

# Handbook for Advising Students

**Facts**

**and**

**Tips**

Revised by:  
Academic Records Office  
April 2014

**Degree Audit Sheet Supplemental Information**

**Integrative Studies Requirements**

<b>Hrs</b>	<b>Year to be taken</b>	<b>Name of Requirements</b>	<b>Fulfilled by one of the following:</b>	<b>Tips/Notes</b>
(1-24)  Theory 1-4 hrs  Lab 0-4 hrs  Activity 1 0-8 hrs  Activity 2 0-8 hrs		<b>Competency - Physical Education</b>	<p><b>Theory Component:</b> PHED 101 Fitness for Life (1)                      PHED 237 Holistic Health (4)                      PHED 330 Physiology of Exercise (4)+                      CHEM 187 Intro to Nutrition* (3)</p> <p><b>Fitness Lab Component:</b> PHED 111 Wellness Lab                      PHED 330 Physiology of Exercise (4,L)+</p> <p><b>Activity 1:</b> INTS 20-31 Intercollegiate Baseball, Cross-Country, Field Hockey, Lacrosse, Track/Field, Softball, Soccer, Tennis, Basketball, Volleyball (NC)                      PHED 121 Badminton (.5)                      PHED 122 Beginning Ballet (.5)                      PHED 129 Table Tennis (.5)                      PHED 130 Racquetball (.5)                      PHED 131 Rock Climbing (.5)                      PHED 135 Swimming for non-majors (.5)                      PHED 137 Volleyball (.5)                      PHED 138 Walking/Jogging (.5)                      PHED 140 Weight Training (.5)                      PHED 145 Continuing Ballet (1)                      PHED 146 Beginning Jazz Dance (.5)                      PHED 148 Continuing Jazz Dance (1)                      PHED 228 Lifeguarding (1,L)                      PHED 229 Ed Gymnastics &amp; Mvmnt Found (2,L)                      PHED 230 Aquatics (2,L)                      PHED 123 Canoeing (.5)                      PHED 124 Cross Country Skiing (.5)                      PHED 125 Downhill Skiing/Snowboarding (.5)                      PHED 126 Golf (.5)                      PHED 133 Softball (.5)                      PHED 136 Tennis (.5)                      PHED 139 Water Skiing (.5)                      PHED 141 Walking for Wellness (.5-1)                      PHED 147 Soccer (.5)                      PHED 220 Adventure Sports (4,L)                      EQST 113 Horsemanship I (1)                      EQST 114 Horsemanship II (1,L)                      EQST 276 Dressage (1,L)                      EQST 323 Eventing (2,L)                      EQST 325 Horsemanship: Jumping (2,L)                      REC 103 Initiatives (1,L)                      REC 104 Backpacking (1,L)                      REC 109 Highlander (2,L)                      REC 202 Scuba Diving in Honduras (.5,L)                      REC 203 Adv. Wilderness First Aid (2,L)</p>	<p><i><b>When possible, requirements for the competency should be spread over multiple years.</b></i></p> <p>+ Meets both Theory and Lab</p> <p>* Student may but need not take the lab, CHEM 188</p> <p>(L=must take for letter grade; NC=no credit)</p>

REC 211 Eco-tour in Honduras (4,L)  
 REC 212 Eco-tour in Africa (3,L)  
 REC 227 Outdoor Ldrshp Training (4,L)  
 MSL 101, 102, 201, **AND** 202 w/ C- or above (8;L)  
 MSL 301, 302, 401, **AND** 402 w/ C- or above (8;L)  
**Activity 2:** INTS 20-31 Intercollegiate Baseball, Cross-Country,  
 Field Hockey, Lacrosse, Track/Field, Softball, Soccer,  
 Tennis, Basketball, Volleyball (NC)  
 PHED 121 Badminton (.5)  
 PHED 122 Beginning Ballet (.5)  
 PHED 129 Table Tennis (.5)  
 PHED 130 Racquetball (.5)  
 PHED 131 Rock Climbing (.5)  
 PHED 135 Swimming for non-majors (.5)  
 PHED 137 Volleyball (.5)  
 PHED 138 Walking/Jogging (.5)  
 PHED 140 Weight Training (.5)  
 PHED 145 Continuing Ballet (1)  
 PHED 146 Beginning Jazz Dance (.5)  
 PHED 148 Continuing Jazz Dance (1)  
 PHED 228 Lifeguarding (1,L)  
 PHED 229 Ed Gymnastics & Mvmnt Found (2,L)  
 PHED 230 Aquatics (2,L)  
 PHED 123 Canoeing (.5)  
 PHED 124 Cross Country Skiing (.5)  
 PHED 125 Downhill Skiing/Snowboarding (.5)  
 PHED 126 Golf (.5)  
 PHED 133 Softball (.5)  
 PHED 136 Tennis (.5)  
 PHED 139 Water Skiing (.5)  
 PHED 141 Walking for Wellness (.5-1)  
 PHED 147 Soccer (.5)  
 PHED 220 Adventure Sports (4,L)  
 EQST 113 Horsemanship I (1)  
 EQST 114 Horsemanship II (1,L)  
 EQST 276 Dressage (1,L)  
 EQST 323 Eventing (2,L)  
 EQST 325 Horsemanship: Jumping (2,L)  
 REC 103 Initiatives (1,L)  
 REC 104 Backpacking (1,L)  
 REC 109 Highlander (2,L)  
 REC 202 Scuba Diving in Honduras (.5,L)  
 REC 203 Adv. Wilderness First Aid (2,L)  
 REC 211 Eco-tour in Honduras (4,L)  
 REC 212 Eco-tour in Africa (3,L)  
 REC 227 Outdoor Ldrshp Training (4,L)  
 MSL 101, 102, 201, **AND** 202 w/ C- or above (8;L)  
 MSL 301, 302, 401, **AND** 402 w/ C- or above (8;L)

(0-4)	1 <sup>st</sup>	<b>Competency – Writing</b> <i>All courses that meet this requirement are Liberal Arts</i>	<b>A student has fulfilled this requirement if he/she earned at least a</b> 4 on AP English Language exam 600 on Writing portion of the SAT or 26 on Writing portion of the ACT <b>OR passes</b> WRIT 101 Writing in the Liberal Arts (4) ENGL 207 Intro to Literary Studies (3) INTS 153 East Meets West INTS 154/155 Science Honors	<b>Required 1<sup>st</sup> year</b>
(0)		<b>Competency - Quantitative Literacy</b> <i>All courses that meet this requirement are Liberal Arts</i>	<b>A student has fulfilled this requirement if he/she</b> passes BADM/PSY 307 or 308 earned at least a 600 on Math portion of SAT earned at least a 26 on Math portion of ACT completed at least 3 years of standardized math* in grades 9-12 and earned at least 85% or a B in the 3 <sup>rd</sup> year** passed a college math course*** elsewhere with a grade of C- or better passes a Houghton College Quantitative Literacy Competency Exam after matriculation earned a score of at least a 2 on AP Statistics, AP Calculus AB, or AP Calculus BC or meets Creation: Math or Science requirement with an approved Math course.	<b><i>Students not satisfying the Quantitative Literacy Competency by any of these methods must take a Math course for their 2<sup>nd</sup> Creation requirement.</i></b>  * Algebra I, Geometry, Algebra II, Math A, Math B, Precalculus, Calculus, Statistics, etc.; but not consumer math, business math, and similar courses.  ** Students who have taken a fourth year of math during grades 9-12 may request that their fourth-year grade be used to determine satisfaction of the Competency.  *** includes College Algebra or Precalculus
(0-8)		<b>Competency - Foreign Language</b> <i>All courses that meet this requirement are Liberal Arts</i>	<b>A student has fulfilled this requirement if he/she</b> earned at least a 3 on an AP language or literature exam in a language other than the student’s native tongue attends a semester abroad including at least 4 hrs in a foreign language attends an overseas program with no formal language component* tests out via a placement exam such as WEBSCAPE administered by the Dept. of World Languages & Literatures transfers in approved credits from other college coursework (or equivalent through a test such as CLEP) transfers in two semesters (or equivalent) of American Sign Language or 3 years of a single foreign language in high school with a cumulative B+ average <b>OR completes any prerequisite plus HC course**</b> FREN 102 French Level 2 (4) GERM 102 German Level 2 (4) SPAN 102 Spanish Level 2 (4) SPAN 112 Span for Human & Social Services II (4) SPAN 122 Spanish for Educators II (4) SPAN 132 Span for Business & Finance II (4) SPAN 142 Spanish for Health Professionals II (4)	* Subject to approval by department of World Languages & Literatures and Integrative Studies. May include a summer/semester/year abroad engaged in activities such as internships that require extensive use of a language other than the student’s native tongue.  <b>Students whose native tongue is other than English may demonstrate English proficiency sufficient to satisfy this requirement by successfully meeting all other Houghton College graduation requirements.</b>  **BMus students may count intermediate language toward there IS electives.

			SPAN 207 Aspects of Costa Rica (M) (4) SPAN 211 Ecotourism in Honduras (M) (4) LATN 102 Beginning Latin II (4) HEBR 102 Beginning Hebrew Level 2 (4) GREK 102 Beginning Greek Level 2 (4)	
(4)	1 <sup>st</sup>	<b>Faith Foundation – Bible</b> <i>All courses are Liberal Arts</i>	BIBL 101 Biblical Literature (4)*  <b>OR</b> Students with at least two years' study of Bible in high school and at least a B average in those courses may take a 200-level BIBL** course for their integrative studies Bible requirement.***	* Should be taken 1 <sup>st</sup> year ** Exclusions: BIBL 251 and 261 *** can be another year
(4)	2 <sup>nd</sup>	<b>Faith Foundation - Theology</b> <i>All courses are Liberal Arts</i>	THEL 209 Introduction to Christianity (4)* THEL 209H Honors Introduction to Christianity (4) INTS 153 Honors: East Meets West	*usually taken in student's second year
(0-4)		<b>Culture – Art or Music</b> <i>All except studio art, MCHU 451, and major ensembles are Liberal Arts</i>	ART 131 Intro to Visual Arts (2, L) ART 132 Art and Architecture in Context in Europe (4, L) ART 211 Drawing I (2, S) ART 212 Abstract Drawing (4, S) ART 221 Painting I (4, S) ART 231 Ancient Art History (4, L) ART 232 Renaissance Art History (4, L) ART 234 Art and Architecture in Europe (4, L) ART 235 African Art History (4, L) ART 236 Asian Art History (4, L) ART 237 Modern & Contemp. Western Art History (4, L) ART 238 Art and Music in Australia and New Zealand (4,L) ART 245 Graphic Design I (4, S) ART 251 Sculpture I (4, S) ART 255 Thai Cultural Arts (3,L) ART 261 Printmaking I (4, S) ART 262 Screen-printing (2, S) ART 265 Artist Book & Paper (4,S) ART 215 Etching (2,S) ART 263 Typography & Letterpress Printing (4,S) ART 264 Relief Printing (2,S) ART 266 Sculpture & Moveable Book ART 271 Ceramics I (4, S) ART 281 Foundations of Photography (4, S) ART/COMM 284 Introduction to Digital Imaging (4, S) ART 295 ST: Introduction to Watercolor Painting (4, S) ART 295 ST: Imaging the Landscape (4, S) ART 295 ST: Portraying Place (4, S) ART 295 ST: Artist's Book and Papermaking (4, S) ART 295 ST: Public Studio (4,S) ART 295 ST: Textile and Fiber Design (4,S) ART 314 The Art and History of Film (4, L) ART 340 Fine Arts of So Eastern Europe (4,L) MLT 211 Music and Listening: An Introduction (4) MTH 220 Theory I (3) <b>AND</b> MTH 221 Musicianship I (1)* MHS 231 Music History I (2) <b>AND</b> MHS 232 Music History II (2)* <input checked="" type="checkbox"/> MHS 333 Music History III (3) <input checked="" type="checkbox"/> MHS 334 Music History IV (3) <input checked="" type="checkbox"/>	* Must take both  <input checked="" type="checkbox"/> by instructor permission  ** Includes Men's/Women's/College Choir, Philharmonia, and Symphonic Winds. Other ensembles possible if approved by ensemble

			<p>MHS 222 Introduction to Film Music (3)  MHS 223 History of Jazz &amp; Popular Music in the US (3)  MHS 254 Music of World Cultures (3)  MCHU 451 Music and Worship (3)  MCHU 311 Historical Congregational Song (2) <b>AND</b>  MCHU 312 Recent Congregational Song (2)*  <b>OR</b> 4 semesters of the same category of major instrumental or choral ensemble, with or without credit.**</p>	<p>director. Admission by audition or hearing.</p>
(4)	1 <sup>st</sup>	<p><b>Culture – History</b>  <i>All courses are Liberal Arts</i></p>	<p>HIST 101 Western Civilization I: Ancient Civilization to 1650 (2) <b>AND</b> HIST 102 Western Civilization II: 1650 to the Present (2)*  HIST 103 Western Civilization I: Science Honors (2) <b>AND</b> HIST 104 Western Civilization II: Sci Honors (2)*  HIST 105 Western Civilization: Ancient to the Present (4)  HIST 220 American History Survey (4)  HIST 359 Colonial America (4)  HIST 360 Early National Period (4)  HIST 361 Civ. War and Industrial America (4)  HIST 362 Recent America (4)  HIST 325 Europe in the 19th Century (4)  HIST 326 Europe: 1890-1945 (4)  HIST 332 History of Rome (4)  HIST 230 Medieval Europe (4)  HIST 368 The Reformation (4)  HIST 223 Latin Am. History to 1800 (4)  HIST 224 Latin Am. History since 1800 (4)  HIST 249 African History (4)  INTS 153 Honors: East Meets West (15)</p>	<p><b>Encouraged to take at least one HIST or PHIL 1<sup>st</sup> year</b></p> <p>* Must take both</p>
(3-4)		<p><b>Culture – Literature</b>  <i>All courses are Liberal Arts</i></p>	<p>ENGL 202 Literary Voices (3)  ENGL 213 English Literature I (3)  ENGL 214 English Literature II (3)  ENGL 217 American Literature I (3)  ENGL 218 American Literature II (3)  ENGL 308 Australian Literature (4)  ENGL 345 Lit of Cultures of Cent. &amp; Southeastern Eur. (4)  INTS 153 Honors East Meets West  INTS 203 Literature and Wisdom (6)*  Completion of either a major or minor in English, or a major in Writing, satisfies the Culture: Literature requirement.</p>	<p>*INTS 203 meets both Literature and Philosophy requirements</p>
(3-4)	1 <sup>st</sup>	<p><b>Culture – Philosophy</b>  <i>All courses are Liberal Arts</i></p>	<p>INTS 203 Literature and Wisdom (6)*  PHIL 202 Metaphysics, Morality and Mind (4)  PHIL 203 Theism, Naturalism, &amp; Sciences (4)  PHIL 230 Philosophy in Film (4)  PHIL 243 Ancient Philosophy (4)  PHIL 244 Medieval Philosophy (4)  PHIL 245 Early Modern Philosophy (4)  PHIL 246 Late Mod. &amp; Contemporary Philosophy (4)</p>	<p><b>Encouraged to take at least one HIST or PHIL 1<sup>st</sup> year</b></p> <p>*INTS 203 meets both Literature and Philosophy requirements</p>
(4)		<p><b>Understanding the Natural World</b>  <i>All courses are</i></p>	<p>BIOL – any Houghton course with a BIOL prefix (4)  CHEM 151 General Chemistry I (lab) (4)  CHEM 187/188 Introduction to Nutrition and lab (3/1)</p>	<p><b>Must be a lab science</b>  Online courses from other schools will not be approved</p>

		<i>Liberal Arts</i>	<p>ESCI 101 Physical Geology (lab) (4)</p> <p>ESCI 212 Environmental Earth Science (lab) (4)</p> <p>INTS 154/155 Science Honors (3.5/3.5)</p> <p>PHYS 102 General Astronomy (lab) (4)</p> <p>PHYS 130 How Things Work (4)</p> <p>PHYS 151 General Physics I (lab) (4)</p>	
(2-4)		<p><b>Understanding the Natural World</b></p> <p><i>All courses are Liberal Arts</i></p>	<p>MATH 111 Math for the Liberal Arts (4)</p> <p>MATH 115 Introduction to Calculus (4)</p> <p>MATH 131 Principles of Statistics (4)</p> <p>MATH 170 Calculus I with Pre-Calculus A (4)</p> <p>MATH 171 Calculus I with Pre-Calculus B (4)</p> <p>MATH 181 Calculus I (4)</p> <p>MATH 182 Calculus II (4)</p> <p>MATH 183 Science Honors Calculus (4)</p> <p>BIOL – any Houghton BIOL course (3-4)</p> <p>CHEM 151 General Chemistry I (lab) (4)</p> <p>CHEM 187/188 Introduction to Nutrition and lab (3/1)*</p> <p>ESCI 101 Physical Geology (lab) (4)*</p> <p>ESCI 212 Environmental Earth Science (lab) (4)*</p> <p>INTS 154/155 Science Honors (3.5/3.5)</p> <p>PHYS 102 General Astronomy (lab) (4)*</p> <p>PHYS 130 How Things Work (4)</p> <p>PHYS 151 General Physics I (lab) (4)</p>	<p><b>Prefix must be different from Lab Science.</b></p> <p><b>If Quantitative Literacy in Competencies is not met,</b> must take: MATH 115, 180, 181, 182, or 183</p> <p><b>If Quantitative Literacy Competency is met,</b> MATH 115 is not an option.</p> <p>* May be taken for 4 hours including a lab or for 3 hours without a lab.</p>
(2-4)		<p><b>1<sup>st</sup> Community</b></p> <p><i>All courses are Liberal Arts</i></p> <p><b>Categories: ANTH, COMM, ECON, POLS, PSY, SOC</b></p>	<p>Economics Combination:</p> <p>ECON 201 Intro to Economics (2) (prerequisite)</p> <p><b>AND</b> one of the following:</p> <p>210 Principles of Microeconomics (2)</p> <p>211 Principles of Macroeconomics (2)</p> <p>212 International Economics (2)</p> <p>213 American Economic Hist. I: Col. Era-1865 (2)</p> <p>214 American Economic History II: 1865-Pres. (2)</p> <p>237 Comparative Economic Systems (2)</p> <p><b>OR</b></p> <p>ANTH 243 Cultural Anthropology (4)</p> <p>BADM 301 Business Communication (COMM) (2)</p> <p>COMM 101 Presentational Speaking (2)</p> <p>COMM 205 Introduction to Communication Theory (4)</p> <p>COMM 214 Introduction to Mass Media (4)</p> <p>COMM 215 Interpersonal Communication (4)</p> <p>COMM 216 Organizational Communication (4)</p> <p>COMM 244 Oral Performance of Literature (4)</p> <p>COMM 319 American Public Address (4)</p> <p>INTS 153 Honors East Meets West (POLS)</p> <p>INTS 159 Science Honors Communication (COMM) (2)</p> <p>POLS 205 In Search of Justice (4)</p> <p>PSY 111 Introduction to Psychology (4)</p> <p>PSY/SOC 218 Social Psychology (3)</p> <p>PSY 230 Lifespan Development of the Family (4)</p> <p>PSY/SOC 328 Community &amp; Society in Australia and New Zealand (4) *</p> <p>PSY/SOC 329 Australian and New Zealand Culture through Film (4) *</p> <p>SOC 101 Sociological Imagination (3)</p> <p>SOC 222 Social Problems (4)</p>	<p><b>If student chooses to fulfill this requirement with Economics, they must take both ECON 201 and another approved ECON course. They will need to take an additional course in a different category to fulfill their 2<sup>nd</sup> Community requirement.</b></p> <p>* May use only one of these courses for one Community IS req.</p>

			SOC 225 Foundations of Environmental Sociology (2) SOC 226 Culture, Faith, and Creation (4) SOC 237 Introduction to Marriage and Family Studies (3) SOC 361 Race, Gender, and Environment (4)	
(2-4)		<b>2<sup>nd</sup> Community</b> <i>All courses are Liberal Arts</i>  <b>Categories:          ANTH, COMM,          ECON, POLS,          PSY, SOC</b>	Economics Combination: ECON 201 Intro to Economics (2) (prerequisite) <b>AND</b> one of the following: 210 Principles of Microeconomics (2) 211 Principles of Macroeconomics (2) 212 International Economics (2) 213 American Economic Hist. I: Col. Era-1865 (2) 214 American Economic History II: 1865-Pres. (2) 237 Comparative Economic Systems (2)  <b>OR</b> ANTH 243 Cultural Anthropology (4) BADM 301 Business Communication (COMM) (2) COMM 101 Presentational Speaking (2) COMM 205 Introduction to Communication Theory (4) COMM 214 Introduction to Mass Media (4) COMM 215 Interpersonal Communication (4) COMM 216 Organizational Communication (4) COMM 244 Oral Performance of Literature (4) COMM 319 American Public Address (4) INTS 153 Honors East Meets West (POLS) INTS 159 Science Honors Communication (COMM) (2) POLS 205 In Search of Justice (4) PSY 111 Introduction to Psychology (4) PSY/SOC 218 Social Psychology (3) PSY 230 Lifespan Development of the Family (4) PSY/SOC 328 Community & Society in Australia and New Zealand (4) * PSY/SOC 329 Australian and New Zealand Culture through Film (4) * SOC 101 Sociological Imagination (3) SOC 222 Social Problems (4) SOC 225 Foundations of Environmental Sociology (2) SOC 226 Culture, Faith, and Creation (4) SOC 237 Introduction to Marriage and Family Studies (3) SOC 361 Race, Gender, and Environment (4)	<b>Category must be different than 1<sup>st</sup> Community</b>  <b>If student chooses to fulfill this requirement with Economics, they must take both ECON 201 and another approved ECON course.</b>  * May use only one of these courses for one Community IS req.

### Facts to remember when scheduling First Year Students

- ALL First year students MUST fulfill:**
  - Faith Foundation – Bible:
    - BIBL 101 Biblical Literature
    - Students with at least two years’ study of Bible in high school and at least a B average in those courses may take a 200-level BIBL course for their IS requirement (Exclusions: BIBL 251 and 261)
  - Competency – Writing:
    - WRIT 101; ENGL 207; INTS 152, 153, 154, 155;
    - A student has fulfilled this requirement if he/she:
      - earned at least a 4 on AP English Language exam; OR
      - earned at least a 600 on Writing portion of the SAT.
      - earned at least 26 on Writing portion of ACT
- ALL First year students SHOULD fulfill:**



At least one HIST or PHIL course toward their Culture requirement:

History – HIST 101 & 102\*; HIST 103 & 104\*; HIST 105, 220, 359, 360, 361, 362, 325, 326, 332, 230, 368, 223, 224, 249; INTS 152, or 153 \* must take both

Philosophy – INTS 152, 203; PHIL 202, 203, 243, 244, 245, or 246

- 3. Light Load is no more than 14 hrs during fall semester
- 4. Highlander:
  - a. Does not put a light load student over their limit.
  - b. Is finished before the academic year begins.
  - c. Counts in the fall hours toward the 36 total when calculating for tuition-free Mayterm.
  - d. Costs \$600 additional tuition if the student has 19 hours for the fall term.
  - e. There is also a \$566 Highlander fee for food, equipment, and entrance fees

- 1. Part of retention is NOT overloading a First Year Student during the first semester.  
For those who are concerned that 14 hours the first semester will jeopardize their graduation:

124 hours/4 years = 31 hours average per year  
31 hours/2 semesters = 15.5 hours per semester

Fall		Spring		May		Total
14	+	14	+	4	=	32 (by the end of the first year, one is a sophomore)
16	+	14	+	2	=	32 + 32 = 64 (by the end of the second year, one is a junior)
15	+	15	+	2	=	32 + 64 = 96 (by the end of the third year, one is a senior)
14	+	14			=	28 + 96 = 124 (by the end of the fourth year)

This includes 3 tuition-free Mayterms for three hours each. No semester is over 15 hrs. It includes reaching a new classification each year. If a student takes more hours in the semesters, or transfers in summer work, college credit or AP before arriving, depending upon the major, a student might not need to take Mayterms (may depend on major).

This is how the hours can work. A particular major may have additional constraints – certain pre-requisites or special courses needing to be taken at certain times. Some off campus programs may cause an alteration of the number of hours per semester.

**Students who change majors or do not follow the major program as designed by the department may find they cannot use this schedule. They may need more hours in a particular semester. Deciding upon certain majors later in the career may even involve needing additional hours.**

- 2. Full-time students during both fall and spring semester are allowed up to 4 hours of tuition-free Mayterm if their Mayterm and previous fall, spring **attempted** hours do not exceed the maximum allowed under flat rate tuition charge (36 hours for 2010-2011). Highlander *is* counted in the 36 hours.

Students are allowed to take the four hours in the following ways:

- Option #1 - 1 class x 4 credit hours = 4 credit hours total
- Option #2 - 2 classes x 2 credit hours = 4 credit hours total
- Option #3 - (1 class x 1 credit hour) + (1 class x 3 credit hours) = 4 credit hours total
- Option #4 - (2 classes x .5 credit hours) + (1 class x 3 credit hours) = 4 credit hrs total

Trip exception rule: Sometimes a travel course occurs later in the summer rather than during the Mayterm period. Such courses may be taken without extra tuition except for the hours that would exceed 36 for the entire year *unless* the student has taken another course during the Mayterm period.

**Facts to remember when building fall schedules for First Year Honor: East Meets West students who will be on Houghton campus during the next spring**

- 1. The 15 credits they obtain during Spring and Mayterm from East Meets West will fulfill the following requirements:

Competency: Writing  
Culture: History & Literature  
Community: Political Science  
Faith Foundation: Theology

So the student does NOT take these courses during the fall.

- 2. Is any AP credit expected? If so, check the AP chart to see what credit would be granted depending upon their score.
- 3. Fall courses:

Biblical Literature or Advanced Bible

A course for the major

Perhaps one of the following:

Science

Mathematics

Integrative Studies Requirements

Foreign language--If the student tested into Level 2, he/she should take it to complete the requirement.

4. Since the 15 hours of the East Meets West program are spread over the spring semester and Mayterm, students are allowed to take another course during their spring semester on campus. In some cases (bio, chem., educ, physics, etc), students will need to take a major course in the spring. Some majors have a very specific sequence for the required courses, and if a class is not taken in the spring, students will be at a disadvantage the next fall. Students and advisors should investigate the requirements for the major to determine if a specific class is required in the spring.

### **Facts to remember when building fall schedules for Science Honors students**

1. The credits they obtain during the first year from Science Honors will fulfill the following requirements:

Competency: Writing

Culture: History

Creation: Lab Science

Creation: Math

Community: Communication

The credits they obtain during the Fall of the second year from Science Honors will fulfill the following requirements:

Culture: Philosophy

So the student does NOT take these courses during the fall.

2. Is any AP credit expected? If so, check the AP chart to see what credit would be granted depending upon their score.

3. Fall courses:

Biblical Literature or Advanced Bible

A course for the major

or

Perhaps one of the following:

Integrative Studies Requirements

Foreign language--If the student tested into Level 2, he/she should take it to complete the requirement.

2<sup>nd</sup> Community (not Communication)

3

### **Facts to remember when building fall schedules for First Year Honor: Contemporary Contexts students who will be on Houghton campus during the next spring**

4. The 16 credits they obtain during Spring, Mayterm, and Fall 2013 Contemporary Contexts will fulfill the following requirements:

Competency: Writing

Culture: Literature, Art/Music, & Philosophy

Community: Political Science

Faith Foundation: Theology

So the student does NOT take these courses during this fall.

5. Is any AP credit expected? If so, check the AP chart to see what credit would be granted depending upon their score.

6. Fall courses:

Biblical Literature or Advanced Bible

A course for the major

Perhaps one of the following:

Science

Mathematics

Integrative Studies Requirements

Foreign language--If the student tested into Level 2, he/she should take it to complete the requirement.

Since students will receive only 8 hours from the Contemporary Contexts program during the Spring, they will need to take at least one other 4-hour course during their spring semester on campus. In some cases (bio, chem., educ, physics, etc), students will need to take a major course in the spring. Some majors have a very specific sequence for the required courses, and if a class is not taken in the spring, students will be at a disadvantage the next fall. Students and advisors should investigate the requirements for the major to determine if a specific class is required in the spring.

### **Facts to remember when building fall schedules for students planning on grad school**

It is important to register students for the appropriate Statistics course for their intended major.

### **How Advanced Placement Scores May Grant Credit at Houghton College (revised June 2013)**

#### **ART**

Studio Art score of 4 or 5 = 4 semester hours of non-major art

Art History score of 4 or 5 = 4 semester hours of Art History credit (Art majors see department chair);

fulfills Fine Arts IS requirement

#### **BUSINESS**

Statistics score of 4 or 5 = Dept of Business & Economics grants 4 hours of Statistics credit

#### **ENGLISH**

English Language and Composition score of 4 or 5 = 4 semester hours of Writing in the Liberal Arts;  
satisfies Writing Competency

English Literature and Composition score of 4 or 5 = 4 semester hours of Writing in the Liberal Arts;  
satisfies Culture: Literature

*Should a student take both English AP exams, he/she would receive credit for both  
Writing in the Liberal Arts and Culture: Literature*

**LANGUAGE**

Language score of 4 or 5 = 4 semester hours of intermediate language;  
 score of 3 satisfies Foreign Language Competency – no course credit granted

Language literature score of 4 or 5 = 4 semester hours of elective language credit;  
 score of 3 satisfies Foreign Language Competency – no course credit granted

**MUSIC**

Music Theory score of 4 or 5 = 4 semester hours of MTH 225-226 Music Funds. & Musicianship Dev: Intro to Tonality

**SCIENCE AND MATH**

Calculus AB score of 4 or 5 = 4 semester hours of Calculus I;  
 score of 2 or 3 satisfies Quantitative Literacy Competency – no course credit granted

Calculus BC score of 4 or 5 = 4 semester hours of Calculus I and 4 semester hours of Calculus II;  
 score of 2 or 3 satisfies Quantitative Literacy Competency – no course credit granted

Biology score of 5 = 8 semester hours of General Biology  
 score of 4 = 4 hours of General Biology I **or** II (If pursuing a major in Biology, consult department chair)

Chemistry score of 5 = 4 semester hours of General Chemistry (1<sup>st</sup> semester)  
 score of 4 = 4 semester hours of lab science – not General Chemistry I

Computer Science AB score of 4 or 5 = 4 semester hours of elective credit in Computer Science

Environmental Science score of 4 or 5 = 4 semester hours of Environ. Earth Sci. **OR** lab science

Physics C /Mechanics score of 4 or 5 = General Physics I

Physics C/ Mechanics score of 4 or 5 **AND** AP Physics C /Electricity & Magnetism score of 5 = General Physics I and II

Physics B score of 5 = 4 semester hours of General Physics I

Physics score of 4 = 4 semester hours of lab science – Not General Physics I

**SOCIAL SCIENCES**

World History score 5 = Meets IS History requirement. 3 semester hours of elective credit

American History score of 5 = Meets IS History requirement. 3 semester hours of elective credit

Human Geography score of 4 or 5 = 3 semester hours of elective credit

Economics MIC or MAC score of 4 or 5 = 4 semester hours of micro- or macroeconomics

European History score of 5 = Meets IS History requirement. 3 semester hours of credit

Government score of 4 or 5 = 3 semester hours of Community: POLS credit

Psychology score of 4 or 5 = 4 semester hours of Introduction to Psychology (meets 1 Community: PSY)

**OTHERS**

Statistics score of 4 or 5 = 4 semester hours of elective credit;  
 score of 2 and up satisfies Quantitative Literacy Competency – no course credit granted

Occasionally, department chairs evaluate AP scores in other areas. Four semester hours of college credit are typically granted for scores of 4 or 5.

## *Graduation Checklist*

(v)

Declare a major by the end of your Sophomore year by contacting the chair of your desired major. The department chair will email Susan Martin in Academic Records. You and your advisor will then be sent an official degree audit sheet.	
If declaring a minor, email <a href="mailto:Susan.Martin@houghton.edu">Susan.Martin@houghton.edu</a> with your desired minor.	
Update your Degree Audit Sheet each semester.	
Complete the Integrative Studies requirements	

Complete your Major requirements - Grades must be C- or better. - Half of your credit hours in your major must be at Houghton College.	
Complete your Minor requirements (if pursuing a Minor) - Grades must be a C- or better.	
Complete Concentration (if required) - Grades must be a C- or better.	
Complete a minimum of 93 hours of liberal arts courses for the BA degree, 62 hours for the BS degree, and 32 hours for the BMus or BFA degree.	
Return your Diploma Order Form to the Academic Records Office by <b><u>November 1st</u></b> of your Senior year.	
Complete a minimum of 124 hours (128 hours for a BMus degree).	
Have a 2.0 grade point average or better.	
Complete 30 credit hours at Houghton College.	
Complete 18 of the last 24 credit hours at Houghton College.	

NOTES:

- A student must complete at least one major. A minor is not required unless a specific major requires a specific minor.
- No more than 8 credits of Horsemanship may count toward graduation unless the student is a Recreation major with an Equestrian Studies option or is pursuing an Equestrian Studies minor.
- No more than 8 credits of ROTC or Theatre Workshop may count toward graduation.
- No more than 8 credit hours of Applied Music may count toward graduation for students who are not majoring or minoring in Music.

*For example: A student earning 12 Horsemanship credits will need 128 total credits in order to graduate unless majoring in Recreation – Equestrian Option or minoring in Equestrian Studies. OR a student earning 10 credits with ROTC will need 126 total credits in order to graduate.*

**\*\*\* Attention transfer students! Make sure you have 62 hours from HC to receive graduation honors.** In order to be eligible to be valedictorian or salutatorian, you must be a May grad, be full time in the Spring semester, and have earned a minimum of 90 Houghton College credits. \*\*\*

This form is also available at: <http://www.houghton.edu/am-site/media/graduation-checklist.pdf>