A MESSAGE FROM THE PRESIDENT

Society places a critically important responsibility on Buena Vista University and all institutions of higher learning.

We are relied upon to produce enlightened, principled and compassionate graduates who will be the leaders in their professions and in their communities - a definition that now extends to the global community in both concept and practice. In fact, over our rich 116-year history, this responsibility has been the overarching commitment of this institution as we have anticipated and responded to the changing needs of society.

At Buena Vista University, the entire educational experience - both inside and outside the classroom - is intentionally designed to prepare you to make the most of the many opportunities and challenges you will face in your lifetime.

Our bold vision of what higher education should be includes:

• Distinguished teaching faculty who provide students with practical academic experiences that lead to meaningful careers.
• A broad base of opportunities to learn outside the classroom, ranging from internships to travel, to participation in any of more than 70 student organizations.
• A welcoming campus in picturesque lakeside surroundings.
• Status as a nationally recognized leader in innovation - for everything from our wireless laptop program to our leadership development program.
• High-quality educational programs for adult learners throughout Iowa and beyond.

Most of all, the people are what make this institution so special. It is that faculty member, or that staff person, or that coach, who will take a personal interest in you and your success and become a mentor. It is also the new friends you will make, the sports you will play, the theatrical productions you will be in, or the travel experiences you will have.

Our supportive campus community shares many of the same values that are important to all of us who believe in the future of our young people - integrity, a strong work ethic, respect for others, and the pursuit of excellence in all that we do. We believe these values are essential for today's learners who will soon have much to offer to society.

We encourage you to make a Buena Vista University education the foundation for your life preparation.

Sincerely,

Frederick V. Moore, president
CONDITIONS OF ADMISSION AND EMPLOYMENT

As approved by the Board of Trustees, May 1993:

“Applicants for admission and employment, students, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Buena Vista University are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, religion or handicap in admission or access to, or treatment or employment in, its programs and activities.

Any person having inquiries concerning the university’s compliance with the regulations implementing Title VI, Title IX or Section 504 is directed to contact the dean of faculty, Buena Vista University, 610 W. Fourth Street, Storm Lake, Iowa 50588; 712.749.2243. Any person may also contact the assistant secretary for Civil Rights, the U.S. Department of Education, regarding the institution’s compliance with the regulations implementing Title VI, Title IX or Section 504. In addition, Buena Vista University admits students, without regard to sexual orientation, to all rights, privileges, programs and activities generally accorded to or made available to students at the university, and does not discriminate on the basis of sexual orientation in administration of its employment and personnel policies, educational policies, admission policies, scholarship and loan programs, and athletic and other University-administered programs.”

For inquiries regarding accreditation, contact:
Higher Learning Commission of the North Central Association of Colleges and Schools
30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504
800.621.7400, 312.263.0456, Fax: 312.263.7462

For inquiries regarding Title II compliance:
Buena Vista University is in compliance with regulations specified in Title II of the Higher Education Act. For more information, please contact the 504 Coordinator, Dr. Mary Gill, associate dean of faculty, at 712.749.2218 or at gill@bvu.edu.
GENERAL INFORMATION

MISSION STATEMENT
Buena Vista University is a regionally acclaimed university dedicated to developing students for lifelong success through a relentless focus on learning via innovative and imaginative academic and professional preparation programs. Buena Vista University aspires to be a remarkable educational community challenging every student, faculty and staff member to set and meet the highest standards of academic achievement, character, conscience and compassion. Our informed, self-confident graduates leave here with a competitive advantage that enables them to succeed in a changing society. The traditional disciplines provide a framework for a curriculum which prepares students for the professions and life-long learning.

Our mission is implemented through:
• Students engaged in intellectual inquiry and discovery, personal growth, and skills development through outcomes-based learning, inside and outside the classroom.
• Through study and travel, both at home and abroad, students foster their understanding and appreciation of our global society as they develop skills for becoming informed and engaged citizens of the world.
• Faculty committed to excellence in teaching, scholarship, and mentoring. The faculty and staff endeavor to promote life-long learning and engagement in the world around them through example.
• Curricula that integrate liberal learning with career development. The academic and co-curricular programs weave theory and research with application, allowing students' intentional, experiential, hands-on learning.
• Delivery systems that provide the latest in technology, facilities, and programs, and are widely available for student use. Professional certification and graduate programs for educators enhance career development. The university also offers non-traditional programs through innovative community college partnerships and distance learning.

CURRICULUM
The curriculum that the Buena Vista University student will experience is one in which all the parts are interconnected and aligned with our values of life-long learning and success through innovative and imaginative academic and professional preparation challenging every student to set and meet the highest standards of achievement.

The curriculum is centered on student learning: delivering and reinforcing explicitly defined, assessable student knowledge, skills and abilities. The curriculum intentionally blends the liberal arts and professional studies, integrates theory and practice, emphasizes hands on learning, and focuses on social values and community engagement in our global society. The following learning objectives of a BVU education provide that all graduates will exhibit the following knowledge, skills and attributes.
• To effectively and creatively solve problems.
• To integrate learning from a range of disciplines.
• To communicate effectively.
• To integrate theory and practice.
• To put learning in context.
• To demonstrate knowledge of multiple perspectives.

These academic objectives require students to integrate knowledge, skills and attitudes. The BVU objectives will be delivered and reinforced through the curriculum, through a balanced distribution among general education requirements, in-depth study in a major field of study and elective courses.

BUENA VISTA UNIVERSITY HISTORY
The founding of Buena Vista College followed a decade of effort by Presbyterians in western Iowa to establish a church-related college. The community dream became a reality in 1891 when the Collegiate Institute at Fort Dodge, a preparatory school which lacked community support, was forced to close. Storm Lake was chosen as the site for the new college over several other towns in the area because of the attractiveness of the community and the financial support promised by its citizens.

It was a people’s college, and those who helped the college through the years of struggle would have their names and deeds etched in the grateful remembrance of succeeding generations. A selfless faculty and administration, supported by the dedication of a few civic-minded trustees and friends of the college, overcame financial and political burdens of the early years.

After using the Storm Lake Opera House for offices and classes, students and faculty moved to Old Main, the first college building, in 1892. It was to remain the primary building on campus for over half a century, until it burned in 1956. Two major additions to the campus in the 1920s were Victory Hall (now Edson Hall), a gymnasium built in 1920, and the Science Hall (now Smith Hall), constructed in 1925. In the 1950s and 1960s, a major expansion program was initiated. Three residence halls, a new science building, a physical education complex, a
library, a campus center, an auditorium and a classroom/administration building were planned and built during these decades.

Following its tradition of collegiate commitment and community support, Buena Vista experienced a successful period of growth, fiscal responsibility, dedication and accomplishment in the 1970s. The college continued to strengthen its faculty and remained committed to achieving academic excellence. Curriculum revisions included adding new majors and minors and changing requirements so that students had a greater choice in developing their courses of study.

In 1975, Buena Vista College embarked on an innovative bachelor of arts degree outreach program designed to serve adult students. Working in partnership with area community colleges, BVU Centers now called BVU Professional & Online Studies offer junior- and senior-level college courses on the community college campus, allowing students to complete four-year degree programs while meeting family and work obligations. With over 7,000 graduates and 1,375 current students at 14 sites, the BVU Professional & Online Studies area model for effective, accessible, quality education.

A new era began for Buena Vista College in May 1980 when an anonymous $18 million gift was received. The gift created a competitive college endowment, supported new physical construction, has financed revitalization of facilities and the campus, and continues to help develop nationally recognized academic programs. The Harold Walter Siebens School of Business/Siebens Forum opened in the spring of 1985, with “Dr. Anonymous” (Dr. Harold W. Siebens) revealed at the dedication of the business school in October 1985.

Buena Vista strengthened its commitment to teaching excellence in 1987 when the first George Wythe Award for Teaching Excellence was awarded. This prestigious annual award, made possible by Buena Vista trustees Paul and Vivian McCorkle of Sac City, is one of the largest given by any public or private university. In 1988, Buena Vista debuted another new program — the Academic & Cultural Events Series (ACES). This innovative program, which is a graduation requirement at the Storm Lake campus, is designed to enrich the university’s academic curriculum and invigorate the liberal arts mission. It brings the world’s finest in cultural performers and speakers to the Storm Lake campus.

Two important transformations occurred in the mid-1990s. First, in March 1995, Buena Vista received accreditation to offer a master of science in education program. The expanded organizational structure of the college led the Board of Trustees to announce a change in institutional status, renaming the school Buena Vista University. Then, in 1996, long-time President Keith Briscoe retired, replaced by Frederick Moore. This change in presidential leadership provided an occasion for the Buena Vista community to engage in extensive consultation about the institution’s strategic direction. Out of these discussions emerged the vision of becoming the “nation’s leading New American College.” This vision captured Buena Vista University’s tradition of “education for service” and provide focus for the many connections that the New American College embodies.

In August 2000, Buena Vista University became the nation’s first “wireless community” by giving all full-time students at the Storm Lake campus their own laptop computers to connect to the new campus-wide wireless network system. This “anytime, anywhere” online access puts a world of information at students’ fingertips, enhances their learning opportunities both in and out of the classroom and gives them the skills they need to compete in today’s global economy.

Continuing to offer the best educational facilities in the region, the university completed construction in 2001 on the $9.5 million Lamberti Recreation Center, which features three multipurpose courts and a six-lane, 200-meter indoor track. Liberty Hall, a 85-bed residence hall, opened in 2002. Buena Vista university also completed construction on a new $26 million Estelle Siebens Science Center, a 70,000-square foot building that houses 24 offices, 18 laboratories, seven classrooms and three research areas.

In 2005, Buena Vista University was granted approval from the Higher Learning Commission of the North Central Association of Colleges and Universities to offer online programs which allowed for the addition of more graduate offerings in the school of education and the introduction to the first undergraduate online program. Also at this time, a new strategic planning initiative began analyzing all aspects of the university resulting in a vibrant refocusing of our mission and vision as we rededicated the university’s focus to strong academic achievement to meet the needs of learners in preparation for their futures.

Rooted in a tradition of service and dedication to a dynamic learning environment, Buena Vista University’s history has pointed the way to a future in which the nobility of the academic enterprise can be extended to transform the lives of ever more learners.

**UNIVERSITY PROFILE**

Buena Vista University is a learning-centered academic community that seeks to celebrate and strengthen connections within the curriculum, the
college community and the world at large.

Buena Vista University emphasizes student learning, holistic personal development, and the enhancement of civic responsibility. We achieve the larger goals by emphasizing a relentless, innovative and imaginative focus on learning through outcomes-based learning, inside and outside the classroom; intentional, experiential, hands-on learning; expert, personalized mentoring; and a global perspective for an interconnected world.

Founded in 1891, the independent university is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. Cultural diversity is emphasized on the coeducational main campus through unique academic programs such as ACES (Academic & Cultural Events Series), international exchanges, and subsidized foreign travel. Buena Vista University is affiliated with the Presbyterian Church (U.S.A.).

CAMPUS LOCATION
Buena Vista University’s main 60-acre campus is situated on the shores of beautiful Storm Lake, a 3,200-acre natural lake.

The northwest Iowa city of Storm Lake is an attractive, professional community of approximately 12,000, offering a variety of health care services, financial institutions, retail businesses, dining establishments, movie theatres, a municipal golf course, and a country club. Scenic parks and the Lake Trail line the lake, providing a picturesque setting for outdoor and water activities.

Volunteerism is high in Storm Lake, resulting in such annual community activities as Santa’s Castle and the Star Spangled Spectacular on July 4. Active Rotary International and Kiwanis Clubs as well as a strong Community Education program provide additional community services.

ENROLLMENT
Enrollment is around 1,300 undergraduate and graduate students at the main campus in Storm Lake. An additional 1,500 students are enrolled at BVU Professional & Online Studies locations throughout Iowa, located in Council Bluffs, Creston, Denison, Emmetsburg, Estherville, Fort Dodge, Iowa Falls, Le Mars, Marshalltown, Mason City, Newton, Ottumwa, Spencer, and Spirit Lake or through BVU Online programs.

ACADEMIC PROGRAM
BVU provides pre-professional education with a foundation in the liberal arts that enables students to become broadly knowledgeable, prepared to contribute successfully to a complex and rapidly changing world.

A BVU education prepares students for future responsibilities as world citizens by heightening their skills in communication, creativity, critical thinking, research, evaluation, empathy, aesthetics, synthesis, and leadership. Moreover, Buena Vista University’s academic program blends a broad, liberal arts education with in-depth knowledge that prepares students for professional careers in their chosen fields. Many students participate in internships and practicums during Interim.

BVU awards bachelor of applied studies, bachelor of arts, bachelor of science, master of education and master of science degrees. Students select from 43 majors and 15 pre-professional programs offered in five academic schools: Communication & Arts; Business; Education & Exercise Science; Science; and Social Science, Philosophy & Religion. Students must earn 128 semester hours of credit to graduate. An honors program is available for students seeking additional challenge.

Graduate Program
A master of science in education, a master of education in curriculum and instruction with an emphasis in effective teaching and instructional leadership or teaching English as a second language are offered, with programs leading to Iowa licensure.

Faculty
The student/faculty ratio is 13. More than 65 percent of the 79 full-time professors hold doctorates or terminal degrees in their fields. Faculty members serve as academic advisors during the student’s undergraduate career and are committed to personalized instruction and academic excellence.

Quality teaching is emphasized and recognized at Buena Vista through the prestigious George Wythe Award for Teaching Excellence. The annual award honors a Buena Vista University professor who is nominated by colleagues, students, and alumni. The prize is one of the largest faculty awards in the nation.

The Students
Eighty-six percent of BVU’s students are Iowans, with the remaining students coming from surrounding states and several foreign countries. Eighty-six percent of the students live in campus housing, which includes eight residence halls.

Students participate in more than 65 campus organizations plus 19 intercollegiate sports and intramural athletics.

Leadership skills are developed through involvement in an active Student Senate; the Emerging Leaders program; Student Activities Board; The Tack, the award-winning student newspaper; University Cable Network, the student television station; KBVU, the student radio station and more. Popular music, theatre, and art programs also provide opportunities for involvement.
Spiritual development is enhanced through weekly chapel services and participation in religious groups.

Special Events
The William W. Siebens American Heritage Lecture Series and the Academic & Cultural Events Series (ACES) introduce Buena Vista students to world leaders and world-renowned performers and artists.

American Heritage Lecturers visiting BVU’s main campus have included former U.S. Presidents George H.W. Bush and Jimmy Carter; former Prime Ministers Benazir Bhutto of Pakistan, Shimon Peres of Israel, F. W. de Klerk of South Africa, Margaret Thatcher and John Major of Britain; Madeleine Albright, Gen. Colin L. Powell, Walter Cronkite, Carl Sagan, Sir John Marks Templeton, Michael Gartner, Harry Blackmun, Bob Woodward, David Gergen, Jehan Sadat, and Vicente Fox.

ACES performances and lectures, for which students earn academic credit, provide as many as 100 separate opportunities each year for students to interact with people in all walks of life — from Holocaust survivors to wildlife photographers, from pro-football players to Shakespearean actors.

Buena Vista University Professional & Online Studies Program
Partnering with ten community colleges, BVU Professional & Online Studies locations across the state, offer the final two years of coursework leading to a bachelor’s degree from BVU. These programs are administered from Storm Lake, but are staffed on location to provide academic advising and student service, as well as face-to-face instruction. BVU Professional & Online Studies use the statewide fiber optic system and internet services to provide powerful technological support to faculty, staff, and students.

Financial Strength
In addition to operating within a balanced budget each year, Buena Vista University is committed to building long-term financial strength. Since the late 1970s, the endowment has increased from $663,000 to over $140 million. Believing in prudent financial management, BVU is committed to endowing the operations of all new educational facilities before construction.

National Recognition
Buena Vista University is recognized nationally as one of the top 20 Midwestern Comprehensive Colleges in U.S. News & World Report, as one of the nation’s leading schools promoting student leadership in The Templeton Guide: Colleges that Encourage Character Development and as a “top college for top students” in Peterson’s Guide to Competitive Colleges.

ACADEMIC PROGRAM POLICIES & PARTICULARS

Requirements for Graduation
Graduation requirements must be met by all Buena Vista University students who seek an undergraduate degree, with appropriate variations made for transfer students reflecting existing articulation agreements. BVU Professional & Online Studies students are exempt from ACES requirements, first-year seminar, and interim. Graduation requirements include all of the following:

• Credit and Honor Point specifications: A minimum of 128 credit hours of credit with a cumulative grade point average of not less than 2.0
• Completion of a major

ACADEMICS AT BVU
More than the simple accumulation of 128 credit hours, the Buena Vista University curriculum is designed to present an integrated intellectual experience that challenges students and gives them the tools necessary to learn for a lifetime. Liberally educated persons have amassed significant breadth and depth of knowledge, and engage with joy in the pursuit of knowledge.

Students gain depth in mastering the methodologies and content of one specific field (or major) through a combination of focused study, research, and exploration. The examination of general principles, major theories, differing viewpoints, and significant focus areas results in a cumulative body of knowledge. More significantly, learning skills are refined and respect for knowledge is heightened. In future careers, many graduates will use the factual information learned in their major, but all graduates will use their enhanced information gathering and critical reasoning skills.

The purpose of Buena Vista University’s general education program is to expose students to the broad array of ideas, perspectives, and experiences that exist in various disciplines. General education is intended to provide students the opportunity to acquire and improve their skills in the areas of reasoning, critical thinking, and communication; develop an understanding and appreciation of our rich and diverse cultural heritage in order to foster tolerance of difference and openness to change; and identify and nurture a value system requisite for intelligent judgment and decision-making. Liberally educated individuals can better appreciate, critique, and reform the many and varied facets of the society in which they live.
• Completion of the General Education requirements, both Intellectual Foundations and Intellectual Explorations
• First-Year Seminar
• Academic & Cultural Events Series (ACES)
• Designated Writing Courses (DWC)
• Interim (Freshman Year)

This catalog is designed to assist the student and academic advisor in planning and scheduling a degree program. Each student should keep in mind, however, that he or she is ultimately responsible for understanding and fulfilling all degree requirements. Students are responsible for their own degree plans and for the completion of all requirements for the degrees that they seek.

Credits and Honor Points
A minimum of 128 credit hours must be completed for graduation. Sixty of these hours must be earned at a four-year baccalaureate institution. The final 30 credit hours must be completed at BVU. All students seeking a bachelor of arts or bachelor of science degree must complete 12 credit hours of upper division courses in the major from BVU.

All students must meet the university’s General Education program requirements; however, an associate of arts degree from a regionally accredited institution satisfies the general education Foundation and Exploration Requirements.

An overall cumulative grade point average of 2.0 is necessary for graduation. Some programs require a higher cumulative grade point average. For example, teacher licensure requires a grade point average of 2.5 for the total program, as well as each major, minor, and area of concentration. A minimum of 6 credit hours in each certification area must be taken at BVU. Check with the specific academic major for specific GPA requirements.

Majors
Students earning an undergraduate bachelor of arts or bachelor of science degree must complete at least one major, which typically ranges from 32-64 credit hours. The GPA in the major must be 2.0, and some programs require a higher GPA.

General Education Program
Graduates of Buena Vista University must complete all general education requirements, including:
• Intellectual Foundations studies in writing, oral communication, technology, and mathematics
• Intellectual Explorations studies in humanities, science, social science, and the fine arts

Academic Course Distribution
Graduates are required to complete a distribution of at least 72 credit hours outside the major discipline. At least 36 credit hours outside the major school are required for graduation, not counting ACES or first-year seminar.

Residency
A student who is registered for courses at Buena Vista University is considered to be “in residence.” A minimum of 30 credit hours must be completed in residence, of which a minimum of 12 credit hours in the declared major must be 300-level or above. Students must spend their senior year in residence unless otherwise approved by the academic advisor, the appropriate school dean, and the academic dean. Advanced written approval must be secured by students desiring to enroll off-campus with the intent of applying credits earned to a Buena Vista University degree program through summer study at a different BVU site, extension courses, other institutions, correspondence study, or study abroad.

Participation in Commencement
Buena Vista University has one annual commencement ceremony held in May. Any undergraduate student completing requirements during that academic year, from October (Term 1) through August, is invited and expected to participate in commencement. Graduate students, however, must be completed by the date of the ceremony in order to participate.

GENERAL EDUCATION REQUIREMENTS FOR GRADUATION
The Buena Vista University General Education program acknowledges that a well-educated person has experiences, skills, and knowledge that transcend the preparation for a career or training within an academic discipline. Undergraduates will devote approximately a quarter of their studies at BVU to courses within science, social science, fine arts, and the humanities in order to become broadly educated. Enrollment in the General Education program at BVU begins the first semester and continues throughout a student’s program of studies.

The Intellectual Foundations of General Education
“Successful completion” in each of the four Intellectual Foundations requirements means passing the indicated course(s) with a grade of “C” or better, a grade of “P” will not meet the requirements.

Mathematics Foundational Requirement
The Intellectual Foundations requirement in mathematics is designed to provide students with a basic understanding of mathematical reasoning, techniques, thought processes, and perspectives. All
students entering Buena Vista University will take a Diagnostic Mathematics Examination once, prior to registering for their first-semester classes. The results of the examination place each student into one of three categories:

- **Category One** students will enroll in MATH 050, Basic Mathematics, in their first semester at BVU. They must successfully complete MATH 050 and subsequently enroll in MATH 100, Concepts & Applications of Fundamental Mathematics. Upon successful completion of MATH 100, students enroll in one of the several mathematics courses for which MATH 100 is a prerequisite: 125, 130, 140, 145.

- **Category Two** students will be exempt from MATH 050 and will enroll in MATH 100 during their first year at BVU. Upon successful completion of MATH 100, students enroll in one of the mathematics courses for which MATH 100 is a prerequisite: 125, 130, 140, 145.

- **Category Three** students will be exempt from MATH 050 and MATH 100, and will be required to successfully complete only one of the mathematics courses for which MATH 100 is a prerequisite: 125, 130, 140, 145. Successful completion of one of these courses is required for graduation. The Math Foundation requirement may be satisfied by students earning a passing grade (“D” or higher) in calculus (or any calculus course more advanced than pre-calculus) from an accredited post-secondary institution.

**Mathematics Test-Out.** In the case of entering students with a strong mathematics background who complete the Diagnostic Mathematics Examination and place as Category Three students, an examination is available to test out of the final mathematics requirement. Storm Lake campus students should see the associate dean of faculty for test-out details. BVU Professional & Online Studies students may inquire at the director’s office for more information.

**Written Communication Foundational Requirement**

The Intellectual Foundations requirement in written communication is designed to ensure that Buena Vista University students develop the ability to write and conduct research at the college level.

All students entering BVU will be placed according to ACT English scores. The results of the scores will place each student into one of three categories:

- **Category One** students with an ACT English score 15 or below will enroll in ENGL 050 Basic Written Communication, a basic introduction to written communication, in their first semester at BVU. Also, students who know they need more composition experience can enroll. They must successfully complete ENGL 050 and subsequently enroll in ENGL 100 Written Communication I. Upon successful completion of ENGL 100, students enroll in ENGL 200 Written Communications II. Successful completion of ENGL 200 Written Communication II is required for graduation.

- **Category Two** students with an ACT English score 16 and above will enroll in ENGL 100 Written Communication I during their first year at BVU. Students with an ACT score of 16 or above may elect, with consultation with their advisor, to enroll in ENGL 050. Upon successful completion of ENGL 100, students enroll in ENGL 200 Written Communications II. Successful completion of ENGL 200 Written Communication II is required for graduation.

- **Category Three** students with an ACT English score above 30 will be exempt from ENGL 050 and will be consulted about the written communication requirement test-out process. Category Three students are required to successfully complete ENGL 100 and ENGL 200 Written Communication II prior to their junior year, unless they successfully test out of the written communication requirement (see below for test out procedures).

**Written Communication Requirement Test-Out**

A portfolio examination is available to test out of the final composition requirement for entering students with a strong composition background or students who place in Category Three. Storm Lake campus students should see the associate dean of faculty for test-out details. BVU Professional & Online Studies students may inquire at the director’s office for more information.

**Oral Communication Foundational Requirement**

Oral communication competence is a Buena Vista University requirement because oral communication is essential to effective citizenship, service, and leadership. Students and employers identify oral communication competence as one of the most important skills essential for personal and professional success.

Each BVU student is required to take CPER 103 Interpersonal Communication, CPER 105 Public Speaking, or CPER 215 Business and Professional Communication.

**Oral Communication Test-Out.** Students who have extensive experience in oral communication may demonstrate their competency through a two-part test-out, including both a written exam and an oral presentation. Storm Lake campus students should see the associate dean of faculty for test-out details. BVU Professional & Online Studies students may inquire at the director’s office for more information.
Technology Skills Foundational Requirement
The faculty members of Buena Vista University believe that students must have the technological skills necessary for success in their academic careers, their professional careers, and for life-long learning. The technology skills areas include word processing, spreadsheet management, presentation development, database management, basic electronic communication, and web navigation. To ensure technology skills at the appropriate level, all students must fulfill a technology proficiency requirement, demonstrating competency in these technology skill areas.

Technology Skills Test-Out. This requirement may be fulfilled in one of two ways: The student may successfully complete OBVU 120 Computer Applications, or the student may successfully complete a technology examination demonstrating competency in the required technology skill areas. Completing a course equivalent to OBVU 120 at another accredited institution also completes the requirement. Storm Lake campus students should see the associate dean of faculty for test-out details. BVU Professional & Online Studies students may inquire at the director’s office for more information.

The Intellectual Explorations of General Education
Fine Arts (three credit hours):
- ART 100 Art Survey; ART 201 Art Foundations I; ART 202 Art Foundations II; ART 300 Methodology of Art Criticism and Analysis; ART 301 Prehistoric and Medieval Art History; ART 302 European Renaissance Art History; ART 303 Baroque to Modern Art History; ART 304 Modern Art History
- CPER 110 Introduction to Theatre; CPER 220 Fundamentals of Acting; CPER 401 History of the Theatre I; CPER 402 History of the Theatre II
- HONR 200 Honors Fine Arts
- MUSC 101 Music Appreciation; MUSC 103 Jazz Appreciation

Humanities (nine credit hours from three of the following disciplines):
- CHIN 101 Elementary Chinese I; CHIN 102 Elementary Chinese II
- CPER/ENGL 395 Plays By and About Women; CPER/ENGL 411 Dramatic Literature; CPER 351/ENGL 350 Shakespeare
- ENGL 220 Intro to Literature: Early Classics; ENGL 250 American Literature; ENGL 261 British Literature, Beginnings to 1750; ENGL 262 British Literature, 1750 to Present; ENGL 350/CPER 351 Shakespeare; ENGL/CPER 395 Plays By and About Women; ENGL/CPER 411 Dramatic Literature
- GERN 101 Elementary German I; GERN 102 Elementary German II; GERN 201 Intermediate German I; GERN 202 Intermediate German II
- HIST 101 History of the United States to 1877; HIST 102 History of the United States after 1877; HIST 111 World Civilizations I; HIST 112 World Civilizations II; HIST 121 The Emergence of Western Civilization; HIST 122 The Revolutions of Western Civilizations; HIST 125 Asian Civilizations; HIST 222 The History of Iowa; HIST 230 Vietnam Wars; HIST 235 The American Civil War; HIST 240 History of the American West; HIST 241 History of WWII; HIST 242 The Holocaust; HIST 245 Renaissance and Reformation; HIST 284 Empires: The Colonial Experience; HIST 315 History of Immigration in the U.S.
- HONR 230 Honors Humanities
- JAPN 101 Elementary Japanese I; JAPN 102 Elementary Japanese II; JAPN 125 Japanese Culture
- MDST 102 Media & Society; MDST 397 Film Studies
- PHIL 100 Introduction to Philosophy; PHIL 110 Ethics; PHIL 130 Logic; PHIL 230 Studies in Philosophy; PHIL 240 Philosophy of Religion; PHIL/RELI 321 Women in Philosophy & Religion; PHIL/RELI 335 Topics in Ethics; PHIL/RELI 340 Environmental Ethics; PHIL/SOC/SCWK/WMST 361 Racism & Sexism in American Life
- RELI 102 Introduction to Biblical Heritage; RELI 110 Introduction to World Religions; RELI 111 Introduction to Judaism, Christianity, and Islam; RELI 112 Religions of Asia; RELI 122 Religion and Culture; RELI 230 Religious Traditions of the World; RELI/PHIL 321 Women in Philosophy & Religion; RELI/PHIL 335/PHIL 335 Topics in Ethics; RELI/PHIL 340/PHIL 340 Environmental Ethics; RELI 355 Topics in Religious History
- SPAN 101 Elementary Spanish I; SPAN 102 Elementary Spanish II; SPAN 201 Intermediate Spanish I; SPAN 202 Intermediate Spanish II; SPAN 301 Advanced Grammar & Conversation
- SOCI/SCWK/PHIL/WMST 361 Racism & Sexism in American Life
- SCWK/PHIL/SOCI/WMST 361 Racism & Sexism in American Life
- WMST 110 Introduction to Women’s Studies

Science (nine credit hours from three of the following disciplines):
- BIOL 104 Cancer and Aging; BIOL 106 The Brain; BIOL 107 Human Genetics; BIOL 108 Human Reproduction & Development; BIOL 109 Ecology; BIOL 110 Infectious Diseases; BIOL 112 Evolution; BIOL 113 Biology of Birds; BIOL 114 Aquatic Biology; BIOL 115 Introduction to Biological Science Laboratory; BIOL 120 Life Science with a Human Focus; BIOL 142
Introduction to Human Physiology; BIOL 163
Biological Principles I; BIOL 164 Biological Principles II; BIOL 270 Evolution; PSYC 281

- Introduction to Biological Psychology
- CHEM 110 Everyday Chemistry; CHEM 151 General and Inorganic Chemistry
- CMSC 160 Programming in Visual Basic; CMSC 200 Computer Science I
- ENVS 100 The Biological Environment; ENVS 101 The Physical Environment; ENVS 105 Stream Conservation/Fly Fishing; ENVS 201 Conservation Ecology
- GENS 101 Physical General Science; GENS 110 Introduction to Astronomy; GENS 115 Atmosphere, Weather and Climate; GENS 125 Oceanography; GENS 300 Geology; GENS 320 Physical Geography
- HONR 220 Honors Science
- MATH 160 Calculus I: Differential Calculus; MATH 161 Calculus II: Integral Calculus
- PHYS 201 General Physics I: Trigonometry-based; PHYS 202 General Physics II: Trigonometry-based; PHYS 211 General Physics I: Calculus-based

Social Science (nine credit hours from three of the following disciplines):
- CPER 320 Introduction to Communication Research; CPER 355 Conflict Management
- CRIM 101 Criminal Justice Systems; CRIM 102 Survey of Criminology
- ECON 110 Introduction to International Political Economy; ECON 205 Principles of Microeconomics; ECON 206 Principles of Macroeconomics
- HONR 210 Honors Social Science
- PSCN 110 Introduction to American Government; PSCN 115 Introduction to Politics; PSCN 245 Introduction to American Law
- PSPA 265 Introduction to Public Administration; PSPA 320 State and Local Politics; PSPA 360 Introduction to Public Affairs
- PSYC 100 General Psychology; PSYC/SOCI 203 Social Psychology
- SOCI/SCWK 100 Modern Social Problems; SOCI 101 Introduction to Sociology; SOCI/PSYC 203 Social Psychology
- SCWK/SCON 100 Modern Social Problems; SCWK 200 Intro to Social Work & Social Welfare; SCWK 255 Human Behavior in the Social Environment; SCWK 351 Aging in American Society

Designated Writing Requirement
Courses approved to fulfill the Designated Writing Course requirement are indicated by the “DWC” notation in the schedule of course offerings on the Registrar’s web page:
- Four designated writing courses for students who enter BVU as freshmen
- Three designated writing courses for students entering BVU with sophomore standing
- Two designated writing courses for students entering BVU with junior standing
- One designated writing course for students entering BVU with senior standing

First-Year Seminar
The First-Year Seminar is a small-section course which focuses on the exercise and development of basic academic skills essential for success in university study within the context of a specific discipline-oriented topic. The goal of the course is to enhance critical thinking while sharpening ability in the skill areas of writing, reading, speaking, listening and quantitative reasoning. The course is also intended to assist students in the transition to life within a learning community, and to facilitate understanding of the privileges, responsibilities and expectations which accompany membership in such a community.

Registration in this course in the first fall semester of enrollment is required of all students who enter Buena Vista University as first-year college students. The course is a three-credit course, and is offered only on a graded (A, B, C, D, F) basis and may not be repeated.

Interim
Students at Buena Vista University are involved in just one course during the period in January known as “Interim.” Freshmen are required to complete a January Interim course. All students are encouraged to try a course outside their major area of interest, and to engage at least one travel course and internship during their program of study. The chance to concentrate on one subject offers new challenges and opportunities for students, often offered outside the walls of the university classrooms in non-traditional ways. No independent or directed studies may be enrolled in during January. Students must be enrolled in and attending a BVU Interim offering to reside in the residence halls during Interim.

Academic and Cultural Events Series (ACES)
A requirement for Storm Lake campus students only, the Academic and Cultural Events Series (ACES) exposes students to some of the finest lecturers and performers in the world through the Academic Events (a lecture/program series) and the Cultural Events (a concert/performance series). ACES contributes to the university’s mission by enriching the solid liberal arts foundation of the university, enhancing the curriculum through experiential learning opportunities, and by promoting an awareness of the diversity of cultures and perspectives that exist in the global community.
ACES Credits Required for Graduation. To graduate from Buena Vista University at the Storm Lake campus, all full-time students must register for .5 credits of ACES each semester beginning in their first semester until successfully completing the required number of credits based upon the formula outlined below. These credits shall be graded on the P/F scale. Non-fulfillment of the ACES requirement for a given semester will result in a grade of “F.” on the student’s transcript.

ACES Requirements For Full-Time Students. For students entering as freshmen, four semesters graded at “P” are required. For transfer students, ACES requirements are based on number of transfer hours accepted by the Registrar’s office based on the following:
• 0-23 credit hours requires 2.0 ACES credits earned
• 24-55 credit hours requires 1.5 ACES credits earned
• 56-86 credit hours requires 1.0 ACES credits earned
• 87 or more credit hours requires .5 ACES credits earned
Non-degree seeking students and part-time students at the Storm Lake campus are not required to fulfill ACES requirements, nor are BVU Professional & Online Studies students.

Earning ACES Credit. A student may earn .5 ACES credit in a semester. To earn .5 credit, the student must be recorded as having attended eight ACES events during the semester with the following distribution:
• Two ACES Cultural events
• Three ACES Academic events sponsored by three different schools
• Three ACES events electives — Cultural events or Academic events
ACES events attended in one semester may not be carried over to another semester to earn credit except in the following situation.

If a student has been recorded in attendance for at least 6 events in a fall or spring semester but fails to attend the required 8 with appropriate distribution, it is still possible to receive credit for that semester through the filing of a Change of Grade Contract.

Contracts must be filed with the ACES instructor prior to the end of the incomplete semester. To successfully complete the course the following must occur:
• The student must complete a change of grade contract at the end of the semester in which he/she wishes to receive an extension. All applications must be approved by the ACES instructor. A failing grade will be recorded until such time as the coursework has been successfully completed. Completion of the requirements must be done during the semester immediately following and is based on:
  • Earning the .5 ACES credit required the next immediate semester by meeting quantity and distribution requirements, AND,
  • Attending extra events as necessary to meet the quantity and distribution requirements for the previous incomplete semester.
This ACES requirement applies only to the Buena Vista University Storm Lake campus.

General Education Requirements for Transfer Students

Students transferring to BVU’s Storm Lake and BVU Professional & Online Studies campuses with an associate of arts degree have satisfied the “Intellectual Foundations” and the “Intellectual Explorations” general education categories. Storm Lake transfer students must complete a “pro-rated” ACES and DWC requirement. BVU Professional & Online Studies transfer students are not required to complete ACES, but must complete a “pro-rated” DWC requirement. Details of these requirements are outlined in the ACES and DWC sections.

The transcripts of those transfer students — Storm Lake and BVU Professional & Online Studies — who have not completed an associate of arts degree will be evaluated by the registrar in consultation with the deans on a course by course basis to determine satisfaction of general education requirements.

PROGRAMS OF STUDY

Majors

Majors generally require the completion of between 32-64 credit hours. Many majors have additional prerequisites and supporting work requirements. In some cases students are required to apply for admission to the specific program. Students must complete at least 12 credit hours of upper-division courses in the major, including licensure, from BVU.

Majors may be selected from the following:
• Accounting
• Art
• Arts Management — Theatre; Vocal or Instrumental Music; Fine Arts
• Athletic Training
• Biology
• Business Administration (Online)
• Business Economics
• Business Education
• Chemistry
• Communication and Graphic Design
• Communication and Performance Studies — Theatre; Communications Studies; Corporate Communication
• Computer Science
Computer Science/Mathematics
Criminology and Criminal Justice
Elementary Education
English
Environmental Science
Exercise Science,  
    Physical Education and Coaching;  
    Human Performance; Sport Management
Finance and Banking
General Science
History
Interdisciplinary (Distributive)
International Business
Management
Management Information Systems
Marketing
Mathematics; Mathematics:Corporate
Media Studies
Music
Music Production and Technology
Philosophy and Religion
Physics
Political Science
Political Science/Public Administration
Psychology
Social Science (Licensure only)
Social Work
Spanish
See BVU Professional & Online Studies listings for majors available at each location.

Secondary Education Licensure available in many areas. See specific majors.

Interdisciplinary (Distributive) Major
For students whose academic interests do not coincide with a single department or discipline, the interdisciplinary major offers an exciting student-designed alternative. To be eligible to propose an interdisciplinary major, a student must have earned a minimum cumulative average of 2.0. Students who wish to opt for this opportunity must submit proposals prior to, or during, their junior year.

The interdisciplinary major proposal should be carefully constructed with the assistance of at least two faculty or academic advisors. The major should consist of no fewer than 32 and no more than 64 credit hours from at least two disciplines. The proposal must represent a coherent educational goal with attention given to the nature of introductory, middle-level, and culminating work in the proposed major. Each such major should include a theory course appropriate to the field of study and a culminating activity, such as a senior seminar or independent project that pulls together the experience of the interdisciplinary major.

To propose an interdisciplinary major, a student may obtain the support of the school dean or BVU Professional & Online Studies director. The student will confer with an appropriate school dean or BVU Professional & Online Studies director about developing the proposal and choosing appropriate advisors. Following the above guidelines for coherence of program content, the student and advisors submit the proposal on an academic action special form to the appropriate school dean(s) or Associate Dean for BVU Professional & Online Studies for approval. Once approved, the academic advisors and the appropriate school deans or Associate Dean for BVU Professional & Online Studies must approve any changes to the proposed course of study. When the proposal has been approved, the Registrar will provide a copy of the approved program and any subsequent changes to the student.

Students who elect to complete an interdisciplinary major must satisfy all other requirements for graduation, including hours outside the major/school and grade point average. Prerequisites will not be waived to facilitate course enrollment.

Minors
Minors generally require the completion of between 18-24 credit hours. A few minors have additional prerequisites and supporting work requirements. In some cases students are required to apply for admission to the specific program.

Minor fields may be selected from the following:

Art
Art History
Biology
Chemistry
Chinese
Communication and Performance Studies — Theatre; Communication Studies
Computer Science
Criminology and Criminal Justice
Economics
English
Environmental Science
Exercise Science/Coaching
Exercise Science/Health Education
General Science
German
History
Interdisciplinary (Distributive)
International Studies
Japanese
Media Studies
Mathematics
Music
Music Production and Technology
Philosophy and Religion
Physics
Political Science
Public Administration
Psychology
Sales
Sociology
Social Studies
Spanish
Women’s Studies

See BVU Professional & Online Studies listings for minors available at each location.

**Endorsement Programs**
For students seeking a teaching license, a number of endorsement programs beyond the majors and minors are available. Primary endorsements include: Instructional Strategist I: Mild/Moderate K-8 and 5-12, Teaching English as a Second Language, Reading K-8 and 5-12 and Coaching Authorization K-12.

**Interdisciplinary (Distributive) Minor**
Student who wish to design their own interdisciplinary program must develop a program composed of 21 to 24 credit hours, distributed between two or three disciplines. In developing their program, students will work with at least two faculty or academic advisors to develop a program using the same general guidelines outlined in the student-designed interdisciplinary major.

**Internships**
The internship for academic credit at BVU is a hands-on, practical learning experience in which students apply classroom knowledge in professional settings. The value of the internship experience comes from the collaboration between the faculty person, the student and a professional. In this dynamic interaction, students are able to develop both career competencies and independent/collaborative leadership skills that will supplement their course work. Internships also allow students to actively reflect on their academic learning, test their classroom skills, and explore their career options. Perhaps most importantly, the internship connects students to the world outside the university walls, helping them understand and experience the complexities, joys and challenges of living, learning and working in a global society. While we believe all internships at BVU must achieve certain results, each program and/or school reserves the right to ask additional requirements of its students to maximize learning opportunities for students. Programs accredited by outside agencies (i.e. education, social work, etc.) will follow accrediting body requirements when differences among their guidelines and usual BVU internship guidelines occur. Minimum expectations for Buena Vista University internships are provided here.

While internships are an important theory-to-practice learning experience for students, all students are not required to complete an internship. Several reasons, however, support why internships are essential. In fact, internships are so vital that we do recommend that each student consider incorporating an internship into his/her program of study.

- Internships as experiential learning allow students to make important connections, both in their education and their professional development. The synergy between the faculty supervisor, who oversees the academic portion of the experience; the site supervisor, who oversees the practical learning on-site; and the student, who works diligently and reflects carefully on that work, creates a unique and valuable learning environment that cannot be replicated inside the classroom.
- Academic internships are fundamental to the BVU student learning experience. They are vital to BVU producing the best graduates among our competitors.
  - Internships offer students professional development experience by teaching vital skills for internships as well as future employment success.
  - Students learn fundamental success skills such as understanding organizational culture, appropriate dress, and professional communication expectations.
  - Research shows that people who do internships receive up to 7 percent higher salaries and are more often hired than those who do not engage internships (National Association Colleges and Employers).
- Internships ask students to apply theory to practice.

**Basic Guidelines for Internships**
Forty hours of on-site work is required for one credit hour of internship credit unless otherwise specified. Variations of this formula are to be anticipated for full-semester and/or summer internships; BVU internship faculty supervisors provide students with the formula used in such cases.

Students may apply a total of 15 internship credits to their program of study with no single internship carrying more than 12 credits; a maximum of 3 credit hours of internship may be applied to a major or minor, unless otherwise specified by the major program. Internships are only graded P/NC. Students may complete an internship at their current place of employment provided that the internship requires the student to engage in work activity that is new and substantially different from the work normally performed. The determination of the uniqueness of the internship experience in the same place of employment is at the discretion of the faculty supervisor based on student goals for the internship.

**To engage an internship, students must:**
- Generally have achieved junior standing to be permitted to engage in internships.
- Have completed a minimum of 9 credit hours in a field of study to engage an internship in that field of study.
• Have achieved a minimum cumulative grade point average (CGPA) of 2.0 to engage an internship. (See individual catalog descriptions for variations in credit hour and GPA requirements with specific programs). If a student's CGPA drops below a 2.0 at the end of the term/semester immediately prior to the internship, the student may be removed from the internship experience at the discretion of the internship sponsor.

Goals of Internships
Student learning goals for internships are to:
• have a meaningful learning experience centered on self-identified goals for the specific internship experience.
• put classroom learning into practice by applying the theoretical knowledge and practical skills attained in courses to a professional setting.
• reflect on one's own education and career goals, including the connectivity of hands-on learning with classroom learning.
• build professional skills and acquire professional career experience.
• explore and/or clarify career choices by testing the interest in a particular career field and assessing the "fit" of this field to future pursuits.
• experience a professional work environment by immersing in the culture of the internship site and learning about the complexities, joys and challenges of living, learning and working.
• network with professionals who have attained career success.

While internships fulfill specific goals for the student, they also serve the university's programs. Internships provide an opportunity for the program and university to create connections and partnerships with businesses, agencies, and schools.

Student Expectations
With the opportunity of a credit-bearing internship come responsibilities. Any BVU student engaged in an internship is expected to:
• conduct oneself in a professional and ethical manner which reflects favorably upon the agency/business and the university as well as the student including but not limited to:
  • Working within the scope of the agency/business and department policies and procedures.
  • Taking the initiative to seek help and advice from appropriate agency/business personnel and faculty supervisors.
  • Notifying the designated employer if a circumstance arises causing the intern to be absent or tardy.
• attend meetings, conferences, and programs which enhance professional development during the internship experience.
• assist the agency/business in reaching its goals and objectives.
• adhere to all program, school, and/or university guidelines for internships by:
  • Adequately preparing for the specific internship with appropriate course work.
  • Participating fully in all steps of the internship process (i.e., setting goals, orientation, resume workshops, mock interviews, debriefing sessions, etc.) as outlined by the BVU faculty supervisor.
  • Professionally and properly preparing required written works such as journals, logs, portfolios, presentation materials, and reflective essays.
  • Accurately accounting for one's hours interning.

Faculty Supervisor Expectations
Faculty members serving as faculty supervisors assume typical faculty responsibilities for the experience as they do with any other course assigned to them. As further clarification, faculty supervisors must:
• Be available for student interns on a daily basis whether via office telephone, cell phone, email correspondence, and/or in person. At times when faculty supervisors may be unable to be available for daily contact, they will provide student interns with at least two other BVU faculty/administrative contacts, i.e. the related school dean or another colleague in the program/school or the internship coordinator and the vice president for academic affairs/associate dean of faculty office in case of emergency. The primary concern is for the safety and professional counsel needs of students in the field. The goal is for emergency needs to be handled immediately and all contacts from students to be addressed and responded to within 24 hours.
• Coordinate the experience and expectations for the student with the site supervisor by:
  • Providing site supervisor with a copy of the goals and requirements of the internship program.
  • Providing contact information for the faculty supervisors, and others, in cases of emergency.
  • Articulating clear expectations of how the student intern is to be evaluated (e.g. journal, reflective paper, research paper, portfolio, project, presentation, etc.) and number of hours the intern is to serve.
• Make certain that interns understand they minimally must complete a journal, reflective paper and presentation. The required presentation submitted to the faculty supervisors highlighting the key learning moments from their internship experience will be used for events such as inclusion in an internship symposium, major and/or school internship enhancement for underclass students.
• Secure signatures on the Student Internship Agreement form. The Student Internship Agreement form, containing signatures of the student, the faculty supervisors, and the site supervisor is preferred. A Student Internship Agreement form, containing signatures of the student, the faculty supervisors, and the site supervisor is preferred.
Agreement form may include only the student and faculty signatures if a signed letter from the site supervisor delineates his/her agreements to the required elements of the internship experience. The signed copy must be retained in the intern’s file by the faculty supervisors.

- Engage a three-way conversation among faculty supervisors, site supervisor and student intern whether face-to-face or via teleconference at least once during the internship.
- Provide site supervisor with the evaluation form to assess the student intern’s work.
- Follow up with a thank you letter to site supervisor/business on behalf of the program and university.

Site Supervisor Expectations
For employers who choose to partner with BVU in offering students internships, we expect the site supervisor to:

- Offer a meaningful learning experience for the student.
- Provide timely feedback to the student and BVU faculty supervisors.
- Monitor the match of the internship goals with the experiences offered to the student during the internship.
- Sign a Student Internship Agreement Form or provide a letter on company letterhead delineating his/her agreements to the required elements of the internship experience.
- Complete and return a final evaluation of the student's performance on the evaluation form provided by the faculty supervisors.

BVU also recommends that the site supervisor engage in an exit interview/evaluation as an intern leaves the site.

Student Registration Process for Internships
Each Buena Vista University faculty supervisor will communicate his/her process for determining student eligibility to complete an internship. The registration process for all BVU internships is:

1. Students first complete an application form.
   a. Once the faculty supervisor has signed the form, the faculty supervisor keeps a copy for his/her records on the student intern.
   b. Students take the signed application form to the Registrar's Office, to be placed in their official file. BVU Professional & Online Studies students take the signed application form to their director who will fax the form to the Registrar’s Office. The Registrar's Office will supply the internship coordinator in the Career Services Office with a copy of the signed application form for appropriate database and reporting needs.
2. Students provide the signed student internship agreement form to the faculty supervisor; in consultation with the faculty supervisor, the decision is made whether the site supervisor will also sign this form or supply his/her letter on company letterhead.
3. Students then register for the internship course via campus connect.
   a. January and semester internships are typically 3 credits; students enrolling for an internship for more or fewer than 3 credits must seek assistance from the Registrar’s Office to officially register; BVU Professional & Online Studies students seek assistance from their director.
   b. Students enrolling in internship hours during the summer sessions must seek assistance from the Registrar’s Office (or appropriate director) to officially register.
4. Students enrolling in internship credit without filing the appropriate signed form to the Registrar’s Office will not be granted academic credit for the internship experience. At the beginning of each enrollment period (semester, interim, or term), the Registrar’s Office will notify registered students who have not supplied the appropriate application form that they are being dropped from the internship credits.
5. Students may not begin an internship without demonstrating proof of liability insurance, as needed.

Degrees Offered
The bachelor of science degree is conferred upon students selecting majors from the sciences and/or mathematics. The bachelor of arts degree is conferred upon students meeting requirements for degrees in all other major fields. The bachelor of applied studies degree is conferred upon students who have completed an approved associate of science, associate of applied science, associate of applied arts from an accredited U.S. institution, or comparable degree from foreign institutions which Buena Vista University has entered into sister-school agreements and who meet the following BVU requirements: completion of the BVU general education program (intellectual foundations, intellectual explorations, designated writing requirement, and for Storm Lake students, Academic and Cultural Events Series (ACES) requirement), and completion of 36 credit hours from BVU at the 300/400 level. (Bachelor of applied studies students do not declare a major and are not required to meet any specified number of credit hours of single content-area upper division coursework but must complete 36 credit hours from BVU at the 300/400 level.) Life experience credits do not count toward the 300/400 level requirement. Students completing a BAS degree must satisfy each of the six BVU Objectives via a course taken at BVU or equivalent course transferred in. Only one degree will be conferred upon any one individual.
Credit for Prior Learning
The university also permits superior students to enroll in certain advanced courses in foreign languages, and upon earning a “B” or better, receive a maximum of six hours of credits for appropriate preceding courses.

Life Experience Credit
Life Experience Credit petitions are produced only after consultation with the faculty advisor or BVU Professional & Online Studies director. These petitions must be supported by a rationale and documentation of the experience, and clearly state the hours of credit requested. Life experience credit must be requested no later than the beginning of the senior year. Guidelines can be obtained from the BVU Professional & Online Studies director or the school dean.

A total of 20 hours of course credit may be earned through examinations and/or life experiences. No more than nine hours may be earned through life experience credit although typically no more than three credits are granted. Life experience credit is elective credit only. Financial aid cannot be used to cover the cost of life experience hours.

College Level Examination Program (CLEP) and Advanced Placement (AP) Program
CLEP and AP are nationally recognized programs that offer students an opportunity to earn university credit by examination. CLEP and AP exams are available in a variety of general and specific subject areas. Credit will be awarded according to the American Council of Education (ACE) guidelines to a student who earns a CLEP score of “C” equivalent or better (as determined by CLEP) and AP score of 3 or higher. Credit will be applied toward earned hours toward graduation. Certain restrictions may apply. See the Registrar’s Office for more information.

Independent Study
Independent study offers an opportunity to explore an area of study not included in the catalog listing of approved courses. The topic of an Independent Study should be selected and carefully designed by the student in cooperation with his/her faculty instructor, the appropriate school dean and the associate dean of faculty. The student will be expected to have earned a cumulative grade point average of 3.00 or above, have junior or senior status, and possess the appropriate background and interest to pursue the proposed area of study. A Proposal for Independent Study form may be obtained from the Registrar’s web page or BVU Professional & Online Studies director. Students may take no more than one Independent Study course per semester, and no more than four courses during the course of his/her academic career. Independent Study courses are assigned numbers 399 or 499 depending on the level of the course. Independent study will be graded P/NC.

Directed Study
Under exceptional circumstances, a course listed in the university catalog may be granted to a student on an individual basis provided doing so is appropriate to the design of the course. As a rule, Directed Studies are discouraged. There are times, however, when a directed study may be unavoidable in a student’s program of study. Such recognized occasions include:

• Transfer students in need of a course “off-rotation” to avoid delaying graduation, a situation that is particularly possible for courses that are offered only on alternate years.
• Time schedule conflicts between two required courses in a given semester. Determination of a need for the two courses in the given semester rather than desire for the two courses in a certain semester must be demonstrated by the student’s four-year plan of study.
• To facilitate a student’s ability to study abroad for a semester or engage a semester long specialized internship.

Offering directed study courses so a student may complete an additional endorsement, major and/or minor is not considered essential. A directed study course offered for a student in an unavoidable situation does not warrant including more students who are not in an unavoidable situation into the experience.

Students bear responsibility to enroll in the appropriate rotation of courses to complete their program of study. Students who enroll in and then drop a course to discover they are now “off-rotation” in course sequencing or fail to initially register for a course in a particular sequence given their anticipated graduation date should not expect that a directed study will be offered to rectify their situation.

To be considered for a directed study, the student must have junior or senior status. The details of the Directed Study must be agreed upon by the faculty sponsor and the student, and approved by the school dean and the associate dean of faculty or BVU Professional & Online Studies director no later than the end of the second week of classes in the semester/term in which the Directed Study is to occur. The Directed Study form must be submitted to the Registrar’s Office at that time. Forms may be obtained from the Registrar’s website or BVU Professional & Online Studies director. In Directed Study, the student and the professor communicate on a regular basis. Students may take no more than one Directed Study course per semester or term and no more than four such courses during the course of his/her academic career. A Directed Study is graded
according to the grading system identified for the course in the course description. There are times when truly exceptional, high-achieving students may seek additional learning opportunities. These additional learning opportunities are best achieved through independent studies. Independent studies are done at the discretion of the faculty member and school dean.

**STORM LAKE ACADEMIC SESSIONS**

**Semester Designations**
Academic sessions at Buena Vista University are based on the 4-1-4 system, with a fall semester, a January Interim, and spring semester. The fall and spring semesters are approximately 14 weeks in length, and the Interim is approximately three weeks.

**Interim**
Interim courses are typically 3 credit hours. A three-credit course meets the full Interim calendar for 150 minutes each day, travel courses are three credit hours. When the Interim calendar includes fewer than 15 days of instruction more than 150 minutes may be required each day. Internships and travel courses are typically 3 credit hours. Internships and credit hours are determined by the number of 40-hour weeks contained within the internship experience. A three-credit internship, for example, requires three 40-hour work weeks. Classes meet daily. Grading is determined by the instructor and indicated in each course description. If student option is indicated, the student may choose between P/NC (Pass/No Credit) or letter grade (ABCDF). All travel courses and internships are P/NC.

There will be no tuition, board and/or room refunds for full-time students who elect not to participate in Interim, nor will students who have failed to register for or participate in Interim courses be permitted to remain in the residence halls during the January term. Any student residing on campus during the Interim must be enrolled in and attending an Interim academic experience. Only students on individual course rosters are permitted to attend the specific course. Failure to register properly for an Interim course forfeits the student’s right to transcript a grade for a course.

Students enrolled in courses that require them to be off campus may apply for a refund of meal plan fees for the semester/term during which they are required to be off campus. See the associate dean’s office for deadline information.

In order to be eligible to participate in Interim, students must either complete the fall semester as a full-time student or plan to enroll full-time for the spring semester. Part-time students have the option of participating in Interim. Tuition will be charged on a per-credit-hour basis for part-time students. Similarly, students on tuition exchange attending Interim only will be charged a pro-rated room and board fee. Persons with questions regarding the billing process should contact the Business Office. Some courses, such as travel courses, have special charges associated with them.

In case of cancellation of the course by the university, the special fees will be promptly refunded.

If a student cancels registration in such a course, no refund of the special fees can be guaranteed. The university reserves the right to remove a student from a travel course or internship for failure to perform all required activities in preparation for or during the experience in an appropriate professional manner. Students removed in such circumstances forfeit their right to any special fees refund.

Students from other 4-1-4 institutions are welcome to participate in BVU’s Interim. Application should be made to the associate dean’s office, 610 W. Fourth Street, Buena Vista University, Storm Lake, IA 50588.

**Summer Sessions**
The university offers a limited number of undergraduate summer classes in two summer sessions. Students are permitted to enroll for a maximum of 6 credit hours in each session. Credit may also be earned through special workshops, short courses, and independent studies offered in the summer.

**ACADEMIC ENRICHMENT OPPORTUNITIES**

**Center for Academic Excellence (CAE)**
The Center for Academic Excellence (CAE) is the university’s academic support unit and as such provides services that enhance the teaching-learning experience for the university community.

**Disabilities Accommodations**
The CAE works with students who, due to a disability, are seeking academic accommodations. BVU policy, in accordance with state and federal guidelines, calls for reasonable accommodations to be made for qualified students. To assure that this policy is upheld the director of the CAE serves as coordinator for the appropriate and reasonable accommodations and is available to assist students in the Student Accommodation Process.

**Mathshop and Writing Lab**
The CAE houses the Mathshop and the Writing Lab, which accommodate drop-in visits or pre-arranged appointments to help students with coursework.
The Mathshop provides tutoring for students in science, math, and business courses. The CAE also offers one-on-one tutoring upon request for specific courses other than those covered by the Mathshop’s regular schedule. The tutors at the CAE are BVU students who have been chosen because of their academic and teaching skills.

The Writing Lab has adopted the motto “continuous improvement, not instant perfection” and provides tutors who guide students through the writing process from brainstorming a topic to creating an outline to revising a completed draft. Students use this service while enrolled in writing courses or while taking courses that require a variety of papers.

CAE Skills Courses
The CAE also works with students to improve certain academic skill areas, such as vocabulary building and speed reading, or to build general study skills, including test preparation, time management and scheduling, note-taking and listening, critical thinking and reading, and basic learning strategies. Each semester, the CAE offers semester-long courses designed to improve students’ skills regardless of their current level. Students register for these courses just as they would for any course at the university, and then in the first week of classes, students arrange a meeting time with the director to go over the syllabus and discuss the work and schedule for the semester. All CAE courses are graded Pass/No Credit.

Classes offered in the Center for Academic Excellence are:
• AEXL 021 Spelling
• AEXL 022 Reading Speed and Comprehension
• AEXL 023 Vocabulary Improvement
• AEXL 030 Term Paper Writing

English for Speakers of other Languages (ESOL)
An English for Speakers of other Languages (ESOL) program is offered to students with a minimal TOEFL or equivalent score of 475; to be fully admitted students must have a minimum TOEFL score of 550. ESOL classes are generally 3 credit hours and are designed to improve international students’ reading, writing, speaking and listening skills to enhance the likelihood of their academic success. Reading/Writing provides a foundation in English as a Second Language in order to help the student succeed in mainstream classes. Speaking is a conversation-based class to improve students’ spoken English skills through communication and presentations. Listening is designed to prepare the student for lecture driven content in mainstream classes. See Course descriptions in the Course Descriptions section of the catalog for details on each course. All international students are assessed by the director of ESOL and placed into the appropriate courses based on individual needs for ESOL support. Students are not able to otherwise choose to enroll in ESOL. A maximum of 15 credit hours of ESOL coursework may be applied towards graduation from Buena Vista University.

Honors Program
At Buena Vista University students may enter the Honors Program in two ways, as entering first-year students or as current or transfer students after having completed a minimum of 15 credit hours of collegiate work.

Entering first-year students are automatically screened for admission to the Honors Program based on their high school record and achievements. First-year students must meet two of the three following standards: ACT 28 or higher, HS rank in top 10 percent or HS GPA of 3.75. In addition, consideration is given to the strength of their college preparatory curriculum, participation in activities that supplement the student’s academic work and/or demonstration of community involvement and a sense of social responsibility. Students also complete an Honors Program Application and submit an essay to be in the Honors Program. New international students wishing to enroll in the Honors Program should see the Honors Program director.

Current BVU students and transfer students who have completed at least one semester of a strong college curriculum consisting of a minimum of 15 credit hours and who have achieved a 3.5 cumulative GPA may apply to the Honors Program. Current BVU and transfer students meeting the above guidelines must complete an application form and submit an essay.

The Honors Program encourages students to develop their academic talents beyond the regular programs at the university and is designed to provide greater depth to the student’s regular academic program through specialized Intellectual Explorations courses, dialogue and research work. Special opportunities may be organized around topics of special interest to students in the program. Students present and defend their final research projects in a public forum. The Buena Vista University Honors Program is especially suited for students contemplating graduate or professional school, and Honors recognition will appear on the transcripts of those students who successfully complete the program. Applications for the program are typically taken in the fall semester. More specific information on the program may be obtained from the Honors Program director.

Dean’s Fellowship Program
The Dean’s Fellowship Program honors first-time freshmen who have achieved an outstanding scholastic record in high school and who have
demonstrated leadership ability through activity in their schools or community. The Dean’s Fellowship Program offers a series of value-added experiences designed to enrich the entire collegiate experience and prepare Fellows to make meaningful contributions to society upon graduation. The goal of the program is to engage the individual student totally in becoming a life-long learner through a variety of intellectual, social, and cultural programs. Enrichment activities include international and domestic travel and opportunities to work closely with a faculty mentor.

International Studies
The university provides several opportunities for students to engage in cross-cultural experiences. Study abroad credits from non-U.S. host institutions will transfer as Pass/No Credit “grades” at BVU with a grade of “C” or better becoming a Pass and a grade of “D” or below becoming a No Credit.

Interim Education Travel. Each Interim, Buena Vista University students may choose from a variety of foreign programs. Past Interims have included travel courses to Australia, England, France, Germany, Italy, Mexico, Spain, Greece, Cuba, the Mediterranean, Fiji, Vanuatu, Peru, Egypt, and Japan.

Taiwan Program. In June 1981, the university initiated an exchange program which involves students from Buena Vista University who serve as English tutors at the Taipei Language Institute in Taiwan for a semester while also being tutored in Mandarin Chinese and acquiring general elective university credit.

Japanese Program. The university initiated an exchange program with Hokusei Gakuen University in Sapporo, Japan, in 1981. Hokusei University is a Presbyterian-related university of about 1,500 students. BVU students are given an opportunity to spend a semester studying the Japanese language and culture, as well as Japanese business practices, in this exchange program.

Other Study Abroad Options. Buena Vista University’s cooperating agreements provide study abroad and internship abroad opportunities in eleven countries: Austria, England, France, Mexico, the Netherlands, Costa Rica, Kenya, Australia, China, Spain, and Wales. Course offerings and internship possibilities vary according to country. Further information on these and other international programs may be obtained from the study abroad coordinator at Buena Vista University.

ACADEMIC POLICIES

Academic Honesty
Buena Vista University believes that personal integrity and academic honesty are fundamental to scholarship. We strive to create an environment where the dignity of each person is recognized and an atmosphere of mutual trust exists between instructors and students.

Accordingly, honesty in all academic matters is expected from all students. Actions contrary to academic integrity will not be tolerated. Any attempt to cheat, misrepresent someone else’s work as one’s own, receive credit for work one did not do, obtain an unfair advantage over other students, or aid another student to do the above will be considered a breach of academic integrity. The faculty have confidence in the integrity of students and encourage students to exercise good judgment in fulfilling this responsibility.

Activities that have the effect or intention of interfering with learning or fair evaluation of a student’s work or performance are considered a breach of academic integrity.

Examples of such activities include, but are not limited to:

- **Cheating** (intentionally using or attempting to use unauthorized material, assistance, or study aids in any academic work). For example, using a cheat sheet for a test, looking at another student’s paper during an exam, stealing or buying all or parts of an exam or paper, altering and resubmitting work for a better grade without prior approval to do so, etc.

- **Plagiarism** (representing another’s ideas, words, expressions, or data in writing or presentation without properly acknowledging the source). For example, misrepresenting another’s work as one’s own idea without giving proper credit, failing to cite a reference or failing to use proper documentation, using works of another gained over the internet and submitted as one’s own work, etc.

- **Falsification and/or misrepresentation of data** (submitting contrived or made up information in any academic exercise). For example, making up data, citing non-existent sources, etc.

- **Facilitating academic dishonesty** (knowingly helping or attempting to help another violate any provision of the academic honesty policy). For example, working together on a take home exam or other assignment when the option has not been made available, giving your paper/assignment to another student for his/her use, etc.

- **Computer crimes** (damaging or modifying computer programs without permission). For example, software piracy, hacking, constructing viruses, knowingly introducing viruses into the
system, copying programs and/or data belonging to others, etc.

- **Multiple submission** (submitting, without prior approval from the instructors involved, any work submitted to fulfill academic requirements in another class). For example, submitting the same paper for two different classes, etc.

- **Misrepresentation of academic records** (knowingly misrepresenting or tampering with any portion of official records of the university or transcripts). For example, forging a change of grade slip or registration form, tampering with computer records, etc.

- **Unfair advantage** (trying to gain unauthorized advantage over fellow students). For example, gaining or facilitating unauthorized access to exam materials (past or present); interfering with another student’s efforts in an academic exercise; lying about the need for an extension on a paper or assignment; destroying, hiding, removing or keeping, library materials, etc.

Any violation of this policy will be treated as a serious matter. The instructor has primary responsibility over classroom behavior and maintaining academic integrity. Instructors are encouraged to specify clearly at the beginning of each course what constitutes violations of academic honesty and the consequences for academic dishonesty. In cases of repeated or flagrant violations, a student may be dismissed from the university. Depending on nature and severity of the offense, the university reserves the right to exact maximum penalty, even in the case of a first offense.

If an infraction is suspected, the following guidelines and procedures apply:

- A faculty member who suspects a student of academic dishonesty shall inform the student of his/her suspicion and present him/her with the evidence, allowing the student an opportunity for rebuttal.

- Faculty members, upon determination of an infraction based on the evidence, may determine the penalty for the infraction. This may involve failing a student for a particular assignment, test or course. The penalty must be communicated in writing to the student. In addition, the dean of faculty may impose academic warning, academic probation, academic suspension or expulsion, depending on the severity of the offense. A BVU Professional & Online Studies director, through consultation with the dean of faculty and associate dean for BVU Professional & Online Studies may enact the same penalties.

- Upon determination of an infraction, the faculty member should notify, in writing, the student’s advisor, the faculty member’s school dean, and the dean of faculty. This notification should include the student’s name, the type of infraction and the penalty (i.e., student failed the assignment, student failed the course, etc.). In the case of a BVU Professional & Online Studies student, the faculty member should notify the BVU Professional & Online Studies director.

- If a student is involved in academic dishonesty but is not enrolled in a particular instructor’s course, the instructor may recommend the student to the dean of faculty for disciplinary action (e.g., Student A who is enrolled in a course has Student B, who is not enrolled in a course, write a paper for him/her. Student B may be recommended to the dean of faculty disciplinary action). In the case of a BVU Professional & Online Studies student, the instructor may recommend the student to the BVU Professional & Online Studies director.

- All information related to any violation will be kept in a special file by the dean of faculty, and the appropriate BVU Professional & Online Studies director, during the time in which the student is enrolled at Buena Vista University, serving only as a statement of record if the student is charged with a subsequent act of academic dishonesty. If the student is found to have violated academic integrity standards, if the student is found to have violated academic integrity, the file remains in the dean of faculty office until the student’s graduation or three years after the student’s last date of enrollment.

**Appeals Process for Academic Honesty**

Students may appeal a faculty member’s decision to the dean of faculty (or his/her designee). The decision from the dean of faculty is final. If an appeal is made to the dean of faculty, the following procedures are to be used:

- A written request for hearing must be made with the dean of faculty within two weeks of the faculty member’s decision being communicated with the student. The written notification from the student should include his/her understanding of the events that occurred and his/her reasons for the appeal.

- The dean of faculty will engage in fact-finding that he/she deems appropriate, after which the dean of faculty will meet with the student, his/her academic advisor, and the faculty member involved. In the event the faculty member involved is the student’s advisor, the student will select another faculty member to attend the meeting.

- The dean of faculty’s decision will be communicated in writing to the student, the faculty member, the advisor, and the appropriate school dean within one week of the meeting.

**Governing Catalog**

Students are governed by regulations and requirements of the catalog under which they enter, unless a subsequent catalog is chosen. Changes in the catalog requirements that occur after a student enters the university as a result of curriculum revision and
other faculty actions are not enforced retroactively; however, such changes do become effective as stipulated by faculty.

While administrators and teachers are available to advise, each student is responsible for meeting the catalog requirements for graduation.

**Major and Minor Course of Study**

When a curriculum revision occurs, students may elect to meet course requirements for a major or minor as specified in the catalog in effect at the time of their admission or they may choose to meet the academic requirements in full of a subsequent catalog. Contact the Registrar or BVU Professional & Online Studies director for the appropriate forms.

_Note:_ Education (teaching) students must meet the current requirements for teacher certification.

**Readmission to BVU**

A student whose course of study at BVU is interrupted for an extended period of time — two years or more — must meet the requirements of the catalog in effect at the time of re-entry to BVU.

**REGISTRATION FOR ACADEMIC COURSES**

**Typical Course Load**

The normal class load is 14-16 credit hours per semester in order to complete the minimum required 128 credit hours during a four-year period of study at Buena Vista University’s Storm Lake campus. Full-time status requires enrolling in a minimum of 12 credit hours per semester at the Storm Lake campus.

In unusual circumstances, a student may be permitted to take more than 17.5 credit hours. In such cases, an Academic Action is required with the dean of faculty making the final determination. Additional fees will be assessed for anything beyond the 18th credit hour.

Normal load and full-time status for BVU Professional & Online Studies is 6 credit hours per eight-week term.

The university reserves the right to regulate class size, add, delete, or otherwise alter the published course listings.

**Adding Courses**

A student may add a course during the first two weeks of the fall or spring semesters or prior to the third class meeting in a summer session, half semester course and before the second class in an eight-week BVU Professional & Online Studies term. Students at the Storm Lake campus must obtain the signature of the instructor of the course and the faculty advisor on a “Add/Drop” form, which is available on the Registrar’s web page, if adding a course during the second week of classes in a fall or spring semester. BVU Professional & Online Studies students can obtain the form at their designated location office. A student may drop or add a course the first two days of Interim. After the second day no changes will be permitted in Interim.

**Dropping Courses**

Students may drop a course prior to the third class in Interim or eight-week BVU Professional & Online Studies term, or during the first two weeks of a semester or equivalent period for other terms. Course changes are generally made via online registration. Courses dropped after online access is closed must be completed via paper form and advisor signature is required. Courses dropped prior to the deadline will not appear on the permanent record unless such drop results in a change of status (full-time/part-time) and/or a change in tuition/cost. Courses dropped after the deadline or result in a change as previously described will be processed as withdrawals and a “W” will appear as a grade on the permanent record.

**Withdrawal from Courses**

A withdrawal from a course or from the institution may be initiated by a student during the first two-thirds of the semester or an equivalent period for courses meeting less than a full semester. (See academic calendar for specific dates).

A withdrawal grade of “W” will be recorded for students who officially withdraw from a course or from the university prior to the published deadline. A “W” grade is not used in the grade point average (GPA) calculation, but is counted toward hours enrolled.

**Repeating Courses**

A course may be repeated once at the discretion of the student. A subsequent repeat is allowed only upon prior approval through special academic action. Repeat of courses originally taken for a letter grade must be taken for a letter grade. Repeat of P/NC courses may be taken either for a letter grade or P/NC.

For purpose of grade point average, the second and any subsequent grades for repeated courses will be used in the CGPA computation. Only the first grade will be omitted from the grade point average. All repeated grades will be shown on the transcript; however, only the last grade will be used to satisfy graduation requirements, including total hours earned. Courses taken at Buena Vista University must be repeated at Buena Vista University.

**Permission to Study Off-Campus**

Students desiring to enroll in another post-secondary institution with the intent of applying credits earned to a Buena Vista University degree program must secure written approval in advance of taking the course. Prior to the final 30 credit hours (senior year), the student’s academic advisor, school dean
and associate dean of faculty, or BVU Professional & Online Studies director must approve the request to transfer courses from another institution back into Buena Vista University. The dean of faculty must approve such transfer requests during the final 30 credit hours.

Requests to take courses at other institutions will not be accepted when they are taken for the following purposes: failed BVU courses and/or BVU courses repeated in order to obtain higher grades. No more than 12 credit hours may be taken from another institution during a summer and no more than a total of 24 credit hours (summer coursework) may be used toward graduation. Juniors and seniors may not transfer two-year college credit into BVU, with one exception - required courses not offered at the Buena Vista University location of enrollment.

Students enrolled at one BVU location who wish to enroll in courses at a second BVU location with the intent of applying credits earned to a Buena Vista University degree or endorsement program must secure written approval in advance of taking such an “off-campus” course. Storm Lake campus students must receive written approval of such “off-campus study” requests from the student’s academic advisor, the school dean, and the associate dean of faculty. Students who wish to do such “off-campus study” at the Storm Lake campus, must secure written approval for such study from the student’s academic advisor, the school dean, and the associate dean for BVU Professional & Online Studies. Other BVU Professional & Online Studies students must secure written permission in advance from their academic advisor and BVU Professional & Online Studies director to study at another BVU Professional & Online Studies location.

Note: Field experiences - such as those available to education majors - ought to be completed in the student’s “home” department. Exceptions require approval from the “home” department as well as the faculty and administration mentioned above.

Under exceptional circumstances, a student may be granted permission to take a class off-campus. As a rule, doing so is discouraged. There are times, however, when taking a course off-campus is unavoidable in a student’s program of study. Such recognized occasions include:

- Transfer students in need of a course “off-rotation” to avoid delaying graduation, a situation that is particularly possible for courses that are offered only on alternate years.
- Time schedule conflicts between two required courses in a given semester. Determination of a need for the two courses in the given semester rather than desire for the two courses in a certain semester must be demonstrated by the student’s four-year plan of study.
- To facilitate a student’s ability to study abroad for a semester or engage a semester long specialized internship.

Allowing a student to take a class off-campus so a student may complete an additional endorsement (with the exception of those reading endorsement courses which are only offered online), major and/or minor is not considered essential. Course substitutions are not permitted using non-campus courses when other options exist on campus; the first priority is to have students completing courses at their sites of enrollment. Students bear responsibility to enroll in the appropriate rotation of courses to complete their program of study. Students who enroll in and then drop a course to discover they are now “off-rotation” in course sequencing or fail to initially register for a course in a particular sequence given their anticipated graduation date should not expect that permission to take a class off-campus will be allowed to rectify their situation.

In addition, the following guidelines govern Storm Lake students’ enrollments in BVU Professional & Online Studies courses:

- Students must be full-time (minimum of 12 credit hours) at Storm Lake in order to enroll in BVU Professional & Online Studies courses. Enrolling in and later dropping credits at Storm Lake resulting in less than 12 credit hours of Storm Lake enrollment is not permitted. Under no circumstances may BVU Professional & Online Studies course enrollment be used to achieve full-time status at Storm Lake.
- All students, except education majors enrolled in reading endorsements courses which are only offered online, must pay online rates for online credits enrolled in during any fall semester, spring semester or summer session. All students enrolled in BVU Professional & Online Studies on-the-ground courses during any fall semester, spring semester or summer session must pay the appropriate BVU Professional & Online Studies course enrollment fee to achieve full-time status at Storm Lake.
- Education majors enrolling in reading endorsement courses during a fall or spring semester, and not exceeding 18 credit hours total, are not assessed
additional tuition charges. Education majors enrolling in reading endorsement online courses which create an overload (more than 18 credit hours) will be charged at Storm Lake rates for the overload. Education students may choose to enroll in reading endorsement courses in the summer to avoid overload fees.

- Terms 5 and 6 are reviewed as summer registration and any enrollment is charged at the BVU Professional & Online Studies online or on-the-ground rates respectively.
- Students may take two BVU Professional & Online Studies courses per term during the summer (Terms 5 and 6). Two courses, however, may not be possible in Term 5 given it is reviewed as part of the total credit hours in a student’s spring load at Storm Lake (maximum of 18 credit hours).
- If a student wishes to withdraw from any BVU Professional & Online Studies course once it has begun, but before the deadline for that term, the student will receive a grade of “W” and be responsible for the prorated online tuition charges, regardless of what term it is in.

Withdrawal from the University
A student who seeks to withdraw from the university may do so during the first two-thirds of the semester or an equivalent period for other terms. The academic record will reflect the term’s enrollment. A grade of “W” will be recorded for all courses. To initiate a withdrawal a student at the Storm Lake campus must inform student services staff, who initiates the withdrawal process and informs the appropriate offices within the university. BVU Professional & Online Studies students must inform the staff at the location of record who will notify appropriate offices. Failing grades will be recorded for students who withdraw after the deadline.

Classification of Students
Freshmen: Students who have earned fewer than 24 credit hours
Sophomores: Students who have earned a minimum of 24 credit hours
Juniors: Students who have earned a minimum of 56 credit hours
Seniors: Students who have earned a minimum of 87 credit hours

Numbering of Courses
In the program descriptions and course descriptions sections of this catalog you will find comprehensive information regarding each of the majors offered by the university, including major and minor requirements and annotated course descriptions. In order to assist you in locating specific courses of interest to you, courses are numbered according to the following scheme:

The credit hours (CR) indicated per course is the credit for each semester or term unless noted otherwise.

- Lower division courses, numbered from 100-299, are intended for freshmen and sophomores.
- Upper division courses, numbered from 300-499, are ordinarily available only to juniors and seniors.
- Special courses may be offered by faculty to meet special needs and interests. When offered as a 150 courses are intended for underclass students, while 450 courses are intended for upperclass students.

Independent and Directed Study courses may be taken according to the catalog guidelines and any other requirements determined by each school, the supervising professor and the school dean. Forms are available on the Registrar’s webpage or at the Registrar’s Office.

Grading Policies
Grading Reports. A grade report is available to students via the Campus Connect registration system at the end of each grading period. A student may specifically request a printed copy.

Letter Grades. Student grades normally are reported in letters: A-Excellent; B-Good; C-Satisfactory; D-Poor; F-Failed; L-Co-Requisite Lab; IP-In Progress; NRR-No Report Received; P-Pass; NC-No Credit; CR-Credit/Pass; ALL-Audit; F.-Failure to fulfill ACES requirement.

IP - In Progress. In consultation with the Registrar, this grade is to be used in rare cases for courses where the course requirements extends from one term into another by university design (i.e. student teaching). This is a non-punitive grade. If a grade change has not been submitted by the end of the next academic term, a grade of “F” or “NC’ will be conferred.

L-Co-Requisite Lab is non-punitive and does not effect grade point calculation. It designates a 0 credit co-requisite lab course.

Calculation of GPA. Grade point average is computed by dividing honor points by the number of hours attempted for letter grade. Honor points are determined by multiplying the number of semester hours per course by the honor points assigned for each letter grade. For example, a three-hour course with a grade of “B” would result in nine honor points (3x3=9). Honor points for each course are computed and totaled and divided by the total letter-graded hours. Grade point averages are computed for the semester or term and for the cumulative record.

A student’s cumulative grade point average will include BVU credits only. Grades earned at other institutions are not reflected on the BVU official transcript.
Contract for Change of Grade. Under exceptional circumstances a student may be unable to complete all assigned coursework by the end of the term. In such cases it is the student’s responsibility to confer with the instructor regarding the specific nature of the difficulties. Upon request of the student, the instructor will evaluate the situation. If the instructor agrees that major unavoidable and unforeseen circumstances beyond the control of the student prevent timely completion of course requirements, the instructor will record on the official grade roster a grade that reflects the grade earned for all work required for the course. The instructor will also submit a Contract for Change of Grade (with the original grade roster for that course) that indicates the work to be completed and a completion deadline, determined by the instructor and not to exceed six weeks into the subsequent term/semester. If a student is unable to meet with the instructor due to a catastrophic situation, the vice president for student services, the vice president for academic affairs or the associate dean for BVU Professional & Online Studies may authorize the instructor to issue a “NRR” until such time as the student can be reached. This grade (NRR) must be replaced by a permanent grade no later than six weeks into the subsequent semester or term or the grade will revert to an “F” or “NC.” When the work is completed, the instructor will report a grade change to the Registrar. If no grade change is reported, the original grade will remain. The deadline may not be extended except by written permission of the academic dean or designee. In some cases, a change of grade may affect a student’s status for financial assistance. Upon request of the student, the student’s aid eligibility may be reevaluated. Any appropriate changes will take effect immediately following the change of grade. Aid changes will not be made retroactively.

Pass/No Credit Grades. (P/NC option alternative) Courses not otherwise designated may be taken for pass-no credit, but no more than two courses in the major field or a total of eight courses in pass-no credit may be credited toward graduation. Courses for which grading is only pass-no credit do not count toward these totals. A student may choose no more than three pass-no credit courses in an academic year, one of which may be the Interim course. No more than one pass-no credit course may be taken in a given semester/term. Although there is no restriction on the number of courses a student may choose P/NC grading for in a minor, students should not take more than one course in a minor and/or area of concentration as P/NC.

A course in which the student has earned “NC” will show on the transcript as attempted and be treated as any other course if repeated. The instructor determines the level of achievement required in order to receive the “P” grade.

Designation of a course grading system may be changed once until the end of the ninth week of classes in a regular semester, or the ninth class period during Interim, or approximately two-thirds of the way through a term. Only one such change is permitted. Students must secure their advisor’s signature before they will be allowed to switch to pass-no credit grading. (See academic calendar for specific dates).

Pass/no credit courses do not count in the grade point average or the cumulative grade point average. Academic honors will be computed on letter grade courses only.

The pass/no credit option cannot be exercised in repeating a course for change of grade previously earned under the traditional letter grade system.

Domestic and international travel courses and internships will only be graded P/NC.

Grade Changes. Once a grade has been submitted to the Registrar, that grade may be changed only if an error has been made in the calculation or transcription of the original grade. Students will not be allowed to do extra work to improve grades after the grades have been reported to the Registrar. Should a faculty member wish to change a grade for any other reason, the request with justification should be submitted to the VPAA/dean of the faculty for approval. No grade change may be made after the end of the succeeding semester.

Honor Points. Honor points are allocated for each credit hour earned as follows:

- A.................................4 honor points
- B.................................3 honor points
- C.................................2 honor points
- D.................................1 honor points
- F.................................0 honor points

Dean’s List. Academic honors, the Dean’s List, and membership in Who’s Who Among Students in American Colleges and Universities are all dependent upon superior scholarship as measured by grade point averages or cumulative grade point averages. The Dean’s List recognizes full-time students achieving a 3.5 grade point average for the semester.

Graduation Honors Students who are completing their initial baccalaureate degree and have completed a minimum of 60 credit hours from BVU will be eligible to graduate with Latin honors; cum laude, magna cum laude or summa cum laude. The minimum cumulative grade point averages for these honors are 3.5, 3.7, and 3.9 respectively. Honors recognized at
Commencement ceremonies including honor cords and announced honors will be based on the cumulative grade point average from the previous grading period (specific calendar date to be determined by the Registrar’s Office). Actual honors awarded will be listed on the official transcript and are based on cumulative grade point average at the end of the degree program.

**Cum Laude:** cumulative grade point average of 3.50 to 3.699

**Magna Cum Laude:** cumulative grade point average of 3.70 to 3.899

**Summa Cum Laude:** cumulative grade point average of 3.9 or above

### Class Attendance

The value of a college education depends on full participation in the life of the college community. Because students are expected not merely to receive information passively or to pass examinations, but to participate actively in classes, it is important that unnecessary class absences be avoided. Faculty members have the responsibility to establish an attendance policy and inform students of the policy at the beginning of each course.

### Official Transcripts

Students will receive a copy of their transcript upon graduation. Reasonable requests to release official transcripts will be honored. Each request must include the student's written signature. The Transcript Request Form which details the Transcript Request Policy is available on the BVU Registrar’s web page. A financial obligation to the university will prohibit release of transcripts.

### Assessment Program

Buena Vista University values student growth and development. As a consequence, the institution has developed a plan for longitudinal assessment of student academic achievement. Results of the assessment will be studied and used in an ongoing fashion to provide improvement of the academic programs of the university.

### Academic Standing Policy

#### Introduction

The Academic Standing Policy addresses the importance of students’ commitment to academic excellence and outlines the criteria for remaining in good standing academically at BVU.

Faculty and staff members at Buena Vista University are committed to fostering and furthering the academic success of all students. While we recognize that sometimes students encounter difficulties in their academic pursuits, we also expect students to make satisfactory progress toward degree completion—see description below under “The Standards.”

A minimum cumulative grade point average (CGPA) of 2.0 is required for graduation. Specific programs (such as school of education) may have higher CGPA requirements. See catalog program descriptions for details. Any student whose grade point drops below a 2.0, whether for the semester or as a cumulative grade point average, is in academic jeopardy and is encouraged to meet with an advisor and to seek assistance from the Center for Academic Excellence at the Storm Lake campus or BVU Professional & Online Studies office staff.

#### The Standards

A student’s overall “academic standing” in the university is defined by two factors: (1) cumulative grade point average related to total number of credits earned and (2) satisfactory progress toward degree completion. Both of these factors are explained below:

1. **Cumulative grade point average**

   Because the transition to university learning is challenging, first and second year students are allowed time to build their CGPA to a 2.0 as they accumulate credits; by the time students have achieved junior status, either at BVU or as a transfer student entering as a junior, they must have achieved and are expected to maintain a 2.0 CGPA. A student is considered to be in good academic standing if the student in question meets the CGPA standard or if the student is in compliance with any stipulations placed on the student by Admissions or the Academic Standing Committee.

   - **Cumulative Credits**
   - **Probationary status Earned**
   - Less than 24 ............. less than 1.75 CGPA
   - 24-55.99 ............... less than 1.9 CGPA
   - 56+ ............................. less than 2.0 CGPA

2. **Satisfactory progress toward degree completion**

   Adequate progress toward degree completion is measured by an appropriate ratio of credit hours earned in relationship with credit hours attempted. Students must complete 70 percent of the credit hours attempted to be eligible for financial aid and not subject to probation. For example, for each review period (semester for Storm Lake students or combination of terms for BVU Professional & Online Studies) student records will be reviewed to determine if a student has completed 70 percent of the cumulative hours s/he attempted. Students are advised that withdrawing from courses, earning NC (no credit) and/or failing courses may ultimately result in failing to achieve the necessary 70 percent successful completion rate which allows students to graduate in the time limit allowed. See Standards for Financial Aid for more information.
Assistance on page 48 for further explanation. A student is considered to be making satisfactory progress if the student in question meets the 70 percent completion standard detailed above or if the student is in compliance with any stipulations placed on the student by Admissions or the Academic Standing Committee.

All courses completed at BVU are included in the analysis of academic standing. BVU does not use incompletes as a grading option; students should be familiar with the change of grade contract process on page 25. Students also may choose to repeat courses they have failed or in which they earned a NC. The repeated attempt counts in the hours attempted by the student for purposes of calculating progress toward degree completion. See Repeating Courses on page 22.

Exhausting circumstances (i.e. medical or family emergencies, etc.) may cause a student to completely withdraw from the university after a semester/term has begun but before its completion. In these cases, the withdrawal from courses will not be measured in the student’s determination of satisfactory progress.

Process to Determine Academic Standing
The Academic Standing Committee is chaired by the associate dean of faculty and includes a representative from the BVU Professional & Online Studies, a representative from the deans at Storm Lake, a representative from the Registrar’s Office, the associate dean for BVU Professional & Online Studies or his/her designee, and director of financial assistance. This committee reviews students’ progress twice during each academic year and notifies in writing those students whose academic records fall short of the standards for determining academic standing. For Storm Lake students, course work enrolled in during summer is reviewed in September, coursework enrolled in during fall is reviewed in January while coursework enrolled in during January and spring is reviewed in June. For students in the BVU Professional & Online Studies programs, coursework enrolled in during Terms 5 and 6 is reviewed in September, course work enrolled in during Terms 1 and 2 is reviewed in January, while course work enrolled in during Terms 3 and 4 is reviewed in June. Students enrolled in coop programs through BVU Professional & Online Studies will be evaluated in January and June.

Based on the Academic Standing Committee’s review of cumulative grade point average and adequate progress toward degree, a student may be placed on academic probation, may be suspended from the university for one or more semesters/terms, or may be dismissed from the university. A student is considered to be in good academic standing and making satisfactory progress if the student in question meets the two standards detailed above or if the student is in compliance with any stipulations placed on the student by Admissions or the Academic Standing Committee.

Academic Probation
Academic probation is a warning that indicates that a student’s continued enrollment at BVU is in jeopardy. Academic probation would generally be the result during the first review period after which a student fails to meet either of the standards outlined above. Academic probation may be extended for a second, subsequent review period. For example, a student who has been placed on probation for a review period and whose CGPA would indicate suspension at the next review period, will generally not be suspended, but will be allowed to remain on probation if the most recent review period’s GPA shows sufficient progress toward achieving or restoring his/her CGPA to the standards noted above (normally meaning the student has earned at least a 2.0 in the most recent review period).

A contract specifying steps a student must take for continued enrollment while on probation may be required at the discretion of the Academic Good Standing Committee. Usually, such a contract will limit the total number of credits a student may enroll in during a subsequent semester/term.

Academic Suspension
A student with two consecutive probation-level review periods is suspended from the university for one or more review periods. Under unusual circumstances, the university reserves the right to suspend a student who is not making satisfactory progress at the end of any review period. If a student is currently enrolled and attending when the letter of suspension is received, the student will be allowed to complete the semester/term in progress. The student will not be allowed to enroll in subsequent semesters/terms unless an appeal for readmission has been granted. Appeals are rarely granted but may be in the case of extenuating circumstances such as illnesses, family emergencies, etc. Students are considered to be making satisfactory academic progress if their cumulative grade point average and progress toward degree completion exceeds the suspension standards.

A student who has been suspended may not enroll or attend classes at Buena Vista University for at least one semester at Storm Lake or term in the BVU Professional & Online Studies programs before being eligible to apply for readmission to the university. The process for readmission is outlined below.

Process for Re-admission after Suspension
Students suspended from the university because of failure to meet the academic standing requirements
as outlined above wishing to apply for re-admission should:
1. Consult with their academic advisor for assistance in preparing a letter of application for re-admission;
2. Submit a re-admission letter to the associate dean of faculty. This letter should provide an explanation of the circumstances that contributed to the student’s lack of academic progress and a detailed and specific plan outlining steps the student will take to address those circumstances in the future. The letter must include the student’s signature.
3. Re-admission letters of request must be received in sufficient time for processing of those requests. As a rule, these requests should be received by the associate dean’s office a minimum of one month prior to the beginning of the semester/term in which the student wishes to re-enroll.
4. The re-admission letter will be reviewed by a committee composed of the associate dean of faculty, the associate dean for BVU Professional & Online Studies or his/her designee, and a school dean from Storm Lake.

Credit hours earned at another institution will be used in the determination of academic standing; however, grades earned at another institution do not calculate into a student’s CGPA at Buena Vista University. Students re-admitted after suspension may be re-admitted on probation. When appropriate, contingency plans will be written for re-admission to allow students sufficient time to restore their CGPA. For example, a student who was suspended may have earned sufficient credits so that s/he meets the 70 percent completion standard measuring progress toward a degree. However, because the required CGPA at BVU hasn’t yet been achieved, a plan specifying a specific period of time granted to the student to return his/her CGPA to appropriate levels will be written. In such cases, a minimum expectation is that students will achieve a semester GPA of at least 2.0 and will likely be required to achieve a semester GPA higher than the minimum 2.0 to return their CGPA to a minimum of a 2.0 in a reasonable time period.

Notification of Academic Status
Students will receive notification of their status after application for re-admission within two weeks of the review dates. Notification of probation or suspension is sent from the vice president for academic affairs/dean of faculty to the student and copied to the student’s advisor or appropriate center personnel. However, it is the student’s responsibility to know these standards and failure to receive the notification will not nullify the academic status. Probation and suspension will be noted on the academic transcript for the semester/term in which that status is earned.

Dismissal
The university reserves the right, upon recommendation from the Academic Standing Committee, to dismiss a student who fails to meet the standards even after being placed on probation or suspension.
A student who has been dismissed from the university is not eligible for re-admission.

Appeals
A student has the right to appeal the decision of the Academic Standing Committee in cases of suspension and dismissal. The appeal is made to the vice president of academic affairs and consists of an explanatory letter submitted to that office within two weeks of receipt of notification of suspension or dismissal. The decision of the vice president for academic affairs is final.

Athletic Eligibility
As a member of the NCAA, Buena Vista University student-athletes must adhere to the NCAA Academic Eligibility Guidelines as set forth in the NCAA Division III Manual. These requirements shall apply for practice, for regular-season competition and NCAA championships. They include the following:
• Be enrolled in a minimum full-time program of study leading to a baccalaureate or equivalent degree.
• Be eligible as defined by the Academic Standing Policy. Students are considered academically eligible and making satisfactory progress if their academic standing exceeds the suspension standards detailed in the Academic Standing Policy.

Further, student athletes shall meet the following conditions:
• A student-athlete shall not engage in more than four seasons of intercollegiate competition in any one sport.
• A student-athlete shall complete his/her seasons of competition during the first 10 semesters in which the student is enrolled in a collegiate institution in at least a minimum full-time program of study.
• When determining initial eligibility for a new transfer student who has ever participated in intercollegiate athletics, the student must have been academically and athletically eligible had he or she remained at the previous institution.

Full-time status is defined as enrollment in 12 credit hours per semester. Students that drop or withdraw from a course during a semester, falling below the 12 credit hour minimum, shall be ineligible. A waiver of the minimum full-time enrollment requirement may be granted for a student enrolled in the final term of his/her baccalaureate program. Review of student academic progress occurs in January and June by the university’s Academic Standing Committee.
In addition, NCAA student-athlete required consent forms shall be administered by the NCAA compliance coordinator.

A complete list of NCAA Division III Eligibility Guidelines is available from the NCAA compliance officer.

**Student Appeal Process**

Undergraduate students having concerns in the academic area are encouraged to resolve these concerns through direct communication with the professor or administrative office involved, with school deans or with the vice-president for academic affairs. Often these concerns will involve a dispute over a grade. On those rare occasions when disagreements may not be resolved directly, the appeals process detailed below may be used.

Students having academic related concerns should first consult with the faculty member involved. In the case of a grade, no grade may be changed after it has been filed in the Registrar’s Office except by action of the faculty member or the decision of an appeal by the vice president for academic affairs. If a grade remains uncontested for a period of 6 weeks into a subsequent semester/term following the date published as the official end of the semester/term, it will be assumed to be correct and will not be eligible for change. For example, a grade from the spring semester must be appealed no later than six weeks into the following fall semester.

Prior to a formal appeal, the student should discuss his/her questions with the faculty member involved. The appeal process is intended for those rare occasions when students and faculty cannot come to understanding of the faculty member’s assessment of the student’s work.

Steps students must take in appealing a grade include:

1. In writing, the student identifies his/her concerns by drafting a letter indicating the course, instructor, the grade received, the grade the student believes he/she should have received, and the reasons why a grade different from the one assigned is more appropriate in his/her judgment.

2. The letter must include the student’s signature and is delivered or mailed to the dean of the school for the course in question. For BVU Professional & Online Studies students, the letter is given to the appropriate director.

3. Generally within a week’s time, the school dean or BVU Professional & Online Studies director will meet with the student. The student should bring any related course materials from the course in question with them to this meeting.

4. The school dean or BVU Professional & Online Studies director will meet with the faculty person involved with the grade challenge. At this point, the faculty member may also have documents for review (papers, final exams, etc. for which the student does not have ownership).

5. Based on the materials and information from the student and faculty member, the school dean or BVU Professional & Online Studies director resolves the question(s) identified in the appeal. The school dean or BVU Professional & Online Studies director may choose to ask for a meeting with the student and faculty member or consult with others as appropriate; the school dean’s or BVU Professional & Online Studies director’s final decision of the appeal will be communicated in writing to the student and faculty person involved. If a change of grade is warranted, appropriate paperwork for a change of grade will be initiated by the school dean.

6. The student or faculty member may appeal the school dean’s decision to the vice president for academic affairs (VPAA). Such an appeal must state the reason(s) and be presented in writing within two (2) class days after receiving the decision from the school dean and includes forwarding the paperwork the school dean received to the VPAA. The VPAA reviews the materials and may ask for meetings with the student and/or faculty member involved. The VPAA communicates her/his decision in writing within 2 weeks of receiving the request for appeal. The decision of the VPAA is final.

7. The student or faculty member at a BVU Professional & Online Studies location may appeal the director’s decision to the associate dean for BVU Professional & Online Studies. Such an appeal must state the reason(s) and be presented in writing within two (2) class days after receiving the decision from the BVU Professional & Online Studies director and includes forwarding the paperwork the director received to the associate dean for BVU Professional & Online Studies who reviews the materials and may ask for meetings with the student and/or faculty member involved. The associate dean for BVU Professional & Online Studies may also need to confer with appropriate school deans or others. The associate dean for BVU Professional & Online Studies communicates her/his decision in writing within two weeks of receiving the request for appeal.

8. BVU Professional & Online Studies students’ final appeal may be made to the vice president for academic affairs (VPAA) and follows the process outlined in number 6 above.

Student concerns which are for issues other than grades should be handled similarly. Because of the specific nature of a concern a student may have
about how the interaction with a faculty member is occurring, it may be most appropriate for the student to meet with the dean of the school or BVU Professional & Online Studies director initially rather than first speaking to the faculty member.

**Family Educational Rights and Privacy Act (FERPA)**

**Access to Records by Students**

Students may inspect all education records pertaining to them that are maintained by Buena Vista University. Student education records are defined as records, files, documents, and other materials that contain information directly related to a student and are maintained by Buena Vista University or by an entity acting for the university.

Student education records do not include records of instructional, supervisory, and administrative personnel, and ancillary educational personnel, that are in the sole possession of the maker and that are not accessible or revealed to any other person except a substitute.

**Other exclusions include:**

- Notes of a professor/staff member concerning a student and intended for the professor/staff member’s own use are not subject to inspection, disclosure and challenge.
- Records of security services, except in instances where they are transmitted within the university for administrative purposes.
- Records relating to an individual who is employed by an educational agency or institution, not a result of his or her status as a student that:
  1) Are made and maintained in a normal course of business;
  2) Relate exclusively to the individual in that individual’s capacity as an employee; and,
  3) Are not available for use for any other purpose.
- Records on students that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting or assisting in that capacity are not subject to the provisions of access, disclosure and challenge. Such records, however, must be made, maintained or used only in connection with the provision of treatment to the student and are not available to anyone other than the person providing such treatment or a substitute. Such records may be personally reviewed by a physician or other appropriate professional of the students’ choice.
- Application records of students not admitted to the university; however, once a student has enrolled in an academic offering of the university, application information becomes a part of the student’s educational records.
- Alumni records.

**Access to Student Records by Others**

Directory information (name, address, telephone listing, electronic mail address, date and place of birth, field of study, dates of attendance, enrollment status, expected date of completion, class rosters, participation in officially recognized activities, photographs, weight and height of members of athletic teams, degrees, honors, awards received, and the most recent educational institution attended) is public, unless the student expressly prohibits its publication in writing no later than seven days after the beginning of classes each semester/term to the Registrar’s Office. All other personally identifiable information is held in confidence by all Buena Vista University personnel and is not released to others except with the authorization of the student. This authorization is indicated by the student providing to these authorized individuals a ‘personal authorization number,’ (PAN) which is accessed and maintained by the student via campus connect and the student’s BVU GroupWise account.

**However, the university may grant access to student records without the consent of the student to the following parties:**

- Members of the faculty and administration and the personnel of their offices shall have such access as may be necessary in the normal course of the educational and administrative functioning of the university.
- Parents of financially dependent students (as defined by the Internal Revenue Service).
- Officers of other educational institutions in which the student seeks or intends to enroll.
- Parties in connection with the granting of financial aid to the student.
- Persons conducting educational or research studies about universities and students, including accrediting organizations, with the provision that only aggregate (not personally identifiable) data will be made public.
- When there exists a bona fide health or safety emergency. This includes alcohol and controlled substance violations.
- Certain state and federal officials as mandated by law (law enforcement officers are not included; they are granted access to student records only with the written consent of the student or in case of a court order or subpoena). In the event of a lawful subpoena, with which the university must comply, Buena Vista University attempts to notify the student that a subpoena has been served. The exception to this notification includes the Patriot Act and other restrictions on notification.
- Disclosure of the final results of a disciplinary proceeding to a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense. The institution may disclose to the victim the final results, regardless of whether the institution concluded a violation was committed.
Record of Requests for Access to Student Records

Buena Vista University maintains, as part of the educational record of the student, a record of all requests for access (whether or not the requests were granted), with the exception of requests for directory information. This record includes the name of the party requesting the information, the date, and the legitimate interest this party had in requesting the information.

Such records are not maintained when the student personally inspects his or her records, when disclosures are made at the request of the student, and when disclosures are made to Buena Vista University personnel or other parties with legal access.

Rights to Inspection

Students have the right to inspect and review their education records within 45 days of the day the university receives a request for access.

Students should submit to the Registrar written requests that identify the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.

Questions About Record Accuracy: Challenges to Content

Students have the right to request the amendment of their education records that the student believes are inaccurate or misleading.

Students may ask the university to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the university decides not to amend the record as requested, it shall inform the student of its decision. The student then has a right to a hearing before the university and to challenge the content of the student’s educational record on the grounds that the information contained in the records is inaccurate, misleading, or in violation of the privacy rights of the student.

If, as a result of the hearing, the university decides that the information is inaccurate, misleading or otherwise in violation of the privacy rights of the student, it shall amend the record accordingly and inform the student in writing of the amendment. Conversely, if, as a result of the hearing, the university decides the information in the educational record is not inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it shall inform the student of his or her right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the university, or both.

Note: The above policies and procedures are, to the best of our knowledge, consistent with the requirements mandated by Section 438 of the General Education Provisions Act, as amended (The Family Educational Rights and Privacy Act of 1974—FERPA), and the regulations pursuant thereto as issued by the Department of Health, Education, and Welfare, June 17, 1976.

A student may file a complaint with the following governmental office regarding an alleged violation by the university of the Family Educational Rights and Privacy Act (FERPA). The complaint must be made in writing and addressed to: Family Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605. The complaint must contain specific allegations of fact giving reasonable cause to believe that a violation of FERPA has occurred. The complaint must be submitted within 180 days of the date of the alleged violation or the date the student knew or reasonably should have known of the alleged violation; the Family Policy Compliance Office may extend this time limit for good cause shown.

SCHOOLS AT BUENA VISTA UNIVERSITY

The various major study areas of the university are grouped within five schools, each of which is administered by a dean. These five schools and their respective major study areas are as follows:

Harold Walter Siebens School of Business

The Harold Walter Siebens School of Business offers majors in accounting, business economics, finance and banking, international business, management, management information systems (MIS) and marketing. A person majoring in a business area not only engages in an intensive study of at least one specialty field, but also receives a broad base of instruction in all areas of business. Specialized study is generally undertaken after having obtained a solid grounding in a variety of liberal arts disciplines. Major emphasis is on practical application of theories, tools, and concepts to solve business problems and make business decisions. The business majors assist in preparing students for roles in corporate management and to be entrepreneurs.

School faculty: Joni Anderson, assistant professor of management; Dr. Scott Anderson, assistant professor of marketing; Denise Beebe, assistant professor of MIS; Dr. Richard Beebe, professor of MIS; Beth Blankers, assistant professor of accounting; Dr. Artega Camburn, professor of management; Dr. Sue Cullers, professor of accounting; Henry Hardt, professor of business law
and finance; Timothy McDaniel, assistant professor of mathematics and business; Timothy Meyer, instructor of economics; Dr. Steven Remington, professor of marketing; Dr. Stanton Ullerich, dean of the School of Business and professor of economics; and Dr. Lei Wen, assistant professor of finance.

**School of Communication & Arts**

The School of Communication and Arts offers majors in art, arts management, communication and graphic design, communication and performance studies, English, media studies, music, music production, and Spanish, as well as offerings in Japanese, Chinese, and German. The school is concerned with the many-faceted process of communication. From face-to-face interaction through speech and Spanish, to communication through art, music, drama, writing, or the mass media, the School of Communication and Arts focuses on the human need to interact. The approach is both pragmatic and creative, teaching students to practice the art of communication, as well as developing in each student an appreciation for the dynamic creative impulse that all men and women share.

**School faculty:** Jerry Bertrand, assistant professor of music; David Boelter, associate professor of art; Jamii Claiborne, assistant professor of media studies; Hollace Drake, assistant professor of English; Dr. Bruce Ellingson, professor of media studies; Dr. Annamaria Formichella Elsden, associate professor of English; Rebecca Frates, assistant professor of graphic design; Dr. Mary Gill, professor of communication studies; Dr. Randall Huff, assistant professor of English composition; Jerry Johnson, assistant professor of media studies; Dr. Bryan Kambell, associate professor of communication studies; Kathy Kapitan, instructor of English; Paula Keeler, assistant professor of music; Dr. David Klee, associate professor of music; Dr. Elizabeth Lamoureux, professor of communication studies; Dr. Bethany Larson, assistant professor of theatre; Dr. James McFadden, associate professor of English; Mary Mello-Nee, associate professor of art; Dr. Matthew Packer, assistant professor of English; Dr. Jill Rhea, associate professor of communication studies; Dr. Scott Richey, associate professor of Spanish; Dr. Inez Schaechterle, assistant professor of English; Dr. Francesco Tarelli, associate professor of Spanish; David Walker, assistant professor of communication and performance studies; and Dr. Michael Whitlatch, dean of the School of Communication and Arts and professor of theatre.

**School of Education and Exercise Science**

The School of Education and Exercise Science offers programs in teacher education, exercise science and athletic training. Upon successful completion of a current teacher education program or exercise science program, the student may be eligible for certification by the State of Iowa to teach appropriate course work in elementary and secondary schools. Completing the athletic training program allows the student to be eligible to sit for the National Athletic Trainers Association (NATA) certification exam.

In addition to majors in elementary education, exercise science with teaching emphasis, and in specific areas leading to secondary education licensure, a number of endorsement programs beyond the majors and minors are available for students seeking a teaching license. Primary endorsements include: Instructional Strategist I: Mild/Moderate K-8 and 5-12, Teaching English as a Second Language K-8 and 5-12, Reading K-8 and 5-12 and Coaching Authorization K-12.

No activity is more productive or satisfying than that which assists children to grow intellectually, physically and spiritually in our public and private schools. Few careers offer the college student greater opportunities for significant contributions to the future than those in education and exercise science.

**School faculty and academic support staff:**

- Larry Anderson, instructor of exercise science/baseball coach; Janet Berry, assistant professor of exercise science/head women’s basketball coach; Dr. Stanley Bochtler, professor of education; Dr. Kline Capps, professor of education; James Day, instructor of exercise science/assistant athletic trainer; Steve Eddie, instructor of exercise science/head baseball coach; Dr. Beverly Edmondson, professor of educational psychology;
- Dr. Jon Hixon, professor of guidance and counseling; Dr. Susan Kalsow, dean of the School of Education and Exercise Science and associate professor of education; Dr. Ekaterina Koubek, assistant professor of ESL; Dr. Robbie Ludy, professor of special education; Dr. Rita McKenzie, Assistant Dean of the School of Education and Graduate Studies and associate professor of educational psychology and counseling; Alison Mosel, instructor of exercise science/assistant athletic trainer; Dr. Ann Peterson, professor of education; Dr. David Pusey, assistant professor of exercise science; Danelle Smith, assistant professor of exercise science/assistant athletic trainer; Dr. Christopher Todden, assistant professor of exercise science/director of athletic training; Brian VanHaften, instructor of exercise science/head men’s basketball coach; Marjorie Willadsen, assistant professor of exercise science; and Dr. Ann Withrow, assistant professor of education. For coaching staff, please see page 245.

**School of Science**

The School of Science includes the fields of biology, chemistry, computer science, environmental science, mathematics, physics, and general science. Although varying in their methods of instruction and content, the fields of study have common aims in the
development of liberal and professional education. They are designed to show students the problems involved in obtaining knowledge of the natural world, to furnish an understanding of the methods that have been proposed and used for solving these problems, to impart some skills in the use of these methods, to develop the ability to understand and evaluate the statements and publications concerning the subject matter of the science, and to provide knowledge of some accepted solutions to the problems posed by living organisms and the physical world.

School faculty: Dr. Melinda Coogan, assistant professor of biology; Dr. Nasser Dastrange, professor of mathematics; Benjamin Donath, dean of the School of Science and associate professor of mathematics and computer science; Dr. Robert Dunbar, assistant professor of biology; Dr. Timothy Ehler, associate professor of chemistry; Lanny Grigsby, associate professor of mathematics; Dr. James Hampton, professor of biology; Dr. Jonathan Hutchins, professor of chemistry; Dr. Richard Lampe, professor of biology; Dr. Brian Lenzmeier, assistant professor of biology; Kathleen McDaniel, instructor of mathematics; Timothy McDaniel, assistant professor of mathematics; Dr. Kenneth Schweller, professor of computer science and psychology; Tom Seieroe, instructor of mathematics; Jason Shepherd, instructor of computer science; Dr. Shawn Stone, associate professor of physics; and Dr. Steven Tonsfeldt, associate professor of physics and general science. In addition, Dr. Cassy Cozine and Doug Robinson are post-doctorate teaching and research fellows in biology.

School of Social Science, Philosophy and Religion
The School of Social Science, Philosophy and Religion draws together an interdisciplinary emphasis in the areas of history, political science, public administration, criminology and criminal justice, sociology/social work, social science, psychology, philosophy, and religion. The school challenges the student to gain an understanding of the past, a rapport with the present, and a sense for developing perspectives and priorities related to the future. The intellectual, social, historical, political, philosophical, psychological, and religious values of our globe are considered as the school seeks insight into the problems, frustrations, and potential solutions of all societies. The areas of philosophy and religion, in dealing with the great diverse themes of the mind and spirit, are a ministry to life.

School faculty: Dr. Dixee Bartholomew-Feis, professor of history; Dr. Laura Bernhardt, associate professor of philosophy and religion; Dr. Bradley Best, associate professor of political science; Lisa Kesting Best, associate professor of political science; Dr. Swasti Bhattacharyya, associate professor of philosophy and religion; Dr. Robert Blodgett, professor of psychology; Dr. William Feis, professor of history; Dr. Robert Ferguson, professor of psychology; Dr. Wind Goodfriend, assistant professor of psychology; Dr. Stephanie Hays, assistant professor of criminology and criminal justice; Ellen Holmgren, assistant professor of social work; Kathryn McKinley, assistant professor of social work; Dr. Peter Steinfeld, dean of the School of Social Science, Philosophy, and Religion and professor of philosophy and religion; and Dr. Jeanne Tinsley, professor of psychology.

PRE-PROFESSIONAL PROGRAMS - STORM LAKE CAMPUS
Buena Vista University offers a number of pre-professional programs. Specific course requirements vary with each particular professional and school area and are worked out in detail with the faculty advisor.

The pre-professional programs offered at the university include:
- Allied Health Sciences
- Chiropractic Medicine
- Optometry
- Dentistry
- Osteopathy
- Engineering
- Pharmacy
- Law
- Physical Therapy
- Medical Technology
- Podiatry
- Medicine
- Theology
- Veterinary Medicine
- Mortuary Science

Early Admission into Professional School
In addition to the pre-professional programs listed above, a student who has met all General Education requirements for graduation during three years of residence at Buena Vista University may seek approval to enter a professional school in order to obtain credit not offered on our campus, and to waive the usual baccalaureate degree requirement that the senior year be spent in residence at Buena Vista University. The dean of faculty should be consulted for further information.

Program with the University of Iowa College of Dentistry
Buena Vista University and The University of Iowa College of Dentistry have entered into a joint agreement designed to encourage potential professional students to pursue a liberal arts education enroute to their professional goal of becoming a dentist.

The program is designed to have the student in residence at Buena Vista University engaged in a liberal arts curriculum. The student will be exposed
to courses in the arts, social sciences, humanities, biological and physical sciences. Once selected into the early admission program, the student need only to maintain satisfactory academic performance (3.2 GPA) to assure matriculation to the University of Iowa College of Dentistry. After the first three years, the student will move to the University of Iowa in Iowa City. At the end of the first year in dental school (and the transfer of some science credit from the College of Dentistry), the student will be awarded a bachelor’s degree from Buena Vista University. Interested students should contact the Buena Vista University School of Science dean for additional information.

Program with Washington University School of Engineering and Applied Science
Buena Vista University and the Washington University School of Engineering and Applied Science share a dual-degree program in engineering and applied science. The Dual Degree Program of studies allows students to earn a baccalaureate degree from Buena Vista University and a bachelor of science degree in engineering or applied science from Washington University. Students will be considered for admission to the School of Engineering and Applied Science if they are recommended by the liaison officer designated by Buena Vista University, have the requisite cumulative grade point average, and complete all continuance course requirements prior to entering Washington University. Typically, students will attend Buena Vista University for three years. Courses taken at Washington University may be used to meet the degree requirements (major/minor, total credit hours for graduation, etc.) of Buena Vista University. Minimum course requirements to be fulfilled at BVU include a minimum of 60 credit hours of transferable university credit (courses with grades below “C”- do not transfer).

Technical Subjects Required: Mathematics — A calculus sequence (MATH 160, 161, 260, 261) that includes exposure to multivariable calculus, plus a separate course in differential equations (MATH 361). Physics — One-year, calculus-based sequence that includes lab (PHYS 211, 212 for 4 credits each). Chemistry — All students: One-year sequence that includes lab (CHEM 151, 152). Chemical engineers only: One-year sequence in organic chemistry (CHEM 261, 262). Computer Programming — One course in a high level language. The language of preference depends on the intended major. C++ or JAVA generally preferred. Humanities and Social Sciences — No less than 18 credit hours in approved areas, with at least six credits of the 18 credits being in the humanities and at least 6 credit hours must be in the social sciences. Three credits of the 18 credit hours must be from courses numbered 300 or higher. English Composition — One course, acceptable examination scores, or university licensure of proficiency.

These requirements are based on Washington University prerequisites, and Buena Vista University will accept no responsibility for changes made by Washington University. Contact the School of Science office for further information.

Program with Palmer College of Chiropractic
Buena Vista University and Palmer School of Chiropractic have entered into a cooperative program leading to a bachelor’s degree from BVU and a doctor of chiropractic degree from PCC. Generally, students in this program complete three years of specific required coursework at BVU prior to enrollment at PCC. See the School of Science office for complete details.

ACADEMIC LECTURE SERIES

Ingeborg Stolee Lecture
Each year the School of Communication and Arts sponsors a distinguished visiting lecturer addressing a topic related to the various areas of the school.

Staley Lecture
The School of Social Science, Philosophy and Religion, in cooperation with the Staley Foundation, sponsors a series of lectures each year by a distinguished theologian.

Reynolds Lecture
Each year the School of Social Science, Philosophy and Religion sponsors a George F. Reynolds lecture featuring a speaker on some topic related to history.

Tollefson Lecture
The Robert and Barbara Tollefson Lectureship in Reformed Theology was established in 1992. It is named for long-time religion professor Robert Tollefson and his wife, Barbara, both of whom have contributed greatly to Buena Vista University and the Presbyterian Church. The inaugural lecture was presented by Dr. Charles Partee of Pittsburgh Theological Seminary in November 1992.

William W. Siebens American Heritage Lecture
This annual lecture series addresses American freedoms. Speakers have included former U.S. Presidents George H.W. Bush and Jimmy Carter; former Prime Ministers Benazir Bhutto of Pakistan, Shimon Peres of Israel, F. W. de Klerk of South Africa, Margaret Thatcher and John Major of Britain; Madeleine Albright, Gen. Colin L. Powell, Walter Cronkite, Carl Sagan, Sir John Marks Templeton, Michael Gartner, Harry Blackmun, Bob Woodward, David Gergen, Jehan Sadat, and Vicente Fox.
# Four-Year Academic Planning

## I. Intellectual Foundation

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<th>Written Communication</th>
<th>Semester Taken</th>
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<tr>
<td>ENGL 200</td>
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<table>
<thead>
<tr>
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<tbody>
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**Total Foundation Credit Hours**

## II. Intellectual Exploration

<table>
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<tr>
<th>Fine Arts</th>
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<table>
<thead>
<tr>
<th>Social Science</th>
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<table>
<thead>
<tr>
<th>Humanities</th>
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<table>
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<tr>
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<tbody>
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**Total Exploration Credit Hours**

### Academic & Cultural Event Series (ACES)

<table>
<thead>
<tr>
<th>Semester Taken</th>
<th>Grade</th>
<th>CR</th>
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<tbody>
<tr>
<td>1.</td>
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### Designated Writing Courses (DWC)

<table>
<thead>
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<th>Grade</th>
<th>CR</th>
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<tbody>
<tr>
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<tr>
<td>Major/ Minor Courses</td>
<td>Semester Taken</td>
<td>Grade</td>
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</table>

**Total Credit Hours = _______**

*(Minimum 128 for graduation)*
ADMISSION

Requests for admission are considered by the Office of Admissions. Applicants whose abilities, academic preparation, interests, and personal qualities give promise of success at Buena Vista University will be selected for admission.

Each application for admission is given personal attention. Applicants are considered on the basis of academic performance, test scores and recommendations, and motivation. The character of the applicant is very important, and qualities such as leadership, special talents, and participation in extracurricular activities also play an important part in determining admission. A personal visit to the campus is strongly encouraged and may be required as a step in the process. The university adheres to its policy of nondiscrimination against student applicants on the basis of age, sex, race, color, religion, physical handicap, and national or ethnic origin.

STORM LAKE APPLICATION PROCESS

Individuals may submit an application any time after completion of the first semester of their junior year. Transfer students may apply any time. Each candidate should follow these procedures to apply for admission:

1. Obtain, complete, and return to the Office of Admissions an application for admission. To simplify the application process, Buena Vista University does not require an application fee.
2. Arrange to have your high school transcript through the latest completed semester sent directly to the Office of Admissions, Buena Vista University, 610 W. Fourth St., Storm Lake, Iowa 50588.
3. Have the results of the American College Test (ACT) and/or the Scholastic Aptitude Test (SAT) sent directly to the Office of Admissions.
4. If you are a transfer student, also arrange to have official transcripts of academic work from each university attended forwarded to the Office of Admissions.
5. If there is personal information that has affected your past academic performance, please include this information on a separate paper and attach it to the application for admission.
6. Freshman applicants should request their final high school transcript to be sent directly to the Office of Admissions, Buena Vista University, 610 W. Fourth St., Storm Lake, IA 50588.
7. For freshman applicants completing coursework jointly through their high schools and a community college, formal requests for transcripts need to be made with the community college. Transcripts for any coursework completed through all post-secondary institutions as well as official documentation, such as AP and CLEP score reports must be sent directly to the Office of Admissions.
8. Any student who has completed academic work at another post-secondary institution is required to supply official transcripts of their academic work from each institution attended. Without official transcripts and records, a student may be admitted conditionally but will not be allowed to register beyond the initial term/semester until all records are complete.

Within three days following receipt of the application and the supporting information, notification of the admissions decision will be forwarded to you. Your letter of acceptance will request that the following be on file in the Office of Admissions for final admission and permission to register:

1. An advance enrollment deposit of $200. Priority for housing, financial aid, and classes are based on the university’s receipt date of the enrollment deposit.
2. A housing application form (resident students only).
3. An institutional application for financial aid (prior to January 1) or a completed free application for Federal Student Aid (after January 1).

Admission of Storm Lake Freshmen

The Office of Admissions considers each application for admission based on the following factors:

1. Certification of graduation from an accredited secondary school or completion of the GED high school equivalency diploma.
2. Rank in secondary school graduating class, plus cumulative grade point average.
3. Quality of coursework taken.
4. Results on standardized tests — ACT, SAT, PSAT, ITED, etc.
5. Recommendations from secondary school counselors, teachers or administrators.
6. Character and motivation.
7. Extracurricular activities in school, church, and community.

Admission of Storm Lake Transfer Students

If you have attended another nationally accredited institution, your cumulative grade point average and the quality of coursework taken (especially in your major/minor fields) will be key factors in the admissions decision. Character, motivation,
recommendations, and extracurricular involvement will also be weighed.

**GUIDELINES FOR TRANSFER OF CREDIT**

Credit for all arts and sciences courses will normally be accepted at Buena Vista University from a school with accreditation by any of the following regional accrediting associations:

- New England Association of Schools and Colleges
- Middle States Association of Colleges and Schools
- North Central Association of Colleges and Schools
- Northwest Association of Schools and Colleges
- Southern Association of Colleges and Schools
- Western Association of Schools and Colleges

Official evaluations of past academic work will be made free of charge after all official transcripts of previous work have reached our Office of Admissions.

Course credits not used toward a major/minor or general education are treated as electives. The actual number of transfer credits accepted toward the major/minor are determined by the Registrar’s Office, in consultation with the appropriate school dean.

**Transfer Credits**

A minimum of 128 credit hours is required for graduation. The final 30 credit hours must be completed at Buena Vista University. Transferred course work may be used to satisfy institutional course requirements in the major, minor, concentration, general education or elective categories. The actual equivalency or appropriateness of a specific transfer course for the major, minor, concentration or general education area is determined by the Registrar’s Office in consultation with the appropriate school dean.

Credits earned at a regionally accredited college or university will be eligible for review for transfer to Buena Vista University. The evaluation for transfer will include the following criteria:

1. Relevance to the curricular program at BVU.
2. Transferability of coursework will be determined by the Registrar’s Office in consultation with the appropriate school dean.
3. BVU recognizes associate of arts degrees and selected associate of science and associate of applied science degrees. Credit will be evaluated based on criteria described in this policy.
4. Coursework from all other associate degrees will be evaluated on a course-by-course basis.
5. While not normally accepted in transfer, selected vocational/technical credit may be accepted as elective hours after review by the Registrar. A maximum of 16 credit hours will be accepted. Credit from proprietary or non-regionally accredited institutions is generally not accepted in transfer.

6. BVU recognizes successfully completed “arts and sciences” coursework and will make appropriate notations on the official transcript. Students are required to complete a minimum of 60 credit hours from a four-year (baccalaureate) institution and a minimum of 30 credit hours from BVU, therefore, a maximum of 98 credit hours will be applied toward the degree, of which no more than 68 may be from a two-year college.

7. A student’s cumulative grade point average will include BVU credits only. Grades earned at other institutions are not reflected on the BVU official transcript.

**VETERANS INFORMATION**

Information and assistance for Storm Lake students concerning Veterans’ Certification of Enrollment may be obtained from the Registrar’s Office and questions regarding tuition assistance should be directed to the Business Office. BVU Professional & Online Studies students should contact their respective office.

BVU generally recognizes the American Council of Education’s (ACE) evaluation and recommendation for credit for military education and training where those credits are appropriate for use toward a BVU degree. Submit your official documentation (DD214 or other military transcript of completed education/training) to the Registrar’s Office or BVU Professional & Online Studies office for evaluation by the Registrar.

**ADMISSION OF INTERNATIONAL STUDENTS**

Citizens of other countries seeking to enroll at Buena Vista University are encouraged to apply for admission six months in advance of their intended enrollment date. In order to be considered for admission, you must submit a completed application, which includes the items listed below. It is very important that you forward all of your documentation to us promptly in order to receive an admission decision in a timely manner. Please submit the following:

1. A completed International Student Application for Admission. We recommend you apply online at: https://www2.bvu.edu/secure/admissions/international.asp.
2. Official academic records with English translations from every academic institution attended beginning with the first year of secondary school. Records must include date of
entry; date of completion; name of certificate/diploma received and certified copies of supporting documents (marks reports).

3. Proof of English proficiency to be verified by the results from the Test of English as a Foreign Language (TOEFL) - Recommended scores: 550 Paper-based test or 79 Internet-based; Required scores: 475 PBT or 50 iBT. An equivalent score from another testing agency may be accepted (IELTS, STEP, MET, etc.). All students are required to complete an English diagnostic upon arrival.

4. Two letters of reference/recommendation are required. Letters should be sent directly to BVU from the principal(s) or instructor(s) who can lend insight regarding rank in class and comparison with classmates. The letters should also indicate the length of time the writer has known you.

5. A personal statement providing background on your educational experience thus far and your educational and professional plans for your future.

6. A copy of your passport to ensure accuracy in preparing your admission and immigration documents.

7. A certified statement of financial position, with supporting documents from banks and/or sponsoring agencies. Bank statements should include the most recent six months of account activity.

All documentation must be original or certified/attested copy. We suggest that you fax or e-mail copies to our office prior to mailing:
Office of International Student Services
Fax: +001.712.749.2073
E-mail: international@bvu.edu

ADMISSION OF OTHER STUDENTS

Former Students
A former BVU student who is returning to the university must submit a re-admission application form (available from the Office of Admissions) and supply official transcripts from any other colleges or universities attended. Students wishing to return after having been suspended from BVU must follow the procedures outlined in the Academic Good Standing Policy.

Graduate Students
Contact the School of Education at 712.749.2162 for details.

Post Graduates
A graduate of Buena Vista University or another institution who desires to enter BVU in order to be recommended for certification, to work toward entrance into professional or graduate school, or to pursue new areas of interest should initially contact the Registrar before applying for admission.

Part-time Students
The university welcomes applications from prospective part-time students who desire to complete degree programs or to continue beyond degree programs. All such students should apply for admission prior to the beginning of the semester or session in which they desire to enroll.

Special Students
Unclassified students may be admitted to study for credit not leading to a degree. They may select courses for which they qualify, if approved by the appropriate school dean. Students should complete a special application for admission, which is available in the Office of Admissions.

Transient Students
Students working toward a degree at another university may enroll for courses at BVU as transient students, upon presentation of authorization from the dean or Registrar of their institution indicating approval of the specific courses to be taken. The proper form to use for such authorization is available at the BVU Registrar’s Office.

Auditors
By advance permission of the instructor and on a space available basis, persons who are capable of profiting from university classes may enroll as auditors. Auditors pay a reduced tuition fee. Examinations are not required, and no university credit is earned.

CAMPUS VISITS
Prospective students and their families are encouraged to visit campus. Students may tour the campus, talk with professors and students, attend classes, eat in the dining room, talk with a member of the Admissions staff, meet coaches and/or cocurricular leaders, and discuss financial aid opportunities.

Students are welcome to visit the campus any time, but for the most accurate view, we recommend they visit when classes are in session. Arrangements should be made with the Office of Admissions by calling 1.800.383.9600 (toll-free) or 712.749.2235.
**FEES**

As a private, independent institution, Buena Vista University derives its income from student fees and endowment. Since this income does not cover the total educational costs of the university, it is necessary to raise additional funds through gifts from trustees, alumni, parents, churches, business, industry and other sources. Every effort is being made to discover additional economical operating methods to combat inflation without diminishing educational quality.

**FEE INFORMATION**

The fees below are for the 2008-2009 academic year. The university reserves the right to increase the rates charged with due notice.

### 2008-09 Charges for Resident Students

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tr>
<td>Tuition</td>
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<tr>
<td>Room</td>
<td>3,484</td>
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<tr>
<td>Board</td>
<td>3,530</td>
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<tr>
<td>Student Activities Fee</td>
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<tr>
<td>Health Service</td>
<td>N/C</td>
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<td>Student Government Activities</td>
<td>N/C</td>
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<tr>
<td>Student Publications</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$31,810</strong></td>
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*(tuition, regular room and board)*

### 2008-09 Charges for Commuter Students

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<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Tuition</td>
<td>$24,796</td>
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<tr>
<td>Room</td>
<td>N/A</td>
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<tr>
<td>Board</td>
<td>N/A</td>
</tr>
<tr>
<td>Student Activities Fee</td>
<td>N/C</td>
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<tr>
<td>Health Service</td>
<td>N/C</td>
</tr>
<tr>
<td>Student Government Activities</td>
<td>N/C</td>
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<tr>
<td>Student Publications</td>
<td>N/C</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$24,796</strong></td>
</tr>
</tbody>
</table>

### Additional Fees

- Per credit hour: $833  *(less than 12 credit hours or more than 18)*
- Late fee tuition payments: 100
- Life experience** (per credit hour): 263
- Audit (per credit hour): 50
- Summer tuition (per credit hour): 268
- Student-teaching fee (based on 3 credit hours): 74
- Student-teaching fee (based on 6 credit hours): 148
- Student-teaching fee (based on 12 credit hours): 296
- Undergraduate Graduation fee: 60  *(payable at registration in final semester)*
- Transcripts: N/C  *(one day service)*: 25
- Private acting lessons (per credit hour): 213
- Private music lessons (per credit hour): 213
- Organ rental (per semester/per credit hour): 150
- Credential fax fee: 10
- Credential fee: 4
- Single room: 250  *(above double occupancy fees per semester)*
- Room reservation deposit (returning students): 25
- Room damage deposit* (new students): 100
- I.D. — replacement: 15
- I.D. — passport (three photos): 10
- Returned-check fee: 30
- Parking sticker: 50
- Second vehicle: 50
- Replacement parking sticker: 15
- Library books late charges: 5
- Computer rent – part time student: 500  *(per semester)*
- Not returning laptop (per day): 3

*Students actually pay $200, with $100 being applied to tuition accounts.

**Tuition Remission will cover the costs of Life Experience; however, federal and state funds are not available for Life Experience.

NOTE: Some of the above fees do not apply to Buena Vista University Professional & Online Studies. For current BVU Professional & Online Studies fee information, contact the individual location at the telephone number listed in the BVU Professional & Online Studies section of this catalog.

Beginning with students first enrolling in the 2001-2002 school year, parking stickers must be purchased on a yearly basis.

Buena Vista University is fully committed to maintaining the high quality of its academic programs and student services. As you are probably aware, economic circumstances have necessitated that quality colleges increase their fees. Although Buena Vista University will take all reasonable steps to keep any increases to a minimum, parents and students should plan for possible future increases.

### Deposits

Buena Vista University requires a $200 deposit from resident students and a $100 deposit from commuter students. The deposit is not refundable.

For first-time resident students, $100 of the deposit is the room damage deposit. This money is refundable upon graduation or termination of residence, after any damage charges are subtracted. Refund checks are mailed out in February and June only. Students who never attend classes are not eligible for the refund. The other $100 is applied to tuition and fees. For first-time commuters, the entire $100 deposit is applied to tuition and fees.

For returning resident students, a $25 room reservation deposit is required before a room assignment is made. This deposit is applied toward room and board costs for the year. This deposit is non-refundable if a student chooses to withdraw his/her application for housing.
Fee Payment Schedule
The annual fees for tuition, room and board are payable as follows:

<table>
<thead>
<tr>
<th></th>
<th>Fraction of Annual Cost</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Tuition</td>
</tr>
<tr>
<td>Fall Semester</td>
<td>$12,398</td>
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<tr>
<td>Payable Aug. 15</td>
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<tr>
<td>Spring Semester</td>
<td>$12,398</td>
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<tr>
<td>Payable Jan. 15</td>
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</tr>
<tr>
<td>Total For Year</td>
<td>$24,796</td>
</tr>
</tbody>
</table>

In addition, we estimate that a student living on campus will have approximately $2,000 in expenses for books, supplies, transportation, clothing, laundry, telephone, entertainment, etc.

Methods of Payment
Arrangements for the payment of all obligations to the university must be completed with the Business Office prior to the beginning of the semester, before a student becomes officially enrolled. Failure to meet this obligation can result in a penalty assessed by the Business Office. In addition, interest will be assessed on past due balances. BVU has a monthly payment plan whereby parents and students can pay the portion of tuition, room, and board fees not covered by financial aid in nine equal payments from July to March. More information on this plan can be obtained from the Business Office.

All financial aid provided by Buena Vista University will be awarded on a semester basis and will be credited directly to the student’s account prior to the beginning of each semester. If a student has a credit account balance, he or she will receive a refund from the Buena Vista University Business Office, unless the student requests in writing that the credit balance remain on account. No transcripts will be released if there is a balance due on the student’s account.

Withdrawal Process
This policy will assist students who feel the need to completely withdraw from the university after a semester has begun but before its conclusion.

For a student who officially withdraws, the withdrawal date will be the earlier of the following (unless a later date can be documented):

- The date the student begins the official process mentioned below, or
- The date the student officially notifies the institution of intent to withdraw.

If a student triggers both definitions above of official withdrawal on different dates, the university will use the earlier date, unless a later academically related activity can be documented. An academically related activity is defined as one that has been confirmed by an employee of BVU, such as taking an exam, logging into the coursework, turning in a class assignment, attending a study group, etc.

Occupying a room in the residence halls or eating in the cafeteria are NOT considered academically related activities and can have no bearing in withdrawal date determination.

Official notification can come in written form, via telephone, in person, or through e-mail and should be made with the Office of Student Services. Once initial contact is made, the Office of Student Services will ask the student to complete a withdrawal form. The student will also be asked to visit certain offices on campus to complete processes with each. This process must also be followed for withdrawal from on line courses. If a graduate student finds the need to completely withdraw within a semester, the withdrawal process should be initiated with the Office of Graduate Studies or the Registrar’s Office.

The Office of Student Services/Office of Graduate Studies/Registrar will then contact each affected office to provide the official withdrawal date. This date will then be used in the refund calculation. (See Return of Title IV Funds/Institutional Refund Policy.) No refund will be granted for a withdrawal that occurs on or after sixty percent of the enrollment period.

If a student begins but does not complete semester coursework, but does not officially withdraw as described above, they will be considered to have unofficially withdrawn. One example of a student who unofficially withdraws would be one who receives only failing grades for a semester. The withdrawal date for a federal or state aid recipient who unofficially withdraws, will be the midpoint of the payment period or the last documented day of academically related activity, whichever is later. If a student without federal or state aid unofficially withdraws, the student will be fully charged. In addition, any resident student who unofficially withdraws will receive no refund of that semester’s room and board charges. If a student left without notification because of circumstances beyond the student’s control, such as those mentioned below, BVU might determine a withdrawal date related to those circumstances. In addition, a withdrawal date determination can be appealed for extenuating circumstances such as:

- Illness.
- Accident.
- Grievous personal loss.
- Or other circumstances beyond the student’s control.

The appeal request should be made through, and will be approved by, the Office of Student Services or the Office of Graduate Studies. The student or an interested party can initiate this process.

A student can rescind a withdrawal by providing a written request to the Office of Student Services or Office of Graduate Studies.

If disciplinary action results in the loss of any college or college-contracted service for the student, there will be no refund, except pro-rated board, unless required by federal, state or other regulations.
If a student wishes to request a leave of absence instead of withdrawing, he/she should contact the Office of Student Services to begin that process. The Office of Student Services or the Office of Financial Assistance can be contacted with questions concerning the withdrawal process. The Office of Financial Assistance and/or the Business Office can be contacted concerning the refund calculation.

**Return of Title IV Funds/Institutional Refund Policy**

The percentage of assistance earned by a student who chooses to withdraw is equal to the percentage of the period of enrollment that was completed as of and including the day the student withdrew, up to the 60 percent point in time. The percentage will be calculated using calendar days completed as of the day the student withdraws, divided by the number of days in the enrollment/payment period. All scheduled breaks of five or more consecutive days, including Saturdays and Sundays, will be taken out of the calculation. The calculated earned percentage is applied to the total amount of assistance that was disbursed or could have been disbursed to the student (allowable post withdrawal disbursements included) on the student’s behalf, for the period of enrollment. If the withdrawal occurs on or after the 60 percent point, then the percentage earned is 100 percent as the student will be fully charged.

BVU will return the lesser of the unearned amount of aid or an amount equal to the total institutional charges the student incurred for the enrollment period multiplied by the unearned percentage of Title IV assistance (which is the complement of the earned percentage above). The student is required to return federal funds when the total amount of unearned assistance exceeds the amount the school must return. However, a student is not required to return 50 percent of Title IV grant assistance received. If it is determined that a student must return federal grant assistance, the student will be given 45 days from the day the calculation is performed to submit the owed amount to, or make satisfactory arrangements with, the Buena Vista University Business Office. If payment or an arrangement for payment is not made within 45 days, the Department of Education will be notified of the overpayment and the student may face losing consideration for future financial assistance until payment is received.

The order of the return of Title IV funds will be as follows:

1. Unsubsidized Stafford Loans
2. Subsidized Stafford Loans
3. Perkins Loan
4. Federal PLUS Loans
5. Pell Grants
6. FSEOG
7. Other Title IV assistance for which return of funds is required

The order of the return of institutional funds will be as follows:

1. BVU Grant/Scholarships not endowed or restricted
2. Endowed/Restricted Scholarships
3. Institutional Loans

If a student or parent feels that individual circumstances warrant exceptions from stated policy, the following appeal order can be followed:

1. Accounts receivable coordinator
2. Director of financial assistance
3. Controller
4. Director of business services
5. Vice president for business services
6. President of Buena Vista University

Contact the Office of Student Services for a copy of BVU’s Leave of Absence Policy. Contact the Office of Financial Assistance for an example of a refund calculation.

**FINANCIAL ASSISTANCE**

Buena Vista University provides financial assistance to promising and qualified students through scholarships, grants, loans, and work opportunities. Over 99 percent of our students receive financial aid. The university awards and disburses money from the federal government, the State of Iowa, private donors, and Buena Vista University. This financial aid comes in three forms:

1. Gifts are called grants or scholarships and do not have to be repaid.
2. Loans are made to students at low interest rate and must be repaid, but generally after the student has completed his or her education.
3. Work opportunities are often awarded to students through special programs that provide jobs on or off-campus during times of enrollment.

A financial aid award may include any or all of these types of assistance. For more information on any aid program, request one of the following publications from the Office of Admissions or Office of Financial Assistance: 1) *The Student Guide*; 2) *Financial Aid Award Information: 10 Points to Remember*.

Specific information concerning financial aid for BVU Professional & Online Studies students may be found in the BVU Professional & Online Studies section on page 56.
FINANCIAL ASSISTANCE
APPLICATION
To apply for financial assistance:
1. Complete and submit the application for admission to Buena Vista University.
2. Submit your official high school transcript and test scores (ACT or SAT) to Buena Vista University’s Office of Admissions. Any student who has transfer hours should also submit transcripts from all previous colleges and universities attended.
3. As soon after January 1 as possible, complete and file an application for financial aid. The application can be found electronically at www.fafsa.ed.gov. By completing the Free Application for Federal Student Aid (FAFSA) correctly, students are applying for all federal, state, and institutional aid sources available. Some forms of aid may require additional information.
4. Students must reapply for financial aid each year they expect to attend Buena Vista University and request consideration for need-based aid.

GENERAL ELIGIBILITY GUIDELINES
To be eligible to receive federal aid, a student must meet the following requirements:
1. Have financial need, unless otherwise indicated. Financial need will be determined using the information reported on a free needs analysis document (FAFSA) and the following formula: Cost of Education – Family Contribution = Financial Need
2. Have a high school diploma, a GED or demonstrated ability to benefit from the program of interest. Testing may be necessary to prove the ability to benefit for those students who do not have a high school diploma or a GED, unless the student has completed a two year program.
3. Be enrolled as a regular student.
4. Be enrolled at least half-time, although some aid sources require full-time enrollment, and others will provide aid for less than half-time enrollment.
5. Be a U.S. citizen or eligible non-citizen.
6. Make satisfactory academic progress.
7. Be current on all previously borrowed educational loans.
8. Release the FAFSA information to BVU electronically while still enrolled. Some forms of federal aid require a June 1 application receipt date to be eligible for consideration.

To be eligible to receive state aid, a student must meet the following requirements:
1. Demonstrate financial need unless otherwise noted in the program description.
2. Meet Iowa residency standards and be a U.S. citizen or eligible non-citizen.
3. Make satisfactory academic progress.
4. Apply by the July deadline, when applicable.
5. Be current on all previously borrowed educational loans.

GIFT ASSISTANCE
Federal Grants/Scholarships
Federal Pell Grants are awarded to undergraduate students who meet certain financial need qualifications. These grants will range from $890 to $4,731 for eligible students in 2008-2009. Eligibility and the amount awarded each year is determined by a federal formula. Students automatically apply by completing the free application for Federal Student Aid (FAFSA) each year. If eligible, a student must release the FAFSA information electronically, while still enrolled, to receive the grant.
A total of 414 BVU-Storm Lake students received Federal Pell Grants averaging $2,700 each in 2007-2008. See the Academic Standing Policy for academic renewal requirements.

Federal Supplemental Educational Opportunity Grants (FSEOG) are federally funded grants awarded by BVU in varying amounts. They are given to full and some part-time students who show extreme financial need and, normally, who are also Federal Pell Grant recipients. To be considered for this limited funding, students should complete the FAFSA by June 1 and list BVU. Awards for eligible students normally range from $200 to $2,000 per year. Request a copy of the FSEOG awarding policy for additional information. See the Academic Standing Policy for academic renewal requirements.

Robert C. Byrd Scholarships of up to $1,500 are made available by the federal government in the form of grants provided to the state. Students can apply for this scholarship through their State Education Agency. Evidence of financial need is not a requirement. The scholarship is only available during years when funding is appropriated.

State Grants/Scholarships
These gift sources are available to Iowa residents. If any of these resources are listed on your financial aid award, they should not be viewed as official awards until your eligibility has been approved by the Iowa College Student Aid Commission. To renew any of the gift sources listed, you must normally apply by the state’s deadline, currently July 1, and meet other eligibility requirements. In the event that available
state funds are insufficient to pay the full amount of each approved grant, the Iowa College Student Aid Commission has the authority to administratively reduce the award to an amount less than the statutory maximum.

**Iowa Tuition Grants** are awarded, based on need, to Iowa residents who attend Iowa private colleges and universities and file by the deadline, which is currently July 1. Sixty-six percent of Buena Vista University’s Storm Lake full-time students who reside in Iowa qualified for the $4,000 grant in 2007-2008. Iowa residents will automatically be considered by listing Buena Vista University on an application for financial aid (FAFSA). See the Academic Standing Policy for academic renewal requirements.

**Iowa Grants** of up to $1,000 a year will be provided by the State of Iowa to needy Iowa students attending Iowa colleges and universities. Funding is limited. Buena Vista University will select the recipients, with priority going to the neediest applicants. The award may be renewable. See the Satisfactory Academic Standing Policy for academic renewal requirements.

**NOTE:** A student who lives outside of Iowa should apply for funds available from his or her home state.

In the event that available state funds are insufficient to pay the full amount of each approved grant, the Iowa College Student Aid Commission has the authority to administratively reduce the award.

**BVU Grants/Scholarships**

**Academic Merit Awards**

**Trustee Scholarships** amounting to full tuition, will be awarded to up to five freshmen each year. Applicants for this scholarship must meet two of the following criteria: 3.85 CGPA, 29 ACT or a high school class rank in the top 5 percent. Recipients will be selected through competition. Recipients must enroll full-time and may renew a Trustee Scholarship for a maximum of three additional years by maintaining a 3.25 CGPA and full-time status. Financial need is not required.

If a Trustee Scholarship recipient is eligible for Pell Grant or Iowa Tuition Grant funds, the amount available will be subtracted from the Trustee Scholarship. The total of all gift aid will never be less than the BVU tuition charge. However, an individual’s financial need and direct charges may limit total gift aid (including outside scholarships).

**Multicultural Scholarships** amounting to full tuition and room and board, will be awarded to four full-time freshmen from diverse backgrounds each year. Students with a strong academic and leadership background would be eligible to complete the Scholarship Application and interview with the director of intercultural programs and the director of admissions. Recipients will be eligible to renew a BVU Multicultural Scholarship for a maximum of three additional years by maintaining a 2.5 CGPA and full-time status.

Any Pell Grant and/or Iowa Tuition Grant funds a Multicultural Scholarship recipient receives will be subtracted from the Multicultural Scholarship. The total of all gift aid will be limited to direct costs.

**Foundation Scholarships** of $6,000-$9,000 are awarded upon acceptance to Buena Vista University. Individual award amounts are based on meeting certain academic requirements. Students enrolled full-time are eligible to renew their individual Foundation Scholarship for up to three years, based on the renewal requirements presented at the time the award was made. For more information on the eligibility or renewal requirements for a specific award, please contact the Office of Financial Assistance. There is no limit on the number of awards available, but only students awarded a Foundation Scholarship as a new student are eligible to be considered in subsequent years.

**Arch Awards** will be awarded to freshmen who enroll full-time and meet two of the following conditions: 2.75 GPA, 18 ACT or top 50 percent of their high school class.

A student’s individual award amount can be renewed for a maximum of three additional years, with a 2.25 CGPA and full-time enrollment. The number of awards available is not limited.

Eligible students may receive only one of the above scholarships per year and are able to renew the scholarship amount they received at the time they entered BVU based on the renewal requirements indicated.

**Recognition Awards**

**Dean’s Fellowship Awards** of $2,000 were offered through application prior to the 2008-09 school year. A Dean’s Fellowship is renewable for those who qualified for a maximum of three additional years with full-time enrollment, a 3.0 CGPA by the end of the freshman year and a 3.3 CGPA thereafter, and upon approval by the appropriate school. The number of awards is limited.

**School Awards** of $2,000 per year were available beginning in the 2006-07 academic year to full-time freshmen entering BVU if they meet two of the following criteria: minimum 3.0 CGPA, minimum 20
ACT or top 50 percent of their high school class. All awarded students are eligible to renew their award for a maximum of three additional years, by maintaining a 2.5 CGPA and full-time status. The number of available awards is not limited.

Math Science Excellence Awards were available prior to the 2006-07 academic year. All previously awarded students are eligible to renew their individual award amount by continuing to major in a program offered by the BVU School of Science, maintaining full-time status, and earning a 3.0 or better CGPA. The number of available awards is limited.

Master Teacher Scholarships were available prior to the 2006-07 academic year. All previously awarded students are eligible to renew their individual award amount by continuing to major in a program offered by the School of Education, a 3.0 CGPA and full-time status. The number of available awards is limited.

Pre-law Excellence awards were available prior to the 2006-07 academic year. All previously awarded students are eligible to renew their individual award amount by maintaining interest in attending law school and remaining a full-time student. The number of awards available is limited.

Art, Music, Theatre and Media Studies Awards are available in various amounts to recognize and reward students who demonstrate talent and wish to participate in art, theatre, music and/or media studies at the college level. Students must have a strong interest in art, music, theatre, and/or media studies. Students may be required to audition or provide a portfolio for specific art, theatre, performance theatre, vocal music and instrumental music. Students are eligible to renew these awards for a maximum of three additional years by meeting participation criteria.

A student may be awarded only one Academic Merit Award. Only one Recognition Award may be “stacked” onto that award. The maximum that can be “stacked” is $2,000 per year. No “stacking” will be allowed with the Trustee Scholarship or Multicultural Scholarship.

Other Scholarships and Grants

Out-of-State Scholarships will be awarded in the amount of $1,000 to students that qualify for any Buena Vista Foundation Scholarship and who reside in states other than Iowa. The number of available awards is not limited. Out-of-State Scholarships are renewable for non-residents with full-time enrollment and continued eligibility for a Foundation Scholarship.

Students from states other than Iowa should check with the proper agency in their state to receive information on availability of state-sponsored scholarships or grants.

Buena Vista Transfer Scholarships are awarded based on the student’s college grade point average. To be considered for one of the transfer scholarships, students must have completed at least one semester of college as a full-time student (12 credit hours). A student is considered a transfer student after they have graduated from high school or completed their GED and have completed one semester at a community college or four-year college/university as a full-time student (12 credit hours or more). The awards range from $5,000-$9,000, depending on college CGPA. The number of awards is not limited.

Multicultural Incentive Grants are available to some full-time students from diverse backgrounds. The maximum award is $1,000. Financial need and the total of other BVU gift aid awarded will determine if an award is made. The number of awards available is limited. Students eligible for Trustee or Multicultural Scholarships are not eligible for consideration.

Sibling Grants are available to any student who has a sibling enrolled. Eligible students will receive a $500 grant for each year of simultaneous enrollment on the Storm Lake campus. The number of awards available is not limited.

National Presbyterian Scholarships of up to $1,400 per year are available to students who show need and apply to the National Presbyterian Church prior to the freshman year, by the yearly deadline. The student’s first year award may be renewed provided the student continues to show financial need and maintains a 3.0 CGPA. The number of awards available is limited.

Buena Vista Grants are issued to some full-time students. Financial need and the total of other BVU gift aid awarded will determine if an award is made. Students must continue to make satisfactory academic progress to renew the award. The number of awards available is limited.

In addition, gifts from friends of BVU, organizations and special endowments are awarded based upon financial need and/or other criteria. Students are automatically considered for these aid sources when they apply for financial assistance each year. A complete list of benefactors may be found on the BVU Office of Institutional Advancement web page.
Any awards made from institutional funds will not change mid-year unless enrollment or living arrangements change. The post-Interim CGPA will normally determine the award for the next full academic year.

If you plan to enroll in summer classes and wish to use any federal aid eligibility you may have, you must notify the Office of Financial Assistance. There is no institutional gift aid available for summer courses.

Other Grants/Scholarships
Private/Outside Scholarships are awards made to students by an outside source. The student must use the award for educational expenses only. Students are responsible for contacting these private organizations. High school guidance counselors, churches and parents’ employers may be good information sources. Help locating outside scholarships can also be found on the Office of Financial Assistance web page at www.bvu.edu.

Your financial assistance from these scholarships must be packaged into your aid award so your financial need is not exceeded.

Buena Vista University is a Collegiate Partner of Citizen’s Scholarship Foundation of America and the Dollars for Scholars family of community scholarship foundations. BVU has agreed to match Dollars for Scholars awards, of up to $100 for freshmen who meet one of the following criteria: high school class rank in the top 50 percent or a minimum ACT score of 20. The Office of Financial Assistance must be notified prior to the spring semester to receive matching funds.

Vocational Rehabilitation benefits are available for students with physical disabilities or handicaps which impede pursuit of gainful employment or threaten continued employment. Requests for information should be made to the local Office of the Vocational Rehabilitation Bureau. Financial need is not a determining factor.

AVAILABLITY OF STUDY ABROAD FUNDS
Students who are interested in study abroad opportunities can receive financial assistance if eligible. The study abroad program must be approved by the study abroad coordinator and the Registrar’s Office. Options for aid will be determined by the specific program selected.

WORK OPPORTUNITIES
The university’s Work-Study program provides employment opportunities to students who normally show financial need. Funds are provided by the federal government and BVU, and are awarded as part of the financial aid package. Most student work contracts call for four to ten hours of work per week. Work schedules are arranged after the student’s class schedule has been determined to avoid conflict with classes. Whenever possible, students are assigned to positions that will support their academic interests. Currently, positions are available both on- and off-campus. Students will be paid, by check, at two-week intervals. See the Academic Standing Policy for academic renewal requirements. Priority deadline date for FAFSA filing is June 1. For additional eligibility requirements, please request a copy of the Federal CWS Awarding Policy.

The university also provides referrals for a variety of part-time jobs in the community. These jobs are available to all students and financial need is not a factor. Employment may also be available for the summer.

Academic Assistantships are awarded to academically exceptional full-time students without regard to financial need and are designed to provide academic experience outside of the classroom. If you have been selected for one of these positions, you may receive valuable experience working closely with faculty on teaching, research or other projects. A 3.2 or better CGPA is required for consideration.

LOW-INTEREST LOANS
Loans provide students with an opportunity to defer part of the cost of education by borrowing now and repaying later at a reduced rate of interest. However, before deciding whether to accept or pursue a loan, you should carefully read the following section. We urge you not to take a loan for an amount larger than necessary. We also encourage you to consider both part-time employment and cutting down on expenses as ways of keeping your aggregate loan debt to a minimum.

Federal Perkins Loans are available at BVU to students below junior status who apply for financial assistance and show exceptional financial need. Funding is provided by both the federal government and Buena Vista University, with the university acting as the lender. These loans vary in amount and are interest-free while the student is in college. Repayment with 5 percent interest begins nine months after the student is no longer enrolled at least half-time in college. Students may take up to 10 years to repay. Eligible students will be asked to sign a promissory note and will be given information about their rights and responsibilities at that time. Full- and part-time students who show exceptional financial need will be considered for an award.
Priority deadline date for FAFSA filing is June 1. See the Academic Standing Policy for academic renewal requirements. For additional eligibility requirements, please request a copy of the Federal Perkins Loan Awarding Policy.

**Federal Stafford Loans** are federally funded and are available to students enrolled at least half-time in college. The federal government offers loans with an interest subsidy, for those students who show financial need, and loans without an interest subsidy. If eligible for the interest subsidy, the government will pay the interest on the loan for the student borrower until six months after the student graduates, withdraws from college or enrolls less than half-time. If eligible for an unsubsidized loan, the student will be responsible for interest accrual while in college as well as principal and interest after they are no longer enrolled at least half-time. An application for financial aid must be submitted to determine eligibility for either loan source. Interested students must also complete a Federal Stafford Loan Master Promissory Note, prior to the first semester of borrowing, regardless of the type of Stafford Loan for which the student is eligible. After signing the Master Promissory Note for the first time, a subsequent signature will normally not be required for additional borrowing. Loan proceeds, minus a possible origination/default fee, will be received by the university and credited to the student’s account each semester. Freshmen will be eligible for a total of $5,500 a year, sophomores $6,500 a year, and juniors and seniors $7,500 a year. These totals represent the maximum that can be borrowed in a combination of the subsidized and unsubsidized loans. The interest rate for new loans is 6.8% for unsubsidized and 6.0% for a subsidized Stafford Loan. Since this is a loan, any amount borrowed will have to be repaid with future earnings. The aggregate subsidized maximum that may be borrowed for a undergraduate program is $23,000. As evidenced by the repayment schedule below, monthly repayment can be affordable. See the Satisfactory Academic Progress Policy for academic renewal requirements. Additional information, including cancellation, forgiveness or deferment options, is available from the Office of Financial Assistance or Business Office.

**Additional Federal Unsubsidized Stafford Loans** of up to $4,000 a year may be available to first- or second-year self-supporting students or first- or second-year dependent students whose parents have been denied a Federal Parent Loan (PLUS). Up to $5,000 is available for similar students who have completed two or more years. Students must be enrolled at least part-time. Financial need is not required. Monthly repayment of interest normally begins within 60 days after the loan is made. Repayment of principle and interest will begin once the student is no longer enrolled at least half-time. The interest rate is 6.8 percent. The aggregate maximum that may be borrowed is $34,500. Interested students can receive more information from our Office of Financial Assistance. See the Academic Standing Policy for academic renewal requirements.

**Buena Vista University Loans**, Mabel E. Sherman Loans, and McElroy Loans are available to full-time students to supplement or replace the loan options mentioned above. Funding is limited. Financial need may be a factor in eligibility. Students must sign a promissory note at the Business Office. At this time, students will receive an explanation of their rights and responsibilities regarding the loan. See the Academic Standing Policy for academic renewal requirements.

**Federal Parent Loans**, called Federal PLUS Loans, are available to parents who have dependent children in college. Parents can borrow up to an amount equal to the cost of education minus other financial aid, at an interest rate of 8.5 percent. Financial need is not

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**APPARENT MONTLY STAFFORD LOAN REPAYMENT SCHEDULE**

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<th>Total Borrowed</th>
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<th>Monthly Payment Amount at 6%</th>
<th>Monthly Payment Amount at 6.8%</th>
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*Please note that the final monthly payment may be larger or smaller than the amount indicated above.*

*Payment based on a 10-year repayment period.*
required. An origination/default fee will be taken out before the funds are disbursed. Monthly repayment normally begins no later than 60 days after the loan proceeds are disbursed. Our Office of Financial Assistance has additional information about this federal loan program.

**Alternative Loans**, are available to students or parents of students attending Buena Vista University. Loan eligibility is determined by the borrower’s credit worthiness. Loan amounts range from $500 to over $34,000 annually. The interest rates are variable. Repayment generally begins within 30 to 60 days after the loan money is received, although the loan may be deferrable while the student is enrolled. The borrower may take up from 12-20 years to repay. Financial need is not a prerequisite. For more information on any alternative loan source, please contact the Office of Financial Assistance.

**STANDARDS FOR FINANCIAL ASSISTANCE**

**Satisfactory Academic Progress**
The Academic Standing Policy describes the criteria to be used for assessing the academic standing of students at Buena Vista University and will also be used to access a student’s eligibility for financial assistance. This policy will be used to assess academic standing for all students, not just those receiving financial aid. A student must maintain both a specific cumulative grade point average (qualitative) and proceed through the degree at a specific minimum rate (quantitative).

A federal or state aid recipient will be allowed to attempt up to a total of 192 credit hours (full-time or part-time students). If a student has not completed his or her attempted program within this time frame, even in a situation where there has been a change in course of study, financial aid eligibility will be terminated.

**RIGHTS AND RESPONSIBILITIES**

In addition to the information provided here, you may also ask for and receive information on any of the following by contacting the Office of Financial Assistance:

1. FFEL/Direct Loan deferments for Peace Corps or volunteer service
2. Job placement rates and how they were calculated
3. How your financial need was calculated and the percentage of your need that has been met with financial assistance
4. Each type and amount of assistance in your financial aid award and how you were selected as a recipient
5. How to receive a review or reconsideration of your aid award if you feel an error has been made or if your financial situation changes

You may also request a copy of any of the following Buena Vista University policies/reports by contacting the Office of Student Services or the Office of Financial Assistance, or you can find them at: www.bvu.edu

- **Drug and Alcohol Policy** – this policy will describe acceptable conduct, applicable legal sanctions for unlawful activities, health risks associated with the use of illicit drugs/alcohol and available counseling related to drug or alcohol abuse
- **Campus Security Report** – this report details occurrences of offenses reported to campus security personnel or local police and other security issues dealing with campus facilities and safety
- **Family Education Rights and Privacy Act (FERPA)** – this policy deals with the rights of students/parents to inspect records, procedures to request amendments to those records, rights concerning disclosure of personally identifiable information, and rights concerning filing a complaint with the Department of Education for a school’s failure to comply with FERPA requirements

The following reports are also available:

- **Report on athletic program participation rates and financial support data** – this report will disclose data on revenues and expenses of intercollegiate athletic programs at BVU. For a full copy of this report, please contact the BVU director of athletics
- **Graduation or completion rates report** – this report will disclose the graduation/completion rates for the general population of full-time, first-year undergraduate students. BVU’s full report can be found at www.bvu.edu/departments/instadvancement/research

As a student, you also have the following responsibilities:

1. Review and consider all information about Buena Vista University before you enroll
2. Pay special attention to your application for financial aid, being sure to complete it accurately and submit it on time and to the correct place
3. Know all the deadlines for applying or reapplying for aid and meet them
4. Provide all documentation, corrections, and/or new information requested
5. Notify us of any changes in your original application information
6. Read, understand, and keep copies of all forms you're asked to sign
7. Repay any student loans you have; when you sign a promissory note, you are agreeing to repay the loan
8. Complete both an entrance and exit interview if you have a Federal Stafford Loan, a Federal Perkins Loan, or any institutional loan
9. Notify Buena Vista University of a change in your name, address or enrollment status; if you have a loan, you must also notify your lender
10. Understand the Buena Vista University Refund Policy
11. Understand the BVU Academic Standing Policy

Eligibility Requirements

Federally Funded Programs
1. Demonstrate financial need*
2. Have a high school diploma, a G.E.D., or demonstrate an ability to benefit the program
3. Be enrolled at least half-time* and as a regular student
4. Be a U.S. citizen or eligible non-citizen
5. Make satisfactory academic progress
6. Sign various educational statements
7. Be current on all previously borrowed educational loans
8. Have the FAFSA results released to the university electronically while still enrolled

State Funded Programs
1. Demonstrate financial need*
2. Meet Iowa residency standards and be a U.S. citizen or eligible non-citizen
3. Make satisfactory academic progress
4. Apply by the July 1 deadline*
5. Be current on all previously borrowed educational loans

*Unless otherwise noted in the program description

Applications for admission and employment, students, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Buena Vista University are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability in admission or access to, or treatment of employment in, its programs and activities.

For Further Information
You may contact the director of financial assistance at the following address to obtain answers to any questions you may have: Buena Vista University, Office of Financial Assistance, 610 W. Fourth Street, Storm Lake, Iowa 50588, 1.800.383.2821 or 712.749.2164. You may also find additional information on our web page at www.bvu.edu or e-mail us at financialaid@bvu.edu.

CAMPUS LIFE

Buena Vista University believes that important learning experiences occur in the residence hall, on the playing field, and in university meeting rooms, as well as in the classroom and laboratory. Our co-curricular program provides opportunities for students to link theory to practice. Through these programs students develop leadership skills, explore career possibilities, provide service to others, participate in wellness activities, develop an understanding and appreciation of those from different backgrounds and cultures, and enjoy special student activities. Our co-curricular program complements the formal academic curriculum, emphasizing a holistic and well-rounded education. We teach you the skills to not only get a good job, but to do a good job.

RESIDENCE LIFE

The Residence Life Program recognizes the need for students to establish a personal living unit where meaningful relationships are nurtured and a sense of community is developed. Our residential areas provide opportunities for social, emotional, spiritual, and physical development, providing living-learning centers for our students.

To facilitate a personalized living environment, three traditional residence halls are divided into living units called “houses.” There are 23 houses within these halls, each of which has a resident community population of approximately 35 students. Traditions, camaraderie, informality, and self-governance are characteristics of the house system. Residents elect house officers who are responsible for the organization and leadership of the hall government, student programming, intramural sports, and social events.

In addition to our traditional residence halls, Buena Vista University offers suites to accommodate our upper-class students. Briscoe Honor, McCorkle, and Constitution Halls are designed to house groups of six. Each suite includes three bedrooms, three baths, and a common living area.

Grand Hall provides yet another living option. This residential area is co-educational, providing a social and study lounge on each floor. Freshmen through seniors reside in this 98-bed complex.

Finally Liberty Hall, is similar in design to Grand Hall. Like Grand, it also houses freshmen through seniors and is co-educational. However, this 86-bed
facility also hosts a faculty-in-residence and is a substance-free living option for our students.

The director of residence life and director of housing coordinate all housing operations and are assisted by residence directors. These residence directors are full-time professionals who live in apartments that are situated in the residential living areas. These staff members advise their residents, handle emergency situations, provide programs, and enforce university policies. Resident advisors (R.A.s) work closely with the residence directors to provide a quality living experience for students. R.A.s provide programs, serve as a resource, develop a sense of community, and enforce policies to protect the rights and privileges of students. Residence directors and resident advisors work together to help students achieve a balance between their needs for privacy, social interaction, and friendship within their living area.

Rooms are furnished with a desk, chair, dresser, bed, and closet. Residence halls provide common lobby areas, study facilities, coin-operated laundry facilities, and vending machines.

The Office of Student Services is responsible for assigning rooms to new students. Individual roommate and hall requests for new students are honored according to the date of the housing deposit. Returning residents participate in a “room draw” process, which takes place in April. The university, however, reserves the right to make changes in room assignments at any time during the academic year.

The residence halls are closed, and the university does not provide housing or meals, during vacation periods. Summer housing is available for those students attending summer school or working at the university through the college work-study program.

COMMUTER STUDENTS

A number of commuter students from the surrounding communities attend Buena Vista University. Many of these students find the Harold Walter Siebens School of Business/Siebens Forum and the Centennial Room to be good places to relax between classes. In addition, the Commuter Lounge is provided for the convenience and assistance of commuter students. The Commuter Lounge, which includes plenty of room to relax, a microwave, and refrigerator, is located in the Lage Communication Center.

A variety of services are available to commuters, including career services, counseling, health services, religious life, student activities, and wellness programming. The commuter student advisor serves as an advocate and source of support. The office is located in the Student Services Complex of the Harold Walter Siebens School of Business/Siebens Forum. The Geisinger Student Leadership Center provides information about student organizations and other activities for commuters. Lockers may be obtained from the Office of Student Services.

ATHLETICS

Buena Vista University is a NCAA Division III institution and a member of the highly competitive Iowa Intercollegiate Athletic Conference. The intercollegiate athletic program is integral to the institution and enhances the overall quality of the educational experience. Approximately one third of our students participate in at least one of the nineteen sponsored intercollegiate sports. Men’s teams include baseball, basketball, cross country, football, golf, soccer, tennis track, and wrestling. Women’s teams include basketball, cross country, golf, soccer, softball, tennis, track, and volleyball. Buena Vista University student-athletes strive for success at the highest level of NCAA championship play while also successfully completing their academic degree.

CAREER SERVICES

Quality career development opportunities are integral to the student development program at Buena Vista University. The Office of Career Services provides personalized career counseling to facilitate a holistic approach to life planning. Throughout their university career, students are encouraged to thoroughly investigate career options. The Career Services staff promotes systematic career inquiries and provides a comprehensive program that includes self-assessment tools, exploration resources and programs, internship coordination, and recruiting services for undergraduates as well as alumni.

Presentations on job search skills are offered in workshop format several times each semester and at the invitation of faculty into their classrooms. Career networking with alumni is intentional and ongoing, and highlighted through an annual day-long career symposium allowing alumni to inform and inspire current students. A career fair targeted to all students for summer jobs, internships, full-time jobs, and graduate schools is held every spring.

Many students participate in our internship program, facilitated by a partnership between designated faculty members and our internship coordinator, whose office is located in the Career Services area. Internships for fieldwork experiences are offered for academic credit and are ideal for acquiring “hands-on” experience in a chosen field. For details about these programs, students are encouraged to refer to the entries under specific major descriptions in this catalog, consult with their faculty advisor, or stop by the Office of Career Services, or visit www.bvu.edu/career.

The Office of Career Services offers an updated
online job listing service for both students and alumni. For further description of the many services and programs designed to facilitate BVU students' career success, please visit the website.

COMMUNITY SERVICE
At Buena Vista University, we believe students learn best and most by doing. With this goal in mind, the director of community service serves as an excellent resource for students seeking experiential learning opportunities. Local, regional, national, and international volunteer opportunities help students realize the importance of civic responsibility and service.

COUNSELING
Personal counseling services are available for individuals, couples, and families by contacting the director of counseling services. Confidential records are maintained separately from other university records. These services are provided free-of-charge to students, faculty, and staff. Referrals are made to other professionals when necessary. The counseling office offers support groups as needed. In addition, the director of counseling services provides educational and preventive programs for members of our community.

FOOD SERVICE
The food service program at Buena Vista University is more than just three meals a day, seven days a week. Our food service program involves people who care about providing for our students the best food and service possible. The food service is centrally located in the Harold Walter Siebens School of Business/Siebens Forum. The main servery features several different food formats ranging from Cafe Olé to a Fresh Fruit Stand. In addition, the Centennial Room Snack Bar, a unique eating and entertainment establishment, features short order foods in the evenings.

Our concept of diversified university dining is called the Sodexo Marquis Plan. It is recognized as a plan that offers variety and freedom of choice for students. The Marquis Plan offers a flat-rate meal plan that allows students to eat as much or as often as they like in the Dows Grand Ballroom. Students may visit the servery anytime from 7 a.m. to 7 p.m. on weekdays (weekend hours vary depending on student schedules and food service needs) to eat a meal, pick up a healthy snack, or have something to drink.

For those who prefer a lighter option and do not require the flexibility of the Marquis Plan, two other food plans are available: 14-meals-per-week and 10-meals-per-week. These plans provide meals during specific time periods.

Each of these plans provide students with high quality food, including Trendsetter Food Bars and Theme Nights to increase options and variety. All resident students are required to participate in this food plan.

The Food Committee of the Student Senate meets regularly with the food service director to discuss food service-related matters. Students are encouraged to become acquainted with the food service management team. They are anxious to hear comments and suggestions about the food service.

HANDICAPPED ACCESSIBILITY
Nearly all buildings on the Buena Vista University campus are handicapped accessible. Students seeking assistance regarding accessibility should contact the following individuals:

For assistance with the academic program, including accessibility of courses, laboratories, or academic materials, students should contact the director of the Center of Academic Excellence, 712.749.1237. For assistance with the co-curricular program, such as residence halls, food service, student activities, or other programs, students should contact the dean of students in the Harold Walter Siebens School of Business/Siebens Forum, 712.749.2123.

HEALTH SERVICES
Health Services and Wellness is a free service to students and is located in the lower-level of Siebens Fieldhouse L25, 712.749.1238. All health records are confidential and do not become part of the university record. Our goal is to enhance the educational process by modifying, changing or removing health related barriers to learning, promoting optimal wellness, teaching and enabling individuals to make informed decisions about health related concerns. We can provide students with assessment, treatment and referrals for illness or injury. Referrals and appointments are made to appropriate health care providers. Payment for these services will be handled between the provider and the student. Basic medical supplies and over-the-counter medications are available to students at no charge. Other special equipment such as crutches, ice packs, heating pads and vaporizers are available for use on a loan basis. Students, who are ill, are responsible to notify their professors. Health Services and Wellness and the Office of Student Services will contact professors of a student's medical absence if requested by the student. It is at the professor’s discretion whether or not to excuse an absence.
All full-time students (12 credit hours or more) and students residing on-campus are required to have medical insurance while attending Buena Vista University. Students may purchase a health insurance policy, made available through the university, if they are not currently covered by their own policy.

Required of all full-time freshman and transfer students are a completed Health Form (with a copy of their current insurance card) and a Student Health Insurance Waiver Statement by the following deadlines to Health Services and Wellness:

- August 1 for first semester
- January 5 for interim
- January 20 for second semester

This form must be received and immunization status approved before you will be permitted to complete final registration.

Required Immunizations of all students born after 1956:

MMR (measles, mumps, rubella)
- Dose #1 15 months or after
- Dose #2 age 4-5 years

Tetanus/Diphtheria
- Primary series completion date
- Booster within the past 10 years

Polio
- Primary series completion date Tuberculosis screening
- Required of ALL international students or anyone that has traveled outside the U.S. in the past 12 months

Meningococcal Vaccine (Menactra or Menomune)
- Required of all students to reduce the risk for potentially fatal bacterial meningitis

LIBRARY SERVICES

The BVU library exists to meet the information needs of our students, faculty, and staff, regardless of their physical location. The library offers 142,000+ book volumes and access to over 26,000 periodical titles in print or online format within a comfortable and elegant study atmosphere that features a mix of individual and group study seating areas. Reference services include group and individual instruction in the use of both electronic and print library resources as well as assistance with all research and information queries. A recently added online chat option allows for interactive dialog with a librarian. Reference librarians may be reached by telephone 712.749.2095, toll-free 1.877.288.2240 or via e-mail library@bvu.edu.

Access to the online catalog and research databases is available around the clock. The library’s Interlibrary Loan (ILLiad) service allows students to reach beyond BVU Library’s own collections to obtain books and articles from other libraries all over the world.

Other features of the library include networked desktop computers and wireless access for those using laptops, replacement batteries for laptops at the Circulation Desk, and photocopier, scanning and FAX services. The lending period for most library materials is 30 days.

The library is open 94 hours per week when classes are in session.

Library Hours:

- Sunday .............................................. 1 p.m.– 12 a.m.
- Monday-Thursday ............................ 8 a.m.– 12 a.m.
- Friday .................................................. 8 a.m.– 6 p.m.
- Saturday .............................................. 9 a.m.– 6 p.m.
- Semester Breaks and Summer ................ Monday-Friday, 8 a.m.– 5 p.m.

OFFICE OF INTERCULTURAL PROGRAMS

The director of intercultural programs is responsible for providing a learner-centered multicultural/diversity education program, which is intended to create a campus climate that celebrates diversity. The office is charged with coordinating programs on issues of diversity and promoting understanding and respect for all members of the BVU community. The director identifies and addresses the needs of students from diverse populations as well as the entire student body, with the goal of enhancing diversity and multiculturalism in all aspects of campus life. The office also serves as a campus resource regarding diversity and multicultural issues.

SPIRITUAL LIFE

Buena Vista University seeks to nurture spiritual growth, moral responsibility, and service. Affiliated with the Presbyterian Church USA, we welcome students of all religious backgrounds. The Schaller Memorial Chapel serves as the center of campus worship. Traditionally, chapel services are held on Thursdays at 11 a.m. throughout the academic year. At times, there are guest ministers or musicians from a variety of traditions as well as music by the BVU choir. The university chaplain meets with students individually and in small groups to discuss issues of faith and service. The Fellowship of Christian Beavers, Beavers in God, and several Bible/Book Study groups also offer opportunities for spiritual development.
STUDENT ACTIVITIES

The student activities program, under the leadership of the director of student activities and the Student Activities Board (SAB), is designed to provide a wide variety of programs for the Buena Vista University community. Students are actively involved in the planning, promotion, and implementation of all programs and play a vital role in the development of community. Campus events are also designed to create and develop student interest in the cultural, social, recreational, spiritual, academic, and fine arts areas.

Over sixty campus organizations provide a variety of activities such as lectures, concerts, guest recitals, athletic games, dances, films, and theatre productions. BVU’s Academic and Cultural Events Series (ACES) brings world-renowned performers and speakers to campus. Also included are events and activities that support a similar theme.

From an intramural basketball game in Siebens Fieldhouse to canoeing on the lake or a softball game on a campus lawn, the emphasis throughout the year is on individual and group recreation and wellness. Intramural competition includes many sports. Siebens Fieldhouse and the Lambert Recreation Center house basketball, volleyball, handball, and racquetball courts, along with wrestling, weight lifting, and fitness facilities. The swimming pool is housed in Finkbine Natatorium. In addition, the university owns canoes and kayaks for use on Storm Lake and river trips throughout the year.

WELLNESS PROGRAMS

Wellness is a positive and balanced approach to living that encompasses emotional, intellectual, occupational, physical, spiritual, and social well being. Individual programs focus on such issues as alcohol education, fitness, nutrition, stress management, and leading a balanced life. The goal of the wellness program is to encourage a healthy lifestyle for all members of the Buena Vista University community.

STUDENT RESPONSIBILITIES AND REGULATIONS

In an effort to maintain individual rights, freedom of choice, maintenance of university facilities, and development of community, specific policies have been established to guide student actions and behaviors. As in society in general, certain laws and expectations cannot be ignored. Our goal is to assist students to make sound, responsible choices of action and behavior. In making these decisions, certain expectations are established, among those being the assurance of individual freedom, the guarantee of rights for self and others, and the assumption of individual responsibility.

The Board of Trustees has delegated the administration of discipline in the university to the president who, in turn, has assigned specific groups and individuals the responsibility of hearing cases of alleged violations. The code of student conduct is outlined in the Student Handbook.

CAMPUS AND BUILDINGS

Buena Vista University overlooks a beautiful, 3,200-acre lake (Storm Lake), which provides opportunities for water-related recreation. Storm Lake is less than 60 miles from the Iowa Great Lakes region, which includes Okoboji and Spirit Lake. Complementing the natural setting are modern classrooms and residence halls. Construction of many campus buildings was completed in the 1960s. Only Edson Hall and Smith Hall were built before 1950, and Smith Hall was completely remodeled in 1970. As part of an $18 million gift donated to Buena Vista University by Dr. Harold Walter Siebens in 1980, the university completed an exciting new building program in 1986. It included J. Leslie Rollins Football Stadium, constructed in 1980, a 660-car parking lot, the Harold Walter Siebens School of Business/Siebens Forum completed in 1985, and total renovation of Lage Communication Center in 1986. The 1990s marked further building progress with the construction of Briscoe Honor, Constitution and McCorkle Residence Halls, construction of the Information Technology Center, and renovations on Edson Hall. Construction on the Lambert Recreation Center was completed in 2001. The 70,000-square-foot Estelle Siebens Science Center was opened in the summer of 2004.

Briscoe Honor Hall

This coed residence hall houses 102 students and was completed in 1991, the university’s centennial year. Originally named Centennial Hall, it features 17 suites which house six students each. Suites include three bedrooms (each with its own bathroom) and a common living area. A refrigerator and microwave are furnished for each suite.

Constitution Hall

This residence hall opened in January of 1995 as an addition to Briscoe Honor Hall, providing 12 suite-style living quarters for 72 students. An addition to Constitution Hall, which was completed in January 1998, houses an additional 30 students.

Dixon-Eilers Hall

Dixon-Eilers Hall houses BVU’s business offices and the Registrar Office, in addition to housing...
classrooms. The building was completed in 1958 and stands on the site of the original “Old Main.”

**Edson Hall**
Originally known as Victory Hall, the university gym before Siebens Fieldhouse was constructed in 1969, Edson Hall is now home to the BVU music department. Renovation of the hall was completed in early 1997 with the addition of a choral rehearsal room, nine state-of-the-art practice rooms, a piano/keyboard lab, a student work area, and additional office space.

**Estelle Siebens Science Center**
Completed in the summer of 2004, the 70,000-square-feet facility comfortably houses BVU’s five interdisciplinary fields of science (biology, chemistry, computer science, mathematics, and physics), fostering collaboration among the disciplines, as well as between students and faculty.

The 18 laboratories complement seven classrooms, three research areas, and 24 offices. “Science Avenue,” a prominent atrium corridor that puts projects on display, connects the two-story, glass-walled rotunda (nicknamed “The Beaker”) to a greenhouse with three environmental growth chambers. The $28 million building was made possible by a $13 million matching gift from the Harold Walter Siebens Foundation and numerous private philanthropic sources.

**Grand Hall**
Grand Hall is a 98-bed coed residence hall, located on the corner of W. Fourth Street and Grand Avenue. The building opened in the fall of 1998.

**Harold Walter Siebens School of Business/Siebens Forum**
The Harold Walter Siebens School of Business/Siebens Forum was completed in the spring of 1985. In addition to the Harold Walter Siebens School of Business and a conference center, it houses the Student and Career Services Offices, food service and cafeteria, Anderson Auditorium (a 386-seat auditorium), The Siebens Den, Geisinger Student Leadership Center, the bookstore, post office, games area and snack bar, and other offices and lounges. Included in the Harold Walter Siebens School of Business are tiered seminar rooms, a case-study seminar room, faculty offices, and a special resource room that enables students to receive the latest market information from Wall Street and other sources. The conference center includes a board room, conference rooms, lobbies, and offices. The $10 million building, made possible by an $18 million gift from the late Dr. Harold Walter Siebens, also has telecommunication capabilities.

**Social Sciences and Art Hall**
Dedicated in 1968, the building contains the 250-seat Eppley Auditorium, along with a 60-seat amphitheater. The facility is undergoing renovations after serving as the science center until 2004.

**Stewart D. Siebens Computer Center**
The Stewart D. Siebens Computer Center offers hardware and software technical support via the Help Desk, 2FIX hotline (712.749.2349), and 2FIX e-mail (2fix@bvu.edu). The Help Desk also provides checkout services for digital still cameras, digital video cameras, extra batteries, laptop computers, and automobile A/C adapters. The Help Desk is also one of four locations on campus offering battery swap services. The Help Desk hours vary throughout the year and are available on the web at http://2fix.bvu.edu/. In the lab area, the Computer Center has a laser printer and several scanners.

The Teaching and Learning with Technology Center, (TLTC) is located in the Computer Center. The TLTC supports faculty in the integration of technology tools into teaching and learning.

**Lage Communication Center**
Lage Communication Center is the home of telecommunication at BVU. Renovated in 1985-86, Lage houses the radio, television and print studios for the School of Communication and Arts. It is the control center for the telecommunication system, which extends throughout campus.

Recent upgrades to the building’s equipment include updates of FM 97.5/KBVU Radio’s studio and transmitter equipment; a new editing system and updated production facilities for University Cable Network (campus television); and a Macintosh multimedia lab for desktop publishing and generation of multimedia presentations.

**Liberty Hall**
Liberty Hall, which opened in the fall of 2002, is a substance-free co-educational residence housing 86 students. It is located on the corner of Iowa Street and Grand Avenue.

**Lighthouse**
A 30-foot brick lighthouse was built on the shores of Storm Lake near the Siebens Fieldhouse in 1992 in memory of Buena Vista University trustee and benefactor Dr. Harold Walter Siebens. The lighthouse was a gift from the Siebens family.

**McCorkle Hall**
McCorkle Hall was completed in January 1996 and houses 72 students in six-person suites.

**Pierce-White Halls**
Pierce and White Residence Halls provide housing for 500 students. All of Pierce and half of White are
men’s rooms, while half of White houses women. The two halls are linked by a common entry and foyer.

The lower levels of these residence halls house TV and study lounges, laundry machines, and vending facilities.

The halls were renovated in 1992-93, with installation of new windows, heating and plumbing systems, carpet, and lighting. Pitched roofs were also added.

**Schaller Memorial Chapel**
Schaller Memorial Chapel, dedicated in 1963, adjoins Dixon-Eilers Hall. It serves as an auditorium and theater and is used for convocation services. Special events, such as Baccalaureate and Founders Day, are held here. A small meditation chapel is located in the lower level.

**Smith Hall**
Built in 1925, Smith Hall was completely renovated in 1970. It houses classrooms, art studios, and faculty offices.

**Swope Hall**
Swope Hall is a three-story residence hall which provides single and double rooms for 200 female students. Near the front entrance is a main lounge with a piano and television. Laundry, cooking and vending facilities are also available.

**Athletics**

**Baseball/Softball Fields**
The baseball and softball teams practice and compete on shared fields with the local public high school located on Tornado Drive. A complete renovation of both fields was undertaken in 2007 with completion expected in the spring of 2008. The baseball field will have an infield turf making it one of the only turf fields in the state used for college play.

**Bradford Field**
Bradford Field is the site of football and track competition. It is home to the J. Leslie Rollins Football Stadium. The stadium has a seating capacity of 2,500 with an all-weather, eight-lane track that was renovated in 2006.

**Buena Vista Athletic Complex**
The athletic complex is the site of men and women’s soccer and a football practice facility. The complex is located north of the main campus on Vestal Street.

**Finkbine Natatorium**
Finkbine natatorium is a 25 yard pool that is used for recreation, lap swimming, water aerobics, lessons, and competitive meets. A pool lift makes the facility handicapped-accessible. It is located in the lower level of the Siebens Fieldhouse.

**Lamberti Recreation Center**
Lamberti recreation center was designed to house intercollegiate athletic competition/practice, intramural sports and campus events. Constructed in 2001, this 65,000 square foot addition to Siebens Fieldhouse features a six-lane 200 meter Mondo indoor track, three courts for basketball, volleyball and tennis. Both baseball and softball teams utilize the court area and two indoor batting cages for practice during inclement weather. The $9.5 million project, funded entirely by donors, also included an 18,000 square foot renovation of Siebens Fieldhouse.

**Siebens Fieldhouse**
Located on the main level of Siebens Fieldhouse is the competitive arena that seats 3,000 spectators and is used for intercollegiate basketball, volleyball, wrestling and campus events. The athletic administrative offices, the Athletic Hall of Fame room, a classroom and one of the most extensive weight lifting facilities in the Iowa Conference, are also located on the main level.

The lower level of Siebens Fieldhouse includes coaches’ offices, Finkbine Natatorium, varsity locker rooms, equipment/laundry facilities, wrestling practice area, athletic training facilities, two racketball courts and the Health Center.

**Tennis Courts**
Four lighted outdoor tennis courts that were resurfaced in 2007 are located just east of Siebens Fieldhouse; they are used for intercollegiate tennis competition and recreational play.

**Victory Arch**
The Victory Arch was constructed from the remains of the Old Main archway. Old Main, constructed in 1893, was the principal building on campus until it was destroyed by fire in 1956. The Victory Arch is a symbol linking the past to the present. The Victory Arch stood on the southeast corner of Chapellawn for many years before it was rebuilt atop the Harold Walter Siebens School of Business/Siebens Forum in 1984-85.