

**The Degree Division
of the School for University Studies**

Hofstra University
Hempstead, New York 11549

PROLOGUE

The Degree Division of the School for University Studies at Hofstra University offers a Bachelor of Arts Degree to students who share its commitment to the intellectual and practical dimensions of the Liberal Arts. Through its structure and function, it helps its students achieve their Liberal Arts goals through a curriculum more individualized in response to student needs and interests, and more flexible in format than is normally found in undergraduate programs.

The Liberal Arts are those studies which intrinsically expand awareness and sharpen intellectual skills. They help clarify values and then shape decisions through their appropriate application to new situations. They stimulate awareness of the human condition.

The Liberal Arts do prepare individuals for careers; they prepare for all careers, not specific ones. When business, industry and government seek employees with college degrees, they seek people with keen and supple minds, a capacity for clear and precise expression and a broad awareness of human accomplishments and possibilities. Such people learn and adapt quickly; such people are productive. Similarly, professional schools seek not the trained apprentice but the educated person.

The Liberal Arts prepare for individual responsibility and recreation as well as work. They help develop sensibilities and refine new and traditional ideas of goodness, beauty and truth. In short, they open ways for the achievement of full, human potential. Over 2,000 years ago, Aristotle declared that education must be designed to fulfill the potential for good. The School for University Studies is committed to this ancient Greek ideal.

Our emphasis is intellectual and theoretical, because intuiting, imagining and interpreting are intellectual skills of great value in all human situations. However, we are also interested in the application of intellectual skills to immediate concerns. To fulfill their intellectual potential, students must apply what they have learned to immediate situations. To use learning ultimately satisfies the highest aspirations not only of individuals but also of the communities of which they are the educated part.

Through comprehensive teaching and sensitive advisement, the School for University Studies faculty and community help students prepare for the worlds of learning, work and leisure. Through its academic programs, the School for University Studies helps students develop the skills necessary for lifelong learning and excellence in performance.

SCHOOL FOR UNIVERSITY STUDIES DIVISIONS

The School for University Studies has four divisions:

- A. The Freshman Division
- B. The Transfer Division
- C. The Program for Academic Learning Skills (PALS)
- D. The Degree Division

The Degree Division enables part-time students, as well as the traditional student, to fulfill the requirements of a Bachelor of Arts degree in a manner more flexible than is available at most universities. Graduates of the Degree Division of the School for University Studies should be conversant with a wide range of human thought and accomplishment. These competencies, characteristics of liberally educated people, are demonstrated through the completion of studies in the humanities, the social sciences, the arts (performance studies), quantitative thinking (mathematics, logic, statistics), cultural studies, international studies and communication studies.

INTRODUCTION TO THE DEGREE DIVISION

Hofstra University has traditionally sought to serve students with different academic needs. In a world increasingly aware of differences in culture, language and learning style, the School for University Studies extends this tradition to students with particular academic challenges and to those who need different arrangements to complete their undergraduate studies.

The Degree Division of the School for University Studies serves students who are qualified for undergraduate matriculation at Hofstra University, but whose professional and/or personal situations often limit their matriculation to part-time. Degree Division students frequently are returning to complete their undergraduate, Liberal Arts degrees. The Degree Division offers the Bachelor of Arts in Interdisciplinary Studies from Hofstra University to these students through a curriculum flexible in requirements to facilitate participation during evening and weekend times. Course work for Degree Division students comes from the undergraduate offerings of the University's other undergraduate schools and colleges (mostly in the Liberal Arts) and from the Degree Division's own offerings conveniently scheduled for its students.

Premature or non-utilitarian undergraduate specialization in a narrowly defined "major" field is not a B.A. requirement of the Degree Division of the School for University Studies. Students are required to complete 15 competencies: five competencies, or 40 traditional semester hours, in a Breadth category; five competencies in a Depth Area; and five competencies in elective studies, totaling 120 traditional semester hours. **Studies in Breadth** provides students with opportunities for the knowledge and perspectives afforded by the various Liberal Arts areas and fields.

Another 40 credits is provided in Liberal Arts studies more focused towards individual student interests than is the breadth of human knowledge. These credits of **Studies in Depth** oblige students into one of the School's Liberal Arts categories. The final project in Studies in Depth has two parts: first is an Advanced Interdisciplinary Seminar specifically sponsored by the Degree Division to assist students with the integrating strategies of interdisciplinary thought. Second is the independent study paper or Baccalaureate thesis.

The remaining 40 credits for Degree Division Students are **Elective Studies**. Note that 90 credits within the student's total (minimum 120 s.h.) must be in the Liberal Arts. The shaping and nature of elective credits will depend upon the student's advanced standing or transfer credit.

All Degree Division students must complete a minimum of two independent studies, one of which is the required final project. The other independent study may be taken in any prior semester to satisfy any Degree Division requirement. Independent study through "contract learning" is one of the Modes of learning in the Degree Division. Independent

study refers to work done outside the traditional classroom on a one-to-one basis with a faculty member. The “Contract” is the written agreement between the student and the faculty supervisor which guides the independent study project. Some students may prefer independent study through learning contracts because personal and professional commitments may prevent regular classroom attendance or because the nature of the proposed academic work may not be best served through a traditional classroom course. Most often, contract learning involves library research, field research, internships in professional settings or in artistic/performance settings.

Advisement from the Degree Division’s staff is readily available to assist students with course selection so that they may progress towards the B.A. degree in a timely and orderly manner.

THE DEGREE DIVISION GRADUATION REQUIREMENTS

Graduation Requirements

The Degree Division's graduation requirements, divided into three categories, reflect minimum academic work in liberal arts that students must achieve to earn the Bachelor of Arts Degree. The combination of the three categories represents a total of 120 semester hours, the minimum number required for the degree.

Studies in a Breadth Category (Must be Liberal Arts courses) Total: 40 s.h.
(Range: 39-42)

Degree Division graduates should be conversant with a wide range of human thought and accomplishment as well as an interdisciplinary, integrative approach to the study of the Liberal Arts. These competencies, or characteristics of liberally educated people, are demonstrated by Degree Division students through the satisfactory completion of these **five graduation requirements**:

- 1) **knowledge of a culture other than the student's own**: an awareness of the quality of life in times and places other than the student's own. This requirement may be satisfied through work in the category of Cultural Studies and International Studies.
- 2) **knowledge of the works of the human imagination**: an ability to respond with appropriate critical sensitivity, analysis and intelligence to works of the human imagination. This requirement may be satisfied through the category of the Arts.
- 3) **knowledge of the Social Sciences**: an ability to discern the value, the limitations, the scope and the interrelationships of the sciences dealing with human behavior; to understand the methods and applications of these sciences as they relate to the student's field of endeavor; to discriminate between the normative and descriptive in social scientific statements. This requirement may be satisfied through work in the category of Social Science.
- 4) **knowledge of the Natural Sciences**: an understanding of the sciences dealing with the natural world and the methods used by these sciences to analyze and describe natural phenomena; an ability to discern the impact of science, scientific method and technology in the student's field of endeavor. This requirement may be satisfied through work in the categories of Natural Science and Quantitative Thinking (minimum of one from each).
- 5) **competence in expository writing and knowledge of another form of communication**: competence in expository writing is shown through the student's demonstration of the ability to write a substantial, unified research paper. Another

part of this requirement may be satisfied through the Communications Studies category.

Studies in a Depth Category (Must be Liberal Arts courses) Total: 40 s.h.
(Range 39-42)

Degree Division graduates should be particularly competent in the history (evolution/development) of major ideas and current issues in one category or area of intellectual endeavor. This competence, also a characteristic of the liberally educated person, is demonstrated by Degree Division students through the satisfactory completion of the five graduation requirements (40 s.h.) in a Degree Division category and Area.

Degree Division students complete the Final Project, one of the Studies in Depth competencies, in their senior year (after completing a minimum of 11 Degree Division requirements). The Final Project has two parts. First is the *Interdisciplinary Studies Advanced Seminar* – a course structured as much around the study of general interdisciplinary Liberal Arts themes as it is around particular texts. The seminar offers students an opportunity to demonstrate their fluency in critical discussion on both the theoretical material with which they have encountered prior to taking the seminar, and on the material presented by faculty in the seminar.

Second is the independent Study paper or Baccalaureate thesis. Through the Baccalaureate Thesis, students demonstrate the skills, intellectual insights and various perspectives gained through participation in the Degree Division. The Baccalaureate thesis is cumulative and must therefore be considered a senior level project in depth, intellectual rigor and approach. All Degree Division students develop their Final Project proposals through topics related to their “Studies in Depth”.

Elective Focus Category Total: 40 s.h.
(Range 39-42)

The five requirements, or competencies in the category of “Elective Studies,” allow Degree Division students choice within all Liberal Arts and related areas. With the assistance of their advisors, students are encouraged to satisfy these “Elective Studies” requirements through the satisfactory completion of academic work complementary to their “Depth Studies.”

To graduate, students must achieve a minimum cumulative grade-point average (GPA) of 2.0.

EDUCATIONAL RESOURCES

Degree Division students are encouraged to take full advantage of the educational resources available to them as members of the Hofstra University community. These include undergraduate courses at New College, the Hofstra College of Liberal Arts and Sciences (HCLAS), the Zarb School of Business, the School of Education and Allied Human Services, the School of Communication and the School for University Studies. Students also have full use of the University's excellent library, computer facilities, swimming pool and music listening rooms; and access to the full range of student services provided through the Dean of Students Office, Counseling Center, Residential Life Office, Health Center, Financial Aid Office and the Career Center.

REGISTRATION AND STUDENT STATUS

Pre-Registration

Similar to all students at the University, continuing Degree Division students are given the opportunity to pre-register several months in advance at the start of the next semester. These students will be billed by mail for all tuition and fees to be incurred in the next semester, and these students are entitled to pay the tuition bill by mail. Students pre-registering for the next semester must have their programs approved by the Degree Division. All Degree Division student pre-registration and registration is processed initially through the Degree Division office.

Leave of Absence

Students may apply for an Official Leave of Absence from the Degree Division and the University through the Degree Division Office and must specify the period of inactivity. Leaves may be for no longer than two academic years.

Permission to Attend Other Colleges

During fall and spring semesters, current students may not take courses at other educational institutions within reasonable commuting distance of the campus if the same course is being offered at Hofstra.

Hofstra students wishing to attend another accredited institution as visiting students must have courses approved in advance by the Degree Division Office and the Office of Financial and Academic Records. The necessary permission forms can be obtained in the Degree Division Office or the Student Administrative Complex in Memorial Hall.

Students with junior or senior standing (58 or more semester hours) are not permitted to enroll for courses at junior or community colleges offering two year terminal programs.

Residency Requirement

To receive a Bachelor of Arts degree from Hofstra University through the Degree Division at the School for University Studies, students must spend a minimum of 25% (30 semester hours or credits) of their formal study for the degree within the Program. The Final Project of an Advanced Interdisciplinary Seminar and Baccalaureate Thesis must be satisfied through formal study in the Degree Division. These 30 semester hours are the last to be undertaken to earn the degree.

Official Records and Transcripts

The official records of students in the Degree Division of the School for University Studies are maintained by the Office of Financial and Academic Records at Hofstra University. Requests for official transcripts must be made in writing or in person to the Office of Financial and Academic Records and may include a fee.

TUITION AND FEES

Degree Division students must pay all tuition and fee charges at the time of registration, or when pre-registration bills are due. Part-time students (those enrolled for 1-11 semester hours) pay for their courses on a “per credit” basis. Checks and money orders must be made payable to Hofstra University. Tuition and other fees are payable as specified in the current schedule published in the University’s *General Bulletin*. Hofstra University and the School for University Studies reserve the right to alter the schedule of charges without notice. For current information, please contact the Degree Division Office in Roosevelt Hall.

The privileges of the University and the determination of student status within the Degree Division at the School for University Studies are not available until registration is completed and payment of all tuition and fees is received.

Hofstra University’s schools/colleges have “block” or “blanket” tuition charges for students attaining full-time status in a given semester. Students who are enrolled at the University on a part-time basis pay their tuition on a per-credit basis. For information about these tuition charges, please consult the Hofstra University *General Bulletin*.

For information regarding tuition refunds, please consult the University’s *General Bulletin*.

SCHOLARSHIPS AND FINANCIAL AID

Degree Division students are eligible for financial aid on the same basis as other Hofstra students. Financial aid may be awarded on the basis of academic quality, personal need and, in some cases, proficiency in a special area.

For additional information regarding Financial Aid and Scholarships, please consult the Hofstra University *General Bulletin*.

THE FACULTY

The Faculty of the Degree Division has a special responsibility for the Degree Division and its students. Members of the Faculty are from the Hofstra University professorate who represent the major content areas of the liberal arts and have extensive teaching, research and administrative backgrounds. Of equal importance, all have long-standing familiarity with, and sensitivity to, the academic aspirations of Degree Division students.

ACADEMIC ADVISEMENT

All institutions of higher education offer forms of advisement and counseling. The School for University Studies intends its academic advisement to be as close and informed as only a small school's can be, but augmented by the School's presence within Hofstra University. Students are initially assigned an advisor but may choose a different advisor as their academic interests become more defined. Advisors are available for conference, registration and general information about the Degree Division and University programs of study.