

# TABLE OF CONTENTS

JSU 2009 Fall Semester Calendar .....	2
Tuition and Fees Schedule .....	3
Jackson State Refund Policy .....	4-5
Examination Schedule .....	6
Days of the Week .....	6
Campus Building Codes .....	7
Registration Procedures .....	8
Registration Schedules .....	9
Directions for Early Registration .....	10-11
Glossary .....	12-13
WEB for Students (JSU P.A.W.S.) .....	14-21
Class Schedule	
All Courses .....	22-83
On-Line Courses .....	84-87
Course Request Forms .....	88-92
2009 Football Schedule .....	93
Campus Map .....	94

**IMPORTANT NOTE:** Fees must be paid by the end of the first day of classes. In cases where fees have not been paid, all classes will be purged on the dates indicated on the fall calendar. Please verify the accuracy of your class schedule by course and section number. Drop/Add are processed through JSU P.A.W.S. There is a \$25.00 drop/add fee for each transaction day. ***PLEASE BE REMINDED THAT DEADLINE DATES WILL BE STRICTLY ADHERED TO.***

## 2009 Fall Semester

<b>August 13-14, Thursday-Friday, 8:30 a.m. - 5:00 p.m.</b>	<b>Faculty/Staff Seminar</b>
August 15, Saturday, 9:00 a.m.	Residence Halls Open for Freshmen and Transfer Students
<b>August 17, Monday, 9:00 a.m.</b>	<b>Orientation for Freshmen and Transfer Students</b>
August 17, Monday	Registration for Freshmen and Transfer Students 1:30 p.m. - 5:00 p.m.
August 19-21, Wednesday-Friday	Registration for Freshmen and Transfer Students 8:30 a.m. - 4:00 p.m.
August 19-20, Wednesday-Thursday	Evening and Graduate Students Registration 6:00 p.m. - 8:00 p.m.
<b>August 24, Monday</b>	<b>Classes Begin for All Students</b>
August 24, Monday	Late Registration Begins (A late fee of \$70.00 Begins)
August 31, Monday	A late fee of \$105.00 begins this day
<b>September 7, Monday</b>	<b>HOLIDAY - Labor Day..... No Classes</b>
September 8, Tuesday, 7:00 a.m.	Classes Resume
September 8, Tuesday	Last Day to Complete Registration and/or Pay Fees (A late fee of \$145.00 begins this day)
September 8, Tuesday	Last Day to Add a Course
September 18, Friday	Last Day to Drop A Class With No Grade
September 18, Friday	Last Day to Receive A Percentage Refund
September 18, Friday, Evening	Class schedule purged for non-payment
<b>October 12-17, Monday-Saturday</b>	<b>Mid-Semester Examinations</b>
October 19, Monday	Mid-Semester Grades Due
October 22, Thursday	Founders' Day Convocation
October 23, Friday, 7:00 p.m.	Founders' Day Banquet
October 27, Tuesday	Last Day to Drop A Class with "W" Grade
November 9 - December 7	Early Registration and Payment of Fees for 2010 Spring Semester and Summer Sessions
<b>November 23-28, Monday-Saturday</b>	<b>Fall Break/Thanksgiving Recess</b>
November 30, Monday, 7:00 a.m.	Classes Resume
November 30, Monday	Last Day to Withdraw from the University
December 5, Saturday	Classes End
<b>December 7-12, Monday-Saturday</b>	<b>Final Examinations</b>
December 12, Saturday	Conferring of Degrees-Fall 2009
<b>December 12, Saturday</b>	<b>Fall Semester Ends</b>
<b>December 12, Saturday</b>	<b>Holiday Recess Begins</b>
December 14, Monday	Grade Reports Due in the Office of the Registrar and Records

## TUITION AND FEES SCHEDULE

### 2009 Fall Semester

#### Tuition Charges

#### Undergraduate Tuition\*

1.0-11.0 hours \$194.00/per credit hour  
 12.0-19.0 hours \$2,317.00  
 Over 19 hrs-\$2,317.00+\$194.00/per credit hour  
 Out-of-State Fee \$3,172.00 per semester

#### Graduate Tuition\*

1.0-8.0 hours \$258.00/per credit hour  
 9.0-13.0 hours \$2,317.00  
 Over 13hrs-\$2,317.00+\$258.00/per credit hour  
 Out-of-State Fee \$3,172.00 per semester

\*Tuition is charged based on the student's classification.

Room	Board
Transitional Hall & Dixon Hall	Platinum \$150 Flex Plan \$ 1,155.00
Room - 1 person \$2,652.00	Gold \$100 Flex Plan \$ 1,110.00
Room - 2 persons \$1,785.00	Silver \$ 50 Flex Plan \$ 1,050.00
	Commuter Plan A \$ 701.00
	Commuter Plan B \$ 874.00
Other Residence Halls	
Room - 1 person \$2,649.00	
Room - 2 persons \$1,750.00	

#### Designated Fees

Add/Drop Fee \$25.00	Photo ID Fee \$25.00
Testing Fee 15.00	Supervised Teaching Fee 75.00
Mail Box Rental 19.00	Thesis Fee 75.00
Transcript 7.50	Cap and Gown Fee 30.00
Return Check Fee 40.00	Call Waiting 15.00
Caller ID Fee 21.00	Parking Decal 40.00
Graduate Admissions Fee 25.00	Dissertation Fee 100.00
3-Way Calling 5.00	Voicemail 10.00

*\*Fees are subject to change upon approval of the Board of Trustees of State Institutions of Higher Learning without prior notice.*

All fees are payable in advance by cash, credit card, certified check, money order or personalized checks. Non-personalized checks will not be accepted for payment of fees. Fees are due and payable at the time of registration. Financial assistance awarded to a student is applicable to the total fees at the time of registration. Variation from this policy will require prior approval from the Financial Services Office. Bank checks returned due to insufficient funds must be redeemed immediately along with the payment of a forty dollar (\$40.00) insufficient funds fee to avoid termination of registration.

Each student will be billed for 100% of the tuition and fees due. Accounts referred to a collection agency, will be assessed a reasonable collection fee. **JSU STUDENT IDENTIFICATION CARD IS REQUIRED FOR ALL TRANSACTIONS.**

**JACKSON STATE UNIVERSITY REFUND POLICY**  
**Fall 2009**

Tuition adjustments are based on the date that classes begin and the date a course(s) is dropped or on the date of withdrawal. Students withdrawing from the University before the close of a semester must complete an “Application for Withdrawal” form in the Office of the Associate Vice President for Student Life, JSU Student Center, 3<sup>rd</sup> Floor.

Financial aid recipients who withdraw or drop a course may not receive a refund as a result of the tuition adjustment. The refund will be credited to the appropriate source of fee payment which includes: (1) Federal Unsubsidized Stafford Loan; (2) Federal Subsidized Stafford Loan; (3) Federal PLUS Loan; (4) Federal Direct Stafford Loan; (5) Federal Direct Plus; (6) Federal Perkins; (7) Federal Pell Grant; (8) Federal Supplemental Educational Opportunity Grant; (9) other Title IV aid; (10) other federal sources and (11) state, private or institution aid.

<u>Due the University</u>	<u>To be Adjusted</u>	<u>Undergraduate and Graduate</u>
0%	100%	Present to 09/01/09
20%	80%	09/02/09 to 09/04/09
40%	60%	09/05/09 to 09/11/09
60%	40%	09/12/09 to 09/15/09
80%	20%	09/16/09 to 09/18/09
100%	0%	09/19/09 and After

**IMPORTANT NOTE:** Fees must be paid by the end of the first day of classes. In cases where fees have not been paid, all classes will be voided. Students will receive grades based on the course and section number on your registration material. Drop/Add forms are processed through JSU P.A.W.S. or the WEB for Students. There is a \$25.00 drop/add fee for each transaction day. PLEASE BE REMINDED THAT ***NO DROPPING OR ADDING*** WILL BE ALLOWED PAST THE DEADLINE DATES AS OUTLINED IN THE 2009 FALL CALENDAR.

**RETURN OF TITLE IV FEDERAL FINANCIAL AID**

The Higher Education Amendments of 1998 (HEA98) represent a major shift in the Return of Title IV Federal Financial Aid when a student withdraws from the university. This change in policy went into effect at Jackson State University during the Fall 2000 Semester. The policy governs all federal grant and loan programs (Pell, SEOG, Stafford Loans, Perkins and PLUS loans), but does not include the Federal Work Study program.

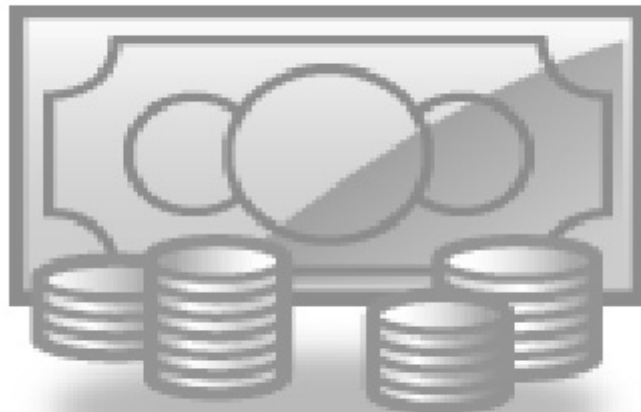
In general, the new law assumes that a student “earns” **approved/verified** federal financial aid awards in proportion to the number of days in the term prior to the student’s complete withdrawal. If a student completely withdraws from the school during a term, the school must calculate, according to a specific formula, the portion of the total scheduled financial assistance that the student has earned and is therefore

entitled to retain, until the time that the student withdrew. If a student receives (or the university receives on the student's behalf) more assistance than he/she earns, the unearned funds must be returned to the Department of Education or to the Federal Stafford or parent's Federal PLUS loans lenders. If a student's charges are less than the amount earned, and a refund is due, the student may be able to receive those additional funds. **Students who have not completed the verification process are ineligible to receive any financial aid.**

The portion of the federal grants and loans that the student is entitled to receive is calculated on a percentage basis by comparing the total number of days in the semester to the number of days that the student completed before he/she withdrew. For example, if a student completes 40% of the semester, he/she earns 40% of the approved federal aid that he/she was originally scheduled to receive for the term. This means 60% of the student's scheduled or disbursed aid remains unearned and must be returned to the Federal Programs. In the past, the previous Federal and Pro Rata Withdrawal Policies determined the amount of federal funds that must be returned, and the university was required to reduce the student's tuition charges by the same amount. The new policy governs the earned and unearned portions of the student's Federal Title IV Financial Aid only. It determines how much, if any, the student and/or the school may need to return. This policy does not affect the student's charges. The university's withdrawal policy will be used to determine the reduction, if any, in the student's tuition and fee or room and board charges. **The student is responsible for paying any outstanding charges to the university.**

Any grant funds that the student is required to return to the federal programs are considered an overpayment. The student must either repay the amount in full or make satisfactory payment arrangements with the Department of Education to repay the amount. If the student fails to repay, or make payment arrangements, to repay any overpayment **the student will lose his/her eligibility to receive future federal financial aid at any institution.**

**If a student remains in school until October 26, 2009 (60% point of the semester) the federal regulations consider the student earning 100% of the federal aid and the student would owe no repayment as a consequence of withdrawal.**



# EXAMINATION SCHEDULE

2009 Fall Semester, *December*

## Regular Day Class

<u>Class Meets</u>	<u>Exam Schedule</u>
MWF 7:00-7:50	MON 7:00-8:50
TTh 7:00-8:20	MON 9:00-10:50
MWF 8:00-8:50	MON 11:00-12:50
TTh 8:30-9:50	MON 1:00-2:50
TTh 10:00-11:20	TUES 7:00-8:00
TTh 11:30-12:50	TUES 9:00-10:50
MWF 10:00-10:50	TUES 11:00-12:50
TTh 1:00-2:20	TUES 1:00-2:50
TTh 2:30-3:50	WED 7:00-8:50
MWF 12:00-12:50	WED 9:00-10:50
TTh 4:00-5:20	WED 11:00-12:50
MWF 1:00-1:50	WED 1:00-2:50
MWF 3:00-3:50	THUR 8:00-9:50
MWF 4:00-4:50	THUR 10:00-11:50
MWF 9:00-9:50	THUR 12:00-1:50
MWF 11:00-11:50	THUR 2:00-3:50
MWF 2:00-2:50	FRI 8:00-9:50
MWF 5:00-5:50	MON 3:00-4:50

## Evening School

<u>Class Meets</u>	<u>Exam Schedule</u>
MON 6:00-8:50	MON 6:00-7:50
TUES 6:00-8:50	TUES 6:00-7:50
WED 6:00-8:50	WED 6:00-7:50
THUR 6:00-8:50	THUR 6:00-7:50
FRI 6:00-8:50	FRI 6:00-7:50

## Saturday Classes

<u>Class Meets</u>	<u>Exam Schedule</u>
SAT 8:00-10:50	SAT 8:00-9:50
SAT 11:00- 1:50	SAT 10:00-11:50
SAT 2:00- 4:00	SAT 12:00-1:50




---

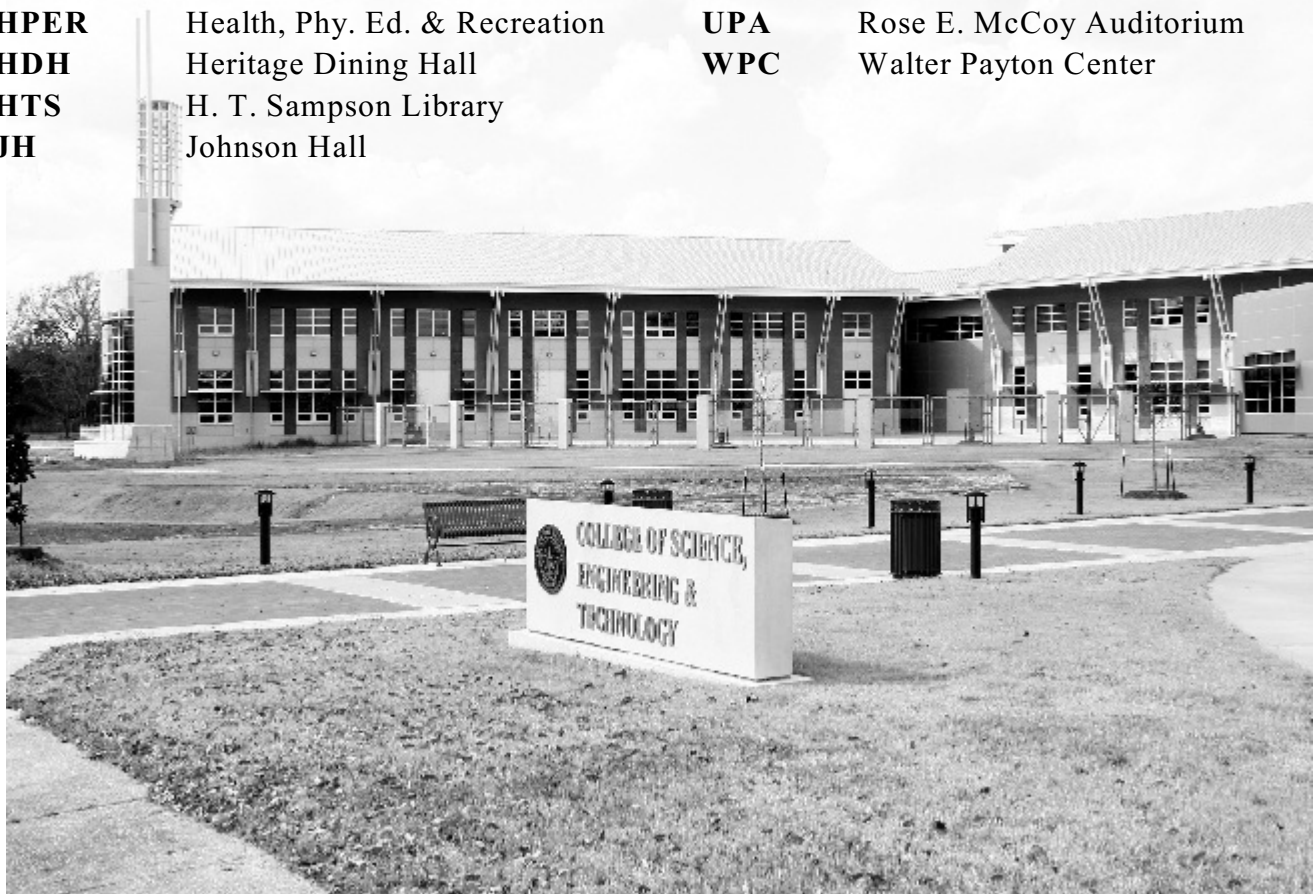
### ABBREVIATIONS FOR DAYS OF THE WEEK

U	Sunday	R	Thursday
M	Monday	F	Friday
T	Tuesday	S	Saturday
W	Wednesday		

---

## CAMPUS BUILDING ABBREVIATED NAMES

<b>ADM</b>	Administration Tower	<b>JHA</b>	Johnson Hall Annex
<b>AAC</b>	Lee E. Williams Athletics & Assembly Center	<b>JLRCU</b>	J. Reddix Campus Union
<b>AY</b>	Ayer Hall	<b>JMM</b>	Jackson Medical Mall
<b>BFR</b>	Benjamin F. Roberts Bldg.	<b>JPSB</b>	John A. Peoples, Jr., Sci. Bldg.
<b>BLA</b>	Blackburn Language Arts	<b>JSUSC</b>	JSU Student Center
<b>CCN</b>	Campbell College Suites - North	<b>JSH</b>	Just Science Hall
<b>CCS</b>	Campbell College Suites - South	<b>JYW</b>	J.Y. Woodard Building
<b>CFM</b>	Charles F. Moore Building	<b>LIB</b>	Robinson Liberal Arts Bldg.
<b>COB</b>	College of Business	<b>NSB</b>	John A. Peoples, Jr., Sci. Bldg.
<b>CU</b>	Reddix Hall	<b>OIAB</b>	Old Industrial Arts Bldg.
<b>DH</b>	Dansby Hall Auditorium	<b>PEBA</b>	Physical Ed. Bldg. Annex
<b>EC</b>	Mississippi e-Center	<b>PSB</b>	Plant Science Building
<b>ENB</b>	Engineering Building	<b>ROTC</b>	ROTC Building
<b>FAC</b>	Faculty Apartments	<b>SEB</b>	Joseph Jackson Education Bldg.
<b>MB</b>	F.D. Hall Music Center	<b>TC</b>	Tougaloo College Campus
<b>GYM</b>	T.B. Ellis Gymnasium	<b>UC</b>	Universities Center (Ridgewood Road)
<b>HPER</b>	Health, Phy. Ed. & Recreation	<b>UPA</b>	Rose E. McCoy Auditorium
<b>HDH</b>	Heritage Dining Hall	<b>WPC</b>	Walter Payton Center
<b>HTS</b>	H. T. Sampson Library		
<b>JH</b>	Johnson Hall		



Jackson State University  
**OFFICE OF THE REGISTRAR AND RECORDS**

**REGISTRATION PROCEDURES**

A student must be admitted officially to Jackson State University before entering the registration process. Required documents for admission must be processed by the Office of Admissions, B. F. Roberts.

All freshmen regardless of majors, as well as transfer students and undecided undergraduate majors should report to the Division of Undergraduates Studies (University College/Honors College) for academic advisement and selection of courses. Sophomores, juniors, seniors and graduate students, should report to their major department for advisement. Undecided graduate majors should report to the Division of Graduate Studies located on the 1<sup>st</sup> floor of the Administration Tower for advisement.

- STEP I.** Begin the process by reporting to your major department for advising to have you selected course entered into the computer. Student may be given a Personal Identification Number (PIN) after the advisement process has been completed.
- STEP II.** Report to the General Purpose Room of the Jacob L. Reddix Campus Union Building to complete registration (i.e. pay fees or make arrangements to pay fees). To avoid waiting in line, students are encouraged to go on-line @[www.jsu.edu](http://www.jsu.edu) and click “Current Students” under “Resources for”, then click “Complete Registration” button to complete the registration process electronically.
- STEP III.** If you preregistered proceed to the Cashiers Tables (GREEN “*Cashier*” sign) located in the General Purpose room of Reddix Campus Hall for payment of fees unless any of the following apply to you:
- A. If you are to receive Financial Aid and have not received your Financial Aid Award letter, stop at the Financial Aid Office located on the 1<sup>st</sup> level of B.F. Roberts Hall.
  - B. If you need assistance with Housing, proceed to the lobby of Campbell College Suites - North.
  - C. If you need a meal contract proceed to the Food Services Registration Station in the JSU Student Center.
  - D. If you wish to request a Deferment of Fees please use the “*On-line Complete Registration System*” to set up your deferment by clicking the “*Payment Plan*” button.
  - E. If you have a financial HOLD on your file due to an unpaid balance, proceed to the Fiscal Advisors Tables in the Jacob L. Reddix Hall.

**STEP IV.** Once you complete Payment of Fees, you should be given a copy of a receipt imprinted or stamped **REGISTRATION COMPLETED**. All students are advised to keep a copy of their class schedule and receipt of payment.

**STEP V.** Report to the I.D. Station located in the I.D. Center Building behind the Reddix Building. ALL STUDENTS MUST HAVE A VALID I.D.

HAVE A GREAT SEMESTER AND REMEMBER TO REGISTER EARLY!



### 2009 Fall Semester

*(Freshmen and Transfer Students)*

**Monday, August 17, 2009**

1:30 p.m. - 5:00 p.m. - (Last Name: A-Z)

*(Readmitted and Returning Students)*

**Wednesday, August 19, 2009**

8:30 a.m. - 12:00 noon (A-L)  
12:00 noon - 4:00 p.m. (M-Z)

**Thursday, August 20, 2009**

8:30 a.m. - 12:00 noon (M-Z)  
12:00 noon - 4:00 p.m. (A-L)

**Friday, August 21, 2009**

8:30 a.m. - 12:00 noon (A-L)  
12:00 noon - 4:00 p.m. (M-Z)

*(Graduate and Evening Students)*

**Wednesday, August 19, 2009**

6:00 p.m. - 8:00 p.m. (A-Z)

**Thursday, August 20, 2009**

6:00 p.m. - 8:00 p.m. (A-Z)



### **STANDARD OF CONDUCT:**

*As a matter of policy,*  
JACKSON STATE UNIVERSITY prohibits the unlawful possession, use or distribution of alcohol or illicit drugs by students or employees on University property or as part of any of its activities.

Jackson State University recruits, admits, and provides services, financial aid, and instruction to all students without regard to race, sex, religion, national origin, or physical disability.



## **DIRECTIONS FOR EARLY REGISTRATION** *2009 FALL SEMESTER*

### **WHO MAY PARTICIPATE IN EARLY REGISTRATION:**

Students who are currently enrolled in the Spring 2009 semester may participate in Early Registration. Students not currently enrolled must apply for admission.

- Step 1.** Pick up the Schedule of Classes Booklet from advisor in your major department. Course Request Forms are printed in the back of the schedule booklet. Registration hold(s) must be cleared before registration can be completed.
- Step 2.** Schedule an appointment with academic advisor to complete Course Request Form. Course selection begins **Tuesday, April 14, 2009**. The advisor will provide the Registration Access Code (*Alternate PIN*) to access JSU - P.A.W.S. All freshmen, sophomores, transfer and undecided undergraduate students should report to the Division of Undergraduate Studies for advising, while undecided graduate students should report to the Division of Graduate Studies located on 1<sup>st</sup> floor of the Administration Building, for their Registration Access Code (*Alternate PIN*) numbers and advising.
- Step 3.** Registration with JSU P.A.W.S.: Students may register through WEB Self-Service by following instructions in the Schedule of Classes Booklet.

### **JSU P.A.W.S. HOURS:**

NOTE: JSU P.A.W.S. will open April 14, 2009, at 8:00 a.m. and will be available from 6:00 a.m. to 12 midnight. Weekends availability will vary from weekend to weekend, please check WEB Self-service for availability.

*All Eligible Students:* April 14 - August 3 (Fall 2009) 6:00 a.m. - 12 midnight

JSU P.A.W.S. for Early Registration will be closed at 1:00 a.m. on Monday, August 3, 2009, for the Fall 2009 Semester.

- Step 4.** Closed Class(es): Students must obtain permission from the respective department to register for a closed course, e.g., English courses are authorized by the English department; Math courses are authorized by the Math department, etc. Report to that department to register for that course. Once permission has been given, use JSU P.A.W.S. or your major department to completely register for the class.

To AUDIT A Course: Arrangement to audit a course must be made in the major department or the Office of the Registrar and Records on or before classes begin.

- Step 5.** Early Registration Confirmations may be viewed on “*JSU On-line Complete Registration System*”.
- Step 6** Student Bill for the courses listed will be sent to JSU email address.
- Step 7.** A student who has selected courses and who later chooses not to return to Jackson State University, must notify the Office of the Registrar and Records on or before the first day of class (please refer to the calendar for appropriate date). Failure to give notification may result in a charge for tuition.



## GLOSSARY OF REGISTRATION TERMS AND PROCEDURES

<b>Co-requisites:</b>	Two courses that are required to be taken simultaneously. If two courses are co-requisites, i.e., lecture/lab (SCI 201-01 and SCIL 201-01), you must register for both before submitting schedule. Please note that section number must be the same for course lab.		
<b>CRN - Course Reference Number:</b>	5-digit number unique to each course (See the Class Schedule Booklet, second column).		
<b>PIN:</b>	- ( <i>General PIN</i> )	The <i>General Personal Identification Number (PIN)</i> number is necessary to access JSU P.A.W.S. and should be kept - <b>confidential</b> . All degree-seeking students will obtain their PIN from the I.D. Center.	
	- ( <i>Alternate PIN</i> )	The <i>Alternate Personal Identification Number (PIN)</i> is required to <b>select courses</b> in Banner. All degree-seeking students will obtain their PIN from their major department advisor. New Freshmen and Transfers should obtain their Alternate PIN from personnel in the Division of Undergraduate Studies. Freshmen Honor Students should obtain their alternate PIN from personnel in Honors College. This number will be issued to non-degree seeking graduate students by the Division of Graduate Studies.	
<b>Pre-requisites:</b>	Course(s) which must have been successfully completed or in which you must be currently enrolled before subsequent course may be requested.		
<b>Registration Holds:</b>	Student cannot register until stated “ <b>HOLD</b> ” ( <b>block</b> ) is cleared or extended by the holding office. Some holds also prevent mailing of JSU transcripts to other schools or businesses.		
<b>Registration Access Code:</b>	Also known as Alternate PIN.		
<b>Types of HOLD” blocks:</b>	Outstanding Balance	Financial Services	601-979-2215
	Housing	Housing Office	601-979-2326
	Student Life	Student Life	601-979-2241
	Graduate Students	Graduate Admissions	601-979-2455
	Immunization	Admissions	601-979-2100
	Missing Credentials	Admissions	601-979-2100
	Academic Suspension	Admissions	601-979-2100

**Academic Advisors:**

**College/School Deans:**

College of Business	601-979-2411
College of Education	601-979-2433
College of Liberal Arts	601-979-7036
College of Lifelong Learning	601-432-6234
College of Public Service	601-979-8806
College of Science, Engineering & Technology	601-979-2153
Division of Undergraduate Studies	601-979-2127
Division of Graduate Studies	601-979-2455
Social Work ( <i>Undergraduate</i> )	601-979-2631
Social Work ( <i>Graduate</i> )	601-979-6819

