Catalog Disclaimer
All statements herein are true and correct as of the time of publication. However, the catalog is not to be considered a binding contract between Dixie State College and any student or other institution. The College reserves the right to change its regulations or course offerings as conditions require during the period of any student's attendance. At the time of printing this catalog, Dixie State College intends to give the courses listed herein, but reserves the right to eliminate or discontinue any of them or to add new courses. For the most current information, visit http://dixie.edu/catalog/

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Message from the President

Dear Students,

Welcome to another year at Dixie State College, one of the state’s fastest growing institutions. We are excited to have you joining us for the 2009-2010 academic school year, and are confident that you will begin to discover your destiny as you pursue your academic goals and dreams. We continue to make great strides in new degree offerings, including a new bachelors degree in Music to be offered beginning Fall semester 2009. This brings our total of bachelor degree offerings to 13, not including the emphasis areas, joint partnerships with other institutions, and the wide array of certificate and applied degrees available. Whatever your goals, you have made a powerful and wise choice to pursue your education, thereby improving your marketability and earning power in the competitive world we live in.

While we live in troubling times, our faculty are committed to help you prepare to meet the challenges which lie ahead, and to thrive in an uncertain world. So make the most of the time you will have on campus in this new academic year. Study hard. Play hard. Make new friends. And make the most of your experience at Dixie State College. Then you will leave with great memories, a more marketable you, red sand in your shoes, and a better understanding of what the spirit of Dixie is really all about. Good luck!

Sincerely,

President Stephen Nadauld
Dixie State College
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2009-2010 Academic Calendar

FALL SEMESTER 2009

Aug 24  Classwork begins
Aug 26  Last Day to Add Without Signature
Aug 31  $10 Drop fee for each class dropped
Sep 7   Labor Day
Sep 8   $50 Late Registration/Payment Fee
Sep 14  Pell Grant Census
Sep 14  Last Day for Refund
Sep 14  Last day to drop without receiving a W grade
Sep 18  Last Day to Add Classes
Oct 15-16 Semester Break
Oct 19  Last Day to Drop/Audit Classes
Nov 13  Last Day for Complete Withdrawal
Nov 17  Career Day
Nov 25-27 Thanksgiving Break
Dec 11  Classwork Ends
Dec 14-18 Final Exams

SPRING SEMESTER 2010

Jan 11  Classwork begins
Jan 13  Last Day to Add Without Signature
Jan 18  Martin Luther King Jr. Day
Jan 19  $10 Drop fee for each class dropped
Jan 26  $50 Late Registration/Payment Fee
Feb 26  Pell Grant Census
Feb 2   Last Day for Refund
Feb 2   Last Day to drop without receiving a W grade
Feb 5   Last Day to Add Classes
Feb 15  President’s Day
Mar 5   Last Day to Drop/Audit Classes
Mar 8-12 Spring Break
Apr 2   Last Day for Complete Withdrawal
Apr 29  Classwork Ends
Apr 30  Final Exams
May 3-6 Final Exams
May 7   Commencement
DIXIE STATE COLLEGE CAMPUS DIRECTORY (435) 652-XXXX

ADMINISTRATION

President - So. Admin. .......................... Stephen Nadauld 7501
V.P. Academic Services - So. Admin. ...... Donna Dillingham-Evans 7505
V.P. Administrative Services. – Avenna Center .... Stan Plewe 7504
V.P. Student Services - Gardner Student Center .... Frank Lojko 7511
V.P. Advancement – No. Admin .................. Christina Schultz 7542
Associate V.P. Cultural Affairs – Eccles Fine Arts Center 

.............................. George Whitehead 7906
Dean of Arts & Letters - Browning Bldg. ......... Don Hinton 7651
Dean of Business – Udvar-Hazy ............... Bill Christensen 7887
Dean of Science & Allied Health – Taylor .... Victor Hasfurther 879-4801
Dean of Information Systems – Library ..... Gary Koeven 7770
Dean of Adult Studies – Udvar Hazy .......... Steve Brinthurst 7901
Dean of Library – Library .................... Daphne Selbert 7711
Dean of Students – Gardner Student Center .... Del Beatty 7514

ASSOCIATE DEANS

Education, Family Studies, PEHR ................. Brenda Sabey 7841
Fine & Performing Arts ......................... Brent Hanson 7792
Humanities & Social Sciences .................. Sue Bennett 7925
Nursing & Allied Health ....................... Carole Grady 879-4802
Sciences ......................................... Karen Bauer 7772
Outreach ........................................ Becky Smith 7836

DEPARTMENT CHAIRS

Biology – Science Bldg. ........................ Karen Bauer 7772
Business – Udvar-Hazy ........................ Philip Lee 7832
Communication – Jennings ...................... Randal Chase 7990
Computer Information Technology – Udvar-Hazy ... Curtis Larsen 7972
Developmental Education – Browning .......... Gordon Jolley 7647
Education, Family Studies, PEHR – EFS .... Linda Wright 7847
English – McDonald ............................ Sue Bennett 7925
Fine & Performing Arts - Eccles ................. Brent Hanson 7792
Integrated Studies – Browning ................ Darin Binzi 7813
Math – NIB. .................................... Scott Mortensen 7764
Music – Eccles ................................. Glenn Webb 7969
Nursing - Taylor ............................... Carole Grady 879-4802
Physical Sciences – Science Bldg. ............... Peter VanValkenburg 7769
Social Sciences – McDonald ..................... Addison Everett 7810

EXECUTIVE DIRECTORS

Athletics - Gym .................................. Dexter Irvin 7526
Auxiliaries/Bookstore - Gardner Student Center .... Randy Judd 7641
Business Services - Student Services Center .... Scott Talbot 7601
Campus Services ................................ Sherry Ruesch 7551
Human Resources - So. Admin. .................. Pamela Montrallo 7522
Enrollment Services - Student Services Center .... David Roos 7704

DIRECTORS

Advisement - Student Services Center .......... Rick Palmer 7697
Accounting - Student Services Center ............. Eric Grob 7610
Alumni – Alumni House ........................... Kalynn Larson 7535
Broadcast Communications - Student Services Center . Stan Everett 7635
Career & Employment Services - Student Services Center 

........................................... Judith Bohrer 7736
Community Education - NIB Bldg. ............. Janet O’Reilly 7671
Cooperative Education - Student Services Center ... Karl Hutchings 7668
Dining Services- Gardner Student Center .......... Martin Peterson 7676
Dixie Business Alliance – Udvar-Hazy ........ Len Erickson 7752
Educational Talent Search (ETS) – NIB Bldg. .. Kitty Hughes 7657
Eldercare ......................................... Don Steck 634-2051
Facilities Operations – Heating Plant ............ Doug Whitehead 7557
Facilities Planning – Campus Services ........... Jon Gibb 7551
Financial Aid - Student Services Center .......... J. D. Robertson 7576
Fit Center – Avenna Center ........................ Christian Hildebrandt 7989
Institutional Research & Legislation – No. Admin ... Frank Lojko 7511
IT Security Administrator - Library ............... Andrew Goble 7963
IT Support Services - Smith Computer Center .... Mary Stubbs 7854
Payroll - Student Services Center ............... Krystal Thompson 7610
Public Relations - No. Admin. .................... Steve Johnson 7544
Purchasing - Student Services Center ........... Jackie Freeman 7612
Recruiting - Student Services Center ............. Brandon Boulter 7591
Resident Life - Housing .......................... Seth Gubler 7571
Revenue – Student Services Center ............. Carlene Holm 7603
Security ............................................. Don Reid 7515
Student Activities – Gardner Student Center .... Donna Stafford 7513
TRIO/Student Support Services - NIB Bldg. ..... Jonathan Morrell 7656
Upward Bound - NIB Bldg. ....................... Craig Harter 7659

ACADEMIC SECRETARIAL STAFF

Administrative Assistant to VP of Academics .......... Sheila Bastian 7506
Administrative Assistant to Dean Business .......... Stella Callagee 7652
Administrative Assistant to Dean Arts & Letters .... Lory Mattucci 7653
Administrative Assistant to Dean Science & Allied Health ..

........................................... Ruth Bruckert 879-4800
Administrative Assistant to Dean Adult Studies ....... Sheila Cannon 7739
Secretary to Education ................................ Deborah Connolly 7842
Secretary to Family Studies/PEHR .................. Sheilah Cannon 7739
Secretary to Engliish & Social Sciences .......... Janeene Cowley 7815
Secretary to Fine Arts ............................. Jan Maxfield 7790
Secretary to Communication ...................... Kathleen Briggs 7638
Secretary to Science ................................ Barbara Tesch 7760
Secretary to Math ................................... Sylvia Bradshaw 7984
Secretary to Dental Hygiene ....................... Veronica Fely 879-4906
Secretary to Developmental Education ............. Barbara Turnbull 7743
Secretary to Nursing ................................ Colleen Hales/Gina Jacobs 879-4810
## Campus Directory

### MISCELLANEOUS

<table>
<thead>
<tr>
<th>Department / Center</th>
<th>Name</th>
<th>Phone</th>
</tr>
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<tbody>
<tr>
<td>Adult Education</td>
<td>Annie Simon</td>
<td>7606</td>
</tr>
<tr>
<td>Accounts Payable - Student Services Center</td>
<td>Melanie Simon</td>
<td>7672</td>
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<tr>
<td>Admissions - Student Services Center</td>
<td>Kimberly Davis</td>
<td>7590</td>
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<td>Advisement Office - Student Services Center</td>
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<td>7690</td>
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<tr>
<td>Athletics - Gym</td>
<td>Jeff Cluff</td>
<td>7525</td>
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<tr>
<td>Blackboard Vista Troubleshooting</td>
<td>Jared Johnson</td>
<td>7950</td>
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<tr>
<td>Bookstore – Gardner Center</td>
<td>Randy Judd</td>
<td>7641</td>
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<tr>
<td>Cashier - Student Services Center</td>
<td>Christy Jensen</td>
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<td>Career Center</td>
<td>Kathy Kinney</td>
<td>7736</td>
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<tr>
<td>Community Education</td>
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<tr>
<td>Cooperative Education</td>
<td>Karl Hutchings</td>
<td>7668</td>
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<tr>
<td>Cultural Affairs - Avenna Center</td>
<td>Gail Bunker</td>
<td>7994</td>
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<tr>
<td>Diversity Office – Student Activity Center</td>
<td></td>
<td>4004 or 7899</td>
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<tr>
<td>Faculty Association President – Jennings</td>
<td>Dennis Wignall</td>
<td>7803</td>
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<tr>
<td>Financial Aid/Workstudy – CFA Bldg.</td>
<td>Roberta Cole</td>
<td>7584</td>
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<td>Fitness Center</td>
<td>Christian Hildebrandt</td>
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<td>Gardner Center Information</td>
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<tr>
<td>Housing</td>
<td>Kathy Welch</td>
<td>7570</td>
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<table>
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<tr>
<th>Department / Center</th>
<th>Name</th>
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<tr>
<td>Human Resources – So. Admin.</td>
<td>Will Graver</td>
<td>7521</td>
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<td>Hurricane Campus Center</td>
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<tr>
<td>Information Center – So. Admin.</td>
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<tr>
<td>Library Circulation Desk</td>
<td>Ellen Bonadurer</td>
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<td>Loan Collections - Student Services Center</td>
<td>Hailey Orr</td>
<td>7607</td>
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<tr>
<td>Mail Room – Campus Services</td>
<td>April Ashcroft</td>
<td>7554</td>
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<tr>
<td>Payroll - Student Services Center</td>
<td>Kim Seach</td>
<td>7611</td>
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<tr>
<td>Registration - Student Services Center</td>
<td>Mace Jacobson</td>
<td>7708</td>
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<tr>
<td>Scheduling (Facilities) - Browning</td>
<td>Sharon Lee</td>
<td>7650</td>
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<tr>
<td>Scholarships - Student Services Center</td>
<td>Sue Perschon</td>
<td>7578</td>
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<tr>
<td>Security Office / Campus Police</td>
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</tr>
<tr>
<td>Staff Association President (Classified)</td>
<td>Dennis Cox</td>
<td>7555</td>
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<tr>
<td>Staff Association President (Exempt)</td>
<td>Carlene Holm</td>
<td>7603</td>
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<td>Student Employment/Career Center</td>
<td>Kathy Kinney</td>
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<td>Testing Center – CFA</td>
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<tr>
<td>Ticketing Office - Avenna Center</td>
<td>Michael Garcia</td>
<td>7800</td>
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<tr>
<td>Tutoring Center</td>
<td>Barbara Turnbow</td>
<td>7743</td>
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<tr>
<td>Vehicle Scheduling – Campus Services</td>
<td>Felica Griswold</td>
<td>7550</td>
</tr>
<tr>
<td>Wellness Center – Student Services Center</td>
<td>Barbara Johnson</td>
<td>7755</td>
</tr>
</tbody>
</table>
Mission Statement

Dixie State College of Utah (DSC) strives to help students to define, shape and achieve educational and life goals. It is dedicated to providing personalized and excellent teaching in a learning environment where all students can become passionate about their individual educational endeavors.

DSC is a publicly supported institution—authorized by the Utah State Board of Regents—with two interdependent tiers. DSC offers associate degrees and certificate programs that meet the needs of students, the community and the state. The College also offers baccalaureate programs in high demand areas and in core or foundational areas consistent with four-year colleges. Dixie State College enhances its campus climate by promoting cultural and demographic diversity, and by inviting students to participate in its open-door, post-secondary educational programs.

| DSC is committed to quality general education and student success: |
| DSC is a community college: |
| DSC is a state college: |

**DSC is committed to open enrollment and developing student learning capabilities.** Lower-division courses are primarily open admission, while students must meet prerequisites for upper-division courses and programs.

Students will develop the skills and knowledge needed for the next phases in their lives, whether productive employment that contributes to society and economically sustains the student, further education at a transfer or graduate institution, or some other unique and personal aspiration. They will prepare to be life-long learners.

Graduates will be able to think critically, communicate clearly, and solve problems. Through exposure to the breadth of human knowledge and experience, they will investigate and enhance their world views to achieve a global perspective. They will make responsible and meaningful contributions to society, in part through service to others. Graduates will become citizen-scholars.

**DSC has an ongoing commitment to its community college role, which includes transfer education, career and technical education, customized training for employers, developmental education, and strong student services.**

DSC also contributes to the quality of life and economic development of the community and the state. Local citizens and alumni will enjoy educational, economic, cultural, and recreational opportunities provided by DSC that enhance the community's quality of life. They will feel ownership and pride in the College, sustaining it through donations and promoting it among their associations.

**DSC offers bachelor's degree programs in selected high demand areas and in core or foundational areas consistent with its mission as a four-year institution. It also partners with other institutions in the Utah System of Higher Education in ensuring that quality graduate programs are available to Washington County residents.**

DSC is committed to accountability and creativity in delivering quality higher educational opportunities within its service area. The College will be a cooperative and conscientious partner with other public and higher education institutions, responsibly using public funds to meet the state's needs.
DIXIE STATE COLLEGE'S GOALS AND VALUES ARE:

ACADEMIC RIGOR IN A CHALLENGING, SUPPORTIVE LEARNING ENVIRONMENT
DSC focuses on quality teaching and learning, and will be resolute in maintaining high academic standards and rigorous expectations for faculty and students. DSC will also nurture student confidence, retention and success by attracting and retaining dedicated employees, and by maintaining small classes, academic freedom and quality service.

ACCESS AND OPPORTUNITY
DSC will invite members of the community with varying preparation for higher education, reaching out to under-represented populations, and meeting individuals' needs with offerings ranging from developmental education to an honors program.

DIVERSITY
DSC will promote diversity among its employees and student body to enrich the teaching and learning environment. DSC will provide diverse educational, economic, cultural, and recreational opportunities.

WORKFORCE AND ECONOMIC DEVELOPMENT
DSC will cooperate with the local community, region, and state to identify and meet the demands of business and industry. The college will provide leadership and support to economic development.

SOUND MANAGEMENT AND RESPONSIBLE STEWARDSHIP
DSC will be accountable in its stewardship over public resources and students' trust, using state, tuition, and donor resources to promote the College's mission.

HISTORICAL BACKGROUND

The college is located in St. George, Utah, 300 miles south of Salt Lake City and 110 miles northeast of Las Vegas. With a population of 70,000, St. George is a tourist mecca because of its proximity to such scenic wonders as Zion, Bryce Canyon, and Grand Canyon National Parks, Cedar Breaks National Monument, and Lakes Mead and Powell. Utah's Dixie has a semi-tropical climate.

When the Civil War threatened a shortage of cotton goods in the West, Brigham Young, the Mormon Colonizer, sent 300 families to southwestern Utah to raise cotton and build a factory for manufacturing cloth. This colonization, which began in 1861, was an historic epic in hardship and struggle. The combination of semi-tropical climate and cotton raising caused early settlers to refer to the area as Utah's Dixie — hence the name Dixie State College. When it began operation in 1911, the school was officially called the St. George Stake Academy, but it was soon nicknamed Dixie Academy. In 1923 it became Dixie Junior College, and in 1970, Dixie College. In July of 2000, the school officially became known as Dixie State College of Utah as it added baccalaureate degree programs to its academic offerings. Thus, in one form or another, the name has endured.

Originally operated by the Church of Jesus Christ of Latter Day Saints, the college was turned over to state control in 1933. In 1963 Dixie State College moved to a new campus, and on this 100-acre site, the college has grown rapidly. In 2000, the college officially added the Hurricane Center, an 8-acre parcel with a new education facility and a small office in Kanab providing direct access to college courses and programs to those areas. The O.C. Tanner Amphitheater at the mouth of Zion National Park provides an additional 117 acres to the campus.

The college has recently experienced incredible growth as students from all over the United States are discovering the quality and value which an education at DSC provides. The college currently offers 13 bachelor's degrees (with additional emphases areas), six associate degrees, seven applied science degrees, and 10 different certificate programs.

Accreditation

Dixie State College of Utah is accredited by the Northwest Commission on Colleges and Universities (NW) (next review October 2012)

<table>
<thead>
<tr>
<th>Program</th>
<th>Accrediting Agency</th>
<th>Last Review Date</th>
<th>Next Review Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary Education</td>
<td>The Elementary Education Program has been approved by the Utah State Board of Education using standards from a national accrediting organization and the Utah Standards for the Approval of Teacher Education Programs.</td>
<td>March 2004</td>
<td>March 2009</td>
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<tr>
<td>Dental Hygiene</td>
<td>Commission on Dental Accreditation (CODA) - American Dental Association (ADA)</td>
<td>November 2007</td>
<td>November 2014</td>
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<td>Paramedic</td>
<td>Commission on Accreditation of Allied Health Education Programs (CAAHEP), Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP)</td>
<td>November 2005</td>
<td>November 2010</td>
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<td>Medical Radiography</td>
<td>Joint Review Committee on Education in Radiologic Technology (JRCERT)</td>
<td>January 2007</td>
<td>January 2010</td>
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<td>Nursing: (BSN)</td>
<td>National League for Nursing Accrediting Commission, Inc. (NLNAC)</td>
<td>November 2007</td>
<td>Fall 2009</td>
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<td>Nursing: (PN)</td>
<td>National League for Nursing Accrediting Commission, Inc. (NLNAC)</td>
<td>November 2007</td>
<td>Spring 2009</td>
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<td>Surgical Technology</td>
<td>Commission on Accreditation of Allied Health Education Programs (CAAHEP)</td>
<td>November 2005</td>
<td>November 2010</td>
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<td>ASE Auto Mechanics</td>
<td>Accreditation Review Committee on Education in Surg Technology (ARC-ST), National Automotive Technician Education Foundation (NATEF), (ASE) Certification</td>
<td>November 2005</td>
<td>November 2012</td>
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<td>Graphic Communications</td>
<td>Graphic Arts Education and Research Foundation/Printing Industries of America (GAERF)</td>
<td>April 2005</td>
<td>April 2010</td>
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<tr>
<td>Respiratory Therapy</td>
<td>Letter of Review from the Committee on Accreditation for Respiratory Care (<a href="http://www.coarc.com">www.coarc.com</a>)</td>
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</tbody>
</table>
GETTING STARTED AT DIXIE STATE COLLEGE

Once you’ve decided to attend Dixie State College, simply follow these steps. If you have any questions along the way, call us at (435) 652-7590. More detailed information is available at www.dixie.edu:

1. **Apply for Admission** - This can be done online. You may find it helpful to view our application requirements.
2. **Apply for Financial Aid** - Although your admissions application is also your scholarship application, you should apply for other financial aid and scholarships.
3. **Find a Place to Live** - The Housing Office can assist you in locating either on- or off-campus housing.
4. **Attend Freshman Orientation** - If you are a new freshman attending in the Fall, sign up for a required orientation session to get advisement and to register for classes (this orientation is only required for new freshmen).
5. **Pick your Classes** - Speak with an advisor, or review the degree requirements for your selected program of study.
6. **Register for Classes** - You can register online, or by going to the registrar’s office in the Student Services Building.
7. **Buy your Books** - The DSC Bookstore is available to help you get the textbooks and supplies you need.
8. **Pay your Tuition** - Be sure to pay your tuition and fees before the prescribed deadlines. There is also a $20.00 parking fee per year which can be paid at the Cashiers Office.
9. **Get an ID Card** - You can get your picture taken at the Registrar’s Office (2nd floor, Student Service Center). Look for your Dixie One card to arrive in the mail; this will be your student I.D. card.
10. **Map of Campus** - Make sure that you know where your classes are by reviewing the map before the first day of class! Now go to class & study!

OFFICE OF ADMISSIONS

Director: Brandon Boulter
Office: SSC, (435) 652-7591
Email: Admit@dixie.edu
Website: new.dixie.edu/Admissions/

Dixie State College admits qualified students without regard to age, race, color, religion, sex, marital status, national origin, or physical capability. In order to register at Dixie State College, a student must first be admitted according to the requirements outlined below:

**Bachelor’s Degree Applicants.** Students may be admitted directly into most of the BS degrees offered. This does not include Nursing, Business, CIT, or Elementary Education programs which require a secondary admissions process. Please contact the advisor over these programs for additional information.

**Associate Degree or Certificate Applicants.** Students seeking an associate degree or certificate are admitted either as new freshman students, transfer students, or as former students. Personal interest students are admitted as non-degree seeking.

To be admitted and matriculated as a degree-seeking student, applicants must have received a high school diploma or its recognized equivalent. Recognized equivalents include:

1. A GED (General Education Development) test.
2. Be beyond the age of compulsory education. In Utah, the general age of compulsory education is ; however, exceptions can be made for students who have excelled academically in high school or who have been home schooled and have been released from further secondary school attendance. With proper documentation of release from secondary education, students may be considered to be beyond the age of compulsory education.
3. An academic transcript showing successful completion of at least a two-year program that is acceptable for full credit toward a bachelor's degree.

Students who do not meet one of the above requirements may still be admitted as non-degree seeking. Note that high school students who wish to enroll in day courses (excluding summer) must still submit a release letter from their school for the prescribed times.

**Freshman Admissions Steps**

1. Complete the application for admission (paper or online) and pay a non-refundable application fee.
2. Submit official high school transcripts.
3. Submit test results from one of the following: ACT, SAT, CPT, or Compass. If one of these tests has not been taken, arrangements can be made with the college testing center to do so.
4. If college courses were taken while in high school, request that official transcripts be sent to the Registrars Office.

**Special Circumstances.** In addition to the preceding steps, the following may also apply:

1. **GRADUATED MORE THAN SEVEN YEARS AGO.** Students who graduated more than seven years ago and who are unable to provide high school transcripts may instead provide a copy of their high school diploma, or provide a written statement documenting that they have graduated from high school.
2. **EARLY ADMISSION.** Students who have received approval for early release from high school must provide a copy of a formal letter of release from the high school counselor, as well as written authorization from a parent or legal guardian.
3. **HOME SCHOOLING.** Home schooled students must provide a copy of a formal letter of release from the high school counselor or secondary school district that documents the student is no longer required to attend secondary school. Also a statement from the student is needed, certifying that they have completed the equivalent of a high school diploma.
4. **ENGLISH PROFICIENCY.** Regardless of citizenship, students must demonstrate English proficiency before being admitted as a degree-seeking student. This proficiency can be demonstrated by either providing a transcript with at least one year of high school education at an English speaking institution, or a minimum score of 61 iBT on the TOEFL test.

**Transfer Student Admissions.** Students are classified as transfer students when they have attended another college or university as a regular student following graduation from high school. The requirements for admission are as follows:

1. An application for admission must be submitted and a non-refundable application fee must be paid.
2. Official transcripts from all previous colleges or universities must be submitted.
3. If the student has not earned more than 24 college credits, then a high school transcript and test scores (ACT, CPT, SAT, or COMPASS) are required.
4. The student must be in good standing with no documented disciplinary problems at previous institutions.

**Former Student Admissions.** Former students who have not registered for two or more semesters (excluding summer) must apply for readmission and pay the readmission fee.

**Non-Degree Seeking Students.** To be admitted as a non-degree seeking student, a Dixie State admissions form must be submitted and a non-refundable application fee must be paid. Although not required, students are encouraged to submit ACT, SAT, CPT or COMPASS test scores to facilitate the advisement process. Non-matriculated students who wish to matriculate into degree seeking programs must complete the requirements as listed for degree-seeking students. Students currently seeking a high school diploma through the adult education program must be admitted as a non-matriculated student. NOTE: You must be degree-seeking to obtain financial assistance.

**House Bill 60 Program Applicants** (Senior Citizens 62 years of age and older). Senior citizens 62 years or older who are Utah residents, may participate in the House Bill 60 program by being admitted as a non-matriculated student and by filling the requirements for non-degree seeking students.

**International Student Applicants.** International student applicants should complete the following requirements:

1. Submit an international student admissions application with a non-refundable application fee.
2. Submit TOEFL Test scores that meet the minimum institutional requirement. Test scores must be sent directly from the testing center to the International Admissions Office.
3. Submit a financial statement and affidavit of support, in U.S. currency, verifying Dixie State’s minimum requirement for educational and living expenses per year.
4. Submit official transcripts from all educational institutions attended.
5. The state of Utah requires all international students be tested for tuberculosis.
6. International students are required to show proof of insurance upon arrival at Dixie State College.

For additional international student information, please go online to: http://new.dixie.edu/reg/international/

**Veteran Applicants.** Students who are are eligible for the Montgomery GI Bill or other veteran assistance must fill out the appropriate paperwork with the veteran’s coordinator along with the appropriate admissions requirements as listed above.

**Residency Classification.** For the latest regulations regarding residency, please go to:  http://new.dixie.edu/Admissions/
Registration and Records

OFFICE OF THE REGISTRAR
Registrar: Julie Stender
Phone: (435) 652-7703
E-Mail: Records@dixie.edu
Website: http://new.dixie.edu/registration/

Dates for registration are listed in the online class schedule made available prior to each semester. Registration at Dixie State is accomplished online, or by coming to the Registrar's office or advisement office in person. Online registration not available after the 3rd day of the semester.

Adding and Dropping Full Classes. To add a full class, the student must ask the instructor, and the instructor must sign an add card. The college has implemented a policy that Add cards will not override course prerequisites or placement criteria for basic skills courses (English and math), unless the add card has been signed by the appropriate department chair or dean. The chair or dean may be contacted through campus information at 652-7500.

Adding and Dropping Non-Traditional Session Classes. Students may add or drop non-traditional session classes (classes which do not begin or end with regular session classes) at the Registrar's office. Deadlines for adding and dropping non-traditional session classes are published in the semester class schedule. To add a non-traditional session class after the first day of the class is complete, students must have an add card signed by the instructor and must bring the card to the Registrar's office for processing. To add a non-traditional session class after 25% of the class is complete, permission of the Academic Appeals Committee is required. Students may withdraw from individual non-traditional session classes only during the first half of the non-traditional session courses. After that time students may drop a non-traditional session class only with the written approval of the Academic Appeals Committee. Students who wish to audit a non-traditional session course must fill out an audit card in the Registrar's office. A grade of AU will be given and may not be changed to any other grade. All audit cards must be submitted prior to 50% of the completion of the course. Students are expected to attend all classes for which they are registered unless the class is officially dropped from their schedule.

Student Responsibility. It is the responsibility of each student to ensure the accuracy of their schedule at each of these times:
1. At the time of registration.
2. When a class is added or dropped.
3. If the first day of class is missed for any reason.
4. Before the last day to add, drop or audit classes.

Students may check their class schedule at any time online, by going to the counseling office, or registrar's office. Students who will not be at the first class meeting for any reason must inform the instructor prior to class time or they may be withdrawn.

Late Registration. Students who register after a specified date (see semester course schedule) will be charged a late fee and will be required to register for classes at the Registrar's office.

Class Load. Freshmen students should register for approximately 15 credits each semester to complete 120 semester credits within a four-year period for a bachelors degree (summer semester not included). Students should prepare to study a minimum of two hours outside of class for every hour spent in class.

Excess Credit. Maximum registration without special permission is 20 credit hours per semester. To register for more than 20 credits per semester, permission must be obtained from the student's department chair, the director of advisement, or the college registrar. The student must have a cumulative GPA of at least 3.0 (B average).

Requirement for First-Time Freshmen. All first-time freshmen must attend an orientation session before registering. A first-time freshman may sign up and receive more information at oandr.dixie.edu or call (435) 652-7690.

House Bill 60 - Senior Citizen Registration. Senior citizens who are residents of the state of Utah and are 62 years or older can sign up for an unlimited number of Dixie State College classes for a one-time $35 admission fee and a $10 per semester fee with the following steps:
1. Fill out the admission application, pay the one-time $35 admission fee and submit it to the Registrar's office.
2. Pick up a House Bill 60 Add Card from the Registrar's Office. On the first day of class request the instructor's signature on the card. Registration takes place on the first day of classes on a SPACE AVAILABLE basis.
3. Classes can be taken on an audit basis only; not for credit or grade.
4. Pay any special fees which may be attached to a class.

NOTE: Some classes are not available under this program, including ALL computer classes, some FCS classes and fitness classes.

Audit Course Registration. Students who register to audit a course are considered regular students in determining part-time or full-time registration and are charged regular tuition and fees. Because of limited space, some courses may not be open to audit students. To audit, students must fill out an audit card at the Registrar's Office. The grade of AU will be given at that time and may not be changed to any other grade. The deadline for submitting an audit card is the end of the fifth week of the semester for full semester classes.

Withdrawal From College. Students are permitted to completely withdraw from school until the end of the 12th week of the semester. Complete withdrawals must be initiated in the registration office. Current class schedules list pro-rated withdrawal dates for block and summer classes.

Administrative Withdrawal. Students may be administratively withdrawn for the following reasons:
1. Not attending class on the first day of class, without receiving special permission from the teaching faculty member.
2. Registering for courses for which the pre-requisites have not been met (see Academic Assessment).
3. Neglecting to pay tuition and fees for any given semester by the end of the 3rd week of the semester. This type of administrative withdrawal has previously been referred to as a purge.
4. Registering for a class without following proper procedure when there is a hold placed on registration due to low scholastic status (see Scholastic Standards).
5. For other appropriate reasons at the approval of the dean and department chair.
Semester Course Number System.

0010-0990  Non-credit, remedial and terminal courses
(not transferable).
1000-2790  Lower-division (freshman and sophomore courses).
2800-2990  Lower-division independent study, direct reading,
individual projects
3000-4990  Upper-division courses.

Course Prefixes. General education courses are identified with the
following:
• AI  American Institutions
• EN  English
• CP  Computer Skills
• FA  Fine Arts, Communication
• FL  Foreign Language
• HU  Humanities
• IL Information Literacy
• LS  Life Sciences
• MA Mathematics
• PS  Physical Sciences
• SS  Social Sciences

Transcripts. Official transcripts are protected by the Family Educa-
tional Rights and Privacy Act of 1974 (FERPA). Parents, spouse,
friends, other students, etc. may not pick up a copy of the transcript
without written release from the student.

How to Order Transcripts. Transcripts can be requested in the fol-
lowing ways:
1. In Person. The required fee should be paid at the cashier’s office,
then a receipt and a photo ID should be brought to the admis-
sions and records window to obtain a transcript. These offices are
both are located on the second floor of the Edith S. Whitehead
Student Services Center.
2. Login to Student Services.
- Navigate to Student & Financial Aid > Student Records >
Order Official Transcripts
- Complete form
3. By Mail or Fax. Written and faxed transcript requests should
contain the following information:
- Name (include all names and aliases used previously)
- DSC ID or Social Security Number
- Birth date
- Years attended Dixie State College
- Address and/or fax where transcripts are to be sent
- Student telephone number & e-mail address
- Signature

Appropriate fees should be included (by check, money order, or credit
card w/expiration date) and mailed or faxed to:
Fax: (435) 656-4005
Mail: Dixie State College of Utah
ATTN: Transcripts
225 South 700 East
St. George, UT 84770

Transcript fees are as follows:
$4.00 for each transcript
$6.00 to fax transcript (faxed transcripts are usually not accepted as official)

Fees must be paid before a transcript is mailed or faxed. If there are
any holds, the transcript will not be released. Further transcript infor-
mation can be obtained by calling (435) 652-7708.

Grade System.
The current grade system is as follows:

<table>
<thead>
<tr>
<th>Letter</th>
<th>Description</th>
<th>Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>Excellent</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>Above Average</td>
<td>3.4</td>
</tr>
<tr>
<td>B</td>
<td>Above Average</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>Above Average</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>Average</td>
<td>2.4</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>Below Average</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>Below Average</td>
<td>1.4</td>
</tr>
<tr>
<td>D</td>
<td>Below Average</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>Below Average</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0.0</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>0.0</td>
</tr>
<tr>
<td>P</td>
<td>Passing (does not affect GPA)</td>
<td>0.0</td>
</tr>
<tr>
<td>AU</td>
<td>Audit (does not affect GPA)</td>
<td>0.0</td>
</tr>
<tr>
<td>W</td>
<td>Withdraw/Failing</td>
<td>0.0</td>
</tr>
<tr>
<td>W</td>
<td>Withdraw</td>
<td>0.0</td>
</tr>
</tbody>
</table>

Confidentiality of Records. Dixie State College of Utah complies
with the Family Education and Privacy Act of 1974 (FERPA) which
mandates that information contained in a student’s education record
must be kept confidential and only released on a need-to-know basis,
and that such access be limited to job-related, legitimate educational
interests. The information contained in a student’s record may not be
released to a third party without that student’s written consent.

Student Directory Information. A student has the right to place re-
strictions on their directory information. To place a restriction or hold
on records, a student must fill out the appropriate paperwork at the
Registrar’s Office. The restriction will last for only one year. Paper-
work must be filled out annually for the restriction to continue.
FERPA coverage includes records, files, email, documents, and data
directly related to the student, including electronically recorded data.

The following items are considered directory information at Dixie
State College of Utah:
• Full name
• Local address
• Permanent address
• Email address
• Date and place of birth
• Major field of study
• Participation in officially recognized activities and sports
• Photograph
• Height and weight (if a member of an athletic team)
• Dates of attendance
• Awards and degrees received
• Previous school(s) attended
• Classification

Registration and Records
Registration and Records

Credit Policies. Students must be registered for a class to receive credit. It is imperative the class schedule be reviewed prior to the 4th week of school to make sure that enrollment in classes is official. Students may not attend classes if the official course roll does not include their name.

Grade Reports. Grade reports are available online each semester, or may be picked up at the Registrar's Office front counter window.

Grade Changes. Changes are made only when the instructor has made a clerical error in computing or recording grades, when necessary work for an I grade has been completed, or when a grievance has found the grade to be inappropriate. Grade changes for other purposes are not permitted. The instructor must submit an official grade change card with the instructor's signature to the Registrar's Office. No grade will be changed for any purpose after a period of four years.

Incomplete Grades. An incomplete I grade may be given with the following provisions:
1. A student has completed a substantial portion of the required class work, but is unable to complete the work for a legitimate reason (i.e., illness, accident).
2. A student should not re-register for the class. If the situation requires that a student sign up for the course again, the instructor should give the grade that was earned, and the subsequent grade will replace the original grade (see Repeat Courses Policy).
3. The incomplete coursework cannot be completed in a formal classroom situation. If completing the coursework requires that a student attend lectures, labs, or field activities, then they should re-register for the course.
4. The incomplete work must be completed within the time designated by the instructor. If possible, the incomplete work should be completed during the following semester.

If the above requirements are satisfied, then the student and the instructor will negotiate a contract. This contract should indicate the work to be completed, the deadline for the work, and should be signed by both the student and the instructor and filed in the dean's office. The I grade is not computed in the GPA; however, this grade will be changed to an F after one year if the instructor has not submitted a grade change card to indicate that the work has been completed.

Early Final Exams. Permission to take an early final examination can only be granted by the dean of the division in which the student is taking the course, with the instructor's approval. Students are discouraged from taking early final exams.

Repeat Courses. Students may re-register for courses in which low grades were received and those grades will be replaced by the more recent grades. If a more recent grade is lower than the prior grade, then the better of the two grades can be used as the repeat. Students must register and pay tuition for the semester in which the class is repeated. Hours earned in repeat courses may be counted toward graduation requirements only once. A course repeated at another institution may be used to count as a repeat for a course taken at DSC upon approval from the department chair, or if formal articulation agreement is in place with other institutions. Courses that are repeated will remain on transcripts but will not count toward GPA or credit. It is the students responsibility to fill out a repeat card at the Registrar's Office upon completion of a repeated course in order for the GPA to be re-calculated.

Academic Renewal. Academic renewal permits returning students to discount limited previous poor grades from grade point calculations. Following are the conditions under which academic renewal will be considered:
1. The grades requested to be discounted must be at least seven years old.
2. The applicant must be enrolled at Dixie State College at the time of application for academic renewal.
3. Before applying for academic renewal, the student must, upon return to Dixie State College, have completed at least twelve credits of graded coursework with a GPA of at least 2.5.
4. A student who has transferred Dixie State College coursework to another college or university for credit or has received a certificate, associates degree or bachelors degree is not eligible for academic renewal.
5. Academic renewal may be applied for only once and is not reversible.
6. Academic renewal applies only to courses having grades of D+, D, D- and F.
7. Not all D and F graded coursework must be discounted. Students may request specific courses for academic renewal.
8. Courses discounted as part of academic renewal are also discounted for use in satisfying pre-requisite, placement, general education and upper division course requirements.
9. Courses that are discounted after academic renewal will remain on transcripts, but will be noted as not counting toward GPA or credit.
10. Academic renewal does not count toward transfer-in coursework.

Process for application: Students applying for academic renewal must complete and return the academic renewal application form to the registrar with the $20 processing fee.

CREDIT BY EXAMINATION

Students must be currently enrolled at Dixie State College of Utah to receive any credit by examination or petition. A fee must be paid for credit to be posted to transcript. Duplicate credit cannot be awarded for any exam or petition, meaning that credit may not be received more than once for the same course, or for two or more courses filling the same general education requirement. Dixie State College will award no more than a combined maximum of 32 credits for the following types of credit:

- Advanced Placement Credit
- CLEP Credit
- Vertical Credit
- Foreign Language Credit
- Military Training Credit

The credit given for the above may be of four types:

1. Graded Course Credit. A letter grade is received on the transcript with a specific course designation. This type of credit is easily transferred from one institution to another, and on the transcript, it is indistinguishable from credits given for any class successfully completed. Depending on the course, this type of credit may fulfill general education requirements. This type of credit is included in GPA calculation.

2. Ungraded Course Credit. No grade is posted to the transcript and this credit has no effect on the student's GPA. Depending on the course, this type of credit may fulfill general education requirements, but is not as transferable to other institutions as graded course credit.
3. **Ungraded General Education Credit.** Although ungraded and not used in the student’s GPA calculation, this type of credit does fill general education requirements. For example, students may receive three credits of ungraded credit that fulfill a general education science requirement.

4. **Ungraded Elective Credit.** Although ungraded and not used in the student’s GPA calculation, this type of credit can be used to help meet the overall credit requirement for graduation.

**Advanced Placement Credit.** Awarded to students who complete high school advanced placement courses and successfully pass the AP exam with a score of three or higher. The credits earned will be ungraded and awarded based on the table which follows. Note that the credit is awarded as a single unit and cannot be broken up (i.e., a student cannot choose to only have part of it posted to their transcript). This credit is posted to the student’s transcript when AP test results are submitted to the Registrar’s Office.

A.P. Cutoff Scores and Course Requirements Fulfilled are shown on the following chart:

<table>
<thead>
<tr>
<th>A.P. Test Area</th>
<th>Score</th>
<th>Credits</th>
<th>Requirements Fulfilled</th>
</tr>
</thead>
<tbody>
<tr>
<td>American History</td>
<td>3-5</td>
<td>6</td>
<td>HIST 1700, 3 credits electives</td>
</tr>
<tr>
<td>Art History</td>
<td>3-5</td>
<td>6</td>
<td>ARTH 2710, ARTH 2720</td>
</tr>
<tr>
<td>Art Studio</td>
<td>3-5</td>
<td>6</td>
<td>ART 1110, 3 credits electives</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3-5</td>
<td>6</td>
<td>CHEM 1010, 3 credits electives</td>
</tr>
<tr>
<td>Computer Science A</td>
<td>3-5</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Computer Science AB</td>
<td>3-5</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Econ I-Micro</td>
<td>3-5</td>
<td>3</td>
<td>ECON 2010, 1 credit elective</td>
</tr>
<tr>
<td>Econ 11-Macro</td>
<td>3-5</td>
<td>3</td>
<td>ECON 2020, 1 credit elective</td>
</tr>
<tr>
<td>English Composition and Language</td>
<td>3-5</td>
<td>6</td>
<td>ENGL 1010, 3 credits electives</td>
</tr>
<tr>
<td>English Composition and Literature</td>
<td>3-5</td>
<td>6</td>
<td>ENGL 1010, ENGL 2200</td>
</tr>
<tr>
<td>European History</td>
<td>3-5</td>
<td>6</td>
<td>HIST 1100, HIST 1110</td>
</tr>
<tr>
<td>Foreign Language</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>French</td>
<td>3-5</td>
<td>8</td>
<td>FREN 1010, FREN 1020</td>
</tr>
<tr>
<td>French Literature</td>
<td>3-5</td>
<td>8</td>
<td>FREN 1010, FREN 1020</td>
</tr>
<tr>
<td>German</td>
<td>3-5</td>
<td>8</td>
<td>GERM 1010, GERM 1020</td>
</tr>
<tr>
<td>Spanish</td>
<td>3-5</td>
<td>8</td>
<td>SPAN 1010, SPAN 1020</td>
</tr>
<tr>
<td>Spanish Literature</td>
<td>3-5</td>
<td>8</td>
<td>SPAN 1010, SPAN 1020</td>
</tr>
<tr>
<td>Government/Politics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American</td>
<td>3-5</td>
<td>3</td>
<td>POLS 1100</td>
</tr>
<tr>
<td>Comparative</td>
<td>3-5</td>
<td>3</td>
<td>POLS 1100</td>
</tr>
<tr>
<td>Life Science</td>
<td>3-5</td>
<td>6</td>
<td>BIOL 1010, 3 credits electives</td>
</tr>
<tr>
<td>Math</td>
<td>3-5</td>
<td>5</td>
<td>MATH 1065, 1 credits elective</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>3-5</td>
<td>6</td>
<td>MATH 1210, 1 credits elective</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>3-5</td>
<td>6</td>
<td>MATH 1210, 1 credits elective</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>4-5</td>
<td>8</td>
<td>MATH 1210, MATH 1220</td>
</tr>
<tr>
<td>Music</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Listening and Literature</td>
<td>3-5</td>
<td>6</td>
<td>MUSC 1010, MUSC 1100</td>
</tr>
<tr>
<td>Theory</td>
<td>3-5</td>
<td>6</td>
<td>MUSC 1110, MUSC 1120</td>
</tr>
<tr>
<td>Physics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physics B</td>
<td>3-5</td>
<td>6</td>
<td>PHYS 1010, 3 credits electives</td>
</tr>
<tr>
<td>Physics C Mech</td>
<td>3-5</td>
<td>3</td>
<td>PHYS 1010</td>
</tr>
<tr>
<td>Physics c E &amp; NI</td>
<td>3-5</td>
<td>3</td>
<td>PHYS 1010</td>
</tr>
<tr>
<td>Psychology</td>
<td>3-5</td>
<td>3</td>
<td>PSYC 1010</td>
</tr>
<tr>
<td>Statistics</td>
<td>3-5</td>
<td>3</td>
<td>STAT 2040 or Math 1040</td>
</tr>
</tbody>
</table>

**College Level Examination Program (CLEP) Credit.** This type of credit is given if proficiency is demonstrated on the CLEP exam. A student will receive ungraded course credit, which may fulfill general education requirements or provide elective credits, using the following procedures and guidelines:

1. If a particular general education course has already been completed, that course’s credit will be subtracted from the CLEP credit allowed.
2. After a CLEP exam is taken, the exam is assessed, and ungraded course credit is granted according to statewide and departmental agreements.
3. Upon passing a CLEP test, the test results must be presented to the Registrar’s Office for credit to appear on the transcript.

The minimum level of CLEP test proficiency for any credit at Dixie State College is as follows:

<table>
<thead>
<tr>
<th>CLEP Test Area</th>
<th>Total Score</th>
<th>Credits</th>
<th>Requirements Fulfilled</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>50 or higher</td>
<td>6</td>
<td>ENGL 1010, 3 elective credits</td>
</tr>
<tr>
<td>Humanities</td>
<td>50 or higher</td>
<td>8</td>
<td>HUM 1010, ART 1010, 2 elective credits</td>
</tr>
<tr>
<td></td>
<td>47-49</td>
<td>6</td>
<td>HUM 1010, ART 1010</td>
</tr>
<tr>
<td></td>
<td>45-46</td>
<td>3</td>
<td>HUM 1010</td>
</tr>
<tr>
<td>Math</td>
<td>No math credit given for CLEP exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Natural Science</td>
<td>50 or higher</td>
<td>8</td>
<td>BIOL 1010, CHEM 1010, 2 elective credits</td>
</tr>
<tr>
<td></td>
<td>47-49</td>
<td>6</td>
<td>CHEM 1010, 3 elective credits</td>
</tr>
<tr>
<td></td>
<td>45-46</td>
<td>3</td>
<td>CHEM 1010</td>
</tr>
<tr>
<td>Social Science</td>
<td>50 or higher</td>
<td>8</td>
<td>HIST 1700, 5 elective credits</td>
</tr>
<tr>
<td></td>
<td>47-49</td>
<td>6</td>
<td>HIST 1700, 3 elective credits</td>
</tr>
<tr>
<td></td>
<td>45-46</td>
<td>3</td>
<td>HIST 1700</td>
</tr>
</tbody>
</table>

**Vertical Credit.** This type of credit is given only if a student is an advanced foreign language student, and is not available for other types of classes. After passing an advanced foreign language class with a C grade or better, up to sixteen credits of vertical credit may be received for the courses that are preparatory to the advanced class using the following procedures and guidelines:

1. Written permission is received from the division dean and the instructor who taught the advanced class.
2. The Registrar’s Office is presented a memo of permission signed by both the dean and the instructor.
3. A recording fee is paid at the cashier’s office and the receipt is presented to the Registrar’s Office.
4. After the above steps are completed, ungraded elective or general education (foreign language) credit is received for the preparatory foreign language course(s).

**Testing Out of Classes.** If a student is registered in a class, with instructor approval, s/he may test out of the class, stay on the roll and receive a letter grade on the final grade roll. In such cases, the instructor submits the grade at the end of the term on the regular grade report. Test-out credit will not count toward the limit on credit by examination.

**Foreign Language Credit.** This type of credit is given to students who speak a foreign language. Up to twelve credits may be received by special examination in an approved foreign language for which the equivalent skill or knowledge has been acquired, using the following procedures and guidelines:
Registration and Records

1. If a student learns English as a second language, eight units of ungraded foreign language credit may be received for his or her ability to speak English. To receive this credit, the MELAB test must be passed with a score of 69, the paper-based TOEFL at 500, and the computer based TOEFL at 173. This credit will fulfill the foreign language requirement for the Associate of Arts degree.

2. If an approved second language is learned and demonstrated by passing the FLAT or CLEP exam, up to twelve units of foreign language credit may be received for knowledge of the foreign language. An approved foreign language examination must be passed at Dixie State College or at a university testing center (if tested at a university testing center, a student would pay for the credit at the university then request that the test results be sent to Dixie State College).

3. The results are evaluated by the testing center.

4. Appropriate testing and recording fees are paid to the college cashier before the end of the third week of classes during the semester in which a student is registered.

5. The receipt and test results are presented to the Registrar’s Office.

AWARDING TRANSFER CREDIT

A student is responsible for contacting the institutions of higher education which have been attended to request that official transcripts be sent to Dixie State College. Transcripts accepted as official by Dixie State College admissions office are sent to the transcript evaluator for evaluation and posting of transfer credits on the Dixie State College transcript. Dixie State College’s academic departments will evaluate transfer credits to determine courses acceptable toward a student’s major. The transcript evaluator may require a student to supply the course descriptions and/or syllabi from previous colleges attended to help in determining the transferability of courses. Transfer classes will be evaluated on a course-by-course basis. Transfer courses are posted with the grades earned, and the grades are included in the cumulative GPA calculation.

Conditions:

• A student must be admitted as a matriculated student and have confirmed his/her intent to enroll at Dixie State College before transcript evaluation will occur.

• The evaluation is made using only official transcripts sent directly to the college from each one of the previous colleges attended or hand delivered in an original, sealed envelope which bears the official school seal. Transcripts that are faxed, marked student copy, or unofficial are not accepted as official transcripts.

• The transcript must come from a regionally accredited college or university for credit to be awarded at Dixie State College.

• The course must be substantially equivalent to a Dixie State College course with a grade of D- or higher.

• Individual departments have the right to impose limits on the age and grade level of transfer credit.

• There is no limit to the number of transfer credits which may be accepted.

• Transfer courses may be accepted from other institutions (for which we have an articulation agreement) for the purpose of posting a grade change repeat on a course previously taken at Dixie State College.

• Developmental or remedial courses, usually numbered under 100 (quarter system) or under 1000 (semester system), will not be awarded credit at Dixie State College but may be used for appropriate course placement.

• Dixie State College does not accept transfer credit from non-accredited institutions.

• The transfer credit evaluation is subject to audit and reevaluation.

TRANSFER CREDITS/ARTICULATION AGREEMENTS WITHIN THE UTAH SYSTEM OF HIGHER EDUCATION

An associate of arts or an associate of science degree earned at other regionally accredited colleges or universities may be considered as meeting the general education requirements of any institution in the system. When the general education requirements of a USHE (Utah System of Higher Education) have been met, a registrar's certification that the transferring student has completed baccalaureate-level general education requirements at the sending institution will be accepted by the receiving USHE institution in lieu of the AA/AS degree. In the latter case, the registrar at the sending institution will forward to the receiving institution an up-to-date description of the general education requirements.

Credit other than that intended wholly to meet the general education requirements of the receiving institution will be applied on the basis of appropriateness of credit to a particular institution’s specific degree program requirements as determined by the receiving institution. General education course work from a USHE institution shall be applied to assure the best possible fit with Dixie State College’s general education requirements.

For questions about the transferability of courses from other institutions to Dixie State College, an advisor may be contacted at the advisement center for general education questions. An academic departmental advisor can be contacted for questions concerning major-related courses.

International Transcripts. International students requesting transfer of credit from foreign institutions of higher education, must present school records in the original language accompanied by a certified English translation of all non-English transcripts. Translations must be literal and complete. Faxed documents are not accepted. Course evaluations must be obtained through an approved foreign credential evaluation service. Information about these services is available from the international student office.
OFFICE OF FINANCIAL AID
Director: J.D. Robertson
Phone: (435) 652-7575
E-mail: Finaid@dixie.edu
Web: www.dixie.edu/financial/

We offer a comprehensive and varied program of financial aid. The purpose of financial aid is to help eligible students bridge the gap between what they and their families can be expected to pay and what it will cost to attend Dixie State. Financial aid is awarded on the basis of need and other eligibility criteria established by the U.S. Department of Education and other state agencies. There is no discrimination based on race, color, religion, age, sex, national origin, pregnancy-related condition, handicap, or status as a veteran. All such regulations and policies are subject to change without notice.

GUIDELINES REGARDING APPLYING FOR FINANCIAL AID.
Apply Early! Because of complex federal requirements, it can take four to six weeks to process an accurate application. Errors will delay your award even more. Campus-based funds are awarded to the earliest applicants according to need. Once these limited funds have been awarded, applicants will be considered for Pell Grants and Stafford Loans only. Make sure you apply in time to meet financial aid deadlines. Remember, it is your responsibility to ensure your balance owed for tuition and fees is paid in full. There are no guarantees that financial aid will cover your total balance or that it will be paid by the due date.

Apply with Early Admission. You cannot be awarded financial aid until you have paid your DSC admission fee and completed the admissions process. Check your D-mail. You are assigned a D-mail account during the admissions process. We will notify you through your D-mail account if you have unmet requirements. This is also where you will be notified of your financial aid award and any other important information you will need to know concerning financial aid.

Be Aware of Privacy Restrictions. You must complete the DSC Release of Student Information form if you want your parents, spouse, or a third party to have access to your financial aid information. If this form is not competed, we will only communicate pertinent financial aid information with the student.

HOW TO APPLY
1. FAFSA: Complete the Free Application for Federal Student Aid (FAFSA). Submit it to the Federal processor at least 8 weeks before the semester you want to receive aid. Dixie State College’s school code is 003671.
2. Admission: Be sure the Admissions Office has an active application for admissions. To be eligible for financial aid your record must show:
   - You are admitted with a high school diploma, or equivalent, or (if 18 or older and high school class has graduated) a passing score on an approved test available at DSC.
   - You are seeking a degree, and you are in an eligible major. Contact the Admissions & Registration Office or Academic Advising if you have any questions.
3. Check your Student Services Online access account: Remember to check your account 7-10 days after submitting your FAFSA. You will find information concerning any additional documentation the Financial Aid Office needs to complete your file in your dmail account.
4. Loan Counseling: This is required each year you are receiving a student loan.
5. Current Address & Phone numbers: Check your Student Services Online access account and ensure your address and phone numbers are correct so that we can contact you if needed.
6. Other Requirements: Submit all required information to the Financial Aid Office as soon as possible. A delay in receiving the required documents will postpone disbursement of aid to your student account. We will send notifications to your email account if we are missing any information.
7. Student Services Online access: Regularly check your Student Services Online access account for your application requirements, award notifications, revisions, and updates. Check this often!
8. Award: Once the Financial Aid & Scholarship Office has reviewed your file, you will be notified of your award through your dmall account.

AFTER YOU ARE AWARDED
1. Reply: Review loans/accept your loans & work study online through your Student Services Online access account.
2. Register: Register for your classes. Remember, there are no credit hour adjustments for financial aid after the third week of each semester. If you are enrolled for 11 credits at the end of the third week (Pell grant census date), your Pell grant award will be locked at tree quarter time. (See the Financial Aid Credit Enrollment chart below) If you add a block class after the end of the third week, we CANNOT adjust your Pell grant award for the semester to include the additional credits.
3. Stafford Loan: If you are awarded a Stafford Loan (subsidized, unsubsidized, PLUS) and you are a first-time borrower at DSC, be sure to complete the Master Promissory Note (MPN) sent to you by your guaranty agency after you have accepted your loan through Student Services Online access. Note: You select the lender and guarantee agency.
4. Perkins Loan: If you are awarded a Federal Perkins Loan, contact Hailey Orr at (435) 652-7607 or orrt@dixie.edu to set up an appointment to complete the Perkins Loan promissory note.
5. Work-study: If you are awarded Work Study, please fill out the on-line job application.

If you have remaining funds, after your tuition and fees are paid, they will be deposited onto your Dixie HigherOne account. You should receive this card in the mail approximately 10 business days after you register for your classes.

<table>
<thead>
<tr>
<th>Financial Aid</th>
<th>Credit Hour Enrollment</th>
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</thead>
<tbody>
<tr>
<td>Full time</td>
<td>12+ credits</td>
</tr>
<tr>
<td>Three quarter</td>
<td>9-11 credits</td>
</tr>
<tr>
<td>Half time</td>
<td>6-8 credits</td>
</tr>
<tr>
<td>Less than half</td>
<td>1-5 credits</td>
</tr>
</tbody>
</table>

The number credit hours which you enroll can affect the amount and types of aid you are eligible to receive each semester. Please check with the DSC Financial Aid Office if you have any questions concerning this matter. Student must be seeking a letter grade in the course for the credits of that course to count toward their total financial aid hours. For additional information regarding financial aid, to include the types of aid and scholarship which are available, please visit our website at www.dixie.edu/financial.
Academic Advisement

ACADEMIC ADVISING

Director: Rick Palmer
Phone: (435) 652-7693
E-mail: Palmer@dixie.edu
Web: www.dixie.edu/advisement/

What is academic advising? Ideally, the academic advising relationship entails mutual responsibility between the advisor and student. This relationship will assist students with various aspects of their college experience starting with Orientation, continuing with career/major exploration, and culminating in graduation or successful transfer to another institution.

How can your advisor help you? Your advisor can assist you in many ways including the following:
• Selecting your course schedule
• Choosing a major
• Mapping out your educational plan
• Improving your study skills
• Referring you to helpful college services
• Applying for graduation

When should you meet with your advisor? Meeting with your advisor regularly will reduce your risk of taking unnecessary courses or otherwise straying from your desired educational plan. Ideally, you will meet with your advisor at least once per semester, just before registration for the next semester. Of course, we encourage you to meet with your advisor more often should you need help choosing a major or meet with issues that you do not know how to solve. Finally, make sure to meet with a graduation advisor the semester before you plan to finish your degree requirements.

What can you expect when meeting with an advisor?
Your advisor will...
• Attempt to understand your college and life responsibilities and assist you in balancing them
• Assist you in choosing a major by providing intentional processes that will assist you in clarifying your values, educational goals, and life goals.
• Provide you with accurate, up-to-date information regarding the requirements of the degree you plan to pursue
• Assist you in selecting courses
• Orient you to college policies and procedures pertinent to your issues/concerns
• Challenge you to develop strong decision-making and self-advocacy skills
• Promote self-directed learning
• Refer you to the appropriate campus resources when necessary
• Educate you about online advisement resources
• Attempt to create a rapport with you based on open communication and mutual respect

Your advisor will not...
• Make your decisions for you
• Register you for courses or make changes to your schedule (although we will be happy to teach you how to do these things online or through the Registrar’s Office)
• Approach professors or college administrators on your behalf to resolve an issue
• Speak to anyone (including parents/guardians) about your records (i.e. grades, academic progress) unless you provide written authorizations that allows us to share this information

Advisors for: Undeclared, Associate of Arts, Associate of Science, Associate of Science in Criminal Justice

<table>
<thead>
<tr>
<th>Phone</th>
<th>Contact</th>
<th>Email</th>
<th>Office</th>
<th>Appointments</th>
</tr>
</thead>
</table>
| (435) 879-4287 | Rick Palmer  
Director, Retention | palmer@dixie.edu | GARD 2nd floor | Call the main 
Advisement center at (435) 652-7690 
OR e-mail the 
individual advisor |
| (435) 652-7749 | Dana Kelvington  
GE Advisor (A-C), Graduation, High Schools, Peer Advisors | kelvington@dixie.edu | WSSC 2nd floor |                          |
| (435) 652-7694 | TBA  
GE Advisor (D-K), Graduation, Orientation & Registration | TBA | WSSC 2nd floor |                          |
| (435) 652-7693 | Liz Ronnow  
GE Advisor (L_R), Admin. Asst., Graduation, Assessment & Evaluation | ronnow@dixie.edu | WSSC 2nd floor |                          |
| (435) 652-7695 | Dave Zundel  
GE Advisors (S-Z), Academic Standards, Adult Learner, Transfer | zundel@dixie.edu | WSSC 2nd floor |                          |

Advisors for: International and Veterans

<table>
<thead>
<tr>
<th>Phone</th>
<th>Contact</th>
<th>Email</th>
<th>Office</th>
<th>Appointments</th>
</tr>
</thead>
<tbody>
<tr>
<td>(435) 652-7689</td>
<td>Mike Thompson - International Advisor</td>
<td><a href="mailto:mthompson@dixie.edu">mthompson@dixie.edu</a></td>
<td>WSSC 2nd floor</td>
<td>Email or call to set up appointment</td>
</tr>
<tr>
<td>(435) 652-7699</td>
<td>Ann Williams - Veterans</td>
<td><a href="mailto:williams@dixie.edu">williams@dixie.edu</a></td>
<td>Registrars</td>
<td></td>
</tr>
</tbody>
</table>
## Academic Advisement

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Major(s)</th>
<th>Advisor(s)</th>
<th>Phone (435)</th>
<th>Email</th>
<th>Office</th>
</tr>
</thead>
</table>
| Arts & Letters | *English* (BS)  
*English Secondary Education* (BS)  
*Early Childhood Education* (AAS)  
*Associate of Arts in Early Childhood Ed* (AA)  
*Associate of Science in Early Childhood Ed* (AS) | Suzanne Kauer  
Cari Buckner | 652-7895  
652-4252 | kauer@dixie.edu  
buckner@dixie.edu | MC213  
EDFAM127 |
|  | *Elementary Education* (BS)  
*English Secondary Education* (BS)  
*Biology - Sec. Ed. w/Integrated Science* (BS)  
*Biology - Secondary Education* (BS) | Hazel Colebank | 652-7846 | colebank@dixie.edu | EDFAM139 |
|  | *Communication - Human Communication Emphasis* (BS)  
*Communication - Mass Communication Emphasis* (BS)  
*Communication - Film Production Emphasis* (BS) | Jodie Jones (A-D)  
Kellie Mzik (M-Z) | 652-4267  
879-4268 | jjones@dixie.edu  
mzik@dixie.edu | WSSC340  
WSSC339 |
|  | *Integrated Studies (BS/BA)* | TBA | 879-4290 | TBA | NPB102 |
| Music (BA/BS) | TBA | TBA | TBA | TBA | |
|  | *Criminal Justice* (AS) | Liz Ronnow | 652-7693 | ronnow@dixie.edu | WSSC |
|  | *Criminal Justice w/SUU* (BS)  
*History w/SUU* (BS)  
*History Education w/SUU* (BS)  
*Family Consumer Science w/SUU* (BS)  
*Chemistry Education w/SUU* (BS) | TBA | 879-4770 | TBA | WSSC |
| Business | *Associate of Science in Business* (ASB)  
*Accounting* (BS)  
*Business Administration* (BS)  
*Business Administration, Accounting Emphasis* (BS)  
*Business Administration, Finance Emphasis* (BS)  
*Business Administration, Visual Tech Emphasis* (BS)  
*Aviation Management* (BS) | Shari Gowers  
Katie Oliveri | 652-7745  
652-7975 | gowers@dixie.edu  
oliveri@dixie.edu | HAZY347  
HAZY348 |
|  | *Biology* (BS)  
*Biology - Secondary Education* (BS)  
*Biology - Secondary Education w/Integrated Science* (BS) | TBA | 879-4828 | TBA | SCI134 |
|  | *Associate of Pre-Engineering* (APE) | Victor Hasfurther | 879-4801 | hasfurther@dixie.edu | Taylor208 |
|  | *Computer & Information, Computer Science Emphasis*  
*Computer & Information, IT Emphasis*  
*Computer & Information, Visual Technologies Emphasis* | TBA | TBA | TBA | |
| Science | *Nursing* (BSN)  
*Nursing* (AAS)  
*Nursing* (CNA)  
*Phlebotomy* (Certificate)  
*Practical Nurse Certificate* (PN) | Alice Clegg | 879-4813 | clegg@dixie.edu | Taylor372 |
|  | *Dental Hygiene* (AAS)  
*Dental Hygiene* (BS) | TBA | 652-7691 | TBA | WSSC |
|  | *Emergency Medical Services* (AAS)  
*EMT Basic Training* (Certificate)  
*EMT Intermediate Training* (Certificate)  
*Medical Radiography* (AAS)  
*Physical Therapist Assistant* (AAS)  
*Paramedic* (Certificate)  
*Respiratory Therapy* (AAS)  
*Surgical Technology* (Certificate) | TBA | 652-7691 | TBA | WSSC |
|  | *Automotive Mechanics* (AAS)  
*Automotive Mechanics* (Certificate)  
*General Marketing* (AAS)  
*General Marketing* (Certificate)  
*Visual Technology* (Certificate) | TBA | 652-7691 | TBA | WSSC |
FRESHMAN ORIENTATION (O&R)

Imagine this: It’s your first day as a college student at Dixie. You get to campus but aren't sure where your first class is. You also need to fill out forms for financial aid, and you still have to buy your books, but you feel turned around and that map you grabbed isn’t helping out much. Someone back home helped you register for classes, but you’re having doubts about your schedule. You finally get to your first class—late—only to find out that you aren’t actually registered, and when you try to get registered you find out the class is closed. Not only that, but it turns out that your next class doesn’t even fit within your major, and you realize you’re wasting your money. By now you’re tired and hungry and irritated, and you don’t know where to go for help.

Orientation and Registration will help you avoid that exact scenario.

At O&R, you will:
• Get a feel for campus and for the important places on campus
• Get to know your General Education advisor and your major advisor, if you have a major
• Receive information on which classes to take, not only your first semester but for each semester after that
• Meet other students and make friends before you even start school
• Learn how to register for classes quickly and easily
• Get a class schedule with the help of your advisor
• Learn about options for financial aid, scholarships, grants, and loans
• Learn about college life and receive insider tips from the people here at Dixie State

Learn more about Freshman Orientation online at: new.dixie.edu/oandr/

PLACEMENT SCORE REQUIREMENTS

Please note that many courses have prerequisites to verify that you are adequately prepared to successfully pass a given class. Test scores are also used for this purpose. Review the table below for minimum scores:

<table>
<thead>
<tr>
<th>Placement Score Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course ID</td>
</tr>
<tr>
<td>------------</td>
</tr>
<tr>
<td><strong>READING</strong></td>
</tr>
<tr>
<td>ENGL 0470</td>
</tr>
<tr>
<td>ENGL 1470 (Required)</td>
</tr>
<tr>
<td>ENGL 1470 (Recommended)</td>
</tr>
<tr>
<td></td>
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<tr>
<td><strong>ENGLISH WRITING</strong></td>
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<td>ENGL 0995</td>
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<td>ENGL 0990</td>
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<td>ENGL 1010</td>
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<tr>
<td>ENGL 2010</td>
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<tr>
<td><strong>MATHEMATICS</strong></td>
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<td>MATH 0920</td>
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<td>MATH 0990</td>
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<td>MATH 1060</td>
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<tr>
<td>MATH 1065</td>
</tr>
<tr>
<td>MATH 1100</td>
</tr>
<tr>
<td>MATH 1210</td>
</tr>
</tbody>
</table>

**See your advisor for correct placement in Math courses. Math placement scores are valid for only two years.
APPLYING FOR GRADUATION

The graduation application process is the same for associate and bachelors candidates. Your program advisor has a checklist that will help you get ready for graduation. Schedule a graduation appointment with your program advisor before the intended semester of graduation. Failure to meet with your program advisor will delay your graduation and prevent your name from appearing in the commencement booklet. Student must meet all specific degree requirements in order to be eligible for graduation.

At your scheduled appointment with your program advisor, students will complete the degree audit and review your degree requirements. This allows your program advisor to review your academic progress and confirm that you have met all the minimum requirements for your degree. The different degrees offered at Dixie State College have different requirements and should be reviewed often. It is the student’s responsibility and in their best interest to meet with their advisor often and to be aware of degree changes and minimum requirements. Please review specific degree requirement at www.dixie.edu/degreeprograms.

In addition, your graduation advisor will discuss any remaining requirements and/or responsibilities to complete your graduation process. Complete the online graduation application by the deadline listed below:

• Fall Semester: November 1. Student must have the met with their advisors, been cleared for graduation, applied online, and paid their graduation fee.

• Spring Semester: March 1. Student must have the met with their advisors, been cleared for graduation, applied online, and paid their graduation fee. Also, summer graduates who plan on participating in commencement ceremonies need to apply by March 1.

• Summer Semester: June 1. Student must have the met with their advisors, been cleared for graduation, applied online, and paid their graduation fee. Summer graduates who are not planning to participate in commencement ceremonies need to apply by June 1.

• Pay the graduation fee ASAP. There is a $35 non-refundable graduation fee. It must be paid at the Cashiers office before the student will be awarded their degree.

• Attend commencement in the spring! Commencement is held once a year for all associate and bachelors candidates.

If you need further assistance, please contact the Academic Advisement Center at 435.652.7690 or your program advisor.

For specific graduation requirements, please review the graduation policy located at http://www.dixie.edu/humanres/pol.html.

TUITION AND FEES

Please note that students will not be mailed a Billing Statement. Students can view their statements and pay online. A tuition payment plan is also available for students who may need a more flexible payment schedule.

2009-2010 Fee Schedule

<table>
<thead>
<tr>
<th>Credits</th>
<th>Fees</th>
<th>RESIDENT Tuition</th>
<th>RESIDENT Tuition/Fees</th>
<th>NON RESIDENT Tuition</th>
<th>NON RESIDENT Tuition/Fees</th>
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</thead>
<tbody>
<tr>
<td>0.5</td>
<td>10.00</td>
<td>55.00</td>
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<td>140.60</td>
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<tr>
<td>5.5</td>
<td>151.80</td>
<td>605.00</td>
<td>624.80</td>
<td>2,381.50</td>
<td>2,533.30</td>
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<tr>
<td>6</td>
<td>163.00</td>
<td>660.00</td>
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<td>7</td>
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For specific guidelines regarding tuition payment and refunding, please review the policy online at: http://www.dixie.edu/humanres/polstu.html

Note: Useful information on other departments, to include housing, bookstore, diversity center, etc. are available online by choosing the Current Students link at www.dixie.edu.

2009-2010 CATALOG - DIXIE STATE COLLEGE OF UTAH 21
Welcome to the School of Arts & Letters. Arts & Letters classes are divided into the following divisions and departments that present you with committed teachers, engaging ideas, and personal fulfillment:

FINE ARTS DIVISION
- Fine Arts Department
  • Art Program
  • Dance Program
  • Theatre Program
- Music Department

HUMANITIES DIVISION
- Communication Department
- English Department
- Humanities & Social Science Department

EDUCATION DIVISION
- Developmental Studies Department
- Education Department
  • Elementary Education Program
  • Secondary Education Program
- Family & Consumer Science Department
  • Physical Education / Health & Recreation Program
- Integrated Studies Department

The School of Arts & Letters provides five bachelor's degrees: Communication, Education, English, Integrated Studies, and Music. Additionally, interested students can complete their certification to teach in Secondary Education in combination with English and Biology. Also Arts & Letters provides interested students with a choice of Associates of Arts, Science, or Applied Science in Early Childhood.

While all Arts & Letters' classes may not be strictly designed to prepare you for a particular career, they will give you skills and knowledge that you'll need in a career setting. You'll learn to read, communicate, and (most importantly) to think, and employers value all of these skills highly.

In addition to these career and life skills, Arts & Letters' courses will enrich, improve, and stimulate your mind. Sure, you'll fill prerequisites and prepare yourself for further education; however, you'll also discover the satisfaction of learning for its own sake: Perhaps you'll come to understand and appreciate the family and the value of nutrition as well as the need for and how to communicate effectively. Perhaps you'll detect an undeveloped talent for painting, dancing, acting, athletic competition, or singing. Perhaps you'll be seduced by the beauty of poetry, the profundity of philosophy, or the insights of history. The departments listed above offer you the potential to realize your personal and career goals and along the way, they'll help you achieve other objectives as well.

Dixie's course offerings are excellent! Rest assured that the quality of your education at Dixie State College will be as good as at more expensive colleges or universities. With smaller class sizes, the faculty in these courses will know your name and will be able to provide you with more personalized attention than at the larger schools. We look forward to seeing you in class.
With the economy still staggering along, it’s a great time to come back to school, do some personal re-tooling, and get prepared for a brighter future. Enrollment in the UHSB (Udvar Hazy School of Business) and across all of DSC is way up this year. I extend my personal welcome to all our students, staff and faculty.

We strive to provide our students with a high quality business education, hands-on learning experiences, and close student-faculty relationships in an environment that promotes the highest standards of professionalism and integrity. That’s what we do, and we are always trying to get better at doing it. Feel free to stop by, call, or send me an email if you have any suggestions, comments, or complaints.

We are proud to have the Institute for Business Integrity (IBI, established 2006) as part of our business school. The institute is chaired by Dr. Robert Huddleston, accounting professor and past president of DSC. Under his able leadership all business courses have ethics education integrated into the course. In addition, a series of ethics-related seminars is provided for students and the community. These seminars feature prominent business leaders from around the region.

Opportunities for practical learning are facilitated by our faculty who are rich in global business experience. Working with the Dixie Business Alliance (DBA) DSC business students will soon have the opportunity of observing and working with local business startups. The accounting department will also be establishing an accounting incubator that will provide their students with opportunities to analyze and advise local businesses.

A glimpse at the accomplishments of our students reflects well on the quality of our programs. For example, we consistently have seniors who place in the top 10 in an international strategy competition (among over 200 participating institutions from around the world). In addition, DSC students in our DEX and PBL clubs consistently rank very high in state and national business competitions.

Unlike the large research institutions, the mission of the UHSB focuses on teaching. The result is that DSC students have greater access to full-time faculty than at most major universities. All of our full-time business school faculty hold earned doctorate degrees, most have extensive business experience, and all maintain their professional competencies through ongoing research and/or pedagogical innovation.

We continue to work our way through the process of becoming AACSB accredited. Although we are already accredited by the Northwest Association of Schools, the AACSB accreditation is considered the premier business school credential. We believe we can accomplish this goal while maintaining our primary focus on students and teaching.
The School of Science and Allied Health represents two divisions with a broad range of majors and interests, meeting the needs of not only the local community, but our graduates as they compete on a world stage for positions which are becoming increasingly technical in nature.

The Division of Sciences includes the departments of Automotive and Technology, Biology, Chemistry, Computer Information Technology (computer science, information technology, visual technology), Engineering, Geography, Geology, Mathematics and Physics.

The Division of Nursing and Allied Health found a new home in 2008 with the dedication of the new Russell C. Taylor Health Science Center, a 78000 square foot structure which offers cutting edge technology and classrooms to support such majors as nursing, dental hygiene, emergency medical services, medical radiography, physical therapist assistant and respiratory therapy.

The school is made up of the following departments. Please visit their websites for additional program information:

Automotive and Technology
Biology
Computer Information Technology
Computer Science
Information Technology
Visual Technology
Mathematics
Nursing and Allied Health
Dental Hygiene
EMS
Medical Radiography
Nursing
Physical Therapist Assistant
Respiratory Therapy
Surgical Technology
Physical Sciences

Academics
ALLRED, Nancy (2005) Assistant Professor of Music; B.A., 1986, Brigham Young University; M.A., 1988, Brigham Young University; Ph.D., 1999, University of Missouri.
BANKS, Clare (2005) Associate Professor of Math; B.A., 1995, Southern Utah University; M.A., 1997, Brigham Young University; Ph.D., 2005, University of Northern Colorado.
BLACK, Sarah (1999) Associate Professor of Chemistry; B.S. 1994, Brigham Young University; M.S. 1998, Brigham Young University.
BRINGHURST, Kelly N. (1988) Associate Professor of Geology/Chemistry; B.S., 1984, Brigham Young University; M.S., 1987, University of California-Riverside.
BUCKNER, Cari (2008) Assistant Professor of Early Childhood Education; B.S., 1979 Brigham Young University; M.Ed., 1993 Utah State University.
Caldwell, Gary J. (1979) Associate Professor of Music; B.S., 1979, Brigham Young University; M.M., 1986, Northern Arizona University.
CARLSON, Robert (2008) Assistant Professor of Psychology; B.A., 1992, California State University, Fresno; Ph.D., 1998, University of California, Irvine.
Ceballos, Leonor (2007) Assistant Professor of Foreign Language, B.A., 2000, Universidad de Deusto (Bilbao, Spain); M.A., 2003, University of Nebraska, Lincoln; Ph.D., 2007, University of Nebraska, Lincoln.
Ciaccio, Jennifer (2008) Assistant Professor of Biology; B.S., 1991, Villanova University; M.S., 1993, University of Arizona; Ph.D., 2007, University of Miami.
Cowan, Robert L. (2009) Assistant Professor of Chemistry; B.A., 1983, University of Utah; M.S., 1986, Ph.D., 1989 University of California San Diego
Faculty Credentials

DAVIS, Shirley S. (2003) Associate Professor of Elementary Education; B. of Law, 1965; National ChengChi University; M.S., 1988, University of Tennessee; Ph.D., 2003, New Mexico State University.


EDWARDS, Jane (2008) Assistant Professor of Nursing; B.S., 2003, Lewis Clark State College; M.S., 2008, Idaho State University.


EICHER, Timothy P. (1989) Associate Professor of Family Consumer Sciences and Education; B.A., 1974, California State University-Sonoma; M.Ed., 1991, Utah State University.


GREEN, Joe A. (1973) Associate Professor of History, Political Science and Economics; B.S., 1975; M.S., 1978, Utah State University.


HAUCK, Nancy (2005) Assistant Professor of Elementary Education; B.A., 1988, Southern Utah University; M.A., 1992, Pacific University.


HUNT, Kristin (2008) Assistant Professor of Communication; B.S., 1977, University of Colorado; M.S., 1994, University of Idaho; Ph.D., 2001, University of Idaho.

HUNT, Lynn R. (1985) Associate Professor of Mathematics; B.S., 1973, Utah State University; M.S., 1984, Oregon State University.


JARET, Chizu (2006) Assistant Professor of Elementary Education; B.A., Meijigakuin University (Japan); M.S., 1994, Florida International University; Ph.D., 2007, University of Nevada, Las Vegas.


JENSEN, Melvin (2002) Assistant Professor of Automotive Technology; B.S., Idaho State University.


JOHNSON, Demaree (1993) Associate Professor of Family Consumer Sciences and Education; B.S., 1974, Utah State University; M.S., 1983, Michigan State University.


JONES, David (2005) Assistant Professor of Biology; B.A., 1999, Ohio State University; M.S., 2003, Biological Sciences, Vanderbilt University.


JORGENSEN, Gregg (2007) Assistant Professor of Elementary Education; B.S., 1974, University of Utah; J.D., 1977, Antioch School of Law.
Faculty Credentials


O’NEAL, Vicky L. (2008) Assistant Professor of Nursing; B.S., 1996, University of Maryland Catonsville; M.S., 2002, University of Maryland Baltimore.


SABEY, Brenda (2005) Professor of Elementary Education; B.A., 1986, Brigham Young University; M.Ed. 1992, Brigham Young University; Ph.D., 1997, University of Nevada at Reno.


SHAMO, G. Wayne (2007) Professor of Communication; B.S., 1962, Brigham Young University; M.S., 1965, Southern Illinois University, Carbondale; Ph.D., Southern Illinois University, Carbondale.


SMITH, Del (2007) Associate Professor of Biology; B.S., 1991, Southern Utah University; M.S., 1994, Brigham Young University; Ph.D., 2000, Brigham Young University.


STAHELI, Nate L. (2002) Assistant Professor of Accounting; B.S., 1995, Southern Utah University; MACCT, 1996, Southern Utah University; CPA, 1996.


STRAFFTON, William (2006) Professor of Accounting; B.S., Florida State University; B.S., Pennsylvania State University; M.S.B.A., Boston University; Ph.D., Claremont Graduate University.

SULLIVAN, Steven K. (1996) Associate Professor of Physics; B.S., Utah State University, 1990; M.S., 1994, Brigham Young University.

SWIFT, Phyllis (2004) Associate Professor of Nursing; B.S., 1974, University of Colorado; M.S., 1982, University of Missouri.

TALBOT, Marie J. (2008) Assistant Professor of Nursing; B.S.N., Loma Linda School of Nursing; M.S.N., 2004, University of Phoenix.


van der MERWE, Marius (2007) Assistant Professor of Biology; B.S., 1990, University of Pretoria; M.S., 1995, University of Pretoria; Ph.D., 2004, University of Illinois, Chicago.

VANVALKENBURG, Peter (1984) Associate Professor of Geology; B.S., 1974, Brigham Young University; M.S., 1988, Northern Arizona University.


WARNER, Donald (2005) Assistant Professor of Biology; B.A., 1976, Brigham Young University; M.A., 1979, Brigham Young University; Ph.D., 1986, Texas A&M University.


WREDE, Theda (2006) Assistant Professor of English; M.A. 2000, Georg-August-Universitaet, Germany; Ph.D., 2006, University of South Carolina.
