that this change may have prevented them from meeting their degree requirements in a timely manner. Students matriculating in

September 2018 and after will have clearly defined degree requirements that reflect the new system of academic credit but adhere closely to past degree requirements so as to retain the special qualities of a Tufts degree.

# Financial Information

## Expenses and Policies

All undergraduate students (with the exception of those in the R.E.A.L. program) are expected to carry a full course load unless they are granted a reduction as a result of serious, documented medical problems. The minimum full-time load is 12 semester hours; students will need to take an average of 15 semester hours each term to graduate on time. A typical first-year student in residence at Tufts during the 2018–2019 academic year may expect the following expenses:

<b>Tuition</b>	<b>\$55,172</b>
<b>Residence hall</b>	<b>\$7,934</b>
<b>Meal plan</b>	<b>\$6,626</b>
<b>Health service and student activity fees</b>	<b>\$1,210</b>
<b>Books, supplies, and miscellaneous expenses (estimated)</b>	<b>\$2,558</b>
<b>Total for year (estimated)</b>	<b>\$70,750*</b>

Medical Insurance costs \$2,750\* for the year if the student is not covered by a comparable plan of their own. International students are required to be covered by the insurance plan through Tufts.

\*The charges listed above are subject to change.

## Tuition

Tufts undergraduate tuition is a comprehensive fee that covers basic charges for instruction, costs of registration, most laboratory supplies, and other incidental items or services.

## Campus Housing

All first-year and sophomore students are required to live in university housing or recognized fraternities or sororities, and to purchase a meal plan. Commuting students pay no residence hall fee and are not required to purchase a meal plan.

## Meal Plans

Students select a meal plan or JumboCash in accordance with university requirements. JumboCash allows students to make purchases at all on-campus dining locations (Carmichael and Dewick-MacPhie Dining Centers, Hodgdon Food-on-the-Run, Hotung Café, Commons Marketplace, Brown and Brew Coffee House, Tower Café at Tisch Library, Pax et Lox Glatt Kosher Deli, Mugar Café, and The Rez), as well as the bookstore, Campus Center Info Booth, vending machines, and on-campus washers and dryers; to pay fines at the Tisch and Ginn Libraries; and to purchase parking permits or lost IDs at Public Safety Administrative Services. JumboCash can also be used to pay for printing and copying in campus libraries and computer centers. JumboCash may be used at 15 off-campus restaurants for dining in, take-out, or delivery (where available), as well as at a drug store and two convenience stores (alcohol, tobacco products,

lottery tickets, and gift cards excluded). Dining Services is located at 89 Curtis Street, Somerville. For more information, contact 617-627-3566, e-mail: [tuftsdining@tufts.edu](mailto:tuftsdining@tufts.edu), website: <http://dining.tufts.edu>.

### **Health Service**

The Health Service fee is mandatory and non-waivable and covers the cost of running a comprehensive outpatient health service and counseling center. The fee covers unlimited primary care and walk-in visits to the Health Service, access to the Counseling and Mental Health Service, and an annual flu shot if available for those who desire inoculation. Laboratory tests, prescribed medications, and consultation with on-campus medical specialty consultants are not covered by the health service fee. Students who do not purchase the optional medical insurance are required to demonstrate that they have other medical insurance. Details regarding the fee and deadlines for waiving the insurance are available at <https://students.tufts.edu/health-and-wellness/health-insurance>.

### **Fees**

All students are required to pay the student activity fee, which is proposed by the student government. Accepted students must pay an enrollment deposit, which is applied to tuition for the first year.

### **Housing Charges**

Room assignments are made for the full academic year. The campus housing room rates set by the Board of Trustees will appear on the resident student's bill in two parts, identified as the housing commitment fee and the room charge. The housing commitment fee is nonrefundable at the time a student selects a room, has a proxy select a campus room on their behalf, or otherwise accepts a room assignment from the Residential Life Office. The housing commitment fee is only refundable when:

- a) the student is placed on required leave or withdrawal by the university, or
- b) the student, subsequent to selecting a room, is admitted to a study abroad program. In such cases the student must file an electronic study abroad leave of absence form online via SIS. Students in both Tufts and non-Tufts study abroad programs must notify the Residential Life Office in Harleston Hall, within ten (10) days of acceptance—no later than April 15 for fall semester housing cancellation and November 15 for spring semester housing cancellation. The room charge portion of a student's bill will be equal to the room rate for the student's assignment, less the \$750 housing commitment fee.

Room selection for spring-only applicants is held during the first week of December. Once a spring-only room assignment has been selected by the student (or their proxy), or an assignment is offered and accepted, the student is subject to the housing commitment fee.

Questions may be directed to the Residential Life Office, Tufts University, Medford, Massachusetts 02155, 617-627-3248, fax 617-627-3929, e-mail: [reslife@tufts.edu](mailto:reslife@tufts.edu), website: <http://ase.tufts.edu/reslife>.



### **Payment of Bills**

All currently enrolled students are billed electronically through the Tufts eBill system. Information on Tufts eBill can be found at <http://go.tufts.edu/mybill>. Students are required to pay tuition, fees, room, and board prior to the start of each semester. Bills for the fall semester must be paid by the first week in August; spring semester bills are due and payable in early December. The amount billed is reduced by any financial aid awarded by or sent to the university on behalf of the student for the semester. Payment in full (after deduction for financial aid) must be made before each term either by check, e-payment, wire transfer or enrolling in the monthly payment plan. Detailed information about the payment plan is sent to returning students in April and incoming students in May/June.

Fall semester charges do not include those incurred for courses an applicant must take to become fully qualified for admission. Charges will not be reduced when courses are accepted for transfer credit.

All university charges are collected by Student Financial Services. Without waiting for receipt of a formal bill, payments for tuition, fees, room and board are to be made to Tufts on or before the due date for the semester. Checks should be made payable to the Trustees of Tufts College.

If full payment has not been received, or financial arrangements have not been agreed upon by the specified due date, a late payment fee will be assessed monthly.

The following actions will take place should a student fail to meet his or her financial obligations to the university for outstanding student loans or balances on his or her student account: the student may be denied access to university dining services; will not be allowed to access library resources; will be denied registration privileges; will not be issued an official transcript; and will be denied an on-campus room selection for an upcoming semester.

Any unpaid student account balance may be referred to our collection agency. The student will be responsible for all costs associated with collection, including collection agency fees, attorneys' fees, and court costs. The account will be reported to credit bureaus if assigned to a collection agency. Diplomas and official transcripts of records for those in arrears are regularly withheld until all payments have been made.

### **Administrative/Financial Withdrawal**

If a student's account remains unsettled beyond the billing due date, subsequent bills will be issued reflecting monthly late payment charges. If the student's account remains unsettled after the first day of classes, the student may be subject to withdrawal from the university.

Students are strongly encouraged to communicate with Student Financial Services as soon as they encounter personal or financial difficulties so that the university may help identify possible solutions and alternatives for meeting individual needs.

### **Withdrawal/Leave Tuition Refund Policy**

Students who elect to take a leave of absence or withdraw or who are required to withdraw will receive a tuition refund in accordance with the following schedule, based on the effective date of the leave.

#### **Fall 2018 Semester**

<b>Date of Withdrawal</b>	<b>% Tuition Charge Cancelled</b>
September 3, 2018	100%
September 4 to 17, 2018	90%
September 18 to 24, 2018	80%
September 25 to October 1, 2018	60%
October 2 to 8, 2018	40%
October 9 to 15, 2018	20%

#### **Spring 2019 Semester**

<b>Date of Withdrawal</b>	<b>% Tuition Charge Cancelled</b>
January 15, 2019	100%
January 16 to 29, 2019	90%
January 30 to February 5, 2019	80%
February 6 to 12, 2019	60%
February 13 to 19, 2019	40%
February 20 to 26, 2019	20%

The student is responsible for any unpaid charges and must make arrangements to pay this balance prior to leaving Tufts. Any outstanding balance will result in a hold on the release of any transcripts until paid in full. If the student's account is referred to a collection agency, the student will be responsible for all collection and litigation costs associated with this debt.

### **Campus Housing Charges**

Campus housing charges will be refunded based on the above prorated tuition schedule for the semester. The date of withdrawal from housing will be based on the date that the room has been vacated and the room key returned to residential facilities. The housing commitment fee is non-refundable.

### **Meal Plan Charge**

Students wishing to cancel their meal plan after the cutoff date, the third Friday after classes begin, will be assessed 50 percent of the prorated refund amount.

### **Other Charges**

Other fees and charges such as the health service fee, the student activity fee, library or traffic fines, and traffic or parking citations are not refunded or prorated after the beginning of the academic year. If a student is enrolled in the optional medical insurance plan, both the charge and the plan benefits remain in place through the end of the contract period. A student enrolled for only one semester will be charged the full student activity fee and health service fee.

**Financial Aid**

Information regarding all student loans can be found on the Tufts University Financial Aid website: [go.tufts.edu/finaid](http://go.tufts.edu/finaid). This information includes student loan terms and conditions set forth by the University, the Federal Government, and additional details regarding the financial aid application process, types of aid, and scholarships. For specifics on a University loan, please review the terms and conditions set forth in the loan document.

# School of Arts and Sciences

## Mission Statement

Broadly recognized as one of the premier liberal arts colleges within a research university, the School of Arts and Sciences at Tufts University educates students for transformational leadership in communities around the world. Tufts's tradition of innovation dates to the school's founding in 1852. Today, a multidisciplinary and experiential approach defines scholarship and teaching. Faculty and students use the curricular framework of the arts and sciences to address the great intellectual and social challenges of the twenty-first century.

The school has a distinctive style. Excellence in scholarship and teaching are the school's highest priorities; translating inquiry and research into action is a defining theme. The Faculty of Arts and Sciences, the largest of Tufts's nine schools, explores collaborative research opportunities across the university's professional schools and around the world. More than 5,000 students at the undergraduate and graduate levels represent a broad range of intellectual, creative, and personal attributes. The creation of new knowledge in traditional and emerging disciplines, a dedication to globalism and active citizenship, a commitment to humanitarianism and diversity in its many forms, and a belief that intellectual discourse and discovery serve the common good are deeply held ideals.

## College of Liberal Arts

The College of Liberal Arts offers two degrees, the Bachelor of Arts (or Bachelor of Science option) and the Bachelor of Fine Arts. Students admitted to the College of Liberal Arts are admitted specifically into the Bachelor of Arts degree program or the Bachelor of Fine Arts degree program. This section will describe the degree requirements and academic policies for the Bachelor of Arts (or Bachelor of Science) degree, while the degree requirements and academic policies for the Bachelor of Fine Arts will be described in a separate section.

## Requirements for Degrees

For students entering the College of Liberal Arts, the degree of Bachelor of Arts or Bachelor of Science is awarded after four years (eight semesters) of full-time study and with successful completion of 120 semester hours. A cumulative average of C- (1.67) or higher is required for graduation. No more than two courses, of no more than 8 semester hours, may consist of fieldwork or internships. No more than 15 semester hours may consist of online courses. Up to two semesters of full-time study after matriculation at Tufts may be spent at other approved four-year institutions or on approved foreign study programs. The exception to this is students who transfer to Tufts as juniors. (See Residence Requirement in the General Information section for details.)

Three-fourths of all semester hours (equivalent to 90 semester hours) taken at Tufts with standard grading must be completed with a grade of C- or better. There is no rigid program of courses that must be taken by every student. Students are regarded as individuals, and each student is encouraged to pursue a course of study appropriate to his or her training, experience, aptitudes, and plans for the future. Within a framework designed to ensure both breadth and depth in intellectual development, there is a broad range of choice. Students work with their advisors to select those courses best suited to their particular needs and interests.

Each student selects courses to fulfill the foundation and distribution requirements. All courses used to fulfill these requirements must be taken for a letter grade, not pass/fail. A grade of D- or above is passing. Also, a grade of D- or above will fulfill foundation and distribution requirements.

## Foundation Requirements

The faculty recognizes the following elements as basic to any program leading to a bachelor's degree in liberal arts, whatever a student's particular interests may be. First, an educated person in our society must be able to write coherent English and must be able to apply that writing ability to the critical analysis of information and ideas in any field. Second, the study of another language and of foreign cultures is indispensable to a liberal education; such study provides a basis for locating oneself within a larger cultural and international context. Courses in college writing, foreign language and culture, and world civilizations constitute the foundation of a liberal arts education at Tufts.

The foundation requirements should be met early in a student's college career, so that these courses may serve as a foundation for later work. In some cases, a single course may be used toward fulfillment of both a foundation and a distribution requirement, or two different foundation requirements (e.g., culture and world civilization), but not all three.

### 1. Writing

Two semesters of college writing are normally required for graduation in liberal arts. In general, students should complete this requirement in the first year. Most students do so by taking English 1 (Expository Writing) in the first semester and, in the second semester, English 2 (College Writing Seminar) or Philosophy 2. Students for whom English is a second language may take English 3 with consent of the instructor. A Philosophy 2 class transferred from another college will not count for English 2 or 4. Students may not count Philosophy 2 as English 2 if taken before or at the same time as English 1.

*Courses taken toward fulfillment of this requirement must be taken for letter grades, except English 3, which is pass/fail.*

There are also other alternatives for satisfying the college writing requirement. In summary, the requirement may be satisfied in any of the following ways:

- Exemption from the entire requirement by attaining a score of five on the Advanced Placement Test in English Language and Composition or English Literature and Composition; a score of seven on the Higher-Level International Baccalaureate; or an A on the British A-Level or AS-Level exams in Language, Language and Literature, or General Paper..
- Exemption from the first half of the requirement by attaining one of the following: a score of four on the Advanced Placement Test in English Language and Composition or English Literature and Composition, a score of six on the Higher-Level International Baccalaureate, seven at the Subsidiary Level, or a B on the British A-Level or AS-Level exams in Language, Language and Literature, or General Paper. Students so exempted from the first half of the requirement must complete English 2 or Philosophy 2.
- Satisfactory completion of English 1 or 3 and of English 2, English 4, or Philosophy 2.
- Completion of English 1 with a grade of A or A- (resulting in exemption from the second half of the requirement). This exemption does not apply to writing courses equivalent to English 1 that were taken at another college.

### 2. Foreign Language/Culture Option

This foundation requirement has two parts. First, every student must satisfy a basic language requirement, demonstrating knowledge of a language other than English through the third-semester college level. The second part of the requirement may be satisfied in several different ways. Students may take advanced courses in the same foreign language or they may undertake study of a second language. Students are offered the alternative of studying a foreign culture through courses taught in English.

### **PART I. Basic Language Requirement**

Every student must demonstrate competence in a second language through the third-semester college level. Language competence may be determined on the basis of a placement examination taken at Tufts, or test scores specified on the equivalency chart on page 40. Entering students who do not demonstrate the required level of competence must take college language courses until that level is reached. American Sign Language may be used to fulfill this option.

### **PART II. Continued Language Study/Culture Option**

After the basic language requirement has been satisfied, the student has four options:

- 1) To continue study in the foreign language used to fulfill Part I through the sixth semester level (e.g. French 22).
  
- 2) To complete courses through the third college semester level (e.g., Spanish 1, 2, and 3) in a language different from the one used to satisfy Part I.
  
- 3) To complete three courses, at least 9 semester hours, dealing with a single culture or designated cultural area, either the same as or different from the language used to fulfill Part I. All three courses must deal with the same culture area. For purposes of this requirement, a foreign culture is defined as having non-English speaking origins. Anglo-American, English, Anglo-Irish, and Anglo-Australian cultures do not qualify, but Aboriginal Australian, Celtic, and African-American, Latino/a, and Asian American, for example, do to the degree that they are discrete from the Anglo-American tradition. At least one of the three culture courses, adding up to at least 3 semester hours, must focus on the region of origin. For instance, a student choosing the East Asian and Diasporas culture area must take at least one course rooted in East Asia.
  
- 4) To continue studying the language used to fulfill Part I for one or two semesters, then culture courses in that same culture area. For example, a student who has completed four semesters of foreign language study may choose to complete Part II by taking two culture courses (at least 6 semester hours) in the same culture area as that of the language studied. Travel or residence in another country, while admittedly educational, may not be applied toward fulfillment of the culture option. Courses accepted for transfer from other colleges or universities may be used upon approval.

*Students wishing to submit courses that are not pre-approved must petition the Academic Review Board; forms are available under Student Forms on the student services home page.*

Option for students fluent in a language not taught at Tufts:

Students who attended a school through grade ten where all instruction was in a language other than English may be exempted from both parts of the foreign language requirement. Students who attended a school through grade twelve where all instruction was in a language other than English may be exempted through the eighth semester level required for the International Relations major. These students should contact their Advising Dean or Student Success Advisor.

Students who can speak, read, and write proficiently in a language other than English that is not taught at Tufts, but who attended high school with English as the language of instruction, will receive information prior to the start of each semester about the opportunity to be evaluated through the University of Pennsylvania Language Center. No credit is awarded for this option.

### **3. World Civilizations**

The world civilizations requirement is at least 3 semester hours, normally a single course, focusing on an in-depth study of a non-Western civilization or civilizations, or the interaction of non-Western and Western civilizations with equal attention given to both. The definition of the non-Western world is considered to include Africa, Asia, the Middle East, the Caribbean, Latin America, and selected indigenous cultures of Oceania and North America.

The course or courses taken in fulfillment of the world civilizations requirement may be used to fulfill the culture option or that distribution requirement for which the course would normally be appropriate, but not both.

For courses that are not pre-approved, a petition form is available under Student Forms at <http://go.tufts.edu/registrar>.

### **Distribution Requirements**

The faculty holds that a student enrolled in any program leading to a liberal arts degree must demonstrate a reasonable acquaintance with each of the following five areas of inquiry: the humanities, the arts, the social sciences, the natural sciences, and the mathematical sciences.

- A student must take at least six semester hours in each area.
- No more than 3 courses, of any number of semester hours, may be from the same department or program.
- At least 3 semester hours in each area must come from credits earned after matriculation.
- No single course may be used in more than one distribution area. For example, a history course may be counted as either a humanities or a social science requirement, but not both.
- Courses used in the foundation requirement or as part of the concentration (major) may also be used to fulfill distribution requirements (with some exceptions noted below).

Several Tufts departments offer courses in statistics. Students may take more than one statistics course for academic credit. Students majoring in fields that require statistics should check with their department to find out which are acceptable for the major.

Special restrictions apply to ExCollege courses. Approval of the Academic Review Board must be obtained in all cases. Only one ExCollege course, no matter how many semester hours, may be used to fulfill a distribution requirement. Those courses graded pass/fail may not be used to satisfy any distribution requirement.

### **Summary Sheet of Requirements**

A grade of D- or above will fulfill foundation and distribution requirements.

#### **Foundation Requirements**

##### **1. WRITING**

- 1)
- 2)

##### **2. FOREIGN LANGUAGE/CULTURE OPTION**

Part I: Competence equivalent to three semesters of college language courses.

- 1)
- 2)
- 3)

Part II: Competence equivalent to three semesters of college language courses, or culture option. (Fulfill a, b, or c.)

- 4)
- 5)
- 6)

- a. Continue in the first language for three more semesters
- b. Three semesters in a second language
- c. Culture option—there are two ways to fulfill the culture option:

1. Continue through the fourth or fifth semester of the language used to fulfill Part I, and take one or two courses in the same culture area as that language.
2. Take three courses related to a single culture either the same as or different from the language taken to fulfill Part I. One course must focus on the region of origin.

### 3. WORLD CIVILIZATIONS

1)

*This course may also be used toward a culture OR a distribution requirement, but not both.*

### **Distribution Requirements**

#### 1. HUMANITIES

1)

2)

#### 2. ARTS

1)

2)

#### 3. SOCIAL SCIENCES

1)

2)

#### 4. NATURAL SCIENCES

1)

2)

#### 5. MATHEMATICAL SCIENCES

1)

2)

### **Concentration (Major) Requirement**

The object of the concentration (or major) requirement is to provide the student with an integrated and thorough program of study in a well-developed field of learning. Most students satisfy the concentration requirement within established academic departments and programs, selected from among those listed below. An alternative program, called the Interdisciplinary Studies major, is available to students with unique academic interests not clearly encompassed by the established fields of concentration. All courses used toward fulfillment of the concentration requirement must be taken for letter grades.

Students are expected to choose their major and to have a faculty advisor in the major field during the second semester of the sophomore year. With the assistance of the faculty advisor, the student plans a concentration program of ten or more courses as specified by the major department. In some cases, the student must complete prerequisite courses in addition to those that constitute the concentration program.

A major is a coherent group of at least 10 courses, amounting to at least 30 semester hours, defined by a department or program. For students with more than one major, no more than 5 courses, and no more than 15 semester hours, used to



fulfill the requirements for one major may be used to satisfy the requirements for any other major. However, for courses taught in a foreign language beyond the third-year level of instruction, up to 80 percent of the semester hours used to fulfill the requirements for one major may also be used to satisfy the requirements for another major. Departments and programs may further restrict the amount of overlap between majors. Students who wish to complete two sets of major requirements are urged to continue to design such programs with minimal course overlap.

### **Interdisciplinary Studies Major**

(See also Center for Interdisciplinary Studies)

The Interdisciplinary Studies major offers students the opportunity to create a self-designed, individual concentration that draws on courses from at least two of the following six areas of study: humanities, arts, social sciences, natural sciences, mathematics (quantitative), and engineering.

Students proposing an Interdisciplinary Studies major must have a high degree of initiative and self-discipline. The Interdisciplinary Studies major consists of an integrated program of at least ten courses, adding up to at least 30 semester hours. The program requires a two-semester thesis or honors thesis (for eligible students) or a substantial project comparable in scope to a thesis, including a written component. A student who wishes to pursue an Interdisciplinary Studies major must submit a detailed application by the spring of their sophomore year describing the planned program of study. The student selects an advisory committee of three faculty members who support the application, including representatives from three departments in at least two of the six areas listed above. At least two of the committee members must be full-time members of the Arts and Sciences faculty with the rank of lecturer or above; at least one of the committee members must be a tenured or tenure-track member of the Arts and Sciences faculty. In consultation with this advisory committee, the student develops a rationale for the major, selects courses, and outlines the thesis plan. The proposal is reviewed for approval by the Center for Interdisciplinary Studies (CIS) Board or its designated subcommittee.

*Note: Two courses used to fulfill another major may be used toward the Interdisciplinary Studies major; students may not triple major if one major is in Interdisciplinary Studies.*

For specific information and application guidelines visit the CIS website: <http://cis.tufts.edu/>.

Departmental, Interdepartmental, and Program Concentrations:

Africana Studies	Child Study & Human Development
American Studies	Chinese
Anthropology	Civics
Applied Mathematics	Classics
Applied Physics	Cognitive and Brain Sciences
Arabic	Community Health
Archaeology	Computer Science
Architectural Studies	Drama
Art History	Earth and Ocean Sciences
Astrophysics	Economics
Biochemistry	Economics/Quantitative
Biology	Education
Biomedical Sciences	Engineering Psychology
Biopsychology	English
Biotechnology	Environmental Studies
Chemical Physics	Film and Media Studies
Chemistry	French

German Language and Literature  
German Studies  
Greek  
Greek and Latin Studies  
History  
Interdisciplinary Studies  
International Literary and Visual Studies  
International Relations  
Italian Studies  
Japanese  
Judaic Studies  
Latin  
Latin American Studies  
Mathematics

Middle Eastern Studies  
Music  
Philosophy  
Physics  
Political Science  
Psychology  
Religion  
Russian  
Russian and East European Studies  
Science, Technology, and Society  
Sociology  
Spanish  
Women's, Gender, and Sexuality Studies (WGSS)

The degree of Bachelor of Arts or Bachelor of Science is conferred on all students who complete this program. Students whose major concentration is applied mathematics, applied physics, astrophysics, biochemistry, biology, biopsychology, chemical physics, chemistry, cognitive and brain sciences, computer science, engineering psychology, environmental studies, geological sciences, geology, mathematics, and physics are eligible to receive a Bachelor of Science or Bachelor of Arts degree. Those majoring in psychology, psychology/clinical, and quantitative economics may choose to receive the degree of Bachelor of Science or Bachelor of Arts at the time they complete their graduation packet. Students in all other majors will receive a Bachelor of Arts degree. Students whose multiple majors make them eligible for either a Bachelor of Arts degree or a Bachelor of Science degree may choose between the two when completing their graduation packet.

#### **Additional Graduation Requirements**

Other courses to complete the 120 semester hours required for graduation may be selected without restriction. However, students should be guided in their choice by the purpose of promoting breadth as well as depth in intellectual development. In planning their programs of study, students should keep in mind that a good general education in the humanities, the arts, the sciences, mathematics, and the social sciences is a distinguishing characteristic of members of all the established professions. Faculty advisors are ready at all times to aid and counsel in making decisions.

Seniors must file a graduation packet the semester prior to their expected date of graduation.

#### **Undergraduate Minor Programs**

A minor is a coherent group of four or more courses, carrying 15 or more semester hours. Minors are optional and in no way replace the field of concentration. The object of a minor program is to present students with the basic concepts in a single scholarly discipline or interdisciplinary area, including an introduction to appropriate methodologies and ways of thinking about the subject. There is a wide variety of minors offered within Arts and Sciences. Not all departments and programs have minors, so students should consult department and program websites for additional information.

A student may have any number of majors and minors. All courses used in fulfillment of a minor must be taken for a grade (not pass/fail). No more than two courses used for any minor, regardless of the number of semester hours they carry, may be used toward a foundation or distribution requirement, or toward a major or another minor. Students may not complete a major and a minor, or two majors, or two minors from the same department or program unless the department or program explicitly permits it.

**Pass/Fail Option**

Within the limits stated below, students may elect to have their grades in certain courses recorded simply as pass or fail. The purpose of this option is to encourage students to extend their academic interests; it is not designed as a safety valve to permit students to carry unrealistic academic loads. The instructor is not aware if the student has elected to take the course with pass/fail grading. A student will be graded as usual throughout the course, with final grades transcribed by the registrar into pass (if D- or better) or fail. A pass does not affect the grade point average; a failing grade is averaged into the grade point average. A course that has been taken using the pass/fail grading option and for which the student earned a pass may not be repeated for credit. If a class that has been taken pass/fail is later needed for a requirement that was not anticipated, the student may submit a petition request to his or her Advising Dean to have the originally assigned grade restored.

In a program of 120 semester hours, students are normally required to take at least 90 semester hours under standard grading; the pass/fail option may be applied to any courses in excess of 90 semester hours, with the exceptions stated elsewhere in this section.

Transfer students and those students who transfer credit to Tufts from programs at other institutions must complete three-fourths of the semester hours they take at Tufts under standard grading subject to the stated quality requirement. The pass/fail option may be applied to courses in the remaining one-fourth of the program, with the exceptions stated below.

No distinction is made between regular courses that a student elects to take under pass/fail grading and those courses that may only be taken pass/fail.

All decisions with respect to the pass/fail option must be made within the first ten weeks of any term. After ten weeks, the student must complete a course under the grading system then in force or withdraw from the course. For liberal arts students, only electives may be taken pass/fail; courses taken to fulfill the foundation, distribution, concentration, and minor requirements may not be taken pass/fail.

**Dean's List**

Each semester, students who have been enrolled in a minimum of 12 semester hours, received letter grades in at least 12 semester hours, with no work incomplete (with the exception of Y), and earned a minimum grade point average of 3.40 in the College of Liberal Arts will be placed on the Dean's List in recognition of their academic achievement. An indication of Dean's List status will be placed on their permanent record. Students in the combined-degrees program with the New England Conservatory of Music whose total course load equals 12 semester hours or more will be awarded Dean's List honors at both institutions if they meet Dean's List GPA requirements for the course work taken at each institution. Students in the BFA/BA combined-degrees program with Tufts/School of the Museum of Fine Arts whose total course load equals 12 semester or more will be awarded Dean's List honors if they meet Dean's List GPA requirements at Tufts.

**Degrees with Honors**

For determination of eligibility for Latin Honors, a student's cumulative grade point average (GPA) will mean the cumulative average of all grades earned at Tufts. Grades in courses taken at institutions other than Tufts shall not be used to calculate GPA, nor shall they be used to satisfy Latin Honors requirements for the number of A's earned in a major. Exceptions to this rule are: courses taken through cross-registration, Tufts domestic exchange programs, and Tufts programs abroad. (See also: Thesis Honors Program.) Advanced placement scores are not interpreted as grades.

Distinction (*cum laude*) is conferred at commencement on liberal arts students who achieve a record of at least 5 grades of A or A-, in courses adding up to at least 15 semester hours, in satisfying their concentration requirements for one of their majors, including related fields, and whose cumulative GPA is 3.50 or higher.

High distinction (*magna cum laude*) may be conferred at commencement on liberal arts students who achieve a record of at least 6 grades of A or A-, in courses adding up to at least 18 semester hours, in satisfying their concentration requirements, including related fields, and whose cumulative GPA is 3.65 or higher. The department must vote to confirm high distinction.

Highest distinction (*summa cum laude*) may be conferred at commencement on liberal arts students who achieve a record of at least six grades of A or A-, in courses adding up to at least 18 semester hours, in satisfying their concentration requirements, including related fields, and whose cumulative GPA is 3.80 or better. Students must further satisfy any requirements stated by their major department or program for highest distinction, which will be confirmed by a vote of that faculty. Finally, *summa cum laude* is awarded only by special vote of the entire faculty, recognizing extraordinary achievement in the breadth, as well as the depth, of the student's intellectual development. Students whose record includes a serious disciplinary infraction will not normally be eligible for *summa cum laude* honors. Exceptions to this policy can be made only after disclosure by the Dean of Student Affairs of the details of the infraction and subsequent vote by the faculty.

### **Phi Beta Kappa**

Founded at the College of William and Mary in Virginia on December 5, 1776, Phi Beta Kappa is the highest national academic honor for students in the liberal arts. There are chapters of Phi Beta Kappa at 283 colleges and universities. Delta Chapter of Massachusetts at Tufts University was established on September 7, 1892, and women became eligible from the time of their acceptance at Tufts. Although second-semester juniors and all seniors will be considered without any action on their part, students can be recommended for election to Phi Beta Kappa by their major departments or programs or by individual professors. Election is determined by the student's cumulative average together with his or her program: the courses selected in the field(s) of concentration and in fulfilling the foundation and distribution requirements, the general nature and difficulty of the program, its breadth and depth, the student's progress in the program, and the use of the pass/fail option.

### **Thesis Honors Program**

The Thesis Honors Program allows students to pursue a program of independent study leading to a senior thesis, counting as two courses normally within the major. A student may only write one thesis; a student in a dual-degree program may write one thesis for each bachelor's degree, normally not in the same year. In some fields, the thesis may take the form of a creative project or research experience. The principal purpose of the program is to give special impetus to the development of self-reliance, individual initiative, habits of critical analysis, and correlation of knowledge. Departments and programs are responsible for establishing specific guidelines for senior theses. Intensive specialization in a field of knowledge may be considered an appropriate corollary in some cases, depending on the student's individual approach and the particular area of investigation. Students pursuing a major in Interdisciplinary Studies or a CIS thesis are eligible for thesis honors.

Since this is an honors program, the opportunity to write a thesis is normally restricted to students whose names have appeared on the Dean's List at least two times before their senior year. Students may take on an honors thesis with one semester on the Dean's List if they have transferred to Tufts or have received special permission from their major department or program. Application should be made no later than the end of the junior year. The student is responsible for finding an advisory committee. While three members are recommended, the committee may have two members, one of whom may be outside the student's major department. The advisory committee is normally chaired by a member of the

student's major department or by the primary faculty advisor in the case of a major in Interdisciplinary Studies. The committee will direct the student's reading and research or other creative work and will guide the student in preparing for a qualifying examination in the area of investigation. All such programs will include two one-semester courses for the thesis. Students who would like to be recommended for degrees with honors by departments or programs that require a thesis should be aware that a thesis within their own department or program is required and a CIS thesis will not usually count as a substitute.

If you plan to write a thesis, you must submit a Senior Honors Thesis Candidate form and return it to Student Services in Dowling Hall by the end of September of the senior year. The form is located under Student Forms on the student services home page.

The thesis may be of a creative, critical, or historical nature, or may embody critical analysis of the results of experiments carried out by the student under supervision. Its subject and scope will be agreed upon in advance by the student and sponsor and approved by the committee. The completed thesis will be presented for consideration no later than two weeks before the last day of classes of the student's final semester.

Each candidate for a degree with thesis honors is required to undergo examination on the thesis and on the principal area of investigation (or major concentration). The specific character of the examination is determined by each department or advisory committee and may be oral, written, or both.

The department or advisory committee is empowered to determine the level of thesis honors to be awarded, basing its recommendation on an evaluation of the thesis. Degrees are designated Bachelor of Arts or Bachelor of Science, with highest thesis honors, with high thesis honors, or with thesis honors. (Thesis honors will be indicated on the student's transcript, but not on the diploma.) Students who, in the judgment of the department or advisory committee, have not attained the standards required for a thesis honors designation, but whose work is worthy of a degree, are recommended for the Bachelor of Arts or Bachelor of Science degree subject to the general regulations. Students who, in the judgment of the department or advisory committee, have attained the standards required for a thesis honors designation may also receive the degree summa cum laude, magna cum laude, or cum laude, in accordance with the procedures governing degrees with distinction.

For answers to frequently asked questions and a style sheet, visit the website

<https://students.tufts.edu/academic-advice-and-support/academic-advising/what-we-offer/senior-honors-thesis>.

### **Internship Programs**

Internships provide juniors, seniors, and in some cases sophomores with the opportunity to apply various types of knowledge and skills in a field-based situation. Two internship programs are available: internships for academic credit and internships that award transcript notation but no academic credit.

Internships for academic credit in a wide range of fields are offered by some departments and programs. Students granted internships for academic credit must register for a relevant course and have a faculty advisor on campus as well as professional supervision at their workplace. They also complete and submit an internship agreement at the time they register for the course. All agreements must be signed no later than the add deadline of the semester. Participants are expected to demonstrate in a written project the learning that has taken place on the job by placing the work experience in an academic context. A minimum of twelve hours of work each week or 150 hours for the semester is required, and only two internship courses, adding up to no more than 8 semester hours, are normally accepted toward a degree. No credit is granted retroactively for these activities, and the two internships may not be done in the same semester. Students may develop their own field placement programs. However, all new proposals must be submitted to the appropriate department for approval. Tufts does not accept transfer credits for internships.

Students may also participate in the All-College Internship Program, which awards transcript notation but no academic credit. A faculty advisor is not needed to participate in this program because there is no academic component, but students do receive official recognition of their work on their transcript. Students register for the internship in the Career Center by the second week of classes, spend a minimum of 100 hours over the course of the semester at the site, and complete an evaluation form at the close of the semester. Internships cannot be filed retroactively, and students may receive no more than two notations on their transcript.

### **Auditing**

Tufts undergraduates may audit a class only with permission of the instructor. The student will not be registered for the class, no credit will be received, and there will be no record of the audit on the student's transcript. Only students currently enrolled at Tufts in the semester may audit. The student is expected to attend class regularly, but the exact character of each audit must be determined by the instructor at the beginning of the semester. However, the student may not submit papers, take exams, or participate in any form of evaluation of performance. Auditing for credit is possible through the ExCollege. (See the ExCollege website for Auditing for Breadth.)

### **Cross-Registration**

Tufts undergraduate students may enroll in each of the following institutions during the fall and spring semesters: Boston College, Brandeis University, and Boston University. Online classes may not be cross-registered. Qualifying students must be enrolled full time and be in good academic standing in their home institution. The course must be taken for credit and may not be taken pass/fail. There is no exchange of fees, and both semester hours and grades are recorded at the home institution. Only one cross-registered course at the above institutions may be taken per semester. Cross-registration is not allowed during Summer Session. Normally, Tufts students are limited to a total of two courses taken in departments for which there is no Tufts equivalent (e.g., business). Tufts students are subject to the requirements of the course taken at the host institution, including attendance.

Any student from the above institutions wishing to take a course at Tufts University is subject to the same rules as the resident Tufts University students. One course per fall and spring semester for up to twenty enrollments per institution may be taken at the Tufts University Medford, Boston, and Grafton campuses. This does not include classes being held at the School of the Museum of Fine Arts.

Tufts students may also cross-register for courses at certain schools within the university, with permission of the course instructor and the registrar of the relevant school.

For questions and forms, contact Student Services at 617-627-2000 or email [studentservices@tufts.edu](mailto:studentservices@tufts.edu).

### **Domestic Exchange and Off-Campus Programs**

Tufts offers one-semester student exchanges with Swarthmore College. Juniors in good standing may participate. For the Swarthmore exchange program, students pay all charges to their home institution; there is no exchange of fees. The semester hours and grades earned in the exchange program by Tufts students are recorded on the Tufts transcript.

# Bachelor of Fine Arts

The College of Liberal Arts offers two degrees, the Bachelor of Arts (or Bachelor of Science option) and the Bachelor of Fine Arts. Students admitted to the College of Liberal Arts are admitted specifically into the Bachelor of Arts degree program or the Bachelor of Fine Arts degree program. This section will describe the degree requirements and academic policies for the Bachelor of Fine Arts degree, while the degree requirements and academic policies for the Bachelor of Arts (or Bachelor of Science) are described in a separate section.

## Degree Requirements

For students entering the Bachelor of Fine Arts program at the School of the Museum of Fine Arts at Tufts, their BFA degree is awarded after successfully completing the 120 Semester Hour Units and the 33 courses required for graduation. A cumulative GPA of C- (1.67) is required for graduation in all non-studio coursework.

No more than 2 of the 14 non-studio courses may consist of Tufts online courses. Up to two semesters of full-time study after matriculation at Tufts may be spent at other approved four-year institutions or on approved foreign study programs. (See Residence Requirement in the general information section for details, page 35.)

The SMFA curriculum is entirely self-directed, allowing individual artists to develop their own path. Each student is encouraged to pursue a course of study appropriate to their training, experience, aptitudes, and interests. Creating a balance of studio coursework and academics throughout a student's time at Tufts will help them develop a range of knowledge and skills. Students work with their advisors to select those courses best suited to their particular needs and interests. Each student selects courses to fulfill the non-studio distribution requirements. A grade of D- or above is passing. In addition, a grade of D- or above will fulfill non-studio distribution requirements.

## Required Coursework

Studio Requirements	Studio Art	76 SHU's
<b>Non-Studio Distribution Requirements</b>		
	Art History	15 SHU's
	Writing (English I and II)	6 SHU's
	Humanities	3 SHU's
	Social Science	3 SHU's
	Language/Culture	3 SHU's
	Science/Technology	3 SHU's
	Electives	9 SHU's
	Open Electives	2 SHU's

**Total: 120 SHU's**

## Non-Studio Distribution Requirements

### Writing Requirement

Writing is fundamental to an undergraduate arts education. All BFA students are required to take two semesters of college writing in order to graduate. Students should complete this requirement in their first year except under extraordinary circumstances. Most students complete this requirement by taking English 1 or English 3 (Reading, Writing

& Research for whom English is an additional language) in the first semester and English 2 or Introduction to Philosophy in the second semester.

### ***Art History***

All BFA students are required to take 15 SHU's of art history coursework. In their first semester, first-year BFA students take Introduction to Visual and Critical Studies. The remaining 12 SHU's of the history of art requirement can be satisfied by completing any course with the BFA Art History course attribute in the online Student Information System (SIS)

### ***Language/Culture***

There are a variety of ways the Language/Culture requirement can be satisfied including Foreign Language study or study of a specific culture through courses taught in English. All courses that satisfy the Language/Culture requirement will have the BFA Language/Culture attribute online in the Student Information System (SIS).

### ***Science/Technology***

The BFA Science/Technology requirement can be satisfied by any course that has the BFA Science/Technology attribute online in the Student Information System (SIS).

In addition to the above distribution requirements, students must also complete 3 Semester Hour Units in the Social Sciences and 3 Semester Hour Units in the Humanities as well as 9 Semester Hour Units in Liberal Arts elective courses, which can be any courses, other than studio art and physical education. Only 3 Semester Hour Units of the Liberal Arts elective requirement can be satisfied by an art history course in addition to the 15 Semester Hour Units required art history coursework.

## **Grading**

### ***Studio Courses***

Studio courses at SMFA at Tufts use a Credit/No Credit grading system. Successful completion of a course will result in a grade of "CR" for Credit. Unsuccessful completion of a course will result in a grade of "NC" for No Credit. Grades of CR/NC do not affect the student's GPA.

### ***Non-Studio Courses***

Courses satisfying the distribution requirements use the traditional letter grading system. Please see the grade chart available on Page 49 for more clarification.

### ***Pass/Fail Option***

Students may elect to have their grades in certain courses recorded simply as pass or fail. The purpose of this option is to encourage students to extend their academic interests; it is not designed as a safety valve to permit students to carry unrealistic academic loads. A student will be graded as usual throughout the course, with final grades transcribed by the registrar into pass (if D- or better) or fail. A pass does not affect the grade point average; a failing grade is averaged into the grade point average. A course that has been taken using the pass/fail grading option and for which the student earned a pass may not be repeated for credit. If a class that has been taken pass/fail is later needed for a requirement that was not anticipated, the student may submit a petition request to his or her academic dean to have the originally assigned grade restored.

No distinction is made between regular courses that a student elects to take under pass-fail grading and those courses that may only be taken pass/fail. All decisions with respect to the pass-fail option must be made within the first ten weeks of any term for sophomores, juniors, and seniors, and within the first ten weeks of any term for first-year students. After five weeks (ten weeks for first-year students), the student must complete a course under the grading system then in



force or withdraw from the course. For BFA students, only liberal arts electives may be taken pass-fail; courses taken to fulfill the distribution requirements may not be taken pass/fail, except for English 3 which is only graded pass/fail.

### ***Repeating Studio Courses***

Introductory studio courses may only be taken once for credit towards a student's degree requirements. Intermediate and advanced studio courses may be taken up to two times for credit towards a student's degree.

## **Additional Graduation Requirements**

### ***Graduation Petition***

In addition to completing the 120 Semester Hour Units required for graduation and maintaining a C- (1.67) or above GPA, students must file a degree sheet with the Student Services Office by the published deadlines to be reviewed for graduation. Degrees are awarded upon completion of all requirements. Students may graduate in May, August (for requirements completed over the summer), and February (for requirements completed during the fall semester). Only one ceremony is held each year in May and students who graduated in the preceding February are invited to participate.

### ***Academic Honors***

As studio classes are taken on a credit/no credit basis, it is not possible for BFA students to graduate with academic honors from Tufts. BFA students are also not eligible for Dean's List.

### ***Walking-only Status***

Students who anticipate graduation, but have not completed all requirements, may participate on a walking-only basis in commencement ceremonies if they 10 SHU's or fewer left to complete. Students who are walking-only in the spring ceremonies have their degrees conferred in August, following completion of remaining requirements.

## **Pre-Matriculation Credits**

### **Studio Art Credits**

BFA students are eligible to receive studio art pre-matriculation credits. Students with scores of 4 or 5 on the Studio Art Advanced Placement exam or scores of 6 or 7 on the Studio Art International Baccalaureate will be awarded 4 Semester Hour Units toward their studio requirement. This is counted separately from those SHU's awarded in distribution areas (see below information about non-studio distribution pre-matriculation credits). The total of all studio transfer credit allowed, including high school examination credits and transfer coursework, is 38 SHU's

### **Non-Studio Semester hours**

Students may be awarded up to 6 SHU's towards non-studio distribution requirements. These credits are defined as credits earned from certain scores on Advanced Placement, SAT II examinations, and scores on examinations of certain international diplomas. If a student has additional scores beyond the two allowed courses, they may be counted toward requirement exemptions. Note that the combined total of all non-studio pre-matriculation credits and transfer credits may not exceed 21 SHU's.

**See Tufts Exam Equivalency Chart on page 40.**

## **Studio Internships**

SMFA at Tufts allows students to earn studio credit for hands-on, professional, work experience in the visual arts in a setting outside the SMFA at Tufts. Advanced students can become familiar with the professional arts community in a variety of traditional, new visual media and community-engaged practices. Internships are available to full-time and part-time students. Students at the SMFA interested in pursuing an internship should consult with the Career Advisor for the Arts through the Career Center.

Informational meetings are organized through the Career Center at the beginning of each semester to educate students about procedures and details of the program. The Career Center generates internship sponsor listings locally and nationally. The Career Advisor for the Arts works individually with students to provide guidance to the appropriate internship, help with the application process, and offer supervision and evaluation.

Students may engage in credit-bearing internships after they have been a student at SMFA at Tufts for at least two semesters. To receive studio credit for an internship, students must register for their internship as a course through the Career Center. Students may register for 2 or 4 SHU's credits during the fall and spring semesters and 2, 4 or 6 SHU's during the summer semester, depending on the number of hours committed to the internship. Internship credits count toward a student's review board eligibility in the fall and spring semesters.

## **Review Boards**

At the core of the SMFA's pedagogy is the idea that the development of an artistic practice is an organic and fluid process, one that requires self-direction and intense mentorship. The Review Board is at the center of this unique pedagogical philosophy.

At the Review Board, students engage in a conversation about their entire body of work from the semester with faculty and peers in a holistic way. This opportunity to look at the entire body of work encourages a dialogue which highlights the explicit and implicit relationships between the individual works presented.

The Review Board supports students in cultivates the exploration and articulation of their own artistic direction and questions, to evaluate their needs and achievements, and to plan their own development as an artist.

### ***Review Board Participation***

Students are required to have a Review Board at the end of each semester in which they are enrolled in 8 or more SHU's of studio coursework. Each student is given a time slot, during which two instructors and two peer reviewers evaluate the student's work. The student being reviewed participates fully in the review board and is encouraged to bring an artist's statement. After the Review Board, each reviewer provides a written evaluation, which is kept in a student's review board file.

Review Boards take place during the exam period at the end of the semester. Review boards run through the entire exam schedule, so students should not plan travel until after the review board schedule is finalized and they have received their review board assignments.

### ***Student Reviewing***

In addition to attending their own Review Board, all students scheduled for a Review Board are required to participate as a peer reviewer for two other students. Participation in student reviewing helps students hone their conceptual and evaluative skills as an artist.

Student reviewers must:

- Arrive at least 15 minutes in advance of assigned student reviewing time to receive specific board assignments (MFA students receive specific assignments in advance);
- Remain at their assigned board for the entirety of the session;
- Complete a written evaluation for the student they are reviewing; and
- Obtain faculty signatures and turn in their completed student reviewing verification form when finished to the Student Services Office.

Students who arrive more than 15 minutes late for their assigned student reviewing time will not be placed on a board. Students who miss their assigned student reviewing time are not assured another slot, though can sit "stand-by" for the duration of the review board period. If a student is unable to complete their student reviewing responsibilities for the semester, and are not officially excused by the Assistant Dean of Student Affairs at the SMFA or the Associate Dean of Undergraduate Advising at the SMFA will be held to the above policy regarding missed review boards. Unexcused missed student reviewing may impact a student's academic standing.

All efforts are made to assign two students reviewers per Review Board. However in some exceptional situations there may be fewer or more than two students assigned. Student reviewers may not exceed a maximum of the four students per Review Board. Student reviewing assignments are only guaranteed only for the student's formally scheduled time.

### ***Missed Review Boards***

If a student who misses a review board (as a reviewer or reviewee) has a medical excuse or was dealing with a documented emergency/exigency, the student will receive credit for all the studio classes passed during the term and the credit will show up on the student's transcript at the end of the term. The student must make up the board no later than early in the next term the student is enrolled. Students must be officially excused from a review board (as a reviewer or reviewee) by the Assistant Dean of Student Affairs at the SMFA or the Associate Dean for Undergraduate Advising at the SMFA.

If a student is not officially excused for missing a review board (as a reviewer or reviewee), the credit the student is owed for studio courses passed during the term will not show up on the transcript until the student makes up the review board. Having credit withheld for non-excused missed review boards will impact a student's academic standing. The student must make up the board no later than early in the next term the student is enrolled in the case of their own review board, and peer reviewing by the end of the next term.

### ***Invited Guests***

Guests who are invited by the reviewee are welcome at the discretion of the faculty reviewers of a given Review Board. To preserve the integrity of the critique and the educational and advising experience, faculty have the right to ask any guests to leave the Review Board meeting. Invited guests are observers only. Guests must be cleared with faculty reviewers 2 business days in advance of a scheduled board.

## **Cross-Registration**

### ***ProArts Consortium***

The ProArts Consortium is a group of seven visual and performing arts schools in the Boston area: Berklee College of Music, Boston Architectural College, The Boston Conservatory at Berklee, Emerson College, Massachusetts College of Art and Design, New England Conservatory, and The SMFA at Tufts. Full-time undergraduate students enrolled at the SMFA are eligible to register for studio courses through the ProArts Consortium. Students may not cross-register during the first semester of their program. Students may not take non-studio distribution courses through ProArts.

SMFA at Tufts students must have full-time enrollment status inclusive of ProArts studio credits to qualify for ProArts studio cross-registration. Students may cross-register for a maximum of two studio courses not exceeding 4 SHU's in a given semester. ProArts studio courses do count towards a student's review board eligibility. Information regarding the ProArts Consortium can be found at [www.proarts.org](http://www.proarts.org).

### ***Boston University, Brandeis University & Boston College***

Up to twenty undergraduate Tufts students may enroll in each of the following institutions during the fall and spring semesters: Boston College, Brandeis University, and Boston University. Online classes may not be cross-registered. Qualifying students must be enrolled full time and be in good academic standing at their home institution. The course must be taken for credit and may not be taken pass-fail. There is no exchange of fees, and both semester hours and grades are recorded at the home institution. Only one cross-registered course at the above institutions may be taken per semester. Cross-registration is not allowed during Summer Session. Normally, Tufts students are limited to a total of two courses taken in departments for which there is no Tufts equivalent (e.g., business). Tufts students are subject to the requirements of the course taken at the host institution, including attendance. If cross-registering for a studio course, these courses will count towards a student's review board eligibility.

## **Academic Standing**

### ***Satisfactory Academic Progress Requirements***

- BFA students must receive a minimum of 75% of Semester Hour Units attempted each semester and maintain a cumulative grade point average of C- (1.67) or better.
- Grades of Incomplete (INC) will be considered “SHU’s not earned.” Two or more grades of INC within a given semester constitutes unsatisfactory progress.
- Grades of W will also be considered “credit not earned” for the purposes of satisfactory academic progress. Grades of W do not factor into a student’s GPA.

### ***Failure to Make Satisfactory Academic Progress***

**Academic Warning:** Students in good standing who do not make satisfactory academic progress as defined above during any semester will be given an Academic Warning. Students who make satisfactory academic progress for the semester in which they are on Academic Warning will return to good standing.

**Academic Probation:** Students who fail to make satisfactory academic progress as defined above for a semester in which they are on an Academic Warning will be placed on Probation. Students on Probation are still eligible to enroll at SMFA at Tufts but are ineligible for federal financial aid. Students on Probation have the right to appeal to retain financial aid one time during their academic career. Appeals and supporting documentation must be submitted to the Financial Aid Office for review and approval. Students who make satisfactory academic progress for the semester in which they are on Academic Probation will return to good standing.

Students on Probation are required to meet with the Associate Dean of Undergraduate Advising for the SMFA at Tufts prior to the beginning of the next semester of enrollment in order to develop an academic plan for returning to good academic standing and successful completion of the program.

**Required to Withdraw (1 semester):** Students who fail to make satisfactory academic progress for a semester in which they are on Probation will be required to withdraw for 1 semester. A student who returns after being required to withdraw will return on a probationary status. It is important that students who successfully petitions for reentry consider their readiness to resume academic studies. Any student who reenters after being required to withdraw who falls into that status for a second time may be permanently withdrawn from Tufts.

**Permanent Academic Withdrawal:** A student who returns after having been required to withdraw for a semester and meets the criteria for academic probation in any ensuing semester will be subject to a permanent academic withdrawal, determined by the SMFA Committee on Academic Standing.

## **Transfer Credit**

BFA students may transfer up to 38 SHUs of studio art credits and 21 SHU’s of non-studio coursework from other approved institutions. Community College credits may only be transferred if they were earned prior to matriculation at Tufts University. Students must go through the Transfer of Credit process in SIS to finalize any transfer credits.

### ***Studio Transfer***

- Transferable studio art credits consist primarily of undergraduate-level, visual art coursework; students who have completed college-level coursework in music and or theater/performance may be considered for up to 24 Semester Hour Units of studio transfer on a case-by-case basis.
- Transferred studio courses are entered onto the transcript and appear as part of the student’s record as transfer credit.
- Only courses in which a student has earned a C or better are eligible for transfer credit.

***Non-Studio Transfer***

- Only courses in which a student has earned a C- or better are eligible for transfer credit.
- Transfer courses must fulfill the distribution requirements of the BFA program and must include a total of 42 contact hours of instruction or more.
- Transferred courses are entered onto the transcript without a grade and are not computed into the cumulative GPA of the student.
- Students should be prepared to provide course descriptions from previous institutions in addition to the final transcripts. In some cases, additional back-up material such as course syllabi or accreditation information may be required.
- Online coursework is not transferable into the BFA or the Combined Degree programs.

***Summer Transfer Credit***

BFA students can take courses at other accredited 4-year colleges or universities during summer sessions. A maximum of 15 SHU's of non-studio coursework and 12 SHU's studio coursework can be transferred in from summer coursework. Students may take a maximum of 9 Semester Hour Units of non-studio coursework and academic credits 6 Semester Hour Units of studio coursework per summer session. Online classes cannot be taken at any institution other than Tufts. Students who wish to take courses elsewhere during the summer and have them transfer in towards their degree requirements must complete the Transfer of Credit process in SIS to seek course content approval from the appropriate department.

# Graduate School of Arts and Sciences

The Graduate School of Arts and Sciences is the academic unit responsible for all post-baccalaureate degree programs and certificate programs offered through the School of Arts and Sciences. The advanced degrees offered are the master of arts, master of science, master of fine arts, master of arts in teaching, master of public policy, educational specialist, doctor of occupational therapy, and doctor of philosophy. The Graduate School of Arts and Sciences also partners with other Tufts schools and several Boston area colleges and universities to offer joint and dual degrees, including juris doctorate, master of public health, and master of business administration.

Through its doctoral programs, the Graduate School of Arts and Sciences aims to advance knowledge and to develop intellectual leaders in selected areas of the natural sciences, social sciences, and humanities. In order to encourage the close association of doctoral candidates and faculty, the number of programs offered is relatively small and the number of students admitted to each is limited. Through its wide variety of master's level programs, the school provides students with a focused education and specific skills to further their professional careers.

Please refer to the individual department sections of this bulletin to obtain further details on specific programs offered at the Graduate School. The Graduate School of Arts and Sciences website, <http://asegrad.tufts.edu/>, and a specific departmental website will provide more information on program offerings. [The Graduate Student Handbook](#) should be referenced for information on the policies specific to graduate students.

## **Admission**

Graduate program and application information is available online at <http://asegrad.tufts.edu/admissions>. The application must be accompanied by a nonrefundable application fee. The fee is waived if the applicant is a current Tufts undergraduate, graduate, or certificate student. The admission deadlines and requirements vary by program, as do the scholarship packages.

## **Reserving Graduate-Level Courses While an Undergraduate**

Tufts undergraduate students may reserve graduate-level courses taken prior to completion of their baccalaureate degree that are not needed for completion of those degree requirements. Through arrangement with the registrar, these courses are designated on the transcript and may be applied toward a master's degree at Tufts or elsewhere. Undergraduate students must complete the appropriate paperwork, located at <http://students.tufts.edu/registrar/student-forms>, in order to reserve courses for graduate education.

## **Combined Bachelor's/Master's Degrees Program**

The College of Liberal Arts and the Graduate School of Arts and Sciences (GSAS) offer combined degrees programs through select departments. The combined degrees program is one way of recognizing the increasing number of undergraduates entering college with exceptional preparation in certain areas. In this program students can enroll in bachelor's and master's degree programs with the goal of completing both in five years. Students seeking admission to the program should consult their undergraduate major advisor, their Associate Dean in Dowling Hall, and their prospective graduate advisors before applying to the graduate school. Combined degree students are expected to fulfill all the requirements of the undergraduate and graduate programs. Four years of undergraduate tuition and the entire tuition for the master's degree are required.

Admission to the combined degrees program is normally during the junior year. Only in exceptional cases will an application be accepted after the junior year. Therefore, students interested in the program should discuss with their advisors early in their academic career to facilitate program planning. A student may elect to withdraw from the program at any time by filing the appropriate petition. For a list of participating programs, please go to

<https://asegrad.tufts.edu/academics/combined-degree-programs>. Interested students should contact participating departments and programs for the most up-to-date curriculum information.

### **Certificate Programs**

A number of advanced certificate programs are offered through the Graduate School of Arts and Sciences. Each program consists of a coherent set of credit-bearing courses in an emerging or rapidly evolving field. The certificate can serve as a credential for professional advancement or as an intermediate step toward a master's degree. For more information, visit <http://asegrad.tufts.edu/>.

## **College of Special Studies**

The College of Special Studies offers a variety of academic programs, including various certificate programs, in conjunction with certain non-degree-granting Tufts initiatives, such as the Certificate in Water: Systems, Science, and Society, coordinated through the Tufts Institute of the Environment.

### **Graduate Career Advancement Program**

The Graduate Career Advancement Program, which allows holders of baccalaureate degrees to enroll in courses at Tufts to prepare for further study or simply to expand their knowledge of particular disciplines, is offered through the College of Special Studies.

# School of Engineering

## Mission Statement

### A Unique Learning Environment

The Tufts University School of Engineering offers a rigorous engineering education in a unique environment that blends the intellectual and technological resources of a world-class research university with the strengths of a top-ranked liberal arts college. Our size and educational philosophy support a distinctive sense of community, a diversity of perspectives, and a student-centric learning environment. Engineering curricula across a wide spectrum of majors emphasize project-based learning, the nurturing of leadership skills, and cultivation of creativity through innovative design. Close partnerships with Tufts' cadre of excellent undergraduate, graduate, and professional schools, coupled with a long tradition of collaboration, provide a strong platform for interdisciplinary education and scholarship. Proximity to a thriving Boston metropolitan area facilitates close relationships with local industry and research labs, student internship and employment opportunities, and the committed engagement of seasoned practitioners in the school professoriate.

### Mission

- To educate engineers committed to the innovative and ethical application of science and technology in addressing the most pressing societal needs
- To develop and nurture twenty-first-century leadership qualities, perspectives, and skills in our students, faculty, and alumni
- To develop and disseminate transformational new knowledge and technologies that further the well-being and sustainability of society
- To provide national leadership in enhancing the role and visibility of the engineering profession in the education of our youth and the development and implementation of public policy

## School of Engineering Information

### Undergraduate Programs

The School of Engineering offers courses leading to the bachelor of science in five departments of engineering (biomedical, chemical and biological, civil and environmental, electrical and computer, and mechanical), as well as in the computer science department. Students may also enroll in special programs in the School of Engineering in preparation for careers in architecture, medicine, dentistry, veterinary medicine, law, public health, human factors, urban planning, and biomedical engineering. The school offers fourteen bachelor of science degrees: bachelor of science in biomedical engineering, chemical engineering, civil engineering, computer engineering, computer science, data science, electrical engineering, environmental engineering, human factors engineering, mechanical engineering, engineering science, engineering, and engineering physics, and bachelor of science (no major).

The programs of study leading to these degrees differ in structure and in the manner in which they are administered. Departments administer professional degrees in programs accredited by the Engineering Accreditation Commission (EAC) or the Computing Accreditation Commission (CAC) of ABET, <http://www.abet.org>, for students who wish to be recognized as practicing professionals, especially those who wish to become registered professional engineers. Whereas the professional degree programs are the most structured, there are several more flexible degree options for students. Through consultation with the Senior Associate Dean of Undergraduate Advising, students may pursue an individualized program of study leading to the bachelor of science degree with no major. The bachelor of science in engineering (BSE, BSE Architectural Studies, BSE Environmental Health) programs are administered by the Department of Civil and Environmental Engineering and allow for some departure from the curriculum for the professional degree. The bachelor of science in Engineering Science provides an opportunity to focus on a particular area of natural science within the general engineering curriculum. The Department of Mechanical Engineering administers a bachelor of science degree program for students who are interested in the field of human factors and ergonomics. The Department of Electrical and Computer Engineering, in cooperation with the Department of Physics, offers a bachelor of science in engineering physics. This pro-



gram combines a mastery of the fundamental principles of physics with the professional aspects of engineering. The Department of Computer Science and Electrical and Computer Science jointly offer a Bachelor of Science in Data Science. This program combines mastery of statistics and machine learning with real-world data-centered problem solving.

#### **Professional Degree Requirements**

**Bachelor of Science in Biomedical Engineering (B.S.B.M.E.)**

**Bachelor of Science in Chemical Engineering (B.S.CH.E.)**

**Bachelor of Science in Civil Engineering (B.S.C.E.)**

**Bachelor of Science in Computer Engineering (B.S.CP.E.)**

**Bachelor of Science in Electrical Engineering (B.S.E.E.)**

**Bachelor of Science in Environmental Engineering (B.S.EV.E.)**

**Bachelor of Science in Mechanical Engineering (B.S.M.E.)**

The programs leading to these degrees are accredited by the Engineering Accreditation Commission (EAC) of ABET, <http://www.abet.org>. A baseline requirement for all professional degrees in engineering is a minimum of 120 semester hours. The specific requirements for most degree programs, as detailed below, will require completing more than 120 semester hours. Of the semester hours required for the professional degrees accredited by the Engineering Accreditation Commission of ABET, a minimum of 30 semester hours must be college-level math and science appropriate to the discipline, and a minimum of 45 semester hours must be engineering consistent with ABET general and program criteria.

#### **Bachelor of Science in Computer Science (B.S.C.S.)**

The Department of Computer Science administers the program leading to Bachelor of Science in Computer Science (in the School of Engineering) accredited by the Computing Accreditation Commission (CAC) of ABET, <http://www.abet.org>. This program combines mastery of computer science with the breadth and practicality of an engineering education. It is for students who desire knowledge of computer science, computer systems, and computer applications without the hardware courses required for the computer engineering degree.

#### **INTRODUCTORY COURSE REQUIREMENT**

There are ten introductory courses:

- a. Mathematics 32, 34, 42, 51 (or 61 for computer science majors)
- b. Physics 11
- c. Chemistry 1
- d. Applications in Engineering, EN 1
- e. Introduction to Computing in Engineering, ES 2
- f. Two program-approved courses in mathematics or natural sciences.

Please see

<http://students.tufts.edu/academic-advice-and-support/academic-advising/what-we-offer/guidance-academic-policies/requirements-graduation-engineering/engineering-degrees> for more information.

#### **FOUNDATION REQUIREMENT**

There are eight courses required by the student's department of concentration and selected from among the following: computer science, mathematics, natural science, engineering science, engineering topics, and general education topics.

#### **CONCENTRATION REQUIREMENT**

The twelve courses that constitute the concentration requirement for a particular degree are determined by the department offering the degree.

### **HUMANITIES, SOCIAL SCIENCES, AND ARTS REQUIREMENT**

There are 18 semester hours required in the humanities, social sciences, and arts. Accepted courses consist of those listed in SIS with the attribute SoE-HASS-Humanities, SoE-HASS-Arts, or SoE-HASS-Social Sciences. English 1 or 3 is a required course. Courses selected must include a minimum of one course each in the areas of humanities and social sciences. In addition, at least two courses must be taken in the same department. ExCollege courses are excluded, although those approved for distribution credit by the College of Liberal Arts may be considered by petition on a case by case basis.

### **FREE ELECTIVE REQUIREMENT**

There are one or two free elective courses required to complete the degree, depending on the major. The courses selected to fulfill the free elective credits may be chosen without any restriction.

### **PRE-MATRICULATION CREDITS**

Students are limited to 27 semester hours of prematriculation credit toward their degree.

### **Engineering Double Majors**

Students pursuing a major within the School of Engineering may undertake a second major with the consent of the respective department in the College of Liberal Arts or the School of Engineering. To do so, the student must notify the department of the second major at least one semester before graduation. No more than half the semester hours used to fulfill the requirements for one concentration may be used to satisfy the requirements for a second or subsequent one. Students may not complete the second or subsequent concentration in the same discipline.

Students following the bachelor of science in engineering and the bachelor of science in engineering science are considered to have engineering and engineering science, respectively, as majors and may participate in double-major programs. Students following the bachelor of science with no major may not participate in double-major programs.

### **Undergraduate Minor Programs**

In addition to completing the courses for the concentration requirement, an undergraduate may elect to enroll in a minor program in the College of Liberal Arts or the School of Engineering. All courses used in fulfillment of the minor program must be taken for a grade. No more than two courses used to fulfill a foundation or concentration requirement may be counted toward fulfillment of the minor. Students following the bachelor of science with no major may not earn a minor.

Minor programs offered in the School of Engineering are:

#### **Architectural Engineering**

(For liberal arts students) Department of Civil and Environmental Engineering

#### **Biotechnology Engineering**

Department of Chemical and Biological Engineering

#### **Computer Science**

Department of Computer Science

#### **Engineering Education**

Administered by the Center for Engineering Education and Outreach

#### **Engineering Management**

Administered by the Gordon Institute

#### **Entrepreneurial Leadership**

Administered by the Gordon Institute

#### **Environmental Science and Policy**

(For engineering students only) Department of Civil and Environmental Engineering

#### **Geoengineering**

(For liberal arts students) Department of Civil and Environmental Engineering

#### **Human Factors Engineering**

Department of Mechanical Engineering

#### **Multimedia Arts**

(For liberal arts and engineering students) Department of Electrical and Computer Engineering. Administered by the Film and Media Studies Program

**Music Engineering**

(For liberal arts and engineering students) Department of Mechanical Engineering

**Musical Instrument Engineering**

(For liberal arts and engineering students) Department of Mechanical Engineering

For more information, see departmental listings in this bulletin.

**Dean's List**

Each semester, students who have been enrolled with a minimum of 13 semester hours, received letter grades in a minimum of 9 semester hours, completed every course in which they were enrolled with no work incomplete, and earned the minimum grade point average of 3.2 will be placed on the Dean's List in recognition of their academic achievement. An indication of Dean's List status will be placed on their permanent record.

**Pass-Fail Option**

The spirit of the pass-fail option is to encourage academic exploration. A maximum of eight pass-fail courses may be counted toward the total credits required for graduation. No introductory, foundation, or departmental concentration course may be taken pass-fail. Normally, no more than one course per semester may be taken pass-fail. No distinction is made between regular courses that students elect under the pass-fail grading and those courses in which grading is pass-fail. Refer to the academic calendar for deadlines. After the deadline, the only choices are to complete a course under the existing grading system or to withdraw for the remainder of the term. Forms are available at <http://students.tufts.edu/registrar/student-forms>.

**Grade Requirements**

For graduation, grades of C- or better are required in 67 percent of the semester hours submitted for the degree. It is expected that grades of C- or better will be earned in at least 75 percent of the semester hours taken in the concentration.

**Degrees with Honors**

Distinction (cum laude) is conferred at commencement on deserving students who earned an academic average of 3.20 or higher.

High distinction (magna cum laude) is conferred at commencement on deserving students who have an academic average of 3.50 or higher.

Highest distinction (summa cum laude) is conferred at commencement to deserving students who have a cumulative grade point average of 3.80 or higher.

These nominations are approved by a special vote of the faculty.

The above criteria may be replaced by special evaluation of the Tufts academic record if substantial transfer credit is submitted in fulfillment of the degree requirements, or if the degree program is of unusual duration. Students whose permanent record includes a serious disciplinary infraction will not normally be eligible for degrees with honors.

**Tau Beta Pi**

Tau Beta Pi, the national engineering honor society, founded in 1885, affords engineering students the same recognition for high scholastic achievement and exemplary character as is provided for liberal arts students in Phi Beta Kappa. The Tufts chapter is designated as Delta Chapter of Massachusetts.

**Thesis Honors Program**

The Thesis Honors Program allows students to pursue a program of independent study usually leading to a senior thesis and a qualifying examination. The principal purpose of the program is to give special impetus to the development of

self-reliance, individual initiative, habits of critical analysis, and correlation of knowledge. Students pursuing a Center for Interdisciplinary Studies (CIS) thesis are eligible for thesis honors. Because this is an honors program, admission is normally restricted to students whose names have appeared on the Dean's List at least two times before their senior year. Students may take on an honors thesis with one semester on the Dean's List if they have transferred to Tufts or have received special permission from their department. The application process should be completed during the junior year, including the summer of the senior year. The student is responsible for finding an advisory committee (one principal advisor who is a full-time faculty member in the School of Engineering, and at least one other full-time faculty member from the faculty of Arts, Sciences, and Engineering, or industry expert). Admission to the program requires formation of an advisory committee, consent of the student's advisor, and approval of either the student's major department or, in the case of a CIS thesis, the CIS Board. The membership of the advisory committee and the title of the thesis must be registered with the Academic Resource Center.

The advisory committee will be chaired by a full-time faculty member in the School of Engineering. Exceptions to this rule may be made at the discretion of the department chair for the student's major. The committee will direct the student's reading and research or other technical work, and will guide the student in preparing for a qualifying examination in the area of investigation. All such programs will include six semester hours (with at least 3 semester hours toward the concentration elective). The thesis should be of quality comparable to a paper publishable in a peer-reviewed journal. Its subject and scope will be agreed on in advance by the student and sponsor and approved by the committee. The completed thesis will be presented for consideration no later than two weeks before the last day of classes of the student's final semester.

Each candidate for a degree with thesis honors is required to undergo examination on the thesis and on the principal area of investigation. The specific character of the examination is determined by each advisory committee and may be oral, written, or both. After the defense, a final copy of the thesis, in electronic form, should be submitted to the Tisch Library archive.

The advisory committee is empowered to determine the level of thesis honors to be awarded, basing its recommendation on an evaluation of the thesis. Degrees are designated bachelor of science with highest thesis honors, with high thesis honors, or with thesis honors. (Thesis honors will be indicated on the student's transcript, but not on the diploma.) Students who, in the judgment of the advisory committee, have not attained the standards required for a thesis honors designation, but whose work is worthy of a degree, are recommended for the bachelor of science degree subject to the general regulations. Students who, in the judgment of the advisory committee, have attained the standards required for a thesis honors designation may also receive the degree summa cum laude, magna cum laude, or cum laude, in accordance with the procedures governing degrees with distinction.

After the defense, a final copy of the thesis should be submitted to the Digital Collections and Archives (DCA). The DCA will accept thesis submission electronically as an alternative to submitting a bound paper copy. Please contact the DCA for more information on how to submit your thesis. For important information about guidelines and deadlines, as well as advice and support for writing a thesis, visit <https://students.tufts.edu/academic-advice-and-support/academic-advising/what-we-offer/senior-honors-thesis>.

### **Undergraduate Internship Programs**

Internships provide undergraduate students with the opportunity to apply their education and skills directly toward a field-based situation, at an off-site organization.

Most often, internships are paid positions that are performed on a full-time basis over the summer months, or for approximately ten to fifteen hours a week during the semester. These internships may be awarded transcript notations without any academic credit.

In rare instances, students may receive credit toward degree requirements for which the following conditions must be met: the internship proposal is approved in advance by the department, a faculty mentor has supervisory and technical control of any work that receives credit, a minimum of 150 hours of work for the semester is required, and a written report is submitted that will be evaluated by the faculty mentor and the outside institution supervisor.

Undergraduate international students who wish to participate in the Curricular Practical Training (CPT) program should contact the International Center.

The Office of Engineering Internship helps qualified engineering students identify potential internship opportunities.

### **Combined Bachelor's/Master's Degrees Program**

The School of Engineering offers exceptional engineering students the option of pursuing a combined bachelor of science and master of science degree (B.S.-M.S.) as a thesis or non-thesis program. Combined-degrees must pay four years of undergraduate tuition and two semesters of graduate tuition (plus continuation fees as applicable).

Students seeking admission to the program must submit an application by March 1<sup>st</sup> of their junior year. Admission to the program requires (1) a minimum cumulative GPA (through the fall semester of the junior year) of 3.60 for the B.S.-M.S. program, and (2) acceptance by the department in which the student intends to complete the master's portion of the program. Applicants not meeting the GPA requirement will still be considered and reviewed by the department.

Combined-degrees students are expected to fulfill all the requirements of the bachelor's degree program; of these, two graduate-level courses are allowed to count toward the master's degree requirements as long as they carry the designation of the department in which the master's portion of the combined degree program is to be completed.

### **Graduate Programs**

The School of Engineering is the academic unit of Tufts University responsible for postbaccalaureate degrees in engineering and computer science. The nonacademic aspects of graduate engineering programs, such as admissions, registration, special student program, transfer credit and degree certification, are administered along with the non-engineering programs by the Graduate School of Arts and Sciences. Several combined undergraduate-graduate degree programs are offered by the school, including tracks in the traditional engineering disciplines, engineering management in collaboration with the Gordon Institute, biomedical engineering/medicine in collaboration with Tufts' health science schools, and international engineering in collaboration with the Fletcher School of Law and Diplomacy.

Through its six academic departments and the Gordon Institute, the School of Engineering offers the master of science degree (thesis or non-thesis); and the doctor of philosophy degree in selected areas of research excellence. Students may enroll full time or part time in any program subject to the residence requirements described on the Graduate School of Arts and Sciences website: <http://asegrad.tufts.edu/>. Full time non-thesis masters students can complete their program in as little as one year. Departments award tuition scholarships, teaching assistantships, and research assistantships to doctoral students on a competitive basis to graduate admissions candidates. Prospective and current students should consult with the individual departments to obtain detailed policies regarding degree requirements and programs.

# General Undergraduate Information

## Undergraduate Policies

### Academic Residence Requirement

The university requires eight semesters of full-time study for the baccalaureate degree for all undergraduates. After matriculating at Tufts, a student may spend no more than two semesters of full-time study at other approved institutions or on approved non-Tufts study abroad programs. Ordinarily, four semesters of the undergraduate's course of study must be taken at Tufts University's home campus. Up to two semesters may be spent in a Tufts-related program, either foreign or domestic. Normally, students will be in full-time residence at Tufts for the final two semesters. Transfer students must spend at least four full-time semesters at Tufts or on Tufts study abroad programs. Candidates for combined bachelor's degrees (liberal arts/engineering combined degrees, the program with New England Conservatory, and the BA/BFA program at the SMFA at Tufts) must complete their programs in no fewer than ten full-time semesters.

All students must earn at least 60 semester hours at Tufts or on Tufts study abroad programs. Pre-matriculation credits received from certain standardized examinations (such as Advanced Placement and international diplomas) are not considered Tufts credits for this purpose.

Matriculated students may transfer courses only from accredited four-year colleges and universities. No online courses or internships will be accepted for transfer.

Students earning the equivalent of 5 (credit-bearing) courses, adding up to at least 17 semester hours, from pre-matriculation credits and/or Tufts summer session courses (including Tufts in Talloires) may elect to use these semester hours in fulfillment of one semester of residence. Students earning the equivalent of 9 such courses, adding up to at least 32 semester hours, may elect to use them in fulfillment of two semesters of residence. Pre-matriculation credits are defined as credits earned from certain scores on Advanced Placement and SAT examinations, certain international diploma examinations, as well as credits earned from approved college courses taken prior to matriculation at Tufts or at any four-year college or university. Courses taken during summer school at other institutions do not count toward the residence requirement.

Completion of a specified number of credits does not in itself constitute an undergraduate education. Students need time to reflect on and absorb knowledge. Four years of full-time study in an academic environment provide the opportunity to explore a varied curriculum at a reasonable pace; to interact with and learn from fellow students representing a variety of national, ethnic, religious, and racial backgrounds; to be enriched by study in a foreign country; and to survey the cultural, recreational, and educational opportunities of Boston and New England.

### Graduation Dates

Tufts awards undergraduate degrees three times during the year: May, August, and February. The only commencement ceremony is held in May.

### Transfer Students

Transfer students are entitled to the same advanced placement credits and exemptions from foundation requirements as students who enter Tufts as first-year students, with the same stipulation that transfers may not receive credit for a course covering essentially the same material as that for which advanced placement credit is granted.

Transfer students with eligible scores on the SAT and Advanced Placement Tests should have official records of their scores sent to Student Services before orientation. Such credits will be approved only on the basis of official test records and not a transcript from the student's previous institution.

Students transferring from other institutions must spend a minimum of four full-time semesters at Tufts or on a Tufts program abroad and must complete at least half the semester hours (60 semester hours for BA/BS degrees, 60 or more semester hours for engineering, depending on degree program, 38 semester hours of studio coursework and 21 semester

hours of non-studio coursework for BFA toward their degree at Tufts or on a Tufts study abroad program. Pre-matriculation credits received from certain standardized examinations (such as Advanced Placement and international diplomas) are not considered Tufts credits for this purpose.

### **Transfer of Credit from Other Institutions**

In order to receive transfer credit from another accredited institution, a student must have received a grade of C- or better. Transferred credits are entered in the Tufts record without the grade. Students may transfer from other institutions no more than the equivalent of sixty semester hours for both the College of Liberal Arts and the School of Engineering. Tufts does not accept transfer credits for internships nor for online courses.

A matriculated student may take courses at other accredited four-year colleges and universities and receive credit for them toward a Tufts degree by obtaining approval in advance from the relevant department through SIS. Courses taken at a community college after a student has matriculated at Tufts are not accepted for transfer. Up to two semesters of full-time study after matriculation at Tufts may be spent at other approved four-year institutions or on approved foreign study programs. Students who transferred to Tufts must spend a minimum of four full-time semesters at Tufts or on a Tufts study abroad program. Students attending summer schools (other than Tufts Summer Session) are normally allowed to transfer no more than twelve semester hours in one summer, nor more than a cumulative total of twenty semester hours toward a Tufts degree.

Students who plan to complete a full-time semester elsewhere must complete the equivalent of twelve or more semester hours to have it qualify as a full-time semester. All students planning to transfer credits earned while on leave at other institutions should begin the process by first discussing their plans with their Advising Dean. Applied courses in music and dance, such as performance ensembles and lessons, are not normally accepted for transfer.

A course taken at a school using the quarter system will transfer according to the rule that one quarter hour is  $\frac{2}{3}$  of a semester hour; the resulting semester-hour value will be rounded to the nearest integer. For example, a 3-quarter-hour course counts as 2 semester hours (as  $3 \times \frac{2}{3} = 2$ ); a 4-quarter-hour course counts as 3 semester hours (as  $4 \times \frac{2}{3} = 2\frac{2}{3}$ , rounded to 3). If planning to use a quarter-system course toward a major, students should check with the department first.

### **Resumed Education for Adult Learners (R.E.A.L.)**

The Resumed Education for Adult Learners (R.E.A.L.) program is open to students 24 years of age or older, veterans, and students who are married or are parents. This unique undergraduate program meets the need for greater academic flexibility in the education of older students. It is open to those who have some college experience, with recent coursework a requirement. The R.E.A.L. program is particularly receptive to prospective students who have assumed leadership roles in local community affairs as well as to residents of Medford and Somerville. Students in the program are enrolled in regular undergraduate courses and pursue a course of study leading to a college degree in liberal arts or engineering, for which they are expected to fulfill existing requirements, with the exception of the residence requirement. The R.E.A.L. program admits students for both the fall and spring semester of the academic year. For more information about the program, please call the Office of Undergraduate Admissions, located in Bendetson Hall, at 617-627-3170, or call the co-directors, Carmen Lowe or Kendra Barber, at 617-627-2000.

### **Registration Information**

Registration for courses is done through SIS online. Students register for courses in November for the coming spring term and in April for the next fall term. It is critical that students register for courses during this time. Failure to register or file the appropriate leave of absence could result in administrative withdrawal from the University. Students taking a leave of absence, including a leave to study abroad on a non-Tufts program, must do so through SIS under Requests.

Registration will reopen during winter and summer breaks. Students will be able to register for any open classes, drop any classes, and sign up for the waitlist during this period. Please note that the waitlist will be active throughout this time. If a student drops a course, then the first waitlisted student will be rolled into the course. The ability to add courses online will remain open for the first two weeks of the term. Once the add period is over, students who wish to enroll in a

course must get the instructor’s approval and the instructor will need to submit an enrollment correction form to Student Services.

Sophomores, juniors, and seniors are able to drop courses online through the end of the fifth week of classes. First-year students are able to drop courses online through the end of the tenth week of classes. After these deadlines, a student may withdraw from a course until the last day classes meet (before reading period) online. The grade of W (withdrawn) will appear on the transcript, but does not affect a student’s cumulative grade point average. After the last day of classes, students must complete the course work and receive the appropriate grade. Summer session has different deadlines, found on the summer session web site.

**Pre-matriculation Credits**

Pre-matriculation credits are defined as credits earned from certain scores on Advanced Placement and SAT Subject examinations, scores on examinations of certain international diplomas, as well as credits earned from college courses taken prior to matriculation at Tufts or any four-year accredited college or university. These scores and their equivalencies have been determined by the individual departments and are listed below. Liberal Arts students may apply toward their degree pre-matriculation credit amounting to at most five courses, regardless of the number of semester hours. Engineering students may apply toward their degree pre-matriculation credit amounting to at most twenty-seven semester hours. Credits earned prior to matriculation via Tufts Summer Session are not included in this limit. For Liberal Arts students, at least 3 semester hours in each distribution area must come from credits earned after matriculation. If the student chooses to take a course that is equivalent to a pre-matriculation credit received, and passes, then the pre-matriculation credit will be removed from the student’s record. Students do not need to take the next level course in order to keep the pre-matriculation credit (except where stated). If they wish to make any changes, they may do so by completing the appropriate form under Student Forms at <http://students.tufts.edu/registrar>.

Students who took college classes while still in high school may request transfer of credit for those courses online through SIS on the Student Services web page. Credit is awarded only for courses taken at a college with regularly enrolled college students. Some colleges offer their courses at nearby secondary schools for classes composed entirely of secondary school students; credit is not awarded for these courses. Also, students requesting such credit must provide a letter from their principal or guidance counselor stating that the course was not used to complete requirements for the high school diploma.

Tufts does not grant credit for international diplomas as a whole; rather, credit is awarded for each approved subject examination passed at an appropriate level. For possible credit from international diploma examinations not listed here, students may contact a professional academic equivalency service—such as the World Educational Service—to provide an official evaluation. However, Tufts reserves the right to determine whether or not to accept the evaluation toward the Tufts degree.

**Tufts Exam Equivalency Chart  
Liberal Arts & Engineering  
2018-20198 Academic Year**

SUBJECT	EXAM	SCORE	CREDIT	EQUIVALENT	NOTES
Anthropology	A-level	A, B	3.0	ANTH 10	
	IB/HL	6, 7	3.0	ANTH 10	
Art History	AP	5	0.0	FAH 1/2	



Biology	AP	5	5.0	BIO AP	Equivalent to BIO 13 or BIO 14
	A-level	A, B	5.0	BIO AC	Equivalent to BIO 13 or BIO 14
	IB/HL	6, 7	5.0	BIO AC	Equivalent to BIO 13 or BIO 14
Chemistry	AP	5	10.0	CHEM 1 & 2	Lose credit if CHEM 11 & 12 are taken
		(5)	5.0	CHEM 1	If CHEM 2 or 12 is taken at Tufts
	A-level	A	5.0	CHEM 2	Exempt from CHEM 1 & 11
		B	5.0	CHEM 1	Lose credit if CHEM 11 is taken
	IB/HL	7	5.0	CHEM 2	Exempt from CHEM 1 & 11
		6	5.0	CHEM 1	Lose credit if CHEM 11 is taken
Chinese	AP	5	0.0	CHNS 4	
		4	0.0	CHNS 3	
	SAT	760–800	4.0	CHNS 22	
		710–750	0.0	CHNS 21	
		660–700	0.0	CHNS 4	
		600–650	0.0	CHNS 3	
		490–590	0.0	CHNS 2	
		410–480	0.0	CHNS 1	
Classics	A-level	A, B	3.0	CLS AC	
	IB/HL	6, 7	3.0	CLS AC	
Computer Science	AP	4, 5	3.0	COMP 5	Either COMP A or CSP exam Counts as free elective for EN students Only one course credit if both exams are taken
	A-level	A, B	3.0	COMP 5	Counts as free elective for EN students
	IB/HL	6, 7	3.0	COMP 5	Counts as free elective for EN students
Drama/Theater	A-level	A, B	3.0	DR AC	
	IB/HL	6, 7	3.0	DR AC	

SUBJECT	EXAM	SCORE	CREDIT	EQUIVALENT	NOTES
Economics	AP	5	3.0	EC AP	Students should enroll in EC 5
		5/5	7.0	EC 5 & AP	If both Macro and Micro AP
	A-level	A, B	7.0	EC 5 & AC	
	IB/HL	6, 7	7.0	EC 5 & AC	
English	AP	5	3.0	ENG 1/2	
		4	3.0	ENG 1	
	A-level	A	3.0	ENG 1/2	
		B	3.0	ENG 1	
	IB/HL	7	3.0	ENG 1/2	
		6	3.0	ENG 1	
	IB/SL	7	3.0	ENG 1	
General Paper Exam		A	3.0	ENG 1/2	
		B	3.0	ENG 1	
Environmental Science	AP	4, 5	3.0	BIO 7	Counts as free elective for EN students
	A-level	A, B	3.0	BIO 7	Counts as free elective for EN students
	IB	6, 7	3.0	BIO 7	Both HL & SL Counts as free elective for EN students
Film	IB-HL	6, 7	3.0	FMS 30	
French	AP	5	4.0	FR 21	
		4	0.0	FR 4	
		3	0.0	FR 3	
	SAT	770–800	4.0	FR 22	
		720–760	0.0	FR 21	
		660–710	0.0	FR 4	
		590–650	0.0	FR 3	

SUBJECT	EXAM	SCORE	CREDIT	EQUIVALENT	NOTES
		500–580	0.0	FR 2	
		420–490	0.0	FR 1	
	A-level	A, B	4.0	FR 3	
	IB/HL	7	4.0	FR 21	
		6	0.0	FR 4	
		5	0.0	FR 3	
	IB/SL		0.0		Take placement exam
	FB	122	3.0	FR 122	
German	AP	5	4.0	GER 21	
		4	0.0	GER 4	
		3	0.0	GER 3	
	SAT	770–800	4.0	GER 22	
		720–760	0.0	GER 21	
		660–710	0.0	GER 4	
		600–650	0.0	GER 3	
		490–590	0.0	GER 2	
		410–480	0.0	GER 1	
	IB	7	4.0	GER 21	Both HL & SL
		6	0.0	GER 3	Both HL & SL
Hebrew	SAT	770–800	4.0	HEB 22	
		720–760	0.0	HEB 21	
		660–710	0.0	HEB 4	
		600–650	0.0	HEB 3	

SUBJECT	EXAM	SCORE	CREDIT	EQUIVALENT	NOTES
		490–590	0.0	HEB 2	
		410–480	0.0	HEB 1	
History	AP	4, 5	3.0	HIST AP	A max of 6.0 credits are awarded
	A-level	A, B	3.0	HIST AC	
	IB/HL	6, 7	3.0	HIST AC	
Human Geography	AP	5, 4	3.0	ANTH AP	
Italian	AP	5	0.0	ITAL 4	
		4	0.0	ITAL 3	
		3	0.0	ITAL 2	
Italian	SAT	770–800	4.0	ITAL 22	
		720–760	0.0	ITAL 21	
		660–710	0.0	ITAL 4	
		590–650	0.0	ITAL 3	
		500–580	0.0	ITAL 2	
		420–490	0.0	ITAL 1	
	IB/HL	7	4.0	ITAL 21	
		6	0.0	ITAL 3	
	IB/SL				Take placement exam
Japanese	AP	5	0.0	JPN 4	
		4	0.0	JPN 3	
		3	0.0	JPN 2	
	SAT	760–800	4.0	JPN 22	
		710–750	0.0	JPN 21	

		660–700	0.0	JPN 4	
		600–650	0.0	JPN 3	
		490–590	0.0	JPN 2	
		410–480	0.0	JPN 1	
Latin	AP	4, 5	3.0	LAT 3	
		3	0.0	LAT 3	
	SAT	720–800	3.0	LAT 21	
		620–710	0.0	LAT 3	
		480–610	0.0	LAT 2	
	IB/HL	6, 7	3.0	LAT 3	
Mathematics AB	AP	5	3.0	MATH 32	
		4	3.0	MATH 32	No credit for engineering students
Mathematics BC	AP	5	6.0	MATH 32, 34	
		4	3.0	MATH 32	For engineering students
		4, 3	3.0	MATH 32	For Liberal Arts students, with AB subscore of 4 or 5
Mathematics	A-level	A	3.0	MATH 34	Math 32 only for engineering students
		B	3.0	MATH 32	
	IB/HL	6, 7	3.0	MATH 32	
	IB/SL	6, 7	3.0	MATH 30	No credit for engineering students
Further Math	IB/SL	7	3.0	MATH 14	No credit for engineering students
Music	AP	5	0.0	n/a	See department for placement
	A-level	A, B	3.0	MUS AC	See department for placement
	IB/HL	6, 7	3.0	MUS AC	See department for placement
Philosophy	A-level	A	3.0	PHIL AC	Knowledge and Inquiry Exam
		A, B	3.0	PHIL 2	

SUBJECT	EXAM	SCORE	CREDIT	EQUIVALENT	NOTES
	IB/HL	6, 7	3.0	PHIL AC	
Physics 1	AP	5	5.0	PHY 1	No credit for engineering students
		4	5.0	PHY 1	With Mechanics placement exam No credit for engineering students
Physics 2	AP	5	5.0	PHY 2	No credit for engineering students
Physics B	AP	5	5.0	PHY 1	No credit for engineering students
		4	5.0	PHY 1	With Mechanics placement exam No credit for engineering students
Physics C (M)	AP	5	5.0	PHY 11	Lose credit if PHY 1 is taken
		4	5.0	PHY 11	With Mechanics placement exam Lose credit if PHY 1 is taken
Physics C (E)	AP	5	5.0	PHY 12	
Physics	A-level	A	5.0	PHY 2	No credit for engineering students
		B	5.0	PHY 1	No credit for engineering students
Physics	IB/HL	7	5.0	PHY 2	No credit for engineering students
		6	5.0	PHY 1	No credit for engineering students
Political Science	AP	4, 5	3.0	PS AP	Only one credit is awarded even if both exams are taken
	A-level	A, B	3.0	PS AC	Cannot be used toward the major
	IB/HL	6, 7	3.0	PS AC	Cannot be used toward the major
Psychology	AP	4, 5	0.0	PSY 1	Exempt from PSY 1
	A-level	A, B	3.0	PSY 1	
	IB/HL	6, 7	3.0	PSY 1	
Sociology	A-level	A, B	3.0	SOC 1	
	IB/HL	6, 7	3.0	SOC 1	
Spanish	AP	5	0.0	SPN 4	
		4	0.0	SPN 3	
		3	0.0	SPN 2	
		2	0.0	SPN 1	

SUBJECT	EXAM	SCORE	CREDIT	EQUIVALENT	NOTES
	SAT	770–800	4.0	SPN 22	
		720–760	0.0	SPN 21	
		660–710	0.0	SPN 4	
		590–650	0.0	SPN 3	
		500–580	0.0	SPN 2	
		420–490	0.0	SPN 1	
	IB/HL	7	4.0	SPN 21	
		6	0.0	SPN 3	
		5	0.0	SPN 2	
	IB/SL	6, 7	0.0	SPN 2	
		5	0.0	SPN 1	
Statistics	AP	4, 5	3.0	MATH 21	Counts as free elective for EN students
	A-level	A, B	3.0	MATH 21	Counts as free elective for EN students
	IB/HL	6, 7	3.0	MATH 21	Counts as free elective for EN students
Studio Art	AP	4,5	4.0	FAM AP	BFA students only
	A-level	6, 7	4.0	FAM AC	
	IB/HL	6, 7	4.0	FAM AC	BFA students only
Visual Arts	IB/HL	6, 7	4.0	FAM AC	

**Key:**

AP = Advanced Placement  
AC = Accelerated Credit  
A-Level = British Certificate of Education  
FB = French Baccalaureate

IB/HL = International Baccalaureate  
Higher Level  
IB/SL = International Baccalaureate  
Subsidiary Level

**Please note:** If a student elects to take the equivalent course at Tufts, the exam credit will be removed upon completion of the course. A student will be awarded credit for the highest level achieved in a single language, even if multiple tests were taken. This applies only to scores for which departments award credit.

### **Standardized Exam Equivalencies**

If a student completes a course at Tufts for which a pre-matriculation credit was awarded, the pre-matriculation credit will be removed from the student's record.

A student will be awarded pre-matriculation credit for one course equivalent to the highest level achieved in a single language, even if multiple tests were taken in that language. This applies only to scores for which departments award credit.

Health professions graduate programs, such as medical and dental schools, will generally expect actual college science courses with laboratory on the transcript.

### **Academic Standing/Satisfactory Progress Toward the Degree**

Determination of a student's academic status is made by the faculty Committee on Academic Standing. The committee reserves the right to make decisions on an individual student's academic progress.

**Academic Alert:** A student will be sent an academic alert at the end of any semester in which the student earned fewer than 12 semester hours but more than 4, and/or failed one course of any semester hour value. Incompletes are not earned credits. The student's advisor will be notified. No transcript notation will be made.

**Academic Probation:** A student will normally be placed on academic probation by the Committee on Academic Standing at the end of any semester in which the student earned 4 semester hours or fewer and/or a semester GPA lower than 2.0 and/or failed to make satisfactory progress as defined by number of credits earned at the end of any semester beyond their first semester. Satisfactory academic progress for each semester is defined by the number of semester hours listed below (see table). Incompletes are not earned credits. If put on academic probation, the student will no longer be in good academic standing, and notification of this status will be sent to the student's advisor and parents or guardians. The probation status will also be recorded on the student's unofficial transcript. To return to good academic standing, in the following semester a student must complete a minimum of 12 semester hours and earn a minimum term GPA of 2.0. An additional grace period may be allowed for the student to make satisfactory progress toward their degree as defined by the number of semester hours earned (see table). Students on academic probation who do not meet these criteria will either remain on academic probation or will be required to withdraw for one semester.

**Required Academic Withdrawal:** If a student's academic performance in any subsequent semester meets the criteria for academic probation, then the student will normally be required to withdraw for one semester.

### **Summary:**

- Academic Alert: 5-11 semester hours and/or failed one course of any semester hour value. In good academic standing; student and advisor notified; no transcript notation.
- Academic Probation: 0-4 semester hours and/or term GPA 0–1.99 and/or failed to make satisfactory progress as defined by the number of semester hours earned at the end of any semester beyond their first semester. No longer in good academic standing; student, advisor, and parents/guardians notified; notation on unofficial transcript.
- Required Academic Withdrawal for one semester: Credits and GPA meet the criteria of academic probation for any subsequent semester. No longer in good standing; student, advisor, and parents/guardians notified; notation on unofficial transcript.

**Permanent Academic Withdrawal:** A student who returns from having been required to withdraw for a semester and meets the criteria for academic probation in any semester after the return will be subject to a permanent academic withdrawal, determined by the Committee on Academic Standing.



**Satisfactory Progress Toward the Degree:** Undergraduates will be alerted by their Advising Dean if they are not earning adequate semester hours to make satisfactory progress toward the degree. Satisfactory progress is defined by the number of semester hours completed by the end of each semester, as follows:

	Fall	Spring
First-year	12	24
Sophomore	39	54
Junior	70	86
Senior	102	120

### Reduced Course Load

Permission to take a reduced program of courses may be granted to students in the Resumed Education for Adult Learners Program and those who have completed eight semesters of full-time study. Students seeking to go part time after completing the residence requirement should see their Advising Dean.

### Reduced Course Load (Disability Related)

In some instances, health needs and other disabilities may also merit a reduced course load; determination for this is made by the Student Accessibility Services Office. Students must file a petition in advance of the semester for which it is requested and work with the director of the Student Accessibility Office and their Advising Dean to effect a change to their program. Please see the Student Accessibility Services website for complete details and procedures: <http://students.tufts.edu/student-accessibility-services>. Students are considered to be making satisfactory progress if they complete each course with a C- or better. A minimum of 12 semester hours is full time.

### Grades

The standing of the student in each subject is expressed by one of the following letters:

- A** Superior work
- B** Meritorious work
- C** Satisfactory work
- D** Unsatisfactory work but allowable for credit, subject to the restrictions specified under the requirements for graduation. Some departments disallow credit toward the concentration requirement.
- P** Passing work (D- or better): for courses taken under the pass-fail option, and for selected courses offered only pass-fail by departments. Grade point average is not affected.
- F** Failure: No credit is received. A grade of F is averaged into the grade point average.

### No-grade status

- I** Incomplete: An indication by the instructor that more time will be allowed to complete the requirements for the course. An incomplete may be awarded only if the student has done substantial work in the course, the instructor judges the reasons for granting incomplete status to be valid, and the instructor determines that the work can be completed in the time specified on the incomplete form. Instructors are encouraged to consult with a student's Advising Dean prior to awarding an incomplete. The instructor is responsible for specifying on the incomplete form the reason for the incomplete grade and the conditions that must be satisfied for the awarding of a grade. A copy of this form must be submitted to the student's Advising Dean at the time final grades are reported. It is the responsibility of the student to request an incomplete before the required work is due. If an incomplete is granted, all work in the course must be completed six weeks into the following semester (fall or spring only), but students are encouraged to complete the work before the start of the next semester. The instructor may set an earlier or later deadline than

the standard six weeks and the student must abide by that deadline. The work will be evaluated without prejudice, and a grade should be submitted two weeks after the work is received by the instructor. A course not completed by the designated time will either remain a permanent incomplete or be assigned an appropriate grade (such as an F) by the instructor.

- W** Withdrawn: An indication that a student has been permitted to withdraw from a course after the fifth week of a semester (tenth week for first-year students), but no later than the last day of classes.
- CR** Credit: Credit is received, but is not included in the grade point average.
- NG** No Grade: The instructor has no current knowledge of the student listed on the grade sheet.
- NR** No record: There is no record of the student having attended class. The course and grade will be removed by the registrar.

To compute the average of a student's grades, each course grade of A is counted as 4.00; B, 3.00; C, 2.00; D, 1.00; F, 0. B+, C+, and D+ count 0.333 more; A-, B-, C-, and D- count 0.333 less. The grade score for each course is multiplied by the number of semester hours of the course, and the sum of these weighted scores is divided by the total number of semester hours. The result is computed to three decimal places; semester and cumulative averages are rounded to two decimal places.

Although a grade of F is averaged into the GPA, those semester hours do not count towards graduation. For example, if a student has earned A- in a 3-semester hour course, B+ in a 4-semester hour course, B+ in a 3-semester hour course, and B in a 5-semester hour course, that student's average grade for the term is: 
$$\frac{(3.667 \times 3) + (3.33 \times 4) + (3.33 \times 3) + (3.0 \times 5)}{3 + 4 + 3 + 5} = 3.289,$$
 which is then rounded to 3.29.

If a student has earned A in each of three 3-semester hour courses and F in another 3-semester hour course, that student has completed 9 semester hours toward graduation and the average grade for the term is: 
$$\frac{(4 \times 3) \times 3 + (0 \times 3)}{3 + 3 + 3 + 3} = 3.0.$$

#### Changes in Course Grades: Statute of Limitations

Effective education requires timely and objective evaluation of students' academic work, using clear, standard, fair, and public criteria. Such standards should be listed in the course syllabus. While criteria differ across disciplines and faculty, and while the ultimate responsibility for setting standards and evaluating performance rests with departments and faculty, submitted grades are final and not subject to negotiation. Exceptions should be limited to correcting clerical and calculation errors, and correcting deviations from stated criteria. Of course, students do have the right to know the basis for a grade, and faculty should be open to that post-semester conversation. Following such a conversation, undergraduates who believe that an error or deviation remains may appeal to the department chair or program director and, if necessary, subsequently to a dean of the faculty in Ballou Hall.

Any request for a change in a course grade must be made to the course instructor no later than six weeks into the following regular semester.

#### Repeated Courses

Students who receive a failing grade for a course may repeat the course and receive degree credit if a passing grade is earned the second time. Both grades remain on the transcript, and both the F and the passing grade are calculated into the cumulative average. Students may choose to repeat a course after receiving a D+, D, or D-. Both the original and the repeated courses and grades will appear on the transcript. The credit value of the original course will be removed, but the full impact of the grades of both the original and repeated courses will be calculated into the cumulative grade point average. The repeated course, if passed, will receive the full credit value.

Students who earn a grade of C- or above for a course may choose to repeat the course for a variety of reasons. Degree credit and cumulative average will reflect only the first passing grade earned in the course; record of the repeat and subsequent grade will appear on the transcript, but the grade will not be calculated into the grade point average.

Some studio art classes and performance classes in dance and music may be repeated for credit. See department for

details. Similarly, physical education skills courses may be repeated for credit. A total of 4 such courses, up to 8 semester hours, may be taken for credit; additional such courses will appear on the transcript with no credit. Creative writing classes at the introductory level may be taken twice in each genre (fiction, poetry, journalism). Creative writing classes in fiction and poetry at the intermediate level may also be taken twice for credit. Journalism and Nonfiction Writing at the intermediate level may be taken only once each.

### **Extra Courses**

Liberal arts students may register for a maximum of 18 semester hours each semester; liberal arts students in the combined BA or BS/BFA program may register for a maximum of 21 semester hours each semester; engineering students may register for a maximum of 21 semester hours each semester. To add an additional credit, students must petition their Advising Dean for permission beginning on the first day of each semester, but not before. Such permission is rarely granted to engineering students or to first-year liberal arts students.

### **Missed Classes**

Students should make themselves aware of each professor's attendance policy. Students who must miss a class because of an illness should submit the online short-term illness form, available through SIS. Students are encouraged to speak with the professor directly about missed work since illness does not automatically excuse this. Students should consult their Advising Dean in Dowling if they are missing more than a few classes due to illness. As the academic calendar is constructed, religious holy days are not the sole factor in determining days on which classes are held or suspended. However, it is the policy of the faculty that students be encouraged to observe their appropriate religious holy days; that instructors strive to facilitate this by allowing absence from classes for such purposes and by trying to ensure that no examinations, written reports, oral reports, or other mandatory class assignments are scheduled for or due on holy days; and that instructors provide ample opportunities for such students to make up work missed on such occasions without penalty.

### **Study Abroad—Tufts Programs**

Students are encouraged to study abroad under one of the established programs sponsored by Tufts University. (See Tufts Programs Abroad.) To apply to a Tufts Program Abroad, students must plan a program relevant to their degree program at Tufts, secure in advance the approval of their advisor, and meet the requirements of the program to which they are applying. (For further information on requirements, see <http://students.tufts.edu/study-abroad>.) Among other requirements, students participating in Tufts Programs Abroad must be in good academic and disciplinary standing from the time of application through participation in the program.

### **Study Abroad—Non-Tufts Programs**

To study abroad, students must plan a program relevant to their degree program at Tufts and must secure in advance the approval of their advisor and the director of Programs Abroad. Transfer credit toward the Tufts degree will be accepted only from students who are in good academic and disciplinary standing at the time of enrollment in the foreign program. A list of pre-approved non-Tufts programs is available online. In order to have a semester of study away from Tufts count as one of the eight semesters of full-time study required for graduation, a student must complete the equivalent of 12 or more semester hours. To meet the costs of administrative procedures connected with study at other institutions, students studying on a non-Tufts program abroad will be charged a fee.

### **Study Elsewhere in the United States**

To study elsewhere in the United States, students must take a leave of absence from Tufts and must secure in advance the approval of their advisor and their advising dean. Approved courses will be transferred from four-year, accredited colleges or universities if the student earns grades of C- or better. Students must get courses approved for transfer from the relevant department at Tufts through SIS. Tufts does not accept online classes or internships for transfer. In order to have a semester of study away from Tufts count as one of the eight semesters of full-time study required for graduation, a student must complete the equivalent of 12 or more semester hours. To meet the costs of administrative procedures connected with study at other institutions, students studying elsewhere will be charged a fee.

### **Leaves of Absence and Transfers**

Students considering a leave of absence or transferring to another school must consult their Advising Dean and complete the online leave of absence form, available through SIS. The Residential Life Office must be notified if a housing contract has been signed. There is a penalty for failing to notify the Residential Life Office by certain deadlines (consult the Residential Life Office). Students receiving financial aid should also notify Financial Services. International students must contact the International Center for information on visa status. Students taking a personal leave of absence with a plan to return to Tufts should consult their Advising Dean if they intend to take classes elsewhere while on leave.

### **Medical Leaves:**

Students taking a Medical Leave of Absence leave campus in order to fully attend to health-related issues. This type of leave is recommended if a student finds it difficult to productively or safely manage the demands of their academics and campus life due to a health concern. Tufts University is committed to supporting students on medical leave and as they prepare for their transition back to Tufts. Making a decision to take a leave from the University may be a difficult one. The Office of Student Affairs strongly encourages students considering their options to consult and seek support from the staff in the Dean of Student Affairs Office at any time during the semester.

Understanding the financial and academic implications of any leave is important. The full policy is available on our website. Please know that your Advising Dean, or graduate faculty advisor and appropriate Dean of Students resource will help you navigate this process.

Notification of intention to request re-entry must be submitted in writing or via email to the Office of the Dean of Student Affairs by the deadlines noted online: <https://students.tufts.edu/student-affairs/what-we-help/your-health-wellness-and-safety/leaves-absence/return-medical-leave>.

### **Academic Ethics**

A university is a community of individuals interested in the search for an understanding of knowledge. Absolute honesty on the part of every college student is and always shall be an integral part of the plan of higher education at Tufts University. Examples of academic dishonesty include plagiarism, handing in one paper for two or more courses without the knowledge and consent of the instructors involved, dishonesty on examinations, and the purchase of papers to be submitted in a course.

Certain fundamental principles for the acknowledgement of sources apply to all fields and to all levels of work. The use of source materials of any kind (including the Internet) in the preparation of essays or laboratory reports must be fully and properly acknowledged. In a paper or laboratory report, a student is expected to acknowledge any expression or idea that is not their own. In submitting the paper, the student is stating that the form and content of the essay or report, in whole and in part, represent their own work, except where clear and specific reference is made to other sources. Even where there is not conscious intention to deceive, the failure to make appropriate acknowledgement may constitute plagiarism. Any quotation—even of a phrase—must be placed in quotation marks and the precise source stated in a note or in the text; any material that is paraphrased or summarized and any ideas that are borrowed must be specifically acknowledged. A thorough rewording or rearrangement of an author's text does not release the student from these responsibilities. All sources that have been consulted in the preparation of the essay or report should be listed in the bibliography.

Allegations of student academic misconduct are reported to the Office of the Dean of Student Affairs. Students have the right to review the complaint of academic misconduct made against them and to reply in writing. Students also have the right to appeal disciplinary decisions to the Committee on Student Life (CSL) according to the policies set forth in *Tufts University Student Judicial Process*.

Consequences for academic dishonesty include disciplinary probation, suspension, or expulsion. Instructors are required to follow the grading guidelines outlined in the Academic Integrity Handbook. For more information, please refer to the Academic Integrity Handbook, available online.

**Privacy**

The federal Family Educational Rights and Privacy Act of 1974 (FERPA) gives each Tufts student access to his or her educational records, the right to correct inaccuracies in the records and the right to control distribution. Since September 11, 2001, the Department of Education has stated that a college must provide (absent a request) information it reasonably believes will assist law enforcement officials in investigating or preventing terrorist activities. In addition, there are exceptions in the statute, such as a subpoena, that allow Tufts to release student records even if the student objects. A description of your rights under the act, the location of records pertaining to you, and the procedures for requesting access and invoking your right to control access appears on the Student Affairs web site: <http://students.tufts.edu/student-affairs/student-life-policies/student-handbook>.

Please note: Only directory information is made available to the public. Directory information includes whether a student is in attendance at the university and the student's local telephone number and email address. Students may request that directory information not be released to anyone by completing a privacy request form available at the Student Services Desk. Such requests are subject to the exemptions provided by certain policies, including FERPA and the Patriot Act of 2001. Students should verify implementation of their request by calling Dowling Hall. A change in phone number, along with the request not to release the information, is suggested as the best way to ensure privacy.

**Nondiscrimination Policy**

Tufts University is committed to the fundamental principle of equal opportunity and equal treatment for every prospective and current employee and student in their education and employment. It is the policy of the university not to discriminate on the basis of race; color; national or ethnic origin; age; religion; disability; sex; gender; sexual orientation; gender identity or expression, including a transgender identity; genetics; status as a veteran; retaliation (for filing a complaint or raising a concern about any of the above categories); and any other characteristic protected under federal or state law, including Title IX. This equal opportunity protection applies in the administration of Tufts University's educational policies, admissions policies, employment policies, scholarship and loan programs, and athletic or other university-sponsored programs. The University expects all Tufts employees, students and community members to join with and uphold this commitment. For more information or to file a complaint of discrimination, contact the Office of Equal Opportunity and Affirmative Action at 617-627-3298 or visit <http://oeo.tufts.edu>

# Combined-Degrees Programs

## **Combined Five-Year Liberal Arts/Engineering Program**

For most students entering college, the choice between liberal arts and engineering is a clear-cut matter. For some students, however, the choice is quite difficult. For the latter, both the professional flavor and occupational orientation of the engineering programs, on the one hand, and the variety of course selection in the liberal arts curriculum, on the other, have strong appeal. At Tufts, it is possible for students to secure the advantages of both types of education under the combined five-year program.

With a normal course load in each of 10 semesters, students may complete the degree requirements in both engineering and liberal arts. The five-year program includes two fields of major concentration, one in liberal arts and one in engineering. The plan has particular appeal for engineering students who wish to secure a more liberal arts education than is possible in a four-year engineering curriculum and for liberal arts students who desire a strong technological background. Two degrees are awarded on completion of the program. Both degrees are awarded only on completion of the entire program; a student may not receive one degree earlier, even if the requirements for that degree have been met. Students who start a five-year program, but decide within two years not to continue, may complete the degree requirements for either engineering or liberal arts in the usual period of four years.

Students may apply for and be admitted to the combined five-year program only after entrance to Tufts. Because the program requires careful planning, students are encouraged to apply as early as possible. Five-year students are required to confer with their faculty advisors at the beginning of each semester to make certain that the courses that have been selected constitute a proper program. Five-year students must complete a minimum of forty-six courses and fulfill the foundation, distribution, and concentration requirements of both engineering and liberal arts. Within the School of Engineering, the B.S. degree may not be used as part of this program, except for the engineering psychology (human factors) program.

## **Dual-Degrees Program with New England Conservatory of Music**

Tufts University and New England Conservatory of Music have by agreement instituted a full five-year program leading to a Bachelor of Arts or Bachelor of Science degree from Tufts and a Bachelor of Music degree from the Conservatory. It is designed for students who wish to pursue studies in a musical instrument, voice, composition, music history, and theory without giving up the academic disciplines of a liberal arts degree. Admission to this dual-degree program is generally gained by simultaneous application to both institutions. Students in the program will complete a minimum of 72 Semester Hour Units at Tufts; will be in full-time residence for ten semesters; and will meet the foundation, distribution, and concentration requirements stipulated by the College of Liberal Arts. Students are also expected to complete 84 credit hours at NEC. Prospective students are requested to address their questions to the Dean of Enrollment Services, Office of Admission, New England Conservatory of Music, 290 Huntington Avenue, Boston, Massachusetts 02115, or Undergraduate Education at Tufts University.

## **Dual-Degrees Program with SMFA at Tufts**

Students in the combined degree BFA & BA/BS program will be in full-time residence for 10 semesters; will complete a minimum of 85 semester hours in A&S; and will meet the foundation, distribution, and concentration requirements required for the BA and BS degrees in the College of Liberal Arts. Students may double-count many of the same requirements for the BFA in Studio Art (BFA) and must also complete five semester-long courses in art history as well as 76 semester hours in studio art at SMFA. The non-studio distribution requirements for the BFA are satisfied by students completing 15 SHU'S in art history, as well as the distribution, foundation and concentration requirements for their BA or BS degree, with the exception of their Arts Distribution requirement, which is satisfied by studio coursework taken towards their BFA degree. Students must also complete 76 SHU's in studio art. Normally, the majority of the academic work is taken on the Tufts Medford/Somerville campus, and most of the studio art courses are taken at the Museum School. Information regarding the dual-degrees program may be obtained from the Office of Admissions.

## **Combined Bachelor's/Master's Degrees Program with the School of Engineering**

(SEE SCHOOL OF ENGINEERING FOR DESCRIPTION.)

## **Combined Bachelor's/Master's Degrees Program with the College of Liberal Arts**

The College of Liberal Arts and the Graduate School of Arts and Sciences (GSAS) offer combined degrees programs through select departments. The following description is overarching; details and availability vary by department and program. Interested students should directly contact participating departments and programs for the most up-to-date information.

Combined bachelor's/master's degrees programs are offered by the College of Liberal Arts and the Graduate School of Arts and Sciences. The combined degrees program is one way of recognizing the increasing number of undergraduates entering college with exceptional preparation in certain areas. Many of these students are capable of doing graduate work by their junior and senior years. In this program students can enroll in bachelor's and master's degree programs with the goal of completing both in five years.

Students seeking admission to the program should consult their undergraduate major advisors and their prospective graduate advisors before applying to the graduate school. Combined degrees students are expected to fulfill all the requirements of the undergraduate and graduate programs. Four years of undergraduate tuition and the entire tuition for the master's degree are required.

Admission to the combined degrees program is normally during the junior year. Only in exceptional cases will an application be accepted after the junior year. Therefore, students interested in the program should discuss with their advisors early in their academic career to facilitate program planning. A student may elect to withdraw from the program at any time by filing the appropriate petition.

## **Combined Bachelor's/Master's in Public Health (M.P.H.) Degrees Program**

([http://admissions.tufts.edu/academics/special-degree-paths/early-admission-to-tufts-profe/.](http://admissions.tufts.edu/academics/special-degree-paths/early-admission-to-tufts-profe/))

## **Combined-Degrees Program with The Fletcher School of Law and Diplomacy**

The combined-degrees program is conducted jointly by the undergraduate college and the Fletcher School of Law and Diplomacy. It offers an opportunity for a limited number of highly qualified Tufts undergraduates in Arts and Sciences to earn both the bachelor's degree in their selected major and the Master of Arts in Law and Diplomacy (M.A.L.D.) degree. Students may choose to receive each degree upon completion of its requirements or receive the degrees simultaneously on completion of a total of five to six years of study. Students may apply for the program once they have completed and received grades in at least roughly 70 semester hours, presumably during junior year.

A total of sixteen Fletcher courses are required for the M.A.L.D. degree. As many as four of these courses may be used to fulfill requirements for the bachelor's degree. Fletcher courses will be taken over a period of two and a half to three years, during which time the student will complete his or her academic work for the bachelor's degree. No more than a combined total of five undergraduate and Fletcher courses may be taken during any one semester, no more than four of which may be Fletcher courses. The student's program must be coordinated to satisfy both the Fletcher requirements and those of the undergraduate department. Credit toward the M.A.L.D. degree will not be allowed for Fletcher courses taken through cross-registration or Fletcher Summer School before beginning the combined-degrees program. Cross-registration for courses at Harvard or other institutions will not be approved until the student has completed at least eight Fletcher courses. Upon admission to this combined-degrees program, the student must work with his or her major advisor, the respective academic dean, and the Fletcher registrar to ensure that he/she is meeting all requirements for both the bachelor's and M.A.L.D. degrees. These meetings must take place before beginning coursework toward the M.A.L.D. degree.

The normal length of this program is six years. Students who are completing this combined-degrees program in a total of six years will be required to satisfy the residency requirement of eight semesters toward the bachelor's degree and four

semesters toward the M.A.L.D. degree. Tuition will be assessed so that during semesters 1–8, they will pay Arts and Sciences tuition and then during semesters 9–12, they will pay tuition at the Fletcher School.

Some students opt for an accelerated program where they complete the combined-degrees program in a total of five years. In this scenario, students must qualify to satisfy the residence requirement of the bachelor's degree upon completion of seven semesters, after which they would begin paying tuition to Fletcher for three semesters.

Those wishing to apply for the program should do so during the semester following the one in which they complete seventy undergraduate semester hours. If admitted to the program, they will begin taking Fletcher courses at the start of the following semester, whether it begins in January or September. The application deadlines are October 15 for January admission and January 15 for September admission.

Eligibility for financial aid will be based upon where the student is charged tuition for a particular semester. When students are charged and pay tuition to Arts and Sciences, they would be eligible to apply for undergraduate financial aid, and when they are charged and pay tuition to the Fletcher School, they would be eligible to apply for financial aid from the Fletcher School. Students should be aware that financial aid eligibility may vary significantly between the undergraduate program and the Fletcher School program.

The application fee is not required for combined-degree program applicants. Application forms, requests for interviews, and information on the Fletcher School may be obtained from the Fletcher School Admissions Office (Goddard 213) or by calling 617-627-3040.